

In addition to personal and institutional data that you will enter on the online application portal, and a letter of recommendationⁱ that you should request a faculty/staff member at your current academic institution submit by May 22nd, a complete application includes:

Proposal (500-750 words) – please tell us what you propose to do during the period that this grant would fund. A thorough proposal should include:

- A description of the work to be done
- An evaluation of the need for this work at the organization where you are seeking to implement your grant
- An evaluation of your preparedness (in terms of languages, relevant work experience, training in technology/software, etc.) for the proposed internship or research
- A timeline for the work
- A statement of the public and/or scholarly value of the proposed work (other than you, whom will this project benefit?)

Affiliation and supervision (75-150 words) – please tell us at what organization or institution you plan to work with this grant’s funding, who will supervise you, and where you are with your discussions with that potential supervisor/affiliation; we are interested in hearing how you know that you will be able to work with this organization and this supervisor, and final awards will be contingent upon confirmation of this affiliation. This is required even if you are proposing to conduct research at your current academic institution.

Budget (no word limit) – please provide a general budget for your project, keeping in mind that grants are usually awarded in the range of \$1,000 to \$2,500. Expenses that *may not be covered* by this grant include salary/wages, health insurance (except for limited-term, travel health insurance), regular bills for phone and other utilities, the purchasing of equipment, and any costs for which you will receive other funding, including from salaries. Please do not list “miscellaneous costs,” but instead specify the nature of any additional projected expense areas beyond those suggested below. Typical budget items might include:

- Travel
- Visa costs (you are responsible for
- Meals
- Housing
- Utilities mandated by the specific activity of the grant (e.g. gas/electric of accommodations near internship/research site, SIM card for phone to facilitate communication while out of the country during the grant period, etc.).

What are your **career goals**, and how will the proposed experience contribute to them? (75-150 words)

What will this grant, and the work that you are proposing, mean to you? We would appreciate hearing how it will contribute to your study of Russia, Eastern Europe, and/or Eurasia, as well as anything about your background (socio-economic, cultural, etc.) that you would care to share that stands to make this opportunity particularly valuable for you (75-150 words)

Why do you need REEESNe funding in order to realize the research/internship opportunity that you have identified? (75-150 words)

ⁱ Letter of recommendation (due May 22nd, 2024 via the online portal) from a member of the faculty or staff at your current academic institution – we expect letters to cover:

- The recommender's relationship to the student
- Evaluation of the student's maturity and ability to self-motivate and to work independently and as part of a team (feel free to tailor this to the student's particular proposal, which may be for more independent or more team-based work)
- Evaluation of the student's preparedness for the project in terms of linguistic and other skills