



## CLAS TINKER FIELD RESEARCH GRANT 2018 APPLICATION GUIDELINES

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**DEADLINE: 12:00 PM, Wednesday, February 28, 2018**

### PROGRAM GUIDELINES

The Center for Latin American Studies (CLAS) is pleased to announce a travel grant competition for University of Chicago graduate students to conduct preliminary (pre-dissertation) field research in Spanish- and Portuguese-speaking countries of the Western Hemisphere, excluding Puerto Rico. The 2018 CLAS Tinker Field Research Grants provide students with the opportunity to develop an independent research project, collect data, explore research sites and archives, and establish professional and institutional contacts.

### ELIGIBILITY

- Master's or doctoral students in the preliminary stages of graduate study with little or no previous field experience (those who have not defended their proposals) are invited to apply.
- Students from all divisions and professional schools are encouraged to apply.
- Citizens of Latin American countries enrolled at the University of Chicago may apply for research grants to all eligible countries. Students are only eligible to receive awards to conduct research in their home countries provided they have NO previous field research experience in that country.
- Travel must be completed by December 1, 2018.

### APPLICATION PROCESS

Applicants must upload the following documents to the online application form (available at [clas.uchicago.edu/page/tinker](http://clas.uchicago.edu/page/tinker)):

- Application form

*(Continued)*

- Current transcript
- A narrative description of the proposed research project, including the purpose of the trip, likely sources of data and their locations, your qualifications to undertake the project, and its relevance to your research and academic goals
- Itinerary for the trip and its duration
- A letter of recommendation from your faculty advisor
- Itemized budget including cost estimates for air and ground travel from a travel agent or online source (include a summary of proposed expenses and totals for in-country and local travel in addition to international airfare)
- Where appropriate, applicants should demonstrate that host institution arrangements have been satisfactorily established by providing letters confirming access to facilities or archives or permission to conduct interviews or other human-subject research. *Please note that all proposals involving Human Subjects must meet IRB approval by the intended date of receipt of the grant. For IRB standards, see <http://humansubjects.uchicago.edu/sbsir/>*

## NARRATIVE

An effective narrative will speak to the central research problem you are hoping to address with your fieldwork, and how this fits into the framework of your larger research objectives. Your proposed field research should be contextualized within a description of the current trajectory of your larger research plans, with particular emphasis on why the fieldwork is necessary at this point in your investigations. Please address how your research contributes to broader scholarship in your discipline, including a brief literature review where applicable, and provide an outline of your proposed field research methodology. Although not required, a bibliography may be included.

## ALLOWABLE EXPENSES

CLAS Tinker Field Research Grants are intended to provide financial support for travel and field-related expenses for brief periods of pre-dissertation field research, generally trips from **3-12 weeks duration**. Allowable travel costs include any that contribute to physically moving from one place to another, from the time you leave home until your return, including airfare and in-country travel (such as local bus/taxi transportation, flights, and car rentals).

Allowable field-related expenses may include food, accommodations, research expenses, and visas. **The purchase of field equipment (cameras, recorders, etc.) is prohibited.**

An effective itinerary and budget will provide a detailed description of how your time will be spent, alongside an itemization of expected travel costs (see sample on CLAS website). Please be sure to address in your narrative any costs that may not be obvious to the review committee (e.g., if you must rent a horse to travel to your field site, please provide an explanation of why this is a necessary cost and what alternatives you have explored). Please keep your itinerary and budget to one page.

## **AWARD PROCEDURE AND REQUIREMENTS**

Awardees will be selected from an open competition of graduate students from all divisions and professional schools of the University of Chicago. If you are awarded a CLAS Tinker Field Research Grant, you will be required to abide by the following:

- Awardees must conduct a schedule of full-time research described in your application proposal for the duration of the award period.
- Travel must be completed by **December 1, 2018**.
- Within **30 days** of your return from the field, you must submit to CLAS (1) an itemization of your expenses supported by receipts; (2) a 2-4 page narrative report of your field activities with research abstract; (3) 3-5 photographs of your research/trip.
  - The itemized list of expenses must be substantiated by **original receipts**. Failure to comply with this requirement will result in the travel award being reported to the IRS as income, a University fine to CLAS, and will jeopardize the future of the CLAS Tinker Field Research Grant program.
  - Final narrative reports must describe activities conducted in the sites visited (such as archives consulted, contacts made, interviews conducted) and how the trip helped you to achieve the goals foreseen at the outset as well as new goals, directions, and refinements to your project that will be pursued based on the experience in the field.
- Within 9 months of returning from the field, students are required to present their work in a public forum (to be arranged by grantees),

- either at the Center for Latin American Studies Colloquium, at another University venue (e.g., a workshop or departmental brown bag), in the community, or in another academic venue such as a conference or a symposium.
- Beneficiaries of 2018 CLAS Tinker Field Research Grants are required to acknowledge the support of the Center for Latin American Studies and the Tinker Foundation in any publication, film, or other product resulting from supported research.

## **FURTHER INFORMATION**

Should you have any questions regarding the 2018 CLAS Tinker Field Research Grant Program or application procedures, please or contact Student Affairs Coordinator Jamie Gentry, [jagentry@uchicago.edu](mailto:jagentry@uchicago.edu), 773.702.8420.

## **2018 INFORMATION SESSIONS**

**MONDAY, JANUARY 29, 3:00-4:00 PM, KELLY 114**

**FRIDAY, FEBRUARY 2, 10:00-11:00AM, KELLY 114**