



**CENTRO HISTORICAL PRESERVATION and RESEARCH PARTNERSHIP PROGRAM
FALL 2016 and SPRING 2017**

Review of Applications begins 12 September 2016 and ends 15 February 2017.

The Center for Puerto Rican Studies (Centro) seeks partners to collect archival material, conduct research, and disseminate new knowledge about the history of Puerto Rican individuals and communities in the United States.

Centro is providing limited funding on a competitive basis to awardees for initiating partnership projects that (1) develop and collect data, and/or (2) analyze existing or new materials. All projects are expected to result in any one of the following products:

- Publication in a peer-reviewed journal or chapter in a book under contract
- A presentation in a professional association and/or at a conference
- The topic for a discussion panel
- An original digital exhibit

Centro was founded to promote the study and interpretation of the Puerto Rican experience in the United States and today is the world's only repository of archival and library materials dedicated exclusively to mainland Puerto Rican communities. Centro is committed to facilitating research projects relevant to advancing the field of Puerto Rican studies, public policy, and community services.

Proposals must address Centro's core mission to produce, facilitate, and disseminate interdisciplinary research about these communities' experiences and to link scholarly inquiry to social action and policy debates.

CENTRO PREFERENCES:

- Projects focused on Puerto Rican communities outside the Greater New York City.
- Research focused on Centro Archives Personal or Organization Collections (refer to <http://centropr.hunter.cuny.edu/archives/collections/archive-collections>).

Awards: Successful candidates will be required to contact the awards committee to present and discuss their project, budget, expectations and deliverables. As a result, a memorandum of understanding will then be drawn and signed by both parties.

Resources: Proposal budget is limited to: (1) **Direct Funds.** A maximum of \$1,500 direct funds for each award in the way of reimbursements will be payable directly to the partner (including travel and photo-duplication expenses, but does not include honorarium). However, if required by type of project, other direct payments to co-partners and contracted services are allowed.

(2) **In-kind.** Contribution equivalent to \$1,000 for archive assistants dedicated to the completion of the project of up to 40-50 total hours per project. Please note that all grants are subject to funding availability.

Oral History/Interviews: All principal investigators (PI) who plan to conduct personal interviews under the Centro partnership proposal program are responsible for meeting the Hunter College Institutional Review Board's (IRB) standards, complete a battery of IRB tests, and meet appropriate application deadlines before beginning their interviews. These are all the responsibility of the PI, who will provide evidence of complying with all stated IRB requirements. For more information, check Hunter College IRB site at: <http://www.hunter.cuny.edu/irb>.

I. Proposal Format

A maximum of four pages (double-spaced, 12-point font size preferable), plus appendices. Each page should include: name of PI, pagination, and title of proposal. Applications should be sent electronically (PDF format preferred).

II. Proposal Sections:

- A. Project Overview or Summary: 500-words – how you intend to conduct research, gather and analyze data, and/or how you will produce new data; your research expectations.
- B. If applicable, explanation of partnership between researcher and Centro Archives staff; how you plan to match your time with that of the archives personnel.
- C. Explain expected outcomes and specific deliverables resulting from this project.

III. APPENDIX: (additional pages)

- A. Research work plan by month, timelines and resources needed within the time of the award.
- B. Proposed budget, matching PI and in-kind-time request for archives staff, other expenditures.
- C. PI's curriculum vitae, mailing address, e-mail, phone
- D. A statement of partner's relation to the field of Puerto Rican studies and the proposed project.

Reimbursements and Final Report: Before receiving any reimbursement a summary report is required and due by the end of the fiscal year no later than June 1, 2017. The principal investigator shall submit a complete report that includes: project findings summary and accomplishments, projected public activities and/or events planned, budget, and recommendations for further research. After the program committee accepts the report, investigator can then submit papers and original receipts for reimbursements to Centro Administrative Offices.

SUBMIT PROPOSALS VIA EMAIL TO:

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