

RECEIVED FEB 24 1975

# The Center for Field Research

68 Leonard Street/Belmont, Massachusetts 02178/U.S.A./Phone (617) 489-3032

19 February 1975

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Don E. Crabtree  
Research Associate in Lithic Technology  
The Museum  
Idaho State University  
Pocatello, Idaho 83201

Dear Dr. Crabtree:

Brian Rosborough of Educational Expeditions suggested that you and your faculty colleagues might be interested in the Center for Field Research. We are a non-profit organization established to foster private sponsorship of basic field research.

The Center arranges financial support for scientists who can constructively utilize qualified amateur assistants for several weeks in their field research projects. Funds to support the research are contributed by the participating laymen; the grant is usually \$300 to \$500 per individual.

The Center acts as a review board, screening proposals for other organizations, like EEI, which find capable assistants through museums, professional societies, and school faculties across the country. Applicants are carefully selected and are briefed before joining scientists in the field. A majority of the volunteers are college educated adults; many are professionals with advanced degrees. In the past four years, the Center has arranged private funding for over 100 scientists working in 25 countries.

We invite your attention to the enclosed application form. Generally, decisions are made by the Board within 30 days of receipt of a proposal. If we can help support your field research in 1975 or 1976, please let me know.

With best wishes.

Yours sincerely,



Elizabeth E. Caney  
Deputy Director

encls.

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Application Number 1097  
Date Submitted \_\_\_\_\_

## The Center for Field Research

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### EXPEDITION PLAN

Please make your responses as comprehensive as possible to give members of the Advisory Board sufficient information on which to base their decision. Should your proposal be accepted by the Center, the information detailed here will become the basis of materials for a field notebook used to prepare members of your team prior to the expedition.

1. Expedition Title:
2. Discipline:
3. Country:
4. Short statement on the purpose and goals of the expedition:
  
5. Duration: *(days in the field)*
6. Inclusive dates: *(in the field)*
7. Chief Scientist: *(Please attach your curriculum vitae and a list of principal publications)*  

<u>Name</u>	<u>Organization/Affiliation</u>	<u>Position/Title</u>
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Complete Mailing Address

Cable Address

Telephone numbers

Home:

Office:

8. Please enclose a photograph of you taken in the field and one or two photographs of the proposed site. Black and white preferable. Mark photographs clearly and indicate if they should be returned to you.
9. What research experience have you had in the proposed expedition area? *If it is a first survey, describe other expeditions which you have organized and directed.*

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d) Staff Physician: *If your staff does not include a doctor or medic, please explain why.*

Name, address & telephone number

Past experience in this area

e) Other possible participants: *The Center would like to foster interdisciplinary research teams, where they might be helpful to the Chief Scientist. Understanding that the ability to do this is limited by the amount of funds available to support your research, please list distinguished colleagues whom you might consider including on the team were it possible to do so.*

Name and address

Organization/Position

Discipline/Expertise

12. Project Description: *Please be comprehensive, attaching any supplementary materials, published papers, pictures or maps if you so desire. Exhibits are optional, not required. Indicate which enclosures, if any, should be returned.*

a) Specifically list the research objectives of the expedition:

b) Explain the scientific significance of the expedition, *i.e.* the relevance of your research to other research projects in this area, both past and current. Identify such other projects and their directors.



14. Please enumerate the various ways in which you plan to utilize amateur participants in achieving your research objectives. *This is one of the most important questions in the plan, so please be specific. Your team will include educated, highly motivated laymen with great expectations of becoming involved in your work. Assignments of responsibility should be made with a view toward complete integration of amateurs and professionals.*

16. Give an example of a typical day's work schedule on your expedition, including the activities you will have to do to keep the participants and you in good health and to maintain the expedition's morale. It is important to be as precise as you can in describing the day's work.

17. Please set forth the topics of topics that you and your staff will be covering in field discussions and lectures during the expedition.

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15. Describe the expedition itinerary. *Please estimate hours spent in transit vs. actual field research.*

16. Give an example of a typical day's work schedule on your expedition considering that you may have up to twenty participants who want to make a serious contribution to your research. *If the team is to be broken into small groups, please indicate what each group will be doing.*

17. Please set forth the range of topics that you and your staff will be covering in field discussions and lectures during the expedition.

18. Describe the expedition area including geography, inhabitants, flora and fauna. Accuracy is important; if it's bleak, say so.

