



Center for Community Media  
Media Research Institute Fellowship Program  
Call for Proposals for AY 2023-2024

**Overview**

The academic year-long Fellowship Program aims to stimulate research projects that through incorporating media foster democratic engagement, increase civic awareness, and amplify the diverse voices of our region, leading to publication or broadcast.

**The program seeks to accomplish these goals by:**

- Providing media production support to individuals whose work is of value to the mission and vision of the CCM in serving the information needs of our community.
- Supporting the final stages of an interdisciplinary or transdisciplinary media research project or a project with a media outcome that clearly explores a component relevant to the Mission and Vision of the CCM (Appendix A).
- Furthering the mission of the CCM to support diverse storytellers to tell their stories and to reach audiences.

**Eligibility:**

- Fellowships are awarded to individual full-time faculty and staff of GSU.
- Applicants who have confirmed funding or are seeking internal funding (such as the Intellectual Life Grant, and University Research Grants) or external funding related to the project, are encouraged to apply.
- Priority will be given to projects that demonstrate that their work connects with audiences as evidenced by partnerships with our communities (community partnerships can be internal or external to GSU), pilot project results, or audience feedback.
- Conference presentations and publications are considered as evidence of connecting with audiences.

**Number of Fellows:** For the 2023-24 year the MRI is looking to support 1-2 Fellows.

**Information Session**

An information session will be held for interested faculty and staff to learn more about the Fellowship, the available resources, and to speak with the MRI Faculty Lead about eligibility, review criteria, finalist interviews, expectations, and deliverables. An additional information session will be added, if needed.

Information Session for interested applicants — February 15, 1:00-2:30pm

**Zoom Link:** <https://us06web.zoom.us/j/5673804352>

### Successful application packages include the following:

1. For faculty, a letter of support from their Dean or Chair is required, indicating their willingness to provide one course reassignment if awarded a Fellowship; for staff, a letter of support from their Director is required, indicating their willingness to provide hours equivalent to one course reassignment if awarded a Fellowship.
2. Applications can include up to two additional letters outlining the significance of the project.
3. Resume/CV.
4. IRB cert # if required.
5. Research project overview (2 pages).
6. Bibliography (1 page).
7. Inquiries and completed applications packages to be submitted to: [communitymedia@govst.edu](mailto:communitymedia@govst.edu)

“Everyone was AMAZING. I came into this knowing nothing of how to produce a video and the team made me feel comfortable and provided the knowledge I needed to produce an amazing video. They went above and beyond.”

Caron Jacobson  
Senior Lecturer, Criminal Justice  
MRI Fellow, AY21-22



Still from AY21-22 MRI Fellow Caron Jacobson’s video project on Service Learning Influencing Social Change in Criminal Justice Curricula

### What you can expect as a Fellow:

- Mentorship from Rebecca Siefert, Ph.D., 2020-21 MRI Fellow, to support you in meeting your benchmarks.
- Production support in the form of a Digital Learning and Media Design (DLMD) Producer who will work with you to develop a production plan and guide your project from concept through production to dissemination.
- Access to a defined suite of production facilities and equipment defined by the needs of your project and scheduled in coordination with your Producer.
- Research time in the form of a three-credit course reassignment or equivalent work hours.
- Promotion of your research outcomes on OPUS and available broadcast platforms as is appropriate for your project.

Questions?

Contact: Media Research Institute Fellowship Review Committee  
[communitymedia@govst.edu](mailto:communitymedia@govst.edu)

**What you will deliver as a Fellow by the end of the Fellowship:**

1. Scholars are expected to introduce their research program to the Center’s Steering Committee on the first Friday they are in residence. This presentation serves to launch their Fellowship. At the conclusion of their visit, fellows will submit a written report on their research progress, which will be shared on the Center website. Scholars will then receive a letter of recognition of their participation in the Media Research Institute Fellowship Program.
2. A TED talk style video, or a multimedia project as defined by your proposal and negotiated with your assigned Producer (As per Appendix B).
3. A substantive research outcome as defined by your discipline or field.
4. A presentation at GSU Research Day (April 2024).

