



RESEARCH FELLOWSHIP

Application Instructions

The Arizona Historical Society (AHS) awards short-term research fellowships to visiting scholars for one to three weeks of residency in Arizona. Preference will be given to applicants who spend most of their time at AHS archives, but we will accept applications for researchers who would utilize other archives in the state. Awardees will be required to register as a State of Arizona Supplier in the state procurement portal. Fellows must use the funds within the calendar year unless an extension is granted. Awards are a reimbursement, and in order to be reimbursed, scholars must do a public engagement project for AHS's audiences (social media post, blog post, virtual program, etc.) and submit a short (2-3 page) narrative describing their research process. Applicants working on doctoral dissertations and those at the postdoctoral level are especially encouraged to apply. Applications from international scholars are welcomed but those applicants will need a US Tax ID Number (TIN) or US Social Security Number (SSN).

Preference is given to projects that have a high probability of publication in the *Journal of Arizona History* or other scholarly publications. Scholars working on public history projects are welcome to apply, but research at AHS must eventually result in a publishable scholarly work.

Awards range between \$500 and \$2,000 per project and are intended to defray travel and living expenses and/or other research-related costs. Scholars in Arizona may apply, but travel awards may be reduced. There is no cost associated with obtaining a research appointment at AHS archives.

Applications should be emailed as a single PDF to Jaynie Adams at jadams@azhs.gov. If you have any questions, please contact AHS at the above email address or at 520-617-1154.

Applicants must submit a cover page, brief curriculum vitae, prospectus, and budget as a single PDF.

The cover page should state the applicant's name, address, daytime phone, email address, title of project, and anticipated dates of visit. The title page should also include institutional affiliation (if applicable), field(s) of study, and classification (MA, ABD, PhD, independent historian, etc.). Scholars without institutional affiliation will be considered for funding. Please, keep CVs under three pages.

The two-to-three page prospectus should describe your current project and emphasize how it would benefit from research at AHS and/or other archives in the state. Include a project overview, sources, methods, work completed to date, necessity of AHS collections research, significance of the project, and a proposed budget. The prospectus must also include an

annotated bibliography of the AHS collections you wish to consult. AHS supports research on all aspects of Arizona, including work that occurs at other repositories in the state. If you wish to also visit other archives in Arizona, you must identify the repositories you intend to visit and include those visits in your proposed residency timeline. The budget should estimate how you would use your fellowship to maximize your research time.

In the prospectus, make sure to cover the following points:

- What is the end product of your project?
- What AHS collections or resources will aid you?
- How will these resources contribute to your project?
- How much time do you intend to spend at AHS?
- What is the estimated timetable for your project?
- What are your proposed dates of residency?

You must submit a preliminary budget for your research expenses. Please consider the following:

- Eligible costs: Travel, lodging, meals, photocopying, photo reproduction.
- Include information on: Dates for requested project support (start and end dates; number of days you plan to visit archives; location of archives to be visited).
- Provide an itemized breakdown for travel, hotel, meal per diem (rate based on what is generally available in the region), parking, photocopying and other research expenses, and other expenses as deemed eligible. Please note: parking at AHS archives is free.

Applicants should consult our [website](#) for the AHS Library Collections Catalog and up-to-date information and hours of operation. Prior to your visit, please email AHS Library and Archives staff at ahsreference@azhs.gov to schedule your research appointments.

For information on other repositories across the state, please see [Arizona Archives Online](#).

All applicants are responsible for making sure the application package is complete and received by the deadline. Incomplete or late applications will not be considered.