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## **PROGRAM ANNOUNCEMENT – INTERNATIONAL COLLABORATIVE ARCHAEOLOGICAL AND BIOARCHAEOLOGICAL RESEARCH PROGRAM**

The American Research Center in Sofia (ARCS) invites proposals for the International Collaborative Archaeological and Bioarchaeological Research Program (ICAB), to be implemented with the support of the America for Bulgaria Foundation (ABF).

### **Program Description:**

The program promotes international collaboration between scholars from Bulgaria, the US, and other nations, especially the Balkans. The intent of ICAB is to fund archaeological and bioarchaeological research, including fieldwork, museum, and/or laboratory research. The program strongly encourages proposals from researchers interested in employing and developing innovative analytical techniques that will advance the scientific study of the human past. Projects that promise to provide opportunities for training undergraduate and graduate students are especially welcome.

The program requires that Bulgarian and American researchers serve as co-Primary Investigators (PIs) on the grant. It is expected that there will be substantial collaboration on the part of each team. The American PI must apply through an accredited US institution to which the award will be granted. That institution will be responsible for financial oversight of the grant.

Requests for funding must be in US Dollars and should not under normal circumstances exceed \$50,000 for one year. Requests for funding smaller projects are especially welcome. ICAB does not provide funds to support the following:

- Tuition for students obtaining degrees;
- Travel or maintenance for children or spouses of researchers;
- Research expenses incurred before the date of a grant;
- General activities of other institutions or entities including "overhead expenses" or "indirect costs."

The final publication must be in both Bulgarian and English or entirely in English. This decision will be agreed upon by the two PIs.

### **Eligibility Requirements:**

Applicants must meet all of the following eligibility requirements at the time of application: The Bulgarian applicant must have a masters or doctoral degree and English proficiency. He or she must hold a permanent position in a Bulgarian research institute, museum, or university. The American applicant must have a doctoral degree from an accredited university and hold a position in an accredited US institution, or be an advanced doctoral student in an accredited university. American doctoral students are required to apply as senior personnel with their dissertation advisor and a Bulgarian counterpart as the Primary Investigators. Applications

should be made through an institution to which the grant can be awarded, and which will assume financial oversight of the award. Applicants may submit more than one ICAB application per funding season.

**Grant Application Location:**

Application materials are available on the American Research Center in Sofia website: [www.arcsofia.org](http://www.arcsofia.org) and on The Field Museum's website: <http://fieldmuseum.org/explore/america-bulgaria-foundation-archaeological-advancement-program>. Per request Dr. Emil Nankov ([ehn2@cornell.edu](mailto:ehn2@cornell.edu)) and Mrs. Dilyana Ivanova ([divanova@fieldmuseum.org](mailto:divanova@fieldmuseum.org)) will also provide the application package.

**Grant Application Package:**

- The **application form** (ICAB12.1 – Section 1 through Section 6)
- A detailed **project description**
- A **detailed budget** (All budget information must be entered into the attached ICAB Standard Budget Form)
- A **budget justification (narrative)** that outlines the proposed expenses
- All **additional materials** as specified

**Application Submission:**

All application materials must be received no later than December 1, 2011. Applicants must use the most recent form, which is available online. Applications received later than December 1<sup>st</sup> will not be considered. A hard copy of the proposal materials must be submitted as well as a CD with an electronic copy to **each** of the following:

ICAB Proposal Coordinator  
Department of Anthropology  
The Field Museum  
1400 S Lake Shore Drive  
Chicago, IL 60605-2496, USA

Archaeology Program Officer  
American Research Center in Sofia  
75 Vasil Petleshkov Str.  
Sofia 1510, Bulgaria

Expected notification for the award will be mid-April 2012, and the disbursement of the funding will be available by early June.

**Reporting Requirements:**

Acceptance of funding carries an obligation to provide a report on the work accomplished and an account of the expenditure of the grant funds. No renewal applications will be accepted for review without the inclusion of research and financial reports from the previous season(s). ARCS requires semi-annual reports for all projects awarded funding. More frequent reporting may be required for some projects. Any publications or press releases resulting from the research should be sent to the ARCS Archaeology Program Officer and the ICAB Proposal Coordinator. The

final publication must be in both Bulgarian and English or entirely in English, depending on which of the two options the PIs decide would be best. Future funding is contingent upon dissemination of results in international venues and publication in internationally recognized journals. All projects funded through this program are required to acknowledge both ARCS and ABF in presentations and publications that result from the research.

**Inquiries:**

Inquiries about eligibility and applications can be sent in English via email to [abf@fieldmuseum.org](mailto:abf@fieldmuseum.org) or [ehn2@cornell.edu](mailto:ehn2@cornell.edu). Inquiries in Bulgarian can be addressed to Mrs. Dilyana Ivanova at [divanova@fieldmuseum.org](mailto:divanova@fieldmuseum.org) and Dr. Emil Nankov at [ehn2@cornell.edu](mailto:ehn2@cornell.edu).

