CLAS CAL Research Travel Grants for Latin America Application Guidelines

About CLAS CAL Field Research Grants

The Center for Latin American Studies (CLAS) at SDSU is proud to begin its fourth application cycle for preliminary research travel grants for graduate students seeking to work in Latin America. The first three years of this grant were proudly offered in collaboration with the Tinker Foundation. This fourth year of travel funds are funded by SDSU’s Center for Latin American Studies and the College of Arts and Letters (CAL), but will follow the same application and administration procedures as the previous three years of Tinker Foundation collaboration.

CLAS CAL grants fund the travel and partial logistic costs of graduate students who are doing preliminary research in Latin America and who are pursuing or intend to pursue a Ph.D. The objective of this grant is to provide students with the opportunity to immerse themselves into their prospective fields and attain language knowledge, cultural background, initiate research contacts, network with institutions and possible informants and/or research subjects, and gather preliminary research data. The grant is not intended to begin research but rather to provide the opportunity to determine the feasibility of long-term research and to establish the necessary linkages to do so effectively. All awardees are required to complete a final report and/or presentation upon their return that details their intended research projects, the contacts established for long-term research, and the final outcomes of their research trips.

The Center for Latin American Studies will award CLAS CAL grants to qualified students doing preliminary research in Latin America (not including U.S. Latino populations) on a competitive basis. Faculty mentors must be affiliated with the Center for Latin American Studies. The research should last a minimum of two weeks but no more than four months. In order to be considered for this award the applicant must either be a doctoral student or have the intention to pursue a Ph.D. The intended travel should provide the foundation for the research associated with the doctoral degree. A maximum of $1,600 will be awarded per student, dependent on the total cost of travel, lodging, and daily meals. The amount received will be based on the submitted budget and determined by the Research Funding Committee of the Consejo Consultivo to the Center for Latin American Studies. If awarded the CLAS CAL grant, ALL FUNDS MUST BE USED BY DECEMBER 31ST of the same year.

Students awarded a CLAS CAL grant will receive 80% of the grant at the beginning of their research period; the other 20% will be disbursed once the students have returned, completed the travel expense claims, and presented their reports or presentations to the Consejo.

Working in Mexico on the US/Mexico Border

Students working on the US/Mexico Border qualify for funding provided that their research takes place on the Mexico side of the border. Students must prove collaboration with a professional or academic institution within the Mexico border region and must demonstrate the same time commitment to in-Mexico travel as students traveling to other parts of Latin America.
Additional Requirements

In order to be eligible for the grant, the applicant must attend one informational meeting where an advisor will go over the application requirements and will provide tips in order to complete a successful application. The Center for Latin American Studies will offer two meetings in the early spring of each funding year to ensure that all interested students have the opportunity to attend.

If your faculty mentor or adviser is not an affiliated faculty member he or she may send an email requesting affiliation along with a current curriculum vitae to classtdy@mail.sdsu.edu.
CLAS CAL Application Check-List

The application can be found at: http://latinamericanstudies.sdsu.edu/
Please submit ALL required documentation on or before the deadline (check with Center for Latin American Studies for current due dates). Late applications will not be considered. Awardees will be notified the first week of May.

Requirement Checklist:

_____ Grant Application Cover Page

_____ Essay (Two Pages Maximum)
In the essay you must provide an outline of intended research and explain the following points:
   a. Professional Goals & Experience
   b. What is your research? Include a clearly articulated thesis statement in the form of a research question or clearly outlined research statement.
   c. Where will you do research and/or at which institutions in the Latin American location?
   d. How does the requested travel contribute to informing your preliminary research?
   e. What kinds of contacts do you intend to make?
   f. How will your research contribute to your discipline?
   g. Discussion of Language Qualifications
      i. Fluency is not necessary but the appropriate level will be required as it is relevant to your research
   h. Certification that you will complete a formal report to the Center for Latin American Studies that details the outcome of each section above.

_____ Curriculum Vitae (Two Page Maximum)
   a. list of courses appropriate to your research

_____ Budget and Budget Justification (One Page Each)
   a. Amount requested
   b. Detailed justification of expenses

_____ Academic Advisor Form

_____ Unofficial Transcripts
Last name: _____________________ M.I.____  First name: ____________________________

Address: ______________________________________________________________________

City: __________________________________ State: ______________ Zip Code: __________

Phone Number(s): __________________________ E-mail: _____________________________

Red ID: _______________________ Department: ___________________________________

Graduate Program: ______________________ Faculty Advisor__________________________

Expected Graduation Date: ___________ Overall GPA: __________

Latin American Research Region:__________________________________________________

Title of Research Project: _________________________________________________________

Amount Requested: $_______________ Total Budget: $__________________________
ACADEMIC ADVISOR FORM

Name of CLAS CAL Applicant: ___________________________________________________

I hereby ___do/___do not waive my right to access this form and the letter of recommendation
provided by the reviewer below.

_____________________________________ ____________________________
Applicant Signature   Date  Print Applicant Name

Dear faculty:

The above-named applicant has indicated that you are his or her faculty adviser for preliminary
research to be conducted under a CLAS CAL Grant. As an academic adviser, we anticipate that
you will work with the student on the development of his or her application and the final report
on the project. In addition, the Center for Latin American Studies at SDSU is interested in your
opinion regarding the intellectual capacities, academic development, and potential to succeed at
the doctoral level of the applicant listed above. Before continuing please note whether or not the
applicant has waived his or her right to access this recommendation as indicated above. If the
applicant has waived his or her right to the access of this document, any information provided in
this form will be confidential. If the applicant has not waived his or her right to access then the
applicant may request the opportunity to review his or her file including your letter of
recommendation.

Faculty Name and Title: __________________________________________________________
Department: ___________________________________________________________________
E-mail: _______________________________________________________________________
Telephone: (_____)______________________________ Years known applicant: __________

Based on graduate students at the ____ level that you have worked with over the last ____ years,
how would you rate the above applicant’s ability to succeed at the doctoral level? _____
(1=Highly Likely; 2=Most Likely; 3=Likely; 4= Probable; 5=Unlikely).
Use the space below or attach a separate letter explaining your ranking. Please be sure to note not only the characteristics of the applicant but also the intended research of the applicant, his or her ability to succeed in the project area, and his or her language fluency and the level needed to be successful. Please also indicate your willingness to work with the applicant on his or her proposal and final report to be completed upon return.

___________________________________ __________________
Signature Date

You can submit your letter of support via e-mail to the Center for Latin American Studies at: clasgrad@mail.sdsu.edu or via mail to the Center for Latin American Studies (MC-6038) at:
College of Arts and Letters
San Diego State University
5500 Campanile Drive.
San Diego, CA. 92182-6038
*If you choose regular mail please have the envelope sealed and signed. All letters must be signed by recommending faculty.