Friends of the State Library and Archives of Florida

Research Stipend Program Application

The Division of Library and Information Services is pleased to announce a competitive stipend program for qualified researchers, sponsored by the Friends of the State Library and Archives of Florida. The program is intended to support exceptional projects utilizing the collections of the State Archives and State Library of Florida that can only be accessed on-site. Up to two applicants will be selected each year.

Selected applicants will receive $1,000 to conduct research at the State Archives and State Library of Florida. An initial payment of $500 will be distributed when the selected applicant arrives to conduct research. The remainder of the stipend will be distributed once the applicant has submitted a final report after completing their research in Tallahassee.

These payments will be reported to the IRS per federal requirements; winning applicants must provide us with their social security numbers for that purpose.

Who is Eligible to Apply?

- Academic historians, graduate students and undergraduate students conducting research for a thesis, dissertation, article, book, documentary or other publicly-disseminated product.

- Community historians and independent researchers or writers conducting research for a project relating to the history of Florida or a Florida community or region, such as a book, documentary film, public exhibit or other publicly-disseminated product.

- K-12 teachers or professionals developing curriculum materials or other projects aimed at enhancing the study and teaching of Florida history.

Selection Criteria

- Feasibility of the project and the availability of materials at the State Archives and State Library of Florida to support the project's stated goals.

- The project's creative use of archival and/or rare special collections materials at the State Archives and State Library of Florida that are unavailable from other institutions or online and can only be accessed on-site.

- The project's likelihood to substantially increase or enhance the understanding of some aspect of Florida history and culture or that of a Florida community or region.

Timeline

To be considered, applications and supporting documents must be emailed or postmarked no later than 11:59 p.m. Eastern on December 31, 2022.

Applicants are responsible for reading the application instructions thoroughly and submitting all required materials by the deadline.

All applicants will be notified of the selection committee's decisions by March 1, 2023.

Before You Apply

All applicants must contact the State Archives (and/or the State Library if appropriate) for guidance regarding collections relevant to the proposed project.

Contact the State Archives of Florida at **archives@dos.myflorida.com** or 850.245.6719.

Contact the State Library of Florida at **info@dos.myflorida.com** or 850.245.6682.

Be sure to specify that you are calling in regard to the **Research Stipend Program**.

Application Checklist

To be considered, your application must contain ALL of the following components:

A complete application form, **typed or printed** with all required information provided. Incomplete applications will not be considered.

A current résumé or curriculum vitae.

A cover letter explaining your interest in the program and why your proposed project should be selected to receive a stipend.

At least one letter of reference from someone who can speak to your ability to carry out the proposed project.

- For graduate and undergraduate students, this should be a thesis/dissertation advisor or other professor.
- For a K-12 teacher or curriculum professional, this could be a department chair, principal or school district administrator.
- For a community historian or independent scholar, this could be a representative of a local historical society, museum, institution of higher learning or other institution familiar with the project and your ability to complete it.

Submitting Your Application

Email submissions are strongly encouraged.

When emailing your application, attach all required documents to a single email—preferably as Adobe PDF files to preserve their formatting.

Use "Stipend Application – [Your Name]" in the subject line. Address the email to **archives@dos.myflorida.com**.

Applications submitted by U.S. mail or parcel service should be addressed as follows:

Division of Library and Information Services
ATTN: Research Stipend
Mail Station 9-D
500 S. Bronough St.
Tallahassee, FL 32399-0250

Applicant Information

Name:

Title/Position:

Institutional Affiliation:

Phone: Email:

Date of Application:

Are you a Florida resident or a student at a Florida college or university?   Yes   No

Home Address:

City: State: Zip:

Work/Alternate Address:

City: State: Zip:

I am applying as a(n):

☐ Academic Historian or Graduate Student

☐ Community Historian or Independent Researcher

☐ Teacher – Grade Level:

☐ Other – Explain:

Project Information

Project Title:

Explain the purpose of this project (50 words or less).

Describe your project according to the guidelines below (300 words or less).

Academic historians and graduate students: Briefly describe the project that you propose to undertake. Comment on the significance of the work and its contribution to discussion of enduring/recurring historiographical themes and/or interpretations of Florida history, or of the lives of Floridians.

If appropriate, indicate how this project fits into a larger work in progress (such as a graduate thesis or dissertation, or an article or book in preparation).

Community historians or independent researchers: Provide a description of the activities involved in your proposed project, including research and implementation, the final product(s), and how they will be made available to your community.

If appropriate, indicate how this project fits into a larger work in progress. Describe the goals of your proposed project and how your community will benefit.

Teachers: Provide a description of the activities involved in your proposed project, including research and implementation. If appropriate, indicate how this project fits into a larger work in progress.

Explain why there is a need for such a project in your community, school, and/or school district.

Identify one or two state learning standards that you will address through your project.

Describe the goals of your proposed project and how students will benefit. State the approximate number of teachers and students who will use your project products.

Describe plans to evaluate your project's success, especially its effect on student learning.

Relevant Collections

All applicants must contact the State Archives and/or State Library reference desks as appropriate for guidance regarding collections relevant to the proposed project.

Contact the State Archives of Florida at **archives@dos.myflorida.com** or 850.245.6719.

Contact the State Library of Florida at **info@dos.myflorida.com** or 850.245.6682.

Briefly describe the results of your consultation here, as well as any previous use of the State Archives or State Library.

Date of Contact:

Staff Members Contacted:

List by title and series/collection number (if applicable) the materials you plan to use at the State Library and Archives of Florida. Indicate briefly what kinds of information you expect to derive from the materials. Use additional sheets if necessary.

Example: Series S419: State Defense Council Subject Files, 1940-1946 – I expect to find examples of women serving as volunteer aircraft spotters in Florida during World War II.

Plan of Work

Discuss briefly (300 words or less) how your research in the materials listed will support the goals of your proposed project.

If your project is part of a larger work in progress, explain how information from the State Archives and State Library of Florida will be integrated with material from other repositories and institutions.

Briefly describe your plans for publishing or disseminating the results of your project (e.g. book, journal article, conference presentation, web resource, exhibit, curriculum module, lecture, documentary, etc.):

Project Schedule

Provide your anticipated research schedule.

Visit **info.florida.gov** and choose "Plan Your Vist" to find our hours of operation.

Start Date: End Date:

Estimated hours required to complete your research:

Comments

How did you learn about this stipend program?

Where would you recommend information about this program be posted?

By my signature below, I agree to abide by all research rules of the Florida Division of Library and Information Services.

Type Your Name

Date

I undertand that by typing my name here I am signing this document. *

* For the purpose of filing documents online, the typed name of the individual signing the document is sufficient under s.15.16, Florida Statutes. Electronic signatures have the same legal effect as original signatures. Typing someone's name/signature without their permission constitutes forgery.