

Robert E. Funk Memorial Archaeology Foundation, Inc.
Grants for Research Support: Application Format for Spring 2018

The Robert E. Funk Memorial Archaeology Foundation, Inc., supports archaeological research by student, avocational, and professional archaeologists. Research support grants are available for studies on New York State archaeology, especially of prehistoric and contact period collections.

See “Robert E. Funk Memorial Archaeology Foundation, Inc., Grants For Research Support: Guidelines” for a description of the expectations of the Foundation for research support, the amounts to be awarded, the application submission deadlines and award dates.

Preparing Your Application

1. Prepare & compile application, including any accompanying documentation (e.g., resume/CV, letter of support, etc.), as one electronic document in PDF format.
2. Attach a *resume/CV*, including a ***list of archaeological research publications***. If you have not published, attach a separate *letter of support* from a professional archaeologist that attests to the value of your proposed work.
3. **Use the format below for your proposal (including headings):**

Applicant Information (On Cover Page, centered)

Title of Research Project

Applicant Name
Address
Phone number
E-mail

Institutional affiliation
Other affiliation (e.g., NYSAA chapter)
Current title/position
Date

Specify: Application as Professional, Student, or Avocational Archaeologist

A. Description of Proposed Project (1000 Words, following cover page)

Provide a description of proposed research, organized according to the following subheadings:

1. Research Problem
2. Proposed Methodology
3. Expected Results
4. Significance for New York State Archaeology

In *Proposed Methodology*, specify activities that will be supported by a Funk Foundation grant (e.g., travel costs, costs of collections photography, technical or subconsultant analysis, etc.). Also, indicate if this is part of a larger research project, and if so, describe the amount, source, and purpose of any other research funding. (Note: beginning on second page of

application, insert footer, specifying: Applicant Name – Project Title – Spring 2018)

B. Sources of Data to be Used/Generated by the Proposed Research (200 Words)

Identify specific sources of data to be used and/or created in the research. Indicate the type of data and methodology that you will be employing for your research. For collections research, specify collections of artifacts or documents, institutions or persons holding the collections. For artifact collections, identify collections by site and collector’s name, and give the collection age, size, and types of materials represented. Describe the origin and scientific quality of the collection(s) and list previous collection research.

Attach written acknowledgement of proposed work by appropriate institutions (e.g., collections repository) and/or property or collection(s) owner(s), and/or attach evidence of availability and cost of laboratory analysis or technical support for which funding is requested.

C. Dissemination Plan (50 Words)

Briefly describe how you intend to disseminate your research results. See the Grant Fulfillment Requirements section below for dissemination formats.

D. Research Support Requested (Budget)

List the type of support requested: technical analysis, travel/lodging, equipment, publication preparation, or other. For each, list with quantity/description/detail and give a total for each as well as an overall total of funds requested. Use a table format similar to that below.

Proposed Budget for [Project Title]		
Item	Rate/Detail	Total
Mileage	_____ @ \$0.54.5 (IRS Rate)	
Air/train/bus fare, from _____ to _____	___ round trip(s) @ \$_____	
Lodging/meals ^a	___ days @ \$_____ /day	
Digital image reproduction		
Trace element analysis	___ samples @ \$_____ /sample	
AMS radiocarbon dates	___ samples @ \$_____ /sample	
TOTAL AMOUNT REQUESTED		

^aUse CONUS rates for calculating lodging and meals: <https://www.gsa.gov/travel/plan-book/per-diem-rates>

Schedule for Submitting a Spring 2018 Grant Application

On or before **May 7, 2018**, email a PDF of the fully completed application to the Foundation Board President, Ed Curtin, at:

ecurtin12003@yahoo.com

Grant Fulfillment Requirements

If the applicant is offered an award, a separate *Grant Recipient Agreement* must be signed before activation of the grant. This agreement form is available on the Foundation web site and specifies conditions and obligations of the award.