

**Arch Dalrymple III Department of History  
Graduate Student Research Funding Information Sheet**

Graduate students in the Arch Dalrymple III Department of History are invited to apply for the following competitive awards to support original research and facilitate dissertation and thesis writing, depending on eligibility:

All graduate students in good standing:

**1) to fund travel for research, whether at archives, libraries, or in the field; to supplement outside grants that are insufficient to cover the cost of a research project; or to support training in a foreign language required for research.** Each academic year, the Dalrymple committee will award funds on a competitive basis up to \$2,000 for travel within the US and \$4,000 for international travel, although graduate students may apply for extraordinary funding beyond these limits.

All applications will be considered on merit, and must address the following categories: a) a clear statement of the work to be conducted and its significance in relation to the dissertation or thesis, b) a detailed explanation about how funds will be used, and c) an itemized budget.

A call for application will be made around November 1st (for needs between January 1 and June 30) and another one around April 1 (for needs between July 1 and December 31). Please follow the submission guidelines provided below.

**2) to purchase or contribute to the purchase of research-related library materials.** For full consideration, applicants should submit written proposals to the Graduate Advisory Chairperson before February 1, although proposals that are made after this date will be considered. Decisions will be based on whether the proposed purchase enhances or facilitates original research necessary for degree completion.

Only graduate students nearing the completion of a dissertation or thesis:

**1) for Summer Writing Fellowships of \$3500 to support timely degree completion.** The committee will only award the fellowship to applicants who are likely to complete the dissertation by the end of the subsequent academic year. Applicants must submit a completed application form and have their faculty supervisor submit a reference form by February 1. The committee requires that graduate students who accept this fellowship not accept other employment from the university for the duration of the award. Students who receive this award will no longer be eligible for Dalrymple funding.

Notes to applicants:

Graduate students who receive significant support from the Dalrymple fund in one year should receive lower priority in the subsequent year.

Within two months of completing a funded research trip or period, award recipients must submit a Dalrymple Research Travel Grant Report to the Dalrymple Committee. Award recipients will not be considered in subsequent award cycles until they complete this reporting requirement.

## Application guidelines:

General:

- a) The committee encourages applicants **to explain the practical aspects of their proposed research (work plan and budget) with greater specificity**. The committee requests that future work plans in applications for research support address the following questions: 1) What specific research will be conducted?; 2) How does it contribute to completing the proposed project?; and 3) How long will it take?
- b) The committee requires applicants **to present budgets that itemize costs according to the following categories from the university's travel authorization forms: 1) transportation; 2) meals and lodging; 3) registration; and 4) other**.
- c) The committee reminds all award recipients that they must **follow the university's standard regulations for travel authorizations and reimbursement**.

More specifically, the committee established the following budget benchmarks to balance and contain costs:

### For Graduate Students:

- a) the committee will fund a **standard daily meal allowance of \$10 for those traveling within the United States and \$15 for those traveling outside of the United States**, both of which are intended to supplement, not completely cover, normal food costs;
- b) the committee encourages applicants to seek **inexpensive accommodation options**, where available and appropriate, such as Airbnb; and
- c) the committee will fund the **cheapest travel options**, such as, the lowest cost airline, train fare instead of airfare, where viable, and actual gas costs rather than standard mileage rates.