

Wisconsin Archeological Society Research Award (WASRA) Proposal Deadline – August 15, 2023

The Wisconsin Archeological Society (WAS) welcomes proposals for projects that address the requirements below. This grant awards funding up to \$1500 with a 50% match. The match can be either cash such as donations from other entities, grants from other organizations and/or in-kind such as salaries or the WAS membership fee.

Applications for WASRA are due by August 15 of the award year. Awards will be announced by September 15. Awardees will have 18 months to complete their grant with an option to apply for an additional 6-month extension. WASRA will be awarded every other year.

This award was created to provide limited funding to students, archaeologists (both professional and avocational), communities and other entities conducting research pertinent to Wisconsin. Applicants must be members of the Wisconsin Archeological Society. Since the requirements and application process may seem complicated because of the variety of potential projects, we encourage applicants to contact Cindi Stiles at cystil@newnorth.net to discuss their project prior to applying. By doing this, the applicant may save time and effort going through the process. The deadline for pre-application advice is July 15.

GENERAL REQUIREMENTS:

Please read these guidelines carefully.

- All projects must meet the purpose of the Wisconsin Archeological Society as stated in Article 1, Section 2 of the By-laws:
 - The purpose of the Society is to promote and advance an appreciation, understanding and involvement in all facets of Wisconsin archaeology. The Society will work with the public and descendant communities to respect and preserve Wisconsin's archaeological heritage.
- The project must promote archaeology in Wisconsin. The award may be used to fund:
 - archival research,
 - documenting private collections,
 - research within existing museum, university or other collections,
 - C-14 and/or other dating techniques
 - special laboratory analyses (e.g., floral, faunal, soils),
 - research travel,
 - site mapping and documentation,
 - an oral interview project,
 - archaeological investigation including survey, shovel testing, and or geo-physical methodology,
 - limited site excavation, to name a few examples.
- All projects must address an archaeological topic of interest within a local community or within Wisconsin archaeology as a whole. The project can address archaeology of a region or site type, a specific site, an ancient culture, ethnic communities and/or historical eras, for example.
- If the project involves fieldwork, the research must limit disturbance to non-renewable cultural resources. It must be demonstrated that the integrity of any impacted sites will not be diminished or destroyed in the investigation.
- The project must engage the skills of experts and community members.
- The project must include community participation or public education. A statement about how this will be done must be included in the application. Some examples are:
 - Scheduling an open house for the community to observe a site investigation or the results of a site investigation.

- Scheduling a block of time for community members to participate in the investigation.
- For non-field projects, scheduling a webinar or podcast to describe the project and results.
- Producing an exhibit or posters to be placed in a community public area.
- A statement as to how this project will promote the purpose of WAS and how the project will better our knowledge of Wisconsin archaeology must be included in the application.

TECHNICAL REQUIREMENTS:

Please read these guidelines carefully.

- A complete project description must be submitted within the application. The description must include location, need, methodology, budget and timeline. If the project is multi-year, indicate which portion of the project is proposed for that year.
- The applicant must be a full member (individual, family, student, senior, institutional, etc.) in good standing of the Wisconsin Archeological Society. Associate memberships must be elevated to a full membership to be eligible for this grant. Membership must be maintained for the duration of the grant period. To become a member, information is available on the WAS website, <http://wiarcheologicalsociety.org>
- Applicants must be directly involved in the project, for instance as project director, principal investigator, group leader.
- For field and underwater projects, the timeline must include a beginning date, date of completion of field work, date of completion of analysis, and date of completion of report.
- All archaeological investigations (survey or excavation) must have a professional archaeologist, qualified to work in the state of Wisconsin, as principal investigator or supervisor for field work, analysis and report. The professional archaeologists must meet the Secretary of Interior Standards as defined in 36 CFR Part 61. Personnel qualifications in the form of a CV or resume for principal investigators and supervisors must be submitted as part of the application.
- If underwater archaeological exploration is proposed, the applicant must provide proof that divers have proper certification and experience.
- Excavation projects must have a brief research design submitted with the application.
- Ground disturbance within a human burial/cemetery site will not be approved. Remote sensing methodologies must have the approval of the appropriate descendent community (Tribal or Euro-American), depending on the origins of the cemetery.
- Research on collections of human burials will not be approved.
- The archaeological field projects must meet the Wisconsin Archaeology Survey, *Guide for Public Archaeology in Wisconsin* (2012).
- Oral History:
 - If the applicant is associated with an institution which requires specific oversight on oral history projects, they must provide documentation that they meet the institution's requirements. Please contact cydstil@newnorth.net with questions.
 - For all oral history projects, a permission form must be developed for the signature of each interviewee giving the applicant permission to use their interview for research and public education. For an example of this form, contact cydstil@newnorth.net.
- The applicant must agree to follow all appropriate statutes and ordinances pertaining to archaeological sites and obtain any such permits and authorizations as are needed for projects that will result in ground disturbance to an archaeological site (for example, installation of signage at a mound or other burial site, field survey and excavation). The applicant further agrees not to publicize the locations of sensitive archaeological sites and to consider contact with Wisconsin Tribes.