19. Expedition staging area: *(The nearest commercial airport to the expedition area)*

20. Place, date, and time that you would like the expedition team to convene at the staging area: *(This may be adjusted to conform to air schedules)*

21. Briefly describe the various lodgings or living arrangements anticipated on the expedition, e.g. hotels, dormitories, local housing, tents, sleeping bags, etc.

22. Climate and clothing:

a) Climate: *Please describe the climate and conditions expected during the expedition, i.e. temperature extremes, precipitation, sandstorms, humidity, etc.*

b) Clothing: *Include a suggested list of clothing and personal equipment that participants should bring. Include such items as foul weather gear, climbing boots, sun protection, hats, and any personal equipment that you consider essential field gear.*



23. Do you anticipate any language problems in the field? If so, what plans have you made for interpreters?

24. Please delineate any specific logistical problems that you anticipate, e.g. adequate medical care, portage of supplies, availability of water, fuel or fresh produce, etc.

25. Describe emergency evacuation procedures and communications, if expedition is entering a relatively inaccessible area.

26. Field mailing address for participants, if possible:

27. Participant requirements:

a) Special qualifications desirable: Contributors to your expedition bring qualifications and experience of their own. Please list 'skills and talents' that you could utilize productively in the field. The Center will endeavor to meet your requirements whenever possible, e.g. artists, surveyors, photographers, carpenters, amateur astronomers, optics enthusiasts, draftsmen, etc., and will forward to you profiles of team members as they are accepted.

b) Physical examination: A physical examination will be required of all participants. Please specify any medical conditions, e.g. special diets, allergies, excessive weight, age, which you believe would make participation difficult or impossible.

c) Other special medical requirements: e.g. medicines to bring, halizone, first aid, etc.

d) Do you recommend any immunizations other than those required by the U.S. Department of Health?

e) Physical conditioning as preparation for the expedition: e.g. hiking, rock climbing, back packing, swimming, canoeing, horseback riding, etc.

You might "rate" physical conditions anticipated on your project:

- \_\_\_\_\_ Strenuous (physically and psychologically demanding)
- \_\_\_\_\_ Difficult (physically demanding)
- \_\_\_\_\_ Challenging (tough but reasonable)
- \_\_\_\_\_ Comfortable (no hardships)

28. Other advice to participants: (what not to expect, e.g. baths, conventional sanitation, iced drinks, etc.)

29. Preliminary reading material: Please be comprehensive and qualify the assignments by indicating which you feel are essential preparation. Please try not to list material not available in the United States. Include at least two basic texts in your discipline, instructional material on field methodology, scientific papers dealing with the discipline and the research area, and your own applicable publications. This information will be re-produced and distributed to the participants.

Publication

Author

Publisher

Required Reading

Suggested Reading

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# The Center for Field Research

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## VARIABLE EXPEDITION BUDGET

The Center is a private, non-profit organization that fosters public sponsorship of science. It does not make grants to individuals, but rather acts as intermediary between professional scholars and potential sponsors.

Most of the funds to support research projects come from amateurs and paraprofessionals who apply to work with scientists in the field. In other words your project, including support for your staff, will be cost-shared by these members of your team. Accordingly, the availability of funds depends on public response, *i.e.* the number of participants determines the amount of the grant.

As a service to sponsoring organizations, the Center has set forth a 'variable budget'.

- The minimum budget should correspond to your threshold cost, *i.e.* the absolute minimum number of dollars to mobilize your project.
- The maximum budget should be delimited by the greatest number of 'paraprofessionals' that you can efficiently include on your team.

For example:

- (a) If you need a minimum of \$2500 to mobilize a 3 week project, you should budget for about 6 participants to work with you in the field.
- (b) If the same project could efficiently employ the skills of 20 participants, the budget could be expanded to \$9000, allowing additional funds for assistant scientists to supervise the team.
- (c) If a project requires more than 4 weeks in the field, you may want to support it with a series of 2 or more teams which are on site for 2-3 weeks each. In this case, different budgets should be prepared for each section.
- (d) In all cases, 'paraprofessionals' pay their own transportation to and from the staging area, but their field costs should be included in the team budget.

Your budget should be fully annotated. Please specify categories which may be subject to adjustment and explain the contingencies. Itemize all equipment, tools, and supplies. Indicate how much equipment, field gear, and transportation can be borrowed for the expedition, versus that which must be imported, leased, or purchased.

We recommend that you economize where you can, and make independent applications to other funding sources to supplement your budget.

Thank you.

