The CLAS Small Grant Fund for Latin American Studies (2016-17)

Guidelines
1. The Fund supports the work of Rutgers faculty and students interested in Latin American Studies. Awards amounts shall be based on need and the merit of the proposed project. Past awards have generally ranged from $300 to $1000. Funding levels vary from year to year, so awards may not be made to all applicants.

2. Eligible applicants to the Fund are: SAS faculty members affiliated with the Center for Latin American Studies; SAS graduate students whose research focuses on Latin America; and SAS undergraduate students majoring or minoring in Latin American Studies.

3. Eligible activities include: expenses associated with independent research projects, during the summer or academic year; participation in language training or other courses required for the successful completion of future research; support of participation in field schools, international service learning, or study abroad activities; preparation and development of new LAS-related courses, or other activities that demonstrably enhance the work and goals of the CLAS at Rutgers.

4. Preference will be given to faculty members and students who have been active in CLAS-sponsored events and activities, have provided leadership in CLAS programs or mentoring to LAS students, and who have demonstrated a commitment to the Center and its mission.

5. Awardees and the amounts awarded will be determined by a committee composed of CLAS Executive Committee members and the Director.

6. Awardees will submit a brief report of how they used the award, due within three months of the completion of the funded activity. The submission of this report is a requirement for the receipt of further awards from the Fund.

7. Awardees must keep receipts of all expenses incurred under this award, as all funds will be awarded as reimbursement using the standard TABER (Travel and Business Expense Report) form. These should be filed with Maria Lozano (maria.lozano@rutgers.edu) in the CLAS office, Lucy Stone Hall B208, Livingston Campus.

7. All regular SAS travel and research reimbursement policies will be observed; for more information, please consult http://uco.rutgers.edu/university-business-travel/university-business-travel-overview.

DEADLINE FOR RECEIPT OF APPLICATIONS: May 1, 2016

Please submit applications as a single file identified by your last name to: maria.lozano@rutgers.edu
CLAS Fund Application

1. Name:

2. Email and Regular Mail address:

3. Department, Degree Program, Major/Minor:

4. Eligibility criterion (CLAS faculty affiliate, graduate student, undergraduate LAS major/minor):

5. 1-3 sentence description of the proposed activity:

6. Amount requested:

7. Please provide evidence of demonstrated commitment to CLAS and/or Latin American Studies at Rutgers.

8. Please provide a description of the proposed activity for which you are seeking support, not to exceed 500 words. Include an itemized budget and budget justification along with your application.

9. If you have applied for or have received funding from other sources for the activity you are proposing here, please list them with the amount requested/received.

10. If you have received a previous CLAS Fund award, please list year and amount.

All applications must be submitted as a single file identified by your last name.

Please submit applications to: maria.lozano@rutgers.edu