



## 2019 Summer Field Research Pre-Dissertation Travel Grants



Every year ILAS holds a competition for field research funding of up to \$2,000.00 for graduate students conducting independent and/or pre-dissertation research in Latin America

This year funding is possible through financial assistance of the Tinker Foundation and ILAS.

**Eligibility:** Masters or doctoral students at Columbia University enrolled in degree programs whose course of study has a substantial focus on Latin America are eligible to apply.

**Restrictions:** Awards can only be used to support or offset costs for airfare and in-country transportation expenses. Funding is NOT available for jobs or internships, only independent and/or pre-dissertation research projects in the Spanish/Portuguese-speaking countries of Central, South America and the Caribbean. Priority is given for proposal that involve lengthy research trips (typical grant recipients propose periods from six to twelve weeks).

### HOW TO APPLY:

The online application is available on the ILAS website:  
<http://www.ilas.columbia.edu/resources/funding-opportunities-for-students/>

Completed applications and proposals must be submitted by **Friday, February 22, 2019 as ONE PDF** documents, uploaded through the application link above. Proposals will not be accepted without all application materials.

### Applicants are required to upload a PDF document including the following information:

1. **PROPOSAL:** A research proposal of no more than five pages long, must be one-sided and double spaced, describing the work to be undertaken and its professional significance. It must include the duration and itinerary of the project. It should also include the names of research centers with which you may be affiliated while conducting fieldwork, as well as any research contacts in-country. This proposal must be signed as approved by your faculty supervisor.
2. **BUDGET:** A one-page budget with description of each expense. A sample budget is shown on page 3.
3. **CV or RESUME:** A brief curriculum vitae or resume.
4. **TRANSCRIPTS:** An official or unofficial copy of your graduate transcript(s).
5. **LANGUAGE COMPETENCE:** A proof of language competence sufficient to carry out the project must be attached. The proof could be the following: scores of tests taken at Columbia, a study abroad certificate or any other classes taken, a letter from an instructor stating your competence, a transcript showing classes taken, a personal statement indicating that you are a native of a certain country, etc.

Applicants are also required to have two letters of recommendation submitted to ILAS through the following [link](#). It is the applicant's responsibility to request letters from the

faculty and to provide recommenders with the submission link. We recommend that you make recommendation requests from faculty at least 2 weeks before the application deadline.

6. **SPONSOR RECOMMENDATION:** Approval and letter of recommendation from the Columbia University sponsoring faculty member who will supervise your research project.
7. **ADDITIONAL LETTER:** One additional letter from a faculty member (preferably in your department).

**Application Review:** A special Fellowship Committee of ILAS-affiliated faculty will convene to determine awards. In making the grant awards, the Committee will decide what budget items can be funded and by what amount. Announcement of awards will be made by mid-April.

**Reporting:** The awardees of the travel grant must submit two reports to the Institute *within thirty days of their return from the field or by September 1*, whichever comes first. The two reports to submit are: 1) A narrative report of five (5) pages minimum, double spaced. The narrative report must include an introduction, body and conclusion. The report must indicate research results, proposed final stages of the project, and itinerary. 2) A financial report must be a detailed account of expended funds, with original receipts, missing receipts forms, and conversions.

Awardees will also be requested to present research results to students and faculty during the academic year following their research. If requested, the student will present an individual or a group presentation, sponsored by ILAS or co-sponsored with your department.

*The reports provided after the research is completed will be used for ILAS Annual Reports, Newsletters and other outreach materials.*

Students proposing to conduct research involving human subjects should be aware of university requirements and procedures to approve research activities (<https://research.columbia.edu/human-research-protection-office-and-irbs>). If awarded a travel grant, it is expected that awardees have appropriate approvals prior to the commencement of fieldwork.

For more information, please contact the Senior Manager of Business & Student Affairs Eliza Kwon-Ahn at [ek2159@columbia.edu](mailto:ek2159@columbia.edu)

**BUDGET** (SAMPLE)

Please be specific.

If you have other funding provided by another department that will cover for other costs of your travel, please specify. The total funding requested cannot exceed \$2,000

Name:

UNI:

Title of the Research Proposal:

Country of Research:

Airfare: From New York to Sao Paulo, Brazil \$1,000

Airfare in-country: From Sao Paulo to Minas Gerais \$400

Airfare in country: From Sao Paulo to Rio de Janeiro \$300

Visa to Brazil \$160

Local Transportation in Brazil

- Bus rides to the historical archives in Sao Paulo (30 days x 2) \$60
- Taxi rides to/from airport in Sao Paulo \$60
- Intercity bus ride from Sao Paulo to Campinas \$50

Other transportation

- Subway Ride to Penn Station \$5.50
- Air Train to/from JFK \$10

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**Total** \$2,045.50

**Budget:**

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**Total** \$2,000.00

**Requested:**

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