

Robert E. Funk Memorial Archaeology Foundation, Inc.
Grants for Research Support: Guidelines for 2024-2025 Grant Cycle

The Robert E. Funk Memorial Archaeology Foundation, Inc. is a tax-exempt, 501(c)(3) nonprofit organization, dedicated to supporting archaeological research by professional, student, and avocational archaeologists. Research grants are available for studies of the Indigenous and historical archaeology of New York State. The Foundation is governed by a board of directors that serves in a voluntary capacity to review grant applications, award and oversee grants, and administer funds.

These *Guidelines* describe the program of grant awards of the Robert E. Funk Memorial Archaeology Foundation, Inc., for the 2024-2025 grant cycle, including: (1) project eligibility and support, (2) grant application deadline and award schedule, and (3) grant fulfillment requirements and support payment. For application instructions, see the PDF document on the Foundation's website: "Robert E. Funk Memorial Archaeology Foundation, Inc., Grants for Research Support: Application Format."

Research Project Eligibility and Support

Funds are awarded to support archaeological research projects that compile and present new data or test previous conclusions with the expectation of new findings or insights. Studies may utilize various accepted approaches or may offer tests of potential new approaches. Those studies that offer original research directions and/or may lead to more substantial publications are encouraged.

The Funk Foundation **DOES NOT** fund grants for invasive archaeological fieldwork (site survey, testing, or excavation). The Foundation **DOES** fund research grants to support (1) analysis of archaeological collections or documentation, (2) specialized analysis of an archaeological collection or site-associated materials (e.g., artifact residue or use wear, macrobotanical, faunal, pollen), or (3) noninvasive site-focused field studies (e.g., ground penetrating radar, magnetometry, etc.).

The Funk Foundation recognizes the December 2023 passage of new regulations for the Native American Graves Protection and Repatriation Act (NAGPRA). For grant applications that involve study of indigenous archaeological collections in museums or other repositories, the Funk Foundation requires that applicants follow the Duty-of-Care requirements articulated in these regulations (Please see: [https://documents.saa.org/container/docs/default-source/catf/final_nagpra_rule_fact_sheet_revised-\(1\).pdf?sfvrsn=8293d816_3](https://documents.saa.org/container/docs/default-source/catf/final_nagpra_rule_fact_sheet_revised-(1).pdf?sfvrsn=8293d816_3)). These regulations stipulate consultation with indigenous Nations prior to researching Native American archaeological collections held in repositories. Grant applicants must document good-faith efforts to consult with Nations whose homelands intersect with the provenience of the archaeological collection(s) proposed for study. This consultation should be conducted in a transparent manner, and if appropriate, in collaboration with the institution that curates the collection. For such consultation, the New York Office of Parks, Recreation and Historic Preservation provides map information on "Indian Nation Areas of Interest": <https://parks.ny.gov/shpo/environmental-review/> . Prospective applicants with questions on consultation are encouraged to contact Jonathan Lothrop, the Board President (Jonathan.Lothrop@nysed.gov).

Grant awards are intended to defray costs of technical analysis, travel/lodging, equipment, publication preparation, and other research-related expenses. *Award amounts can range from*

\$1000 to \$2500. Applicants should submit a CV/resume of education and/or experience in archaeology or related research. Publications should be listed and/or a letter of support from a professional archaeologist provided. As appropriate, the grant proposal **must document in writing** (1) institutional approval for research access to specific collections held in museums or other repositories, (2) estimated costs of technical analyses or subconsultant studies, (3) landowner permission for noninvasive field studies, and (4) consultation with appropriate Nations for proposed research on indigenous collections held in repositories.

2024-2025 Grant Applications and Deadline

Application guidance and grant format information for the upcoming grant cycle are available online at: <http://funkfoundation.org/>. The 2024-2025 grant application deadline is **October 15, 2024**, and applications must be electronically submitted by email on or before this date to the Foundation Board President Jonathan Lothrop at: Jonathan.Lothrop@NYSED.gov. Applicants will be informed of the Board's decision on or before **November 15, 2024**.

Note: We strongly encourage prospective grant applicants to contact the Board President, Dr. Jonathan Lothrop, to discuss their proposed research *before* preparing and submitting a grant application (Jonathan.Lothrop@NYSED.Gov 518-486-2992).

The Foundation's Board of Directors reviews grant applications from professional, student, and avocational archaeologists. A 'professional archaeologist' both holds an advanced degree and practices archaeology as his or her primary livelihood. A 'student' is engaged in studies leading to a recognized degree. If pursuing or possessing a certificate only, the person is considered an 'avocational archaeologist.' One who is not currently enrolled as a student and holds a masters or doctoral degree in archaeology but does not practice archaeology as his or her primary livelihood, is also an 'avocational archaeologist,' even should s/he publish research.

Beginning with the 2024-2025 grant cycle, student grant applicants must apply in conjunction with their academic advisor. The advisor must commit to oversight of the student's research and serve as a co-author in the preparation of the grant report resulting from that research. For avocational archaeologist applications, the applicant must apply in conjunction with a professional archaeologist colleague who will then collaborate on the research and serve as a co-author in the preparation of the grant report resulting from that research. For these grant applications, the academic advisor working with the student and the professional archaeologist collaborating with the avocational archaeologist must also sign the grant recipient agreement.

Current or former staff of the New York State Museum who currently receive research funding from the NYSM are not eligible to apply for Funk Foundation grants.

Grant Fulfillment Requirements and Support Payment

The proposed research project and the resulting draft Grant Report must be completed within one (1) year of the grant award date (Note: extensions to this deadline are approved only under exceptional circumstances, based on a written request to the Board President). The grantee must sign a 'Grant Recipient Agreement,' agreeing that he/she/they will fulfill the research and reporting described in the grant application and will give the Foundation permission to use the grant proposal and the resulting Grant Report on its website and in annual report(s).

The Grant Report should (1) be a stand-alone document (*NOT* a dissertation or MA thesis) prepared to professional archaeological standards, suitable for posting on the Foundation's website and (2) include these topical sections: Introduction, Background Information, Research Design and Question(s), Methods and Materials, Results, Discussion, Conclusions, and

References Cited. The report should be paginated and include appropriate numbered tables and figures (e.g., site maps, digital field and/or artifact photographs w/scale, and/or statistical charts, etc.). Appendices should include, but are not limited to artifact catalogs, data files, radiocarbon date results, or subconsultant reports (e.g., microwear analysis, faunal analysis, etc.). The Grant Report must be submitted as an electronic Word document to the Board President, via e-mail. The Board will review the draft Grant Report, and if appropriate, will request revisions by email. The grant recipient must submit the revised final Grant Report 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*.

Grant recipients must provide electronic copies of any public presentation or publication resulting from the grant research. *The grantee must credit the Robert E. Funk Memorial Archaeology Foundation, Inc. in any publication, public presentation, or other dissemination of research results.*

The grantee will receive a four-fifths (80%) 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. The final 20% payment of the grant will be issued to the grantee upon satisfactory completion of the proposed research and submission and acceptance of the grant's Final Report.

If the grantee is unable to carry out their research project within the period of award (and the Foundation does not approve an extension), any award payments must be refunded in full to the Foundation no later than 30 days after the conclusion of the one-year grant period (payable by check to "Robert E. Funk Memorial Archaeology Foundation, Inc."). Alternatively, if completing the proposed research requires less than the proposed grant amount, the grantee shall return any unused funds to the Foundation. Note: Upon submitting the draft report, the grantee must also provide receipts documenting all grant fund expenditures.