



Dr. Shane Macfarlan  
Dept. of Anthropology  
University of Utah

March 14, 2017

Dear Prof. MacFarlan

I am pleased to inform you that you have been awarded a CLAS Research Travel Award in the amount of \$1400. Congratulations on your fine proposal and research project –and the grant award! We are excited about the prospect of enhanced CSBS student participation in the Ecuador study abroad program, and especially excited about the prospect of research collaborations that might emerge between CSBS and the College of Mines and Earth Sciences.

These funds can be used to cover costs related to airfare, ground transportation, lodging and per diems up to the award amount. I have copied Bryce Garner, who handles the CLAS accounts. Please touch base with him ([bryce.garner@utah.edu](mailto:bryce.garner@utah.edu)) about details or with questions related to the budget and disbursement of the funds. Here are a few award requirements to keep in mind:

- International travel using CLAS travel funds requires 30-day prior approval from the US Department of Education, with a budget breakdown of what is being covered by grant funds (airfare, hotel, per diem, etc.). If we are funding air travel, the federal government requires travel on US carriers, or flights that have a codeshare showing a US carrier flight number, so please do not book your flight until your travel has been approved. If you need to book a flight in advance of the approval, please book travel on US carriers on all legs where US airlines fly, and send the planned itinerary to Bryce prior to booking.
- Original receipts must be presented to obtain any reimbursement.
- If at all possible, funds should be used by August 15, 2017.
- Within 30 days of returning, awardees must present a brief report on the research or activities completed. The report should include a project title, destination, and duration of field research activities conducted with travel award monies, amount of the award, and a brief narrative describing your research activities.
- Awardees may be invited to present their research findings, articles, essays, etc. at CLAS sponsored events or lecture series.
- Recipients of funding from CLAS should formally acknowledge the Center's role in supporting their scholarly activities in any publication or public presentation (conference, poster, white paper, etc.).

Best of luck with your research plans,

Claudio Holzner  
Director, Center for Latin American Studies

cc: Bryce Garner, Cynthia Berg, Leslie Knapp