The Foundation of the American Institute for Conservation of Historic and Artistic Works

# FAIC "TAKE A CHANCE" GRANT GUIDELINES



#### **Description**

The Foundation of the American Institute for Conservation (FAIC) offers support of up to \$1000 to help defray costs for innovative conservation research or projects that may not otherwise be funded. The "Take a Chance" fund was established in honor of Carolyn Rose, Chairman of the Department of Anthropology at the National Museum of Natural History and internationally recognized leader and educator in conservation, who died August 29, 2002 at the age of 53.

Throughout her career, Carolyn Rose often remarked that she was able to investigate ideas and pursue unconventional lines of research because she had the backing and support of a major research institution. As a teacher and mentor for many conservators working today, she encouraged creativity and broad thinking in her students. She also recognized that few people have the opportunity she had to follow an idea either to a successful outcome or perhaps a dead end, and wanted to be able to give others the opportunity to "take a chance" (her words) on an idea, even if it came to nothing. In honor of Carolyn's spirit of encouragement and of her career, the "Take a Chance" Grant has been established to support unorthodox projects.

An important component of this grant is dissemination of the project results, regardless of the project outcome. By definition, not all risks will be successful. However, even negative results may be helpful for future projects and research.

#### **Eligibility**

Applicants must be current members of AIC. The grant is intended to encourage imaginative and innovative projects; therefore, funds may be used for any purposes that are relevant to the project. Since other FAIC scholarships and grants are available for attending courses, workshops, and seminars, applications for these types of projects are unlikely to be considered for funding.

#### Criteria for Review

- Imaginative or innovative project
- Clearly articulated goals and timeline for the project
- Usefulness to the participant and/or the conservation profession
- Ability of applicant to accomplish the project
- Lack of other funding sources for the project
- Reasonableness and completeness of budget information
- Effective plan for dissemination of the project results (whether project is successful or not)

#### Final Report

A final report is to be submitted to the FAIC office within 60 days after the project completion. Final Report Forms are available from the FAIC Website or office. Final reports will be published in full or in part by FAIC, including posting to the AIC-FAIC website.

#### **Procedures**

Electronic submissions are encouraged but not required. **Important:** you may submit your application electronically only if **all** of your materials can be submitted electronically. Send the application form and all supporting materials in PDF (portable document format), RTF (rich text format) or Microsoft Word format. Name the files to include your last name ("smithcv.doc" or "smith.pdf"). Send the files as e-mail attachments to faicgrants@aicfaic.org. You should receive an e-mail receipt within 72 hours.

If you choose to mail your application, five copies should be **delivered** to the FAIC office no later than **February 1** of each year.

Letters of support MAY be submitted, but are not required: <u>faicgrants@conservation-us.org</u> Letters, if sent, should show signature and be sent as email attachments or by mail or delivery service. Letters and other application materials are not accepted by fax.

#### The Foundation of the American Institute for Conservation of Historic and Artistic Works

ARTISTIC WORKS

#### FAIC "TAKE A CHANCE" GRANT APPLICATION

NOTE: This form is provided as a PDF fill-in form. Text will flow as you type. For best results, begin by saving the file on your computer and giving it a new name.

I. Applicant Info	rmation		
Name			
Street address			
City, State, Zip			
Phone		Fax	
E-mail address			
Project title			
Estimated start and end dates of project	Start date:	End date:	
Project location			
Names, affiliations, and roles of other key individuals involved in this project, if any			
FAIC amount requested			

#### II. Project Summary

Please attach a description of the project, no more than 2 pages in length. Please address the grant criteria, including the project goals, procedures, timeline, and significance, as well as your ability to carry out the project and how you intend to disseminate the results.

#### III. Resume or C.V.

Please attach a current resume or c.v.

#### IV. Budget Information

1. On the budget worksheet below, list all costs (in \$US) needed to complete project. Include any expenses in addition to those for which you are applying. The "totals" columns will calculate automatically.

Item Description	Amount from non-FAIC sources	Amount from FAIC request	Total Estimated Costs	Source of non-FAIC funds
<b>Total Project Expenses</b>				

2	What other	sources will	be used to	match additional	expenses	if any	$_{J}$ ?

3.	Will you receive any support from your employer for this project?	(Please also include any non-
ca	sh support, such as release time or use of resources.)	

					rm		

Inc	lude the following with your application:
	Project Summary (no more than 2 pages)
	Résumé or c.v.

Electronic submissions: Electronic submissions are encouraged but not required. Important: you may submit your application electronically only if all of your materials can be submitted electronically. Send the application form and all supporting materials in PDF (portable document format), RTF (rich text format) or Microsoft Word format. Name the files to include your last name ("smithev.doc" or "smith.pdf"). Send the files as e-mail attachments to faicgrants@conservation-us.org no later than February 1. You should receive an e-mail receipt within 72 hours.

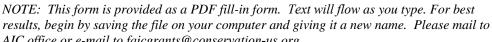
*Hard-copy submissions:* Send **five** complete copies of the application form and attachments to: The Foundation of the American Institute for Conservation, 1156 15th Street, NW, Suite 320, Washington, DC 20005. All materials must be **received** by February 1.

#### The Foundation of the American Institute for Conservation of Historic and Artistic Works

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### Final Report for FAIC "Take a Chance" Grant

## IMPORTANT: This report may be published in part or in full by FAIC, including posting to the AIC-FAIC website.



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Name		
Address		
0': 0: 7'		
City, State, Zip		
Phone	Fax	
E-mail address	1	,
Project title		
Project dates		
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Please respond to the following questions. You may attach separate page(s) if you wish.

1. What was the primary goal of the project? What were the results?

- 2. How did the project benefit you and/or the conservation profession?
- 3. How did you, or how do you plan to, disseminate the results of your project?

project?				
5.A. Please summarize expend	itures including	g expenses fron	n any matchin	g funds (use form below
or attach a summary in your ow				
complete project. Include any i funded items.	n-kınd expense	es or outside su	pport (if any)	in addition to the FAIC-
runded items.				
	Amount from non-FAIC	Amount from FAIC	Total Estimated	
Item Description	sources	request	Costs	Source of non-FAIC funds
<b>Total Project Expenses</b>				
	2 444 4			
5.B. Please indicate any sources	s of additional i	funds or in-kind	d goods and se	ervices:

4. What advice would you give to someone else who might be interested in pursuing a similar