

**Robert E. Funk Memorial Archaeology Foundation, Inc.
Spring 2018 Grant Recipient Agreement**

Recipient Information

Title of Research Project:

Name:

Address:

Phone:

E-mail:

Recipient Agreement

As a recipient of a Robert E. Funk Memorial Archaeology Foundation grant for research support, I agree to the following conditions, as stated below:

The proposed research project and the resulting draft Final Report (see below) must be completed within one (1) calendar year of receipt of the grant. The grantee will sign this *Grant Recipient Agreement*, stipulating that s/he will abide by the requirements of the grant award, and gives permission to the Foundation to use on its website and annual report(s) any portion of the grant proposal and the resulting Final Report.

The Final Report document should consist of the following topical sections: Introduction, Background Information, Research Questions, Methods and Materials, Results, Discussion, and Conclusions. Text should include tables where necessary. As appropriate, the document must include graphic illustrations, such as: site maps, digital field and artifact photographs w/scale, and/or statistical charts. Appendices should include, but are not limited to: artifact catalogs, data files, radiocarbon date results or subconsultant report. *The draft Final Report must be submitted as an electronic Word document to the Funk Foundation President, via e-mail, within one (1) year of the grant award date.* The Funk Foundation board of directors will review the draft Final Report, and if appropriate, may request revisions. *Any such revisions must be submitted within 60 days of receipt of comments.*

Grant recipients are also required to formally disseminate their research project results, preferably, as an article submitted for publication, but, minimally, as a conference presentation. Article submission can be to (1) a professional peer-reviewed journal or edited volume, or (2) a recognized non-peer-reviewed journal such as the *NYSAA Bulletin*.

Electronic and hard copies of any public presentation or publication resulting from the granted research must be provided to the Foundation's board president. ***The grantee must credit the Robert E. Funk Memorial Archaeology Foundation, Inc. in any publication or other dissemination of research results.***

Grantees will receive a four-fifths payment of the grant within 1 month of the award announcement. Receipt of funds will constitute the beginning of the one-year term of the grant. Grantees will receive the final one-fifth payment of the grant upon completion of the research work and submission and acceptance of the grant Final Report.

If the grantee is unable to carry out the grant supported research project within the calendar year after award, the award payments must be refunded to the Foundation within 30 days of conclusion of the one-year grant period (payable by check to "Robert E. Funk Memorial Archaeology Foundation, Inc.").

Grantee Signature and Date

Signature: _____ Date: _____