

**Robert E. Funk Memorial Archaeology Foundation  
Grants for Research Support: Application Form 2010**

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

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

**Mailing Information**

Mail the fully completed **application with 4 copies** to the Foundation chair at:

Ed Curtin, Chair  
Robert E. Funk Memorial Archaeology Foundation  
c/o Curtin Archaeological Consulting, Inc.  
61 Rowland Street, Suite 200  
Ballston Spa, NY 12020

**Application Preparation**

1. Type or print application. No electronic, fax, or e-mail applications will be accepted.
2. Attach a **resume**. Include a **list of publications** or **letter of support** from a professional archaeologist that references your proposed work.
3. For those with less research experience, a letter of support from a second professional archaeologist is recommended.
4. **Use the following format** for your proposal.

**Applicant Information**

Name:

Address:

Phone:

Fax:

E-mail:

I am applying as a:  student  avocational archaeologist  professional archaeologist

List applicable affiliations:

Institutional affiliation:

Current title/position:

Archaeological society memberships:

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**Description of Proposed Project**

Provide a title and abstract of your proposed research. Abstracts should be no more than 500 words and should describe the proposed research, expected results, theoretical issues or applications, and significance of the work for increasing knowledge of New York State's past. In addition to the abstract, indicate if this is part of a larger research project or scholastic work. Describe the amount, source, and purpose of any other project funding. List publications by the applicant on the proposal topic.

**Data to be Used/Gained by the Proposed Research**

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, including collections of original documents: name the institutions or persons holding the 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 and list previous collection research.

If not described above, list the publications or other document sources to be used for research comparative data and for primary references. In describing proposed work, make reference to specific activities that are expected to be supported by a Funk Foundation grant (e.g. photography of collections, technical analysis). Explain travel needs.

Attach written acknowledgement of proposed work by appropriate institutions and/or owners, and/or attach evidence of availability and cost of laboratory analysis or technical support for which funding is requested.

**Dissemination Plans**

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

**Research Support Requested**

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.

<b>Item</b>	<b>Rate/Detail</b>	<b>Total</b>
Mileage	_____ @ \$0.50	
Air/train/bus fare, from _____ to _____	___ round trip(s) @ \$_____	
Lodging/meals	___ days @ \$_____	
Digital image reproduction		
Trace element analysis	___ samples @ \$_____	
AMS radiocarbon dates	___ samples @ \$_____	
<b>TOTAL AMOUNT REQUESTED</b>		

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**Grant Fulfillment Requirements and Support Payment**

If the applicant is offered an award, a separate Grant Recipient Agreement must be signed before activation of the grant. The Grant Recipient Agreement is available on the Foundation web site and gives the following conditions:

The proposed research project and a grant Final Report (see below) will be completed within one year of receipt of the grant. The grantee will sign a Grant Recipient Agreement stipulating that s/he gives permission to the Foundation to use on its website and annual report(s) the proposal's abstract, photographs, the Final Report (unless permission refused by copyright holder, in the case of a published article), and autobiographical information about the grantee.

Recipients will publicize the research project results. Minimally, this will entail one public presentation and/or an article submitted for possible publication. Article submittal can be to a professional peer-reviewed journal, a recognized non-peer reviewed journal such as the *NYSAA Bulletin*, or other magazine or newsletter. The editor of the journal should be contacted regarding publication requirements.

A copy of a public presentation or an article submission concerning the granted research will constitute the grant Final Report. This copy should be sent in both digital and hard copy formats. A copy of a public presentation should include text plus copies of visual materials presented. The Final Report must be submitted to the Funk Foundation within one year of receipt of the grant.

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 submittal and acceptance of the grant Final Report.

If the grantee is unable to carry out the granted research project, the award payments received must be refunded to the Foundation.

**Grant Application Signature and Date**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_