

# Tips for Alice Hamilton Scholarship Applicants

- Email submissions are required, both applications and recommendation letters.
- This is a competitive scholarship, and not all applicants receive awards. Our award range is \$200 to \$1,000. The amount awarded depends on our evaluation of the application, including the letters of recommendation and the available funds. As a strong rule of thumb, Undergraduate awards are usually less than Graduate awards. It will take a truly exceptional application from a very highly qualified applicant for an award to reach the new maximum of \$1,000.
- There is some weighting in favor of study, projects, etc. in Colorado, the southwestern US and the Rocky Mountain area, and secondarily, in the Western Hemisphere. Other areas will be considered, based on the strength of the application.

## What we will fund and what we won't

- We fund direct outlays (or estimates of them) for an archaeological need. For undergraduates, a common expense is that of going to field school. Direct outlays can include gas (but not "government mileage reimbursement rates"), other purchased transportation expenses (bus, train, plane, taxi), meals/groceries, campground fees, motel/hotel where appropriate, lab fees, durable lab equipment, repro cost, and other out-of-pocket expenses, including books and tuition. We do not fund personal clothing, camping equipment or cameras. We do not make up for earnings you miss by doing archaeology instead of working for pay. We do not fund wages for you or your recruited workers (lean on your classmates). In your budget, give specific dollar amounts for specific needs, rather than merely saying "I need \$1,000."
- If you are graduating within the next six months, please include your plans for the fall.

## Your responsibilities, should you be awarded a scholarship

- By 1 October send the Committee an email giving a brief expenditure report. This should be an informal report, perhaps only one paragraph in length.
- We ask on the Application Submission Cover Sheet if you are willing to share your experiences and results (if applicable) with the Colorado Archaeological Society. Sharing what you're learning is an essential part of your professional life, especially to those that have provided your funding. The format and scope of your report is of course dependent on your project. For an undergraduate attending field school, a short article for the local CAS chapter newsletter or the statewide *CAS Surveyor* is perfectly acceptable. For graduate-level field or laboratory research, a presentation to a chapter or at the CAS Annual Meeting may be appropriate, as may be an article in the CAS journal, *Southwestern Lore*.
- **These two responsibilities are considered by the Committee to be serious obligations. Failure to fulfill them will be taken into consideration should you make application in subsequent years.**

We look forward to receiving your application.

This document, the Application Requirements and Cover Sheet, are available on the Colorado Archaeological Society website [www.coloradoarchaeology.org](http://www.coloradoarchaeology.org).