2016 Tinker Foundation Summer Field Research Award Guidelines

**Eligibility and Requirements**

Applicants must:
- be registered UC Davis graduate students in good standing;
- NOT received prior HIA Summer Field Research funding
- MA and PhD students eligible

HIA Grants are for pre-dissertation field research; they are not to be used for advanced dissertation research. The grants range from $500 to $2,000.

**Travel**

- HIA Summer Field Research Grants fund travel to Latin America and the Caribbean.
- HIA Grants are intended to offset the cost of international airfare and travel expenses to and from the destination country.
- Under select circumstances, funds may be available for in-country travel.
- Time spent abroad may range from a minimum of two weeks to a maximum of four months.
- Travel must be completed by **September, 2016**.

**Project**

The grant can be used to meet any of the following objectives:
- to acquire a comprehensive knowledge of language and culture;
- to become familiar with information sources relevant to your studies;
- to conduct pilot studies and preliminary investigations; and
- to develop contacts with scholars and institutions in your field.

**Application Instructions**

1. Write a proposal narrative (Single PDF, 1 to 2 pages) that describes your project and its relevance to your degree. In it outline the objectives of your project and the methodology to be used. Include the list of information in item 5 below.

2. Provide a basic itemized budget explaining your proposed field research expenses.

3. Obtain a recommendation letter from your advisor that is specific to your proposed project and email it (or ask that he/she email it) to Lynn Park, lypark@ucdavis.edu. Please title the subject line “HIA Travel Award Recommendation Letter – (LASTNAME)”

4. Submit all other application materials electronically by Wednesday, March 9, 2016 to Lynn Park, lypark@ucdavis.edu.
5. Along with your proposal narrative and budget, be sure to include the following information:
   - Name
   - Phone
   - Email Address
   - Department
   - Degree Goal
   - Estimated Date of Degree Completion
   - Faculty Advisor
   - Project Title
   - Proposed Travel Dates
   - Departure City
   - Destination City and Country
   - Please list any applications for funding (pending and funded) that will support this same project, amount requested and expected date of notification.

**IMPORTANT NOTE:**

The Institutional Review Board Administration (IRB) has created an investigator manual that outlines the duties and responsibilities of investigators engaged in human subjects research at the University of California, Davis. The IRB highly recommends that all first time and current principal investigators review and utilize this manual before and during their research.

For more information, visit: [http://research.ucdavis.edu/c/cs/hrp](http://research.ucdavis.edu/c/cs/hrp)

**AWARDING OF GRANTS**

The HIA Steering Committee will rank all applications based on the merit and eligibility of the proposed project and the applicant’s letter of recommendation. HIA will award grants based on the rankings. Applicants will be notified of the selection committee’s decision by Friday, April 8, 2016.

If a recipient declines a grant, HIA will offer grants to the next students in the rankings based on the amount of newly available funds.

For more information, contact Lynn Park at lypark@ucdavis.edu

**The application deadline is Wednesday, March 9, 2016.**