



Educating the Mind & Spirit

American Indian College Fund & Andrew W. Mellon Foundation Research Fellowship Program

The American Indian College Fund's Mission

The American Indian College Fund transforms Indian higher education by funding and creating awareness of the unique, community-based accredited Tribal Colleges and Universities, offering students access to knowledge, skills, and cultural values which enhance their communities and the country as a whole.

**Mellon Research Fellowship Application Deadline:
February 17, 2012**

Contact Information:

Dr. Dawn Tallchief, Ph.D.

Program Officer

Phone: 785-550-6612

E-mail: dtallchief@collegefund.org



American Indian College Fund

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Denver, CO 80221

1-800-776-3863

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THE AMERICAN INDIAN COLLEGE FUND MELLON RESEARCH FELLOWSHIP PROGRAM

The Mellon Research Fellowship Program - \$34,000 Award

The American Indian College Fund (the Fund) and the Andrew W. Mellon Foundation have partnered to provide support for scholarly research opportunities for faculty teaching at Tribal Colleges and Universities (TCUs). With the dearth of research on American Indian populations and the exclusion of Native populations from many mainstream studies, there is an urgent need for tribal college faculty to conduct research on behalf of tribal governments and Indian communities. The Mellon Research Fellowship Program provides support in the form of a \$34,000 award for tribal college faculty to pursue scholarly research within their fields, accomplishing the dual purpose of supporting TCU faculty in pursuing their research agendas and increasing the number of faculty research projects within tribal colleges and Indian communities. Each faculty member awarded a fellowship is asked to select and mentor a student research assistant thereby extending the undergraduate curriculum at TCUs, instilling in students an appreciation for scientific discovery and encouraging graduate study and careers in research for American Indian students.

The Mellon Research Fellowship Award

The Andrew W. Mellon Foundation Research Fellowship is a highly competitive, prestigious award. TCU faculty who are awarded a fellowship must prepare at least one scholarly article related to their field of research for publication or complete a book manuscript within the one-year term of the fellowship.

During the term of the fellowship, each Mellon Research Fellow must select a student research assistant from their respective TCU and agree to mentor the student research assistant throughout the term of the fellowship. Each Mellon Research Fellow and their student research assistant are expected to collaboratively present their research findings at a scholarly conference during the one-year term of the fellowship. In addition, each Mellon Research Fellow and their student research assistant are required to attend a fellowship retreat hosted by the American Indian College Fund. Funding is set aside to cover expenses for both the Mellon Research Fellow and their student assistant to attend a national conference and the Fund-sponsored fellowship retreat.

The American Indian College Fund awards two to three competitive Mellon Research Fellowships each year. For 2012, the one-year term begins on July 1, 2012 and ends on June 30, 2013. Selection of 2012 Mellon Research Fellows will be completed by April, 2012 to allow ample notification to the recipient and their respective TCU to negotiate release-time from teaching duties. It is expected that fellows will conduct their academic research full-time, taking sufficient time off from their customary academic duties to complete their fellowship activities within the one year time frame. Each fellowship award is for a one -year term only. Fellowship awards will not be renewed or extended.

The Mellon Research Fellowship award is \$34,000. Payments are disbursed quarterly by the Fund, after receipt of a quarterly progress report submitted by the Mellon Research Fellow detailing their research activities and progress on drafting a scholarly research paper for publication.

Student Research Assistant Learning Opportunity

The American Indian College Fund's Mellon Research Fellowship Program provides outstanding tribal college students the opportunity to serve as research assistants to Mellon Research Fellows. The student research assistant participates in the generation of scientific data under the guidance of their faculty mentor, and further assists the Mellon Research Fellow in the data collection, data management, data analysis and publication of the scholarly research.

Student research assistants receive a stipend of \$2,500 for the fellowship year, which is distributed quarterly by the Fund after receipt of a quarterly progress report from the faculty mentor. In addition to the progress report from the faculty mentor, student research assistants are expected to submit a working draft of their scholarly paper to the Fund for quarterly review. Within the one-year term of the fellowship, each student research assistant must present their research findings with their faculty mentor at a scholarly conference, and accompany their faculty mentor to the Fund-sponsored retreat. Costs to attend and present at a national conference and to accompanying the faculty mentor to the Fund-sponsored retreat will be covered by the Fund.

Mellon Research Fellowship Eligibility and Fellowship Requirements

Faculty applicants must meet all of the following criteria:

- Be a current tribal college faculty member and have at least a master's degree (all fields of study are eligible).
- Demonstrate ability and commitment to complete a research project, prepare a conference presentation, and submit a final report within the one-year term of the fellowship.
- Agree to continue serving as a tribal college faculty member for at least two years after the completion of the fellowship.
- Possess a demonstrated commitment to American Indian education and scholarship.

