LATIN AMERICAN & IBERIAN INSTITUTE

LAII and Tinker Foundation Student Field Research Grants
SPRING 2020 APPLICATION

The Latin American & Iberian Institute (LAII), with funding from the Tinker Foundation, announces the competition for grants to conduct field research in Latin America. The goal of the program is to offer graduate students an opportunity to acquire a comprehensive knowledge of Latin American languages, terrain and cultures; to familiarize them with information sources relevant to their studies; to conduct pilot studies and preliminary investigations that will inform their dissertation proposals; and to develop contacts with scholars and institutions in their fields of study. The deadline for applications is **Friday, March 20, 2020 by 5:00 p.m.** at the LAII (801 Yale NE). The LAII will offer an Information and Help Session on **Friday, January 24,** 2020 at 12:00 PM at the LAII.

General Conditions

1. Master's students and doctoral students at the early stages of study (pre-dissertation), including those pursuing professional degrees are eligible to apply.

2. The travel grants are intended for graduate students with little or no previous field experience so they can conduct pre-dissertation research in specific regions of Latin America.

3. The Tinker Field Research Grants are not to be used for advanced dissertation research; they are intended to provide graduate students with early experience conducting hands-on field research in Latin America and the opportunity to develop independent research projects and support individual research.

4. Citizens of Latin American countries enrolled at UNM are eligible to receive field research grants to conduct research in their home countries provided they have no previous field research experience in that country.

5. Priority will be given to first-time applicants, but those who have received a prior LAII/Tinker field research grant may be considered for subsequent awards if they are doing preliminary work on a substantially new project.

6. The research must be conducted in Latin America, defined here as the Spanish- and Portuguese-speaking countries of the region. Excluded countries include Belize, Puerto Rico, Haiti, Guyana, Surinam, and French Guiana. **Travel to Spain or Portugal is not allowed.**

7. Applications will be accepted from all disciplines. Applications from the natural sciences must address how the research has clear relevance to the human societies of the region studied.

8. **Group projects and joint applications are not permitted.** If planning collaborative research, each applicant must provide a unique research statement, including information regarding the applicant's individual role and objectives in the research project.

9. This round of competition is for research conducted between March 31 and December 31, 2020.

10. The Committee requires that those applicants who have received a prior field research grant from the LAII indicate in their research statement what specific results were obtained from the previous research. The Committee is particularly interested in knowing whether the previous investigations resulted in a research paper, publication, or subsequent research awards.

Application Deadline

For research conducted between March 31 and December 31, 2020 the deadline is <mark>Friday, March 20</mark>, 2020 at 5:00 p.m. Only complete applications will be considered by the Grants and Awards Committee. (See application checklist on page 10.)

Proposal Guidelines

1. LAII field research grants are for the purpose of encouraging foreign area research of direct relevance to Latin America. Travel to Spain or Portugal is not allowed.

2. The grants are primarily intended for relatively brief periods of research, ranging from two weeks to four months. For longer-term projects, these grants may serve as "seed" grants to support preliminary research leading to funding from other sources.

3. Recipients may be graduate students at the master's or doctoral level, though priority will be given to doctoral students. The LAII/Tinker Field Research Grants are not intended for advanced dissertation research, but rather to provide graduate students with their first experience in developing independent research projects and with conducting hands-on field research in Latin America.

4. Awards will cover round-trip travel, in-country travel, and partial per diem. Applicants are encouraged to seek funding from other sources to help meet other research expenses.

5. Applicants are expected to have adequate facility with the language of the country or community in which the research will be conducted. Applicants should also demonstrate familiarity with the relevant literature on the topic, as well as knowledge of the geographical context for the research. A very important component of the application is the research description with the appropriate methods outlined.

6. Applicants must demonstrate that they have made the necessary contacts with scholars and other professionals in the field site to enable them to conduct the research. Applicants are strongly encouraged to obtain letters of support from such contacts.

7. Citizens of Latin American countries enrolled at UNM are eligible to receive field research grants to conduct research in their home countries provided they have no previous field research experience in that country.