- The applicant must agree to sign a contract which will include the stipulations listed above, and will include, but not be limited to, the following:
 - WAS will not be held liable for injuries, damages, etc.
 - The awardee does not speak for or represent the WAS.
 - The awardee must agree to WAS oversight.
 - For field and underwater investigations, the awardee will stop work immediately should human remains be discovered and notify the Wisconsin Historical Society at their toll-free number.
 - For field and underwater investigations, the awardee must provide proof of general liability insurance.
 - The awardee must agree to submit an end of grant report, either interim if multi-year project, or final within six months of the completion of the project, unless an extension is granted by WAS. The final invoice will accompany the report. Copies of field notes, maps, analysis, forms must accompany the report.
- This grant awards funding up to \$1500 with a 50% match. The match can be either cash such as donations from other entities, grants from other organizations and/or in-kind such as salaries or the WAS membership fee.
- WAS grant money cannot be used for project personnel salaries. All WAS invoices must be accompanied by receipts. In-kind (such as institutional salaries) can be used for match. An itemized project budget must be included in the application with an indication of what portion of the project the WAS monies will fund and a breakdown of cash and in-kind match.
- All funds are reimbursable. Travel and supplies are eligible with receipts. Membership dues are not reimbursable but can be used as a match. Personnel costs can be used as in-kind match. Applicants must submit receipts with all invoices to be reimbursed. 25% of the grant funds will be withheld until the final report is submitted. Project personnel costs can be used as an in-kind match.
- Only one grant a year can be given to an applicant, however, there is no limit to the number of years that an applicant can apply.

TO APPLY:

- Download the guidelines, application form and the budget form. Fill in all the required information. The guidelines, application form and evaluation criteria can be found on the WAS website <http://wiarcheologicalsociety.org> Awards and Grants page, under “Wisconsin Archeological Society Research Award”
- Applicants must use the WAS grant application form and budget form and follow the application deadlines, guidelines and requirements. If you have questions or would like to discuss your project ideas before submitting a grant application, please contact Cindi Stiles at cydstil@newnorth.net
- All applications will be reviewed by the Wisconsin Archeological Society Awards and Grants Committee (see attached set of criteria which will be used to evaluate applications). Applicants will be notified by September 15 if they have been awarded a grant.

SUBMISSION REQUIREMENTS:

Applicants must use the WAS grant application form and follow the application deadlines and requirements. If you have questions or would like to discuss your project ideas before submitting a grant application, please contact cydstil@newnorth.net .

- One copy of the proposal with pages numbered consecutively to be received by email to cydstil@newnorth.net on or before the deadline of August 15.

- A statement on how this project will promote the purpose of WAS and how the project will better our knowledge of Wisconsin archaeology.
- For all projects, include a resume for the principal investigator and supervisor. For field and underwater projects, if the professional archaeologist is different from the principal investigator or supervisor, a resume which includes their qualifications must be included.
- Resumes of contract personnel, if applicable.
- For field and underwater investigations, copies of state, tribal or federal permits, if applicable.
- Proof of underwater archaeological diver's certification and experience, if applicable.
- Research design for excavation projects.
- For field and underwater projects including excavations, the name of a curation facility that meets federal standards found in 36 CFR Part 79, where artifacts and accompanying documentation will be curated.
- For field and underwater projects, proof that the applicant has general liability insurance and vehicle insurance with the insurance company name.
- For projects with oral history, if associated with an institution that requires oversight, those approvals must be attached.
- An itemized project budget on the form provided. Indicate in the justification what portion of the project the WAS monies will fund and a breakdown of cash and in-kind match.

COMPLETION OF GRANT

- All travel and supplies invoices must be accompanied by receipts dated within the grant period. Travel: mileage rate is 65.5 cents per mile, lodging is \$98 per night and per-diem is \$59 per day (as per FY2023 GSA standard rate). Travel can only be charged when the person is away from home. Mileage will not be reimbursed for daily travel from home base to project site.
- A report describing the participant's accomplishments submitted at the end of the grant period.
- A brief summary, 2-3 paragraphs and 1-2 photographs to be submitted for publication in the WAS newsletter and on the WAS website. Grant awardees are encouraged to submit an article on their project to *The Wisconsin Archeologist*.
- 25% of the grant funds will be held back until the final report is submitted.

Questions? Please contact cydstil@newnorth.net.