Selection Process

A special committee of senior scholars will review applications and recommend fellowship recipients. The committee will be comprised of scholars from different fields of study. The committee will assess the quality of applications with reference to the following criteria:

- Originality and merit of the research proposal

- Importance of the proposed research to the applicant's field, to tribal colleges and communities, and potential for publication
- Competence of the application, including: research proposal, research experience, and other academic achievements
- Prospects for completing specified research within the time projected and funds awarded
- Demonstrated commitment to a tribal college community

Applicant's Personal Information

Ms. ___ Mr. ___ Mrs. ___ Dr. ___

First Name: _____ Last Name: _____

Tribal Affiliation (if applicable): _____

TCU: _____

Academic Department: _____

Courses Taught: _____

Contact information for receiving Mellon Research Fellowship communications:

(Street)

(City)

(State)

Zip Code)

Telephone: _____ Fax: _____ E-mail: _____

Student Research Assistant Information

Please provide the name and contact information of the undergraduate tribal college student who has agreed to serve as your research assistant for the one-year project.

Name: _____

Tribal College: _____

Major: _____

Mailing Address:

(Street)

(City)

(State)

Zip Code)

Telephone: _____ E-mail Address: _____

Student Assistant's Proposed Research:

Proposed Research Topic: _____

Title of Student Assistant's Research Paper: _____

Applicant's Demonstrated Qualifications

List other grants or fellowships previously received. Please indicate the years during which you received funding from each source and total amount of funding received:

List other grants or fellowships you are currently applying for:

List academic honors and awards previously received:

List previous publications: Please include title, publisher and year published:

References

Please provide the names and contact information of your TCU president, Academic Dean and a third person who has agreed to submit a letter of reference on your behalf.

Reference #1: Tribal College President

Name: _____

Mailing Address:

(Street)

(City)

(State)

Zip Code)

Telephone: _____ E-mail Address: _____

Reference #2 Tribal College Academic Dean

Name: _____

Mailing Address:

(Street)

(City)

(State)

Zip Code)

Telephone: _____ E-mail Address: _____

Reference # 3

Name: _____

Mailing Address:

(Street)

(City)

(State)

Zip Code)

Telephone: _____ E-mail Address: _____

Commitment to Teaching at a Tribal College / University

The Andrew W. Mellon Foundation supports the American Indian College Fund's goal to increase and enrich intellectual capacity at tribal colleges and universities. Therefore we request your signature of commitment to teaching at a TCU for a minimum of two years following completion of the Mellon Research Fellowship. In addition to signing below, if you are selected as a Mellon Research Fellow, we will send you an official contract to sign assuring your commitment to complete the Mellon Research Fellowship in the one-year time frame as well as reaffirming your commitment to teach for two years at a TCU.

If I am chosen as a Mellon Research Fellowship recipient, by affixing my signature to this application, I hereby commit myself to continue serving as a tribal college faculty member for at least two years after completion of the Mellon Research Fellowship.

Signature: _____ Date: _____

Personal Statement

In a statement of up to 2,000 words, describe how your teaching experience at a tribal college or university has influenced, and will continue to influence, your growth as a scholar and as a member of your TCU community. Please state how this research opportunity will help you grow as a scholar and TCU faculty member. Please attach a copy of your personal statement to this application.

Suggested Mellon Research Proposal Guidelines

A research proposal of up to 5,000 words is required along with a completed application. Proposals must include, but are not limited to the following elements:

1. Research Problem or Goal:

- State research problem or goal to be addressed, along with specific research questions to be investigated

2. Significance of the Research

- Outline the overall importance of the research, and the relevance of the research to the applicant's field of study
- Detail how the research project will contribute to the scholarly community
- Detail how the research project will benefit the applicant's college and/or local/regional community, and/or Indian Country
- If applicable, detail TCU capacity to support research project (i.e. necessary equipment, technology, tools, etc.)

3. Background/Literature Review

- Describe what is already known about this area of study by analyzing published research in this area, and discuss how this study will fill a gap in the existing research

4. Research Methods

- Outline the methods that will be used to conduct this study (i.e., methodological framework, data collection, and analytical framework)

5. Expected Outcomes

- Provide a brief summary of anticipated research results and potential impact on your scholarly contributions, TCU and Native community
- Give a brief summary of the anticipated scholarly product (an article, a series of articles, a book)
- Detail proposed ideas for the collaborative faculty fellow/student research assistant presentation at scholarly research conference(s).

6. Research Project Timeline

- Give an overview of research progress to date (if applicable)
- Give a detailed timeline to complete the research project within the term of the fellowship
- Provide certification of IRB/TCU/TRB approval, if applicable, that might impact your research project timeline. Formal approval of research project by IRB/TCU/TRB must take place before application submission.