8. All applicants are required to obtain human subjects approval or exemption from the UNM Institutional Review Board (IRB) prior to travel. Information about IRB applications and procedures can be found on UNM's Human Research Protection Office website at https://irb.unm.edu/, Researchers applying for an FRG who will be conducting research and other activities involving animals are required to obtain approval from the UNM Institutional Animal Care and Use Committee before departure. Applicants should contact IACUC for the most current deadline schedule. Information about the IACUC can be found at https://hsc.unm.edu/research/oacc/iacuc/index.html.

Application Procedures

1. **Application**

Application forms are available online at https://laii.unm.edu/funding/student-field-research-grants.html. You may also request copies of the forms by emailing the LAII at commlaii@unm.edu Applicants are reminded to review guidelines before completing the application. Applications must be typed.

2. **Research Statement**

   Applicants should provide a carefully edited research statement describing the proposed project that specifies the purpose and goals of the research and outlines the research design and method. The statement should be a maximum of four pages (not including references), double spaced, with one-inch margins, and twelve-point font. In view of the interdisciplinary composition of the Grants and Awards committee, applicants should write their statements in plain language without jargon. If you must use technical, disciplinary terminology, be sure to define your terms. To demonstrate your familiarity with the relevant literature, it is advisable to include bibliographic references. Please work closely with your advisor in drafting this research statement, as he or she will be able to help you refine your research goals and methodology.

3. **Itinerary**

   Also include a research itinerary such as Phase I: Preliminary Research, Phase II: Field Research in *sitio*, Phase III: Post Research Activities. For each phase, indicate the approximate dates, locations, and activities.

4. **Airfare Quote**

   Applicants must indicate airfare in the budget and include a printout of that itinerary and airfare from an online travel service as Orbitz, Travelocity, Expedia, etc. Please use the budget template provided in the application form below. The budget should clearly state the amounts requested from the LAII/Tinker FRG, other grants such as the SRG, and personal funds. Describe per diem expenses such as housing and meals and equipment expenses in as much detail as possible. Also provide a general estimate for other transportation in-country such as taxi, bus, and train.

5. **Letter of Recommendation**

   Applicants must have one letter of recommendation from their principal faculty adviser. The letter should be submitted directly to texsis@unm.edu by the faculty member.

6. **Resume or Curriculum Vita**

   Include a current resumé or curriculum vitae

7. **Transcripts**

   Unofficial graduate transcripts are also required. Social Security number and date of birth should be blacked out on all materials.

8. **SRG or Rogers Research Application**

   Applicants are required to apply for supplemental funds in support of the project. The most common source for supplemental funds is the Graduate and Professional Students Association (GPSA). Information on the Student Research Grant can be found at https://gpsagrants.unm.edu/. Additionally, the Office of Graduate Studies offers the Rogers Research/Project Award; more information can be found at https://grad.unm.edu/funding/research-travel-grants/rogers-research.html. FRG applicants must include either a copy of the cover page of their SRG or Rogers Research/Project Award application (with required signatures) or an email confirmation of submission with the FRG application. Failure to receive an SRG or Rogers Award will not disqualify an application.

9. **IRB Online CITI Training**

Applicants must complete the IRB's online CITI training by the application deadline. Documentation of completion should be included in the FRG application packet. Field Research Grant awardees must notify the LAII of their IRB approval or exemption prior to travel. Proof of IRB approval or exemption may be submitted in paper form or sent to commlaii@unm.edu. Acceptable proof of exemption may be an official notification of exemption from the IRB, or an email from the IRB staff indicating that IRB oversight is not required. As IRB processing can take significant time, we encourage all applicants to contact the IRB early in their application planning process.

10. **Evidence of Contacts and Support**

    Although not required, letters of support from organizations or individuals affiliated with the project in the host country, or evidence of collaboration such as email correspondence, support the research proposal and can make a difference in the selection process. Letters of support may be conveyed by fax or e-mail.

11. **Submit Application**

    Applicants must submit their materials electronically as a single PDF in the order stated below to Vickie Nelson, LAII Associate Director, at texsis@unm.edu. Complete applications are due March 20, 2020 at 5:00 PM.