**Additional Requirements, Deadlines, and Expectations:**

- A signed Memorandum of Understanding indicating that the Fellow agrees to complete the work outlined in the work plan, and meet the outcome requirements during the duration of the Fellowship, as negotiated with their Producer. These documents are to be submitted to the CCM Steering Committee by the deadline.
- Fellows that meet outcomes are eligible to apply for a second Fellowship.

**Timeline:**

Application Opens — February 1, 2023

Information Session for interested applicants — February 15, 2023: Time: 1:00-2:30pm

Application Deadline — March 1, 2023

Interviews with Finalists (Project feasibility) — March 6-10, 2023

Final Decisions made by committee and Fellows Announced — March 20, 2023

Fellowship Begins — August, 2023

Workplan is due to the CCM Steering Committee by October 1, 2023

Signed Memorandum of Understanding is due to the CCM Steering Committee October 15, 2023

Program Ends — May, 2024

**Review Criteria:**

1. Significance to the mission of the CCM,
2. The applicant’s abilities and qualifications,
3. The proposal’s clarity of expression, and
4. Project’s feasibility, design, resource needs, and work plan.

**Review Committee**

The review of proposals and interviews of finalists will be conducted by a committee made up of the CCM steering committee members plus 1-2 outside faculty/staff with required expertise.

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## Appendix A

### Center for Community Media

#### Mission and Vision.

The Center for Community Media is a full-service media production, teaching and research center that meets the changing digital information needs of GSU students, staff, and faculty and the local communities of Will County.

The CCM serves as a hub for faculty, students and community stakeholders to work, learn, connect, and collaborate—a distillation of the community itself. Empowering media producers and helping them tell their stories, connecting them with each other, and ultimately, connecting them with audiences.

#### What we do.

Incorporating [engaged journalism](#), we unite people to build trust, foster [media literacy](#), support democratic engagement, increase civic awareness, and amplify the diverse voices of our region.

Adhering to the [tenets of journalism](#), we produce and distribute quality local public service media with a focus on the compelling stories that connect local experience to state, national, and global issues. Utilizing existing web, mobile-based social media, traditional broadcast platforms and an [open access institutional repository](#), to deliver engaged stories, the CCM serves the best practices of [digital inclusion](#).

## Appendix B

### Media Packages

CCM productions are produced in partnership with the Department of Digital Learning & Media Design (DLMD), Governors State University's full-service production facility. DLMD is unique, in that, it is predominantly funded through revenue generated by providing production services to an array of external clientele and other service contracts.

All CCM productions that are created in partnership with DLMD will include opportunities for student involvement from concept through completion. By offering these high-touch, professional experiences through student work opportunities, CCM and DLMD accelerate Student Success Goal #2 outlined in Governors State University's Strategy 2025. Students will have the opportunity to vie for coveted student work positions in their area of study that will prepare them with vital skills to succeed in the production industry.

#### **Option 1: Interview Series or Montage**

Individuals are interviewed to gain insight into CCM Fellow's research topic. Interviews can either be delivered as a series of videos, or edited into a single video. Samples provided upon request.

#### **Requirements:**

- Number of interviews is limited to 12 individuals.
- Interviews must take place in one of DLMD's production studios.
- DLMD Producer will work with CCM Fellow to draft interview questions in advance of interviews.
- Fellow is responsible for solicited interviewees and scheduling them once a production date is agreed upon with DLMD.
- Fellow will be present during interviews to ensure content quality as it relates to their research.

**Package Value: \$5,000 - \$7,500**

#### **Production Process**

**Pre-Production-** Includes research, development, script writing, production design, and scheduling.

**Production Graphic Design/Creation-** Graphics will be designed and created by a DLMD graphic artist to reflect the overall production design aesthetic.

**Setup/Testing-** Includes 3 - 5 person crew building the production set, setting lights, prepping equipment, and testing all equipment.

**Production Day-** Includes 3 person crew with production studio and control room reservation for full day; includes one HD camera with operator, lavalier mic and boom pole for audio, set, and lighting.

