

The Mary A. Griffiths Memorial Award for Folklore Field Research

Since 1990 the Memorial University of Newfoundland Folklore Society has sponsored The Mary A. Griffiths Memorial Bursary for Folklore Field Research as a memorial to Mary Griffiths (1967-1990), a student of folklore from Ship Harbour, Placentia Bay. Mary was very active in the Folklore Society and had planned to begin her graduate studies in Folklore at Memorial University of Newfoundland.

GRADUATE STUDENT CRITERIA

The award is designed to fund costs related to fieldwork-based research which focuses on Newfoundland and/or Labrador. This project does not have to relate to existing thesis research.

ELIGIBILITY OF APPLICANTS AND PROJECTS

Applications will be accepted from undergraduate students in Folklore and graduate students registered in the Department of Folklore or the Ethnomusicology Program at Memorial University of Newfoundland.

Applicants can apply for only one award in each competition, although they may hold the award more than once.

Members of the Award Selection Committee are ineligible to apply during their tenure.

ELIGIBLE EXPENSES FOR GRADUATE STUDENT RESEARCH

Applications from graduate students must be to support future fieldwork based projects. Retroactive applications will not be considered.

The graduate award is to be primarily used for the costs of the least expensive mode of travel, and towards accommodation and subsistence where appropriate.

The award may also be used towards the direct costs of the research, including reasonable amounts for stationery, postage, telephone calls, film, photocopying, and other related expenses.

The Award Selection Committee is prepared to fund portions of projects that are also partially funded by other agencies, but there must be no overlap of funding. Successful applicants who also receive funding from other agencies must inform the Award Committee.

No capital equipment (e.g., cameras or tape recorders) may be purchased with the award.

DEADLINES AND ANNOUNCEMENTS

Applications should be submitted by the advertised deadline, normally January 31.

Decisions will be announced no later than two weeks after the deadline for applications.

In the case of graduate students, to provide time for the adjudication, approval, and announcement of results, at least four weeks should be allowed between the deadline and the research project dates. If your submission deviates from this schedule, please attach an explanation.

ADJUDICATION

Award applications are adjudicated anonymously by a Selection Committee comprising both students and faculty, who will decide the winner after reviewing all applications and, if the need arises, interviewing potential recipients.

The Committee reserves the right not to award the Award in a given year.

Although no appeals will be entertained, unsuccessful applicants may resubmit in the next competition a revised application which addresses the concerns of the committee. It will be adjudicated in accordance with normal procedures.

AWARD HOLDER'S RESPONSIBILITIES

Terms and Conditions for Graduate Students Holding an Award

The terms of the Award shall be stated in a letter from the Award Selection Committee, to whom the Award holder is responsible.

No expenses are to be charged directly to Memorial University of Newfoundland.

If the holder of an Award finds it necessary to defer the research project, or the research cannot be completed in the time indicated, a formal written request to change the grant period must be submitted to the Award Committee.

Graduate students must get advance clearance from the Memorial University of Newfoundland Research Ethics Board.

Award holders are required to submit a brief final report on their research work within 30 days of the project's completion. The final report should outline the major activities conducted during the research programme including materials gathered (eg. tape-recordings, photographs, etc.), people interviewed, and research facilities visited.

Presentation of the Research

Culture & Tradition shall have the right of first refusal of any paper produced as a result of the Award. Normally the paper should be submitted within six months.

Successful applicants are strongly encouraged to present a Folklore Society lunch-time lecture.

All research materials gathered with the aid of the Award should be deposited in MUNFLA, using the appropriate forms and contracts, within two years of the completion of the project.

In any publications based on the research (thesis, articles, etc.), proper mention of the Award should be made, and the Selection Committee informed that the piece has been published.

APPLICATION PROCESS

Applications should be completed using the attached form and forwarded to the address below by the appropriate deadline:

The Head, Department of Folklore
Memorial University of Newfoundland
St. John's, NL
A1B 3X8

THE MARY A. GRIFFITHS MEMORIAL AWARD FOR FOLKLORE FIELD RESEARCH
GRADUATE STUDENT APPLICATION FORM

Complete all items on the application form. Submit **two copies** of the application and **one copy** of your up-to-date **curriculum vitae** to:

The Head, Department of Folklore
Memorial University of Newfoundland
St. John's, NL
A1B 3X8

Name of Applicant:

Address:

Postal Code:

Email:

Phone:

Project Title:

Award Holder's Responsibilities

If awarded a Mary A. Griffiths Memorial Award, I agree to:

- Abide by the Terms and Conditions of the Award as outlined in the Guide for Applicants.
- Where applicable, graduate students must obtain written notification of approval from the Memorial University of Newfoundland Research Ethics Board for research involving the use of human subjects.
- Advise the Award Selection Committee of any other awards held concurrently.
- Provide a final report on my research within 30 days of completion of the research.
- Submit a paper suitable for publication to ***Culture & Tradition*** no later than six months after the completion of the research.

- Make proper mention of the Award in any publications based on the research (thesis, articles, etc.), and inform the Selection Committee that the piece has been published.
- Use the appropriate forms and contracts when materials are destined to be deposited in the Memorial University of Newfoundland Folklore and Language Archive.
- Request in writing to extend, or defer, the grant period if for some reason the research cannot be completed in the time indicated.

Signature of Applicant:

Date

A: GENERAL

Project title:

Location and dates the project covers:

I am currently a Graduate student. Yes No

B: FUNDING PLANS

Previous Griffiths Memorial Awards received:

Have you applied for funds from other sources? Yes No

If, no, why not?

List other sources from which financial support has been sought:

<u>Source</u>	<u>Amount Requested</u>	<u>Amount Granted</u>
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C: DESCRIPTION OF THE PROPOSED RESEARCH PROJECT OR PRESENTATION

Provide a concise statement of your objectives, arguments (theoretical perspectives) analysis (sources, methods, approach) and possible findings. Discuss the significance of your project in relation to established/published knowledge on the subject and its importance to your future programme of research. Append a bibliography of all references cited.

Please include copies of any written materials (e.g., questionnaires) used in your research.

[Attach additional pages as necessary.]

D: SUMMARY OF EXPENSES

The award provides contributions toward the least expensive mode of travel, and toward accommodation and subsistence where appropriate.

TRAVEL: Subtotal \$

ACCOMMODATION:

Calculate only for the nights spent away from your principal place of residence. If you are requesting more than five nights accommodation, please attach an explanation.

Hotel Accommodation: nights at per night. Subtotal \$

Private Accommodation: nights at \$25 per night (CA or US). Subtotal \$

Include a copy of any information showing accommodation costs. If this is not available at this time, it may be submitted later.

SUBSISTENCE:

Calculate at the following daily rates only for time spent away from your place of residence. Newfoundland (\$36.50); Canada (\$43); International (US\$43).

days at per day. Subtotal \$
days at per day. Subtotal \$

If you are requesting more than five days' subsistence, please attach an explanation.

RESEARCH EXPENSES:

The award may also be used towards the direct costs of the research, including reasonable amounts for stationery, postage, telephone calls, photocopying, and other related expenses.

No equipment may be purchased with the award. It is assumed that MUNFLA will lend recorders and tapes.

Itemize research expenses below:

Subtotal \$

TOTAL FUNDING REQUESTED \$

[Griffiths]

C: DESCRIPTION OF THE RESEARCH PROJECT OR PAPER

Provide a concise summary of your paper, indicating the topic and outlining objectives, arguments (theoretical perspectives) analysis (sources, methods, approach) and findings. Discuss the significance of your project in relation to established/published knowledge on the subject.

Attach a copy of the original research paper.