    - Application form, which includes budget
    - 3-4 page research statement
    - Itinerary
    - Printout of airfare quote
    - Letter of recommendation from principal faculty advisor
    - Current resumé or CV
    - Unofficial graduate transcripts
    - Copy of SRG or Rogers Research application cover page or email submission confirmation
    - Documentation of having completed the IRB's CITI training
    - Letters of support or evidence of communication with in-country contacts (optional)

Selection Procedures

1. The Selection Committee is composed of the LAII Grants and Awards Committee. The Committee members are representative faculty from the sciences, social sciences, humanities and professional schools with significant experience in Latin America.

2. Complete applications and supplementary materials will be accepted until 5:00 PM on March 20, 2020. It is the applicant's responsibility to provide a complete application by the deadline indicated, and to allow their faculty advisors and proposed institutional contacts sufficient time to submit letters to the LAII by the deadline.

3. The Committee will have approximately two weeks to review the applications, and will then meet to make the awards. Applications are reviewed and awarded solely upon merit.

4. Award recipients will be notified within one week and will have up to two weeks from the date of the award letter to accept the award. If an awardee should decline the award, the next highest alternate will be awarded.

5. Applicants awarded a grant are responsible for obtaining a valid passport, required immunizations, required visa, and health insurance, and to comply with UNM's international travel policy.

Post-Award Procedures

1. After returning from the field, awardees must submit a brief report on their research activity and a summary of expenses. Future grant proposals by the applicant will not be considered until final reports have been received.
2. Awardees are required to share their field research experience and findings either by participating in the Student FRG Colloquium or by submitting a written piece for publication on the SOLAS website.
3. If any publication results from the research, the support of the LAII Field Research Grant and the Tinker Foundation must be acknowledged.

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SPRING 2020 APPLICATION

I. Applicant Information

Date submitted

Name

UNM ID number

Country of citizenship

Phone

Email

Address

II. UNM Academic Record

Degree program (MA, PhD)

Discipline / Department

Field / Concentration

Number of UNM hours completed

Cumulative GPA

Principal UNM faculty advisor

III. Field Research Project

Title of research project

Country and site of research

Dates of research

Provide information for the institution, agency or individual at your research site with which you will have significant contact as part of your project.

Name	Affiliation	Email

Provide information related to your academic preparation for the proposed research project.

Rate your language ability as beginner, intermediate, advanced, or native fluency

Language	Speaking	Listening	Comprehension	Reading	Writing
Spanish					
Portuguese					
Other (specify)					

Basis of language competency, such as classroom instruction, living in country of language, etc.

List previous field research grants received.

Dates	Country	Project Title	Research Results

Use the Budget form to provide as much detail as possible regarding field research costs and the basis for calculation. For example, meals for 20 days at $30 per day.

Expense and explanation	Requested from LAII	Requested from other	Personal funds	Total
Airfare (attach itinerary and quote)				
Other Transportation (in-country travel such as bus, taxi, etc.)				
Per diem (food and lodging, provide daily rate)				
Other (such as research materials, copies, etc.)				

Attach the Research Statement that describes the proposed research project. See Application Procedures for specifics regarding format.

Attach a Research Itinerary concerning the different phases of the research project. For each phase, indicate the approximate dates, locations, and research activity.

Deadline

<mark>Friday, March 20</mark>, 2020 by 5:00 PM. Applicants must submit their completed application materials   electronically as a single PDF in the order stated below to Texanna Martin, LAII Unit Administrator, at texsis@unm.edu.

Application Checklist

Applicant's acknowledgement of application requirements (initials) _____

Required Items:	✓
Completed application form, including budget	
3-4 page research statement	
Itinerary with phases	
Printout of airfare quote	
Letter of recommendation from principal faculty advisor	
Current resumé or CV	
Unofficial graduate transcripts	
Copy of SRG or Rogers Research/Project Award application cover page with date-stamp, or emailed submission confirmation	
Documentation of IRB online CITI training	
Optional (but strongly encouraged): Letters of support from in-country contacts	

For more information contact Texanna Martin, texsis@unm.edu or Graduate Assistant for LAII Committees, commlaii@unm.edu