

## **The Brockington Visitorship and the Chancellor Dunning Trust Visitorship**

The Provost's Advisory Committee for the Promotion of the Arts invites nominations for the Brockington Visitorship and Chancellor Dunning Trust Visitorship.

The application deadline for the Brockington Visitorship and Chancellor Dunning Trust Visitorship is posted online annually each spring. Please submit all relevant materials via [pacpa.provost@queensu.ca](mailto:pacpa.provost@queensu.ca). All materials submitted are held in confidence. The Provost's Advisory Committee for the Promotion of the Arts reviews all applications and authorizes the allocation of grants.

If you have any questions regarding this application process please send all enquiries to [pacpa.provost@queensu.ca](mailto:pacpa.provost@queensu.ca).

### **The Brockington Visitorship**

The Brockington Visitorship was established in 1968 by a generous donation from Colonel R.S. McLaughlin for a five-year trial period in honour of Leonard Brockington, who was Rector of Queen's University for 17 years. In 1974 permanent funding was received from the R.S. McLaughlin Foundation. The income from the trust was defined to be used to invite "**a person of international distinction**" to come to Queen's to deliver a public lecture and to meet formally and informally with faculty and students.

In March 2019, the terms of reference for the Brockington Visitorship were amended under the authority of the Provost and Vice-Principal (Academic) and the Vice-Principal (Advancement). The Funds can now be used to bring person(s) of distinction to Queen's University campus for the delivery of public lectures, performances, speaker series, scholarly events, residencies, exhibitions, and media presentations. Preference will be given to proposals that support a public lecture.

### **The Chancellor Dunning Trust Lectureship**

The Chancellor Dunning Trust Lectureship was established in 1946 by an anonymous donor who gave \$100,000 to Queen's University to establish a permanent tribute to Chancellor Charles A. Dunning. The income from the trust is to be used "to promote understanding and appreciation of the supreme importance of the dignity, freedom and responsibility of the individual person in human society".

In March 2019, the terms of reference for the Dunning Trust were amended under the authority of the Provost and Vice-Principal (Academic) and the Vice-Principal (Advancement). The Fund has been renamed the Chancellor Dunning Trust Visitorship (formerly Lectureship). The use of the fund has been expanded to include proposals for the delivery of public lectures, performances, scholarly events, exhibitions, speaker series and media presentations that promote understanding and appreciation of the supreme importance of the dignity, freedom and responsibility of the individual person in human society. Preference will be given to proposals that contain a public lecture.

## Overview

### I. Applicant Eligibility

- All members of the Queen's community are welcome to submit a nomination to both the Brockington Visitorship and the Chancellor Dunning Trust Visitorship.
- All members of the Kingston community are welcome to submit a nomination to the Chancellor Dunning Trust Visitorship. Please note that applications from community members will not be considered unless accompanied by a letter of support from a unit within Queen's. The letter of support must be signed and detail the department's willingness to take responsibility for the lecture, including overseeing all financial aspects of the event.

### II. Selection Process

- The Provost's Advisory Committee for the Promotion of the Arts will meet to review applications in May of each year. Successful applicants will be notified in writing no later than the end of June.
- The advisory committee reserves the right to consider Brockington public lecture applications for Dunning public lecture applications and vice versa if the application clearly meets the relevant criteria outlined in the terms of reference published on page one of this document.

### III. Guidelines

- Grants for the Brockington and the Dunning are intended to assist in covering the costs for the Visitorship. Applications should take into account the costs associated with ensuring the event is accessible to distinguished visitor(s) and attendees with disabilities. Measures to accomplish accessibility may include: choosing wheelchair accessible facilities, arranging sign language interpretation of the event, translation of presentation materials into other languages or alternate media, reimbursement of child care expenses and/or other ordinary costs associated with securing the participation of persons who could not otherwise take part in the special event.
- Nominators are reminded that all events sponsored by Queen's University are to be accessible to people with disabilities. In their planning, nominators must give accessibility the highest priority.
- Successful applicants will make all arrangements for the Visitorship and be responsible for hosting visitor(s) while on campus.
- Individual, interdisciplinary and/or collaborative applications are equally eligible provided that the Visitorship will appeal to the broader university community.

- In reaching its decision the advisory committee looks at the suitability of the visitor(s), the impact the special visit will have on enriching the broader learning environment, the topic and, the quality of the application.
- The principal event(s) staged during the visit should be open to the public. Visitors should be available to meet formally and informally with appropriate segments of the Queen's and Kingston communities.
- To qualify for a Brockington Visitorship a person(s) of distinction must be identified on the application. This person(s) will be known as the Brockington Visitor.
- To qualify for a Chancellor Dunning Trust Visitorship a person(s) that promote understanding and appreciation of the supreme importance of the dignity, freedom and responsibility of the individual person in human society must be identified on the application. This person(s) will be known as the Chancellor Dunning Trust Visitor.
- Preference will be given to special events that are scheduled during the traditional academic year of September to April.
- The advisory committee will not consider applications for expenses already incurred.
- Support from the Brockington Visitorship or the Chancellor Dunning Trust Visitorship should be acknowledged in all publications, programs, credits etc., and, where feasible, a copy or photocopy provided with the final report.
- Applications will be accepted for up to \$7,000 for the Brockington Visitorship and up to \$16,000 for the Chancellor Dunning Trust Visitorship. All items in the proposal must be justified and must include estimated costs associated with ensuring the event is accessible to people with disabilities.

#### **IV. Terms and Conditions**

- Although the advisory committee recognizes the challenges of scheduling visits of distinguished guests to campus, preference will be given to applications that are for events planned for the upcoming academic year. If you must defer the event until the following year due to circumstances beyond your control, an extension must be granted by the Office of the Provost.
- After the visit, all successful applicants must submit a report, including a breakdown of actual revenues and expenditures and a list of activities associated with the Visitorship. Failure to submit a report to the Provost's Advisory Committee for the Promotion of the Arts will render the individual or group ineligible for future funding from the Brockington Visitorship and the Chancellor Dunning Trust Visitorship.

- Please note that any unused portion of an award must be returned. The Provost's Advisory Committee for the Promotion of the Arts is not responsible for covering deficits of visits that cost more than the anticipated budget.

**V. Nomination Form**

- A completed nomination form is essential for consideration by the Provost's Advisory Committee for the Promotion of the Arts.
- Applicants may vary the length of the sections, but the content is limited to five pages.
- You may include up to 10 pages of supporting documentation, such as curriculum vitae, letters of support, abstracts of previous keynote addresses etc.