**ICAB APPLICATION SECTION 1**

**ICAB Application Coversheet:**

Bulgarian PI Name: \_\_\_\_\_

American PI Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Location of Intended Research: \_\_\_\_\_

Dates for Intended Research: \_\_\_\_\_

Amount of Funds Requested: \_\_\_\_\_

Amount of Funds from Other Resources: \_\_\_\_\_

Total Estimated Annual Cost for Project: \_\_\_\_\_

Total Estimated Cost for Project Upon Completion: \_\_\_\_\_

Intended Year of Project Completion: \_\_\_\_\_

## **ICAB APPLICATION SECTION 2**

### **ICAB Abstract:**

In the space provided below write a short and informative abstract about your intended research project:

**ICAB APPLICATION SECTION 3**

**Primary Investigator Information:**

**Bulgarian PI Name:** \_\_\_\_\_

Position: \_\_\_\_\_

Institution: \_\_\_\_\_

Highest Degree, Discipline, Institution, and Year: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone Number:

Applicant's Email Address:

Applicant's Fax Number:

List all current commitments of the Bulgarian PI to other research projects and the expected dates of their completion:

**American PI Name:** \_\_\_\_\_

Position: \_\_\_\_\_

Institution: \_\_\_\_\_

Highest Degree, Discipline, Institution, and Year: \_\_\_\_\_

Applicant's Address:

Applicant's Phone Number:

Applicant's Email Address:

Applicant's Fax Number:

List all current commitments of the American PI to other research projects and the expected dates of their completion:

**ICAB APPLICATION SECTION 4**

**Senior Staff:**

Senior Staff Member #1 Name: \_\_\_\_\_

Position: \_\_\_\_\_

Institution: \_\_\_\_\_

Highest Degree, Discipline, Institution, and Year: \_\_\_\_\_

\_\_\_\_\_

Address:

Phone Number:

Email Address:

Fax Number:

Senior Staff Member #2 Name: \_\_\_\_\_

Position: \_\_\_\_\_

Institution: \_\_\_\_\_

Highest Degree, Discipline, Institution, and Year: \_\_\_\_\_

\_\_\_\_\_

Address:

Phone Number:

Email Address:

Fax Number:

**ICAB APPLICATION SECTION 5**

**ICAB General Application:**

Are permits required for the work that you wish to conduct? \_\_\_\_\_

If yes, have you obtained the necessary permits? \_\_\_\_\_

If no, what is the current status of those permits? \_\_\_\_\_

**If this project is museum- or collection-based and does not require a permit, please provide a letter in support from the director of each institution where this project will take place (attach with the additional materials).**

How did you hear about the ICAB program? \_\_\_\_\_

Have you applied for ICAB funding before? \_\_\_\_\_ When? \_\_\_\_\_

Have you received ICAB funding before? \_\_\_\_\_ Date of most recent award: \_\_\_\_\_

Awarded to whom? \_\_\_\_\_ Award Amount: \_\_\_\_\_

Are you receiving other funding for this project? \_\_\_\_\_

If yes, list the sources and the amount that they have provided:

Are you currently applying for other grants? \_\_\_\_\_

If yes, list the grants, the amount that you have requested, the submission date, and the expected notification date:

Is this an ongoing research project? \_\_\_\_\_ If yes, have you published any of your findings? \_\_\_\_\_

If yes, list them.

If no, explain the status of your work:

**ICAB APPLICATION SECTION 6**

Provide the following information in the event that your grant proposal is recommended for funding:

- **Information about the Tax Exempt Status** of the organization that will receive the funds - in most cases this will be a status letter from the IRS indicating the organization's 501(c)(3) status (attach with the additional materials).
- **The American PI Signing Institution**

Name of the Institution: \_\_\_\_\_

Address: \_\_\_\_\_

- **The American PI Signing Individual for the Grant Agreement**

Name: \_\_\_\_\_

Position: \_\_\_\_\_

- **The American PI Signing Institution Contact Person:**

Phone Number:

E-mail Address:

Fax Number:

## ICAB APPLICATION SECTION 7

### **Project Description:**

The project description is limited to 15 pages of single-spaced text (12 point font, 1 inch margins) or illustrations, and should explicitly answer the specific questions outlined below. Any pages exceeding the 15 page limit will be discarded.

