

Policy and Procedures of Awarding Grants from the Stahl Endowment

(effective October 1, 2011)

Who is Eligible: ARF affiliates and their graduate students. Post-docs and visiting scholars are not eligible. Applications from Emeriti affiliates will be considered. If you would like to become a faculty affiliate of the ARF, send an email expressing interest the ARF director at arf_director@berkeley.edu

Funding Priorities and Award Amounts:

In the recent budget climate, the Stahl Endowment has been able to support about 60% of its funding requests. Because the Stahl Committee attempts to fund as many projects as possible, awards may be less than the amount requested.

Funding priorities have been set. In descending order, the priority for both faculty and student awards are: 1. field work (travel, housing, project specific supplies, permit costs, labor, etc.); 2. laboratory or collections research (e.g. project specific supplies, museum costs, costs of specialized analyses, etc.); 3. assistance in preparation of materials for publication (permission to reproduce images, photographic costs, drafting programs, labor, etc.).

Due to conditions of the original gift, Stahl will not support research conducted in or related to Guatemala. Stahl will not fund proposals that seek support to attend conferences or site visits, nor should Stahl funds be used for the purchase of equipment. Equipment requests should be directed towards the Braun Endowment of the ARF.

Faculty: Faculty may request funds for their research; to support costs of their graduate students participating in their faculty's research; or to support field school costs *if the field school is part of an ongoing research project and the applicant can demonstrate the project's research value.* The current maximum award ceiling per faculty person is \$5000, with no faculty person being funded more than \$12,000 over a continuous five year period. Stahl funds will be administered through RES, and all funds must be spent within 12 months of their award. All unused funds will revert back to the ARF unless the faculty member requests in writing an extension and justification for the extension.

Graduate Students: Roughly one-third of the Stahl Grant allocation is used in any year to fund graduate research. Graduate students will only be funded for work directly and specifically related to the dissertation. Applications to work on other person's field project that is non-dissertation related will not be funded, nor will post-doctoral research projects. Students may apply for a maximum of \$3000 over their graduate career. Graduate students who apply for the full amount in one granting cycle are unlikely to receive their full \$3000 allocation at one time. Graduate students will receive their allocation as a stipend.

Application Procedures

Faculty. Must complete the Stahl application form by the required deadline. The application must detail the research importance of the project.

Graduate Students. In addition to the application form, graduate student applications must be accompanied by a short letter from an ARF affiliate who is working with the graduate student. The faculty sponsor must detail how the work is both **essential** and **directly connected to** the student's dissertation work. It is the responsibility of all applicants to ensure that their proposals meet all Stahl guidelines and are clear and comprehensible to a committee of affiliates drawn from a diverse range of disciplinary backgrounds. Applications that do not meet these requirements will be rejected.

Reporting Requirements

Within one year of the award, recipients must provide a full financial accounting for the grant, including receipts for all expenditures. If the applicant has received a travel advance, original receipts must be submitted in the proper format within 30 days of the completion of travel. Receipts will only be accepted for authorized expenditures as outlined in the proposal and no personal items will be reimbursed.

In addition, within one year of the award, each recipient must fulfill one of the following obligations to the Archaeological Research Facility:

1. Present a talk at the ARF on the research. This obligation can be met by presenting in the Bag Lunch Series, a talk on Cal Day in the ARF, or by presenting a shorter conference style paper at a special ARF evening event to be scheduled in the fall semester of 2012.

OR

2. The submission of a brief (750-1000 word) report with digital images for inclusion on the ARF website.

OR

3. Volunteer in an ARF outreach event (contact Tomeko Wyrick, twyrick@berkeley.edu to schedule).

No new Stahl grants will be awarded to anyone who has not fulfilled the reporting requirements for a previous Stahl grant.

Acknowledgement of Grant Assistance: Any papers or publications resulting, in whole or in part, from a Stahl award should include a statement acknowledging a "grant from the Stahl Endowment of the Archaeological Research Facility at the University of California."