7. Budget

- Give a detailed (itemized and justified) budget for research and travel expenses

Reference letter format: This may be given to your TCU President and Dean as they write a reference letter on your behalf.

The Mellon Research Fellowship Program

The goal of the American Indian College Fund's Mellon Research Fellowship Program is to increase the number of tribal college faculty research projects at the TCUs and within Indian communities. The American Indian College Fund's Mellon Research Fellowship Program allows TCU faculty the necessary time and resources to complete scholarly articles and/or a book, with the support of tribal college students who serve as research assistants. The Mellon Research Fellowship Program awards two to three competitively-selected research fellowships each year. Selected Mellon Research Fellows are expected to complete and produce a publishable, scholarly article within the one-year fellowship term.

We are grateful for your willingness to provide a letter of reference for one of the applicants to this fellowship program. Please address the following questions:

1. Does this applicant have your full support in both the area of research and taking the necessary release time or sabbatical to complete the research project within the one-year term of the fellowship?
2. How long have you known the applicant, and how would you rank the applicant's overall ability and reliability in relation to academic research?
3. Is one year a reasonable amount of time to expect the applicant to complete all aspects of their proposed research project?
4. How important is the applicant's proposed research topic to scholarship in his/her field?
5. How important is the applicant's proposed research topic to his/her tribal college/community?
6. How would you characterize the applicant's commitment to their tribal college community?
7. If your college/university has an institutional/tribal review board, have all research guidelines been approved by the faculty member before application submission, if applicable?

For questions or additional information, please contact the Mellon Research Fellowship Program Officer at 785-550-6612. **Please send your reference letter by 5:00 p.m. MST, February 17, 2012 to Dr. Dawn Tallchief, Ph.D.:**

Email:

dtallchief@collegefund.org

or

U.S. Mail

**American Indian College Fund
Attention: Dr. Dawn Tallchief
Mellon Research Fellowship Program
8333 Greenwood Blvd.
Denver, CO 80221**

Thank you!

Approval of Release Time & Signature of TCU President

The Andrew W. Mellon Foundation supports the American Indian College Fund's goal to increase and enrich intellectual capacity at tribal colleges and universities. Therefore, as a tribal college president, we request your signature of approval for appropriate release time for the named faculty applicant.

The release form ensures that the applicant will be given the necessary time to complete the proposed Mellon Research Project within the one-year term of the fellowship. The guidelines set forth by the Andrew W. Mellon Foundation stipulate that Fellows must be granted adequate release time to focus on their research project and complete findings within the one-year term of the fellowship, ultimately to benefit the intellectual capital of participating tribal colleges and universities.

By affixing my signature to this application, I hereby submit my approval for this faculty applicant to work on the research project full-time, and/or be provided necessary release time to complete the research project within one year.

Name of Faculty Applicant: _____

President's First Name: _____ Last Name: _____

TCU: _____

Signature: _____ Date: _____

Application Checklist/Required Documents

Applicants must submit the following documents and information to receive full and equal consideration during the committee evaluation process:

- Application:** Completed and signed application.
- Curriculum Vitae:** Please include Curriculum Vitae with your application.
- Faculty Research Proposal:** Applicants must submit a research proposal of up to 5,000 words describing the research project. See faculty research proposal suggested outline for further guidelines.
- Applicant's Personal Statement** (2,000 words maximum)
- Student Research Assistant's Project Summary:** Please attach a brief summary, of up to 1,000 words, detailing the student research assistant's topic for their academic paper.
- Letters of Recommendation:** Letters of recommendation from the applicant's TCU president and Dean sent directly to the American Indian College Fund's Mellon Research Program, which detail approval of the research project. A third letter of recommendation is required from a member of the academic community who can speak to the applicant's research abilities (e.g., colleague, former professor, or former research partner).
- Release Form:** Provide copy of signed release form from tribal college president, allowing for necessary time off for completion of the research project.
- IRB/TCU/TRB Documents:** Present evidence of approval of any IRB, TCU and/or TRB documents pertaining to research project, if applicable. **IRB/TCU/TRB approval must be obtained before application submission.**

Application and all required supplemental documentation should be sent directly to the Fund by email or U.S. mail.

By email, send to:
dtallchief@collegefund.org

By U.S. mail, send to:
American Indian College Fund
Attention: Dr. Dawn Tallchief
Mellon Research Program
8333 Greenwood Blvd.
Denver, CO 80221

To meet the deadline, please arrange for certification letters and references well in advance.

Applications must be received at the American Indian College Fund by 5:00 p.m. MST, February 17, 2012.