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**Post-production-** Includes redundant storage of footage, import, edit, graphics integration, transcription/closed-captioning, export, and delivery via file sharing software; *Delivery Format: Digital File.*

### **Option 2: 10-20 minute “E-Classroom”**

CCM Fellow presents a topic of research directly to camera with visual aids e.g. animated graphics, tables, slides, etc. to be used in an e-learning environment. Samples provided upon request.

#### **Requirements:**

- Program must be produced in one of DLMD’s television studios.
- Script will be completed well in advance of production to ensure graphic elements can be rolled in live.
- CCM Fellow will attend rehearsal with full production crew to ensure quality program
- Program will be produced “live-to-tape.”

**Package Value: \$7,500 - \$10,000**

#### **Production Process**

**Pre-Production-** Includes research, development, script writing, production design, and scheduling.

**Production Graphic Design/Creation-** Graphics will be designed and created by a DLMD graphic artist to reflect the overall production design aesthetic.

**Setup/Testing-** Includes 5-7 person crew building the production set, setting lights, prepping equipment, and testing all equipment.

**Rehearsal/Production Day-** Includes 6 person crew with production studio and control room reservation for full day; includes one HD camera with operator, teleprompter operator, audio engineer, graphics operator, Director, Technical Director, VTR operator, and Engineer.

**Post-production-** Includes redundant storage of footage, import, transcription/closed-captioning, export, and delivery via file sharing software; *Delivery Format: Digital File.*

### **Option 3: Animated Infographic Video**

CCM Fellow’s research is presented with animated graphics, static graphics, stock photos/video, and slides over a scripted voice over recording. Samples provided upon request.

#### **Requirements:**

- CCM Fellow will either record the voice over in DLMD, or work with a DLMD Producer to identify a voice actor.
- CCM Fellow will be present with DLMD crew during voice over recording to ensure proper pronunciation and appropriate vocal delivery.
- CCM Fellow will work in partnership with DLMD Producer and Graphic Designer to author the visual direction.
- CCM Fellow and DLMD Producer will approve storyboards drafted by DLMD Graphic

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Designer prior to animation.

**Package Value: \$6,500 - \$8,000**

### **Production Process**

**Pre-Production-** Includes research, development, script writing, production design, storyboarding, and scheduling.

**Voice Over Recording-** Voice over recording of script by hired talent.

**Production Graphic Creation-** Animation will be created by a DLMD graphic artist according to the storyboard discussed in pre-production.

**Post-production-** Includes transcription/closed-captioning, export, and delivery via file sharing software; *Delivery Format: Digital File.*

### **Option 4: 15-20 minute TED Talk-style Presentation**

CCM Fellow presents a topic of research in front of a studio audience with limited visual aids e.g. animated graphics, tables, slides, etc. Samples provided upon request.

#### **Requirements:**

- Program must be produced in one of DLMD's television studios.
- Script will be completed well in advance of production to ensure graphic elements can be rolled in live.
- CCM Fellow will attend rehearsal with full production crew to ensure quality program
- Program will be produced "live-to-tape."

**Package Value: \$8,500 - \$12,000**

### **Production Process**

**Pre-Production-** Includes research, development, script writing, production design, storyboarding, and scheduling.

**Production Graphic Design/Creation-** Graphics will be designed and created by a DLMD graphic artist to reflect the overall production design aesthetic.

**Set Creation/Lighting Setup-** Includes 5-7 person crew building the production set, setting lights, prepping equipment, and testing all equipment.

**Rehearsal/Production Day-** Includes 10 person crew with production studio and control room reservation for full day; includes 4 manned HD cameras, 2-4 robotic cameras with operator, lavalier mics and boom pole for audio, set, and lighting.

**Post-production** (Includes redundant storage of footage, import, transcription/closed-captioning, export, and delivery via file sharing software; *Delivery Format: Digital File.*

### **Option 5: Hour Long Television Program**

\*This option will only be considered if applicant has significant grant funding\*

**Package Value: \$12,000 - \$20,000**

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