



# Francis H. Brown African Scholarship

## Application Instructions

Thank you for your interest in The Leakey Foundation's Francis H. Brown African Scholarship. This document will help you successfully navigate the application process. We look forward to reviewing your application for this prestigious program.

Please read and follow all of the instructions. If you have any questions, contact us at [grants@leakeyfoundation.org](mailto:grants@leakeyfoundation.org).

### Before You Start

This program is intended to fund project related expenses that are essential to your research project, such as travel, living expenses during fieldwork, supplies, and research materials. If you are seeking funding for educational expenses while in graduate school, please consider applying for a Leakey Foundation Baldwin Fellowship instead. These programs are not interchangeable. Note that some applicants may be eligible for both programs at different stages of their careers: Baldwin support for the educational phase and FBASF project funding when active field or laboratory research begins.

### Confirm Your Eligibility

- This scholarship is open to graduate students or researchers who are citizens of Kenya, Ethiopia, Tanzania, Uganda, South Sudan, Djibouti, Rwanda, Burundi, Somalia, Mozambique, Malawi or Eritrea who (a) are pursuing a graduate degree at an accredited university, preferably from, but not limited to, an institution located in sub-Saharan Africa or (b) have completed their doctoral degrees not longer than ten (10) years prior to the time of application for funding from this source.

- Applicants must be pursuing research in earth sciences and/or paleobotany related to human origins. This refers to the applicant's research focus, not the department or degree program in which they are enrolled. Applicants in anthropology, archaeology, or related programs are eligible provided their research directly engages earth sciences or paleobotany in the context of human origins. Applicants shall demonstrate a commitment to a career in their field of study with an emphasis on research and teaching in their country of citizenship following the completion of their degree.

### **Confirm Deadlines**

Applications are accepted once a year

- **July 15** for awards given in December

Submit your online applications by 11:59 pm PST on the deadline day.

### **Language Requirement**

Application forms must be in English. Please provide English translations for any letters or attachments written in another language.

### **Link to apply**

- Please visit our [Frank Brown Scholarship](#) webpage to find our application link

**Note:** First-time applicants need to create an account.

## **Online Application Instructions**

Your complete application will consist of:

- Proposal
- Budget
- Budget Justification
- Curriculum Vitae (CV) for you and your advisor (if applicable)
- Sponsor Letter (for students)
- Photo
- References/citations for your proposal

## **Step 1) Complete each page of the online application**

### **Step 2) Upload Attachments**

#### **Format requirements for all attachments:**

- Use 12-point black font
- Use US Letter page size (8.5" x 11") with up to ½" margins
- Save all files as PDFs

Your documents **must** adhere to these guidelines. If your documents are not formatted correctly, **your application will not be accepted for review.**

#### **Proposal**

This document should be a maximum of five pages, single-spaced.

Your proposal should contain:

1. A concise statement of your research objectives or the specific questions to be answered. Brief history of attempts to answer the same or related questions by other researchers.
2. Description of the importance of the research project to your specific field and to the study of human origins. **What is the relationship of your research to The Leakey Foundation's mission to increase scientific knowledge of human origins, evolution, behavior, and survival?**
3. Detailed explanation of the information needed to answer your research question(s) and your methods (how you plan to gather and analyze this information).
4. Summary of any broader implications and your future goals relevant to the proposed research: State your professional goals/plans and your employment prospects upon completion of your degree/research.

#### **Budget**

Please use the budget template found in the FBASF application packet to format your budget.

#### **Allowable Budget Expenses**

Note: This program is intended to fund project related expenses that are essential to your research project, such as travel, living expenses during fieldwork, supplies, and research materials.

- Data analysis costs to which the applicant might not otherwise have access, including, but not limited to, elemental, isotopic, geological mapping technology, or genetic analysis of geological or botanical specimens.
  - Analytical costs are expected to be charged at in-house rates in cases where analytical costs are different for internal vs. external laboratory users. In most cases, we intend the applicant to participate in the measurements to enhance their capabilities and not simply send materials to a laboratory for analysis.
- Travel costs for the applicant to a university or research lab for data or sample analysis. Funding may be used for the cost of economy airfare, economy lodging, or subsistence while visiting an institution where the measurements or analyses are made.
- Travel costs for the applicant to a field site to collect materials for analysis which would otherwise not be available. The travel must be for the express purpose of necessary research such as fieldwork, sample collection, or mapping.
  - Such costs may include economy airfare, food, economy lodging, vehicle rental and maintenance, fuel, a local competitive salary for temporary field assistants, and costs of visas or other documents necessary for travel.
- Required government or institutional research permits.
- Expendable items such as sample containers, substances for consolidating field samples, markers, etc..

### **Excluded Budget Items**

No funds shall be provided for:

- Salary or wages for the applicant, coworkers, or assistants other than those specified above.
- Institutional overhead.

- Bench fees are not funded unless the applicant provides a supporting statement from the institution confirming they are required as a condition of access.
- Notwithstanding the foregoing, if research travel coincides with a professional society meeting and does not incur additional costs for the traveler, there is no objection to using funds for both purposes.

### **Budget Justification:**

In order for our reviewers to understand your financial need, please provide a budget justification for the items you are requesting from the Leakey Foundation. This should include a specific explanation for each item listed in the **Request from Leakey Foundation** column, including details on how you determined costs for travel, project expenses, and lodging. For example, describe how you arrived at your flight cost or living expense estimates. You do not need to justify budget items covered by other funding sources.

In addition, please outline any other sources of funding you are applying for or have already secured, including support from your institution. Indicate how long these funds will be available and your funding prospects for future years of your project. This will give reviewers a full picture of your financial situation and the sustainability of your funding over time. An example Budget Justification can also be found in the Francis H. Brown African Scholarship Application Instructions packet.

### **Curriculum Vitae**

Please upload your Curriculum Vitae (CV) and your advisor's CV (for students), each limited to two pages and in PDF format.

### **Sponsor Letter of Support (for students)**

Your sponsor's letter of support may be uploaded as a PDF. If your sponsor prefers to send the letter directly to us, it may be sent to [grants@leakeyfoundation.org](mailto:grants@leakeyfoundation.org).

### **Applicant Photo**

Please include a photo of yourself. This photo may be .jpg or .tiff or .png format.

## References

To include references, please upload them in PDF format, limited to two pages. References should follow APA 7th edition format **with DOIs provided as full hyperlinks (<https://doi.org/...>) where available.**

**Examples of APA reference style are available at [Purdue.edu](https://www.purdue.edu)**

## AI Disclosure & Accountability

While the Leakey Foundation does not prohibit the use of AI in proposal preparation, applicants are responsible for the accuracy of everything they submit, including all citations, data, and factual claims. Proposals containing fabricated references, inaccurate information, or unsupported claims may be declined regardless of how they were prepared.

On the last page of your application, please:

- **Disclose:** All applicants must disclose any forms of generative AI tools used.
- **Verify:** All applicants must verify the accuracy of all documents and information provided in their applications, whether or not AI was used.
- **Certify Integrity:** Acknowledge that this includes, but is not limited to, the manual verification of all factual claims, bibliographic citations, and author credentials or affiliations. Understand that the inclusion of fabricated references, inaccurate data, or unsupported claims, regardless of how they were generated, will result in the declination of your proposal and may affect my eligibility for future funding.

If you have any questions during the application process, please email [grants@leakeyfoundation.org](mailto:grants@leakeyfoundation.org).

## Contact Information

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