**Herb Levi Memorial Fund for Arachnological Research (HLMFAR)**

The Herb Levi Memorial Fund for Arachnological Research has been established to support non-student AAS members who receive little to no institutional support for their research programs. The HLMFAR grant is primarily meant to provide seed money to fund fieldwork and to gather preliminary data for future larger (e.g., Federal, “government and private foundation”) grant proposals.

***Applicants must meet the following requirements:***

* + Current membership in the [American Arachnological Society](http://www.americanarachnology.org/membership/membership.html), **under the applicant's name**
	+ Demonstrate an active research program in any field of arachnology through peer reviewed publications.
	+ Involve students (high school, university or college, and/or graduate) in their research program.
	+ Demonstrate a need for the funding.
	+ Propose a significant project in any area of arachnological research
	+ Postdoctoral scholars applying for funding to support their own research project are eligible [if a post-doc is applying for funding for projects of graduate or undergraduate students they mentor, those applications should be submitted to the student fund].

***Priority will be given to applicants who meet the following criteria (but will not exclude applicants who do not meet all these criteria):***

* + Currently have little to no other funding support.
	+ Who plan to use the HLMFAR grant money to gather preliminary data in order to apply for other sources of funding.
	+ Will use the funding to improve their research program (e.g., to purchase a key piece of equipment, to fund critical laboratory or field work).
	+ Whose overall project contains some form of outreach component

***Grants up to $2000 will be awarded.***

**The funding will be awarded directly to the applicant, not to any third party (such as the applicant's institution).**

Applicants may request support for:

* + Travel as long as the travel is directly related to the research
	+ Equipment
	+ Laboratory costs
	+ Publication costs associated with publication in the *Journal of Arachnology* (e.g., color prints or reprint costs) and up to $500 publication costs if publishing elsewhere.

Applicants may not request:

* + Salary or stipend support for themselves
	+ Overhead costs for the institution
	+ Student stipends or salary
	+ Conference travel

**Successful applicants must submit a brief progress report to the HLMFAR committee chair by December 31st of the award year. A final report is required on or before December 31th of the following year.**

**SUBMISSION DEADLINE: FEBRUARY 15TH EACH YEAR**

**Current HLMFAR Procedures**

2016-2021 HLMFAR chair and committee: Petra Sierwald (chair, Field Museum of Natural History), Eileen Hebets (committee member, University of Nebraska-Lincoln; Paul A. Selden, University of Kansas; Todd Blackledge, University of Akron, Ohio)

2021 HLMFAR timeline

February 15th: deadline to submit proposals

April 16th: funding decisions communicated to AAS president

April 20th: funding decisions communicated to applicants

**Evaluation procedure**: each committee member reviews all applications evaluates four criteria with scores between 1 to 3. Scores from all three committee members are totaled, highest scores are recommended for funding. In case of score tie or conflict, the chair makes the final decision. Funding decisions are submitted to the AAS president prior to informing the applicants.

**Evaluation Criteria**

Scientific Merit: Importance of project for the field (Arachnology); are questions asked important for other fields in the biological sciences; innovative approach; scope of new data acquisition (scored at 1 to 3 points)

Methods: soundness of methods, feasibility (scored at 1 to 2 points)

Broader Impact: importance of project results to wider audience/stakeholders, involvement of a) students, b) citizen scientists, c) others; outreach components (scored at 1 to 3 points)

Budget: adequate, justified (scored at 1 to 2 points)

Total points possible: 10 points is highest score per committee member, 30 points from all committee members

**Herb Levi Memorial Fund for Arachnological Research (HLMFAR)**

**Applicant Name:**

**Institutional affiliation:**

**Applicant Contact address/e-mail/phone:**

**The AAS membership status will be checked, so be sure to join if you are not a current member!**

**Please include with your application:**

**Curriculum Vitae (2 page limit), list publications of the last five years**

**Project Title:**

**Project Description:** up to three pages, can be single or double spaced, no smaller than 12 pt font.

Project description should be prepared by observing the evaluation criteria listed below

**Budget:** up to two pages including budget justification.

**Submission:** Submit your application electronically, with CV, Project description and Budget attached to Dr. Petra Sierwald, Committee Chair,no later than February 15th. Send e-mail to psierwald@fieldmuseum.org.

You must include the following subject line: **HLMFAR\_2021\_Your LastName**