

Department of Anthropology | Stanford University
Department Supplemental Funding Request Form

Please complete this form to request Supplemental department funding support from the third year of the PhD degree program in Anthropology for dissertation field research.

Policy on Department Supplemental Funding

The Department of Anthropology policy on Department Supplemental Funding (i.e. departmental funding, in addition to the standard five-year funding offer, that may be given when an extramural or intramural funding award is given by way of a non-departmental (other) agency to a Ph.D. student for the purpose of conducting dissertation field research in the fourth year of the degree program) is detailed below in four scenario descriptions.

Ph.D. students, normally supported by the standard departmental fourth-year funding offer, who have been awarded other extramural and/or intramural agency funding for fourth year field research covering day-to-day living expenses, will not receive standard departmental fourth-year cohort funding during a fourth-year cohort quarter (i.e. Autumn, Winter or Spring quarters) in which other agency extramural or intramural funding is received.

Supplemental Funding Support A

With one or more extra and/or intramural other agency funding awards for approved dissertation research in the Fourth year of the Ph.D. degree program, ANTHRO Ph.D. students may qualify for Department Supplemental Funding. Departmental Supplemental Funding Support "A" is typically applied for and received by Anthropology Ph.D. students conducting approved dissertation research (usually in the fourth year of the degree program) with evidence of one or more extra and/or intramural other agency funding awards for the same purpose.

Scenario 1.A.

If other agency funding awarded to a student is less than the amount that would have been provided by way of the standard fourth-year cohort department funding, then the department will 'top off' the student's other agency funding award, to be given in the fourth year for field research, equivalent to the amount the student would have received if otherwise funded by way of the standard fourth-year cohort department funding. The request for 'top off' supplemental department funding (i.e. up to the equivalent of one quarter of funding during a given academic year) must be made by the end of the Summer quarter in the third year and before departure for approved dissertation field research.

Scenario 2.A.

If the other agency funding awarded to a student is greater than the amount that would have been provided by way of the standard fourth-year cohort department funding, then the department will provide the equivalent of one quarter of funding during the student's sixth year as a dissertation writer by way of supplemental department funding. The supplemental department funding is given in recognition of the student's accomplishment in securing other agency funding. These funds can be used as a reserve for support during in the sixth year as a dissertation writer. The request for supplemental department funding must be made by the end of the student's Summer quarter in the fifth year as a dissertation writer.

Scenario 3.A.

If the other agency funding awarded to a student is greater than the amount that would have been provided by way of the standard fourth-year cohort departmental funding, then the department will provide the equivalent of one quarter of funding during the student's fourth year as a dissertation researcher by way of the supplemental department funding. The supplemental department funding is given in recognition of the student's accomplishment in securing other agency funding. These funds can be used to cover otherwise unfunded travel, conference, or research expenses including, but not limited to, travel costs, translation/transcription, research assistants, archive fees, consultant/informant/co-investigator fees, equipment purchase and/or rental, supplies, permit fees, etc. The request for supplemental department funding must be made by the end of the student's Spring quarter in the fourth year as a field researcher.

Scenario 4.A.

If the other agency funding awarded to the student is dedicated to allowable research expenses to be confirmed by the Graduate Committee based on the student's other agency funding budget and justification, the student may receive the standard fourth-year cohort department funding, in addition to the other agency funding award with no supplemental department funding given.

Supplemental Funding Support B

In addition to Department Supplemental Funding Support "A", qualified students with evidence of one or more extra and/or intramural other agency funding awards for approved dissertation research may also extend the period of time in the field through the end of Autumn quarter in the fifth year by application to Department Supplemental Funding Support "B". This special funding support is provided to the student as follows: one quarter of TGR Tuition and one quarter of full Cardinal Care Health Insurance.

These funds cannot be retained beyond the sixth cohort year. Rare exceptions to the provisions listed above are allowed under unusual circumstances in which an extension of the dissertation research period is necessary for the student's academic progress. With the support of their Dissertation Reading Committee, a student may petition the Graduate Committee using the exceptional travel-related funding procedure. The petition should be accompanied by communication from the student's program advisor explaining the necessity of the exception.

Ph.D. students awarded other agency extramural or intramural funding, for fourth-year cohort dissertation research by way of the department requirement for funding proposal submission in the third year of the Ph.D., should meet with the Student Service Officer, in advance of departure for dissertation research, to develop a department-approved plan for the coordination of other agency extramural or intramural funding for dissertation research and for supplemental department funding.

STUDENT INFORMATION

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|---|-------------------------|
| Student Name | SUID# |
| Email | Telephone |
| Faculty Advisor | Graduation Quarter/Year |
| PhD Degree Program and PhD Minor (if any) | Department/Program |
| MA Degree Program | Department/Program |

PETITION REQUEST (Check one box)

- Request Supplemental funding support A, Scenario One
- Request Supplemental funding support A, Scenario Two
- Request Supplemental funding support A, Scenario Three
- Request Supplemental funding support A, Scenario Four
- Request Supplemental funding support B (please specify):
- Other request (please specify):

Please provide explanation and justification (attach sheets if needed):

FACULTY ADVISOR

| | | |
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| Name | Signature | Date |
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Submit completed form and all supporting statements/documentation to the Student Services Officer (50-51G) via scanned email file attachment (.pdf).

OFFICE USE ONLY:

- Approved
- Denied

Graduate Committee Chair:

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| Name | Signature | Date |
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