### **The proposal should address the following issues:**

- 1) **Research Objectives:** What are your primary research questions? Describe the research questions and the main objectives for the project.
- 2) **Intellectual Merit:** Why is this research important? Specifically, how does it relate to past scholarship and how will it advance archaeological and anthropological research?
- 3) **Resubmission Statement:** If you are resubmitting an ICAB application that was unsuccessful in a prior funding cycle, describe: 1) how this application differs from your previous submission; 2) how you have addressed the committee's comments on your prior application. Otherwise, type N/A.
- 4) **Results from Prior ICAB Program:** If you previously received an ICAB Grant, briefly describe the results of your research. Also discuss how your current research proposal differs from your previous successful application and how this application builds upon the results of your previous research.
- 5) **Research Design:** What specific recovery procedures and scientific protocols will you implement to carry out the proposed research?
- 6) **Qualifications:** What makes you a qualified applicant to carry out this research? Please describe your past work experience (either in the field or in the lab), your technical skills, or any other relevant experience. Also, list any language proficiencies that will be useful to your research.
- 7) **Division of Labor:** Describe the different roles that each PI will perform during the course of the collaboration and outline their complementary roles. If an additional senior staff member will be performing in lieu of a PI, please indicate this explicitly and delineate their respective roles in the research.
- 8) **Project Timeline:** What is the proposed schedule for publication of the research? Please provide a detailed schedule of the project, including expected dates in field, date of initial report, and date of publication.
- 9) **Curation and Conservation Plan:** Discuss the long-term curation and conservation plan for any artifacts or other materials that will result from your research. Discuss where artifacts will be stored and housed and who will be responsible for their long-term curation.

10) **Legal Disposition of Sites:** For site-based research, include a statement on the legal disposition of the land and how this has been determined. If the land is privately owned, provide evidence for permission to carry out research.

## **ICAB APPLICATION SECTION 8**

### **Detailed Budget and Justification:**

Describe the budget and justification in a maximum of 5 pages

#### **Budget:**

Provide a detailed budget that outlines the proposed expenses. **Use the attached ICAB Standard Budget Form.**

#### **Justification (Narrative):**

How do you plan on using the funds specifically provided by the ICAB grant? Additionally, how will the funds be divided among the PIs of the project? Provide a detailed budget that includes estimated expenses including subsistence costs, travel costs, etc. You must justify your project costs and explain their necessity. Also, indicate how additional funds from other sources will be allocated. **Any budget items over \$3000 must be justified with a quote from a service provider.**

## ICAB APPLICATION SECTION 9

### Additional Materials:

- A **map** or maps (1:10,000 or better) indicating the location of the proposed site or region where research will be conducted or where the materials to be studied were collected - not to exceed 1 page (1 inch margins).
- A **bibliography** of citations included in the text, as well as other important publications most relevant to the proposed studies - not to exceed 5 pages of single-spaced text (12 point font, 1 inch margins).
- Abbreviated **CVs** for all PIs and additional senior personnel - not to exceed 3 pages each.
- **Permit applications and/or permits** for research or access to materials and sites - not to exceed a total of 5 pages.
- If this project is museum- or collection-based and does not require a permit, please provide a **letter of support** from the director of each institution where this project will take place.
- **Information about the Tax Exempt Status** of the organization that will receive the funds - in most cases this will be a status letter from the IRS indicating the organization's 501(c)(3) status.

## ICAB APPLICATION SECTION 10

### Completed Application:

1. Applications must be received in complete and final form, with all questions answered. Revisions and items sent at a later date cannot be accepted.
2. The language of application is **English**. Applicants must use the official ICAB application form (ICAB12.1) and the ICAB Standard Budget Form.
3. Printed materials must be single-side copies.
4. Sections 1 through 6 of the ICAB12.1 full application package must be submitted in “.pdf” format; the narrative project description must be in “.doc” or “.pdf” format; the budget must be in “.xls” format (use ICAB Standard Budget Form); the narrative budget justification must be in “.doc” or “.pdf” format; the additional materials must be submitted in “.doc”, “.txt”, “.xls”, and “.pdf” formats.

The proposal printed copy must be paper-clipped (NOT stapled) and collated as follows:

- ICAB Application Form (ICAB12.1. – Section 1 through Section 6)
- Budget (ICAB Standard Budget Form)
- Justification (Narrative)
- Map or Maps
- Project Bibliography
- CVs of PIs
- CVs of staff members
- Permit Applications and/or Permits
- For museum- or collection-based projects, a letter of support from the director of each institution where this project will take place
- Evidence of the tax exempt status of the organization that will receive the grant

Send the printed materials along with a CD with an electronic copy of the proposal in a securely bound package to **each** of the following:

ICAB Proposal Coordinator  
Department of Anthropology  
The Field Museum  
1400 S Lake Shore Drive  
Chicago, IL 60605-2496, USA

Archaeology Program Officer  
American Research Center in Sofia  
75 Vasil Petleshkov Str.  
Sofia 1510, Bulgaria