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Applicant \_\_\_\_\_ Project \_\_\_\_\_

I. TEAM COMPOSITION (# persons)	Minimum	Maximum	Annotations
NUMBER OF:			
Professionals	_____	_____	
Other Staff	_____	_____	
Amateur Participants	_____	_____	
TOTAL TEAM	=====	=====	

II. FIELD COSTS (\$ requested)	Minimum	Maximum
A. PERSONNEL EXPENSES		
1. Director	\$ _____	\$ _____
2. Assistant Scientist(s)	_____	_____
3. Expedition Coordinator	_____	_____
4. Staff and Technician(s)	_____	_____
5. Doctor/medic	_____	_____
6. Interpreters, Porters, Guides, etc.	_____	_____
7. Support of _____ local students	_____	_____
8. Others (specify) _____	_____	_____
PERSONNEL SUBTOTAL	\$ =====	\$ =====

B. TRANSPORTATION  
*Ground, water, and/or air transportation in the expedition country, including transportation to and from the expedition staging area. Itemize.*  
 \$ \_\_\_\_\_ \$ \_\_\_\_\_

C. FOOD  
*Cost of food for the entire expedition team from date of arrival at the expedition staging area to the date the expedition terminates. (Approx. \$ \_\_\_\_\_ per person per day)*  
 \_\_\_\_\_

D. ACCOMMODATIONS  
*This budget item includes the cost of purchased accommodations and other field lodging from date of arrival at expedition staging area to date of departure for both expedition staff and participants. (Approx. \$ \_\_\_\_\_ per person per day) Itemize.*  
 \_\_\_\_\_

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	Minimum	Maximum	Annotations
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E. FREIGHT  
 Air, sea, and ground freight expenses for all expedition tools, equipment, and field gear, including return fare for gear and artifacts accumulated in the field.

_____	_____
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F. FIELD EQUIPMENT  
 The purchase and/or rental of tents, cooking utensils, and other camping equipment required for the expedition team. Assume that lay participants will bring only their personal gear and sleeping bags. Itemize.

_____	_____
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G. TOOLS  
 Purchase and/or rental of expedition tools and special equipment. (NOTE: Items purchased under categories F and G may remain the property of your sponsor.) Itemize.

_____	_____
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H. SUPPLIES  
 Supplies, other than food, i.e. towels, soap, toilet paper, medical and first aid supplies, halizone, etc.

_____	_____
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I. CLERICAL CONTRIBUTION  
 To expedite research report.

_____	_____
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J. CONTINGENCIES

_____	_____
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TOTAL REQUESTED VIA CENTER FOR FIELD RESEARCH

\$ _____	\$ _____
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III. FUNDING BY SOURCE

A. Amount requested via Center for Field Research

\$ _____	\$ _____
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B. Amount expected from other sources (specify)

_____	_____
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TOTAL EXPEDITION BUDGET

\$ _____	\$ _____
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SUMMARY BUDGET

Fill in left half only. If approved, this copy will be completed with recommendations.

	<i>Please complete</i>		<i>Please leave blank</i>	
	Requested		Approved	
	Minimum	Maximum	Minimum	Maximum
<b>I. TEAM COMPOSITION (# persons)</b>				
NUMBER OF:				
Professionals	_____	_____	_____	_____
Other Staff	_____	_____	_____	_____
Amateur Participants	_____	_____	_____	_____
TOTAL TEAM	=====	=====	=====	=====
<b>II. FIELD COSTS REQUESTED (\$)</b>				
A. Personnel Expense	\$ _____	\$ _____	\$ _____	\$ _____
B. Transportation	_____	_____	_____	_____
C. Food	_____	_____	_____	_____
D. Accommodations	_____	_____	_____	_____
E. Freight	_____	_____	_____	_____
F. Field Equipment	_____	_____	_____	_____
G. Tools	_____	_____	_____	_____
H. Supplies	_____	_____	_____	_____
I. Clerical	_____	_____	_____	_____
J. Contingencies	_____	_____	_____	_____
TOTAL FUNDING REQUESTED VIA CENTER FOR FIELD RESEARCH	\$ =====	\$ =====	\$ =====	\$ =====
<b>III. FUNDING BY SOURCE</b>				
A. Center for Field Research	\$ _____	\$ _____	\$ _____	\$ _____
B. Others	_____	_____	_____	_____
TOTAL EXPEDITION BUDGET	\$ =====	\$ =====	\$ =====	\$ =====

I, \_\_\_\_\_, Chief Scientist and director of the proposed expedition do hereby attest that the foregoing budget and plan are my own and that I would like the Center for Field Research to consider their merits for possible sponsorship. Dated \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

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