

**The Julian Williams and Eleanor Mullen Memorial
Field Study Scholarship
December 12, 2012ⁱ**

I. Purpose

The purpose of the field study scholarship is to provide limited financial support to individual members of the Archeological Society of Virginia (ASV) seeking to enhance their archaeological field skills through attendance at field schools that meet the criteria described below. This will enhance the level of archaeological knowledge among the ASV members through the scholarship recipient's personal sharing with the ASV.

II. Name

The scholarship will be known as the Julian Williams and Eleanor Mullen Memorial Field Study Scholarship, and is sponsored by the Northern Virginia Chapter (NVC) of the ASV.

III. Finances

The scholarship will be funded through a legal, self-sustaining contributory fund. The Archeological Society of Virginia is a certified 501(c)(3) tax exempt organization.

Contributions will be made annually from the NVC treasury, in an amount necessary to cover the deficit, if any, between the income generated by the fund and the amount necessary to pay the scholarship amount.

Contributions will be also solicited from business, government, and individuals, and accepted as voluntary.

The NVC Treasurer will maintain accurate, current financial records of contributions to and awards made from the fund, and will include this information as part of a financial report required under the NVC bylaws.

Not more than two awards will be given in any calendar year, and the total amount of the awards in a year will be limited to an amount that is the lesser of \$400.00 or 25% of the corpus of the fund; however, the NVC Scholarship Committee may recommend to the

NVC Executive Board and the membership a higher amount, not to exceed \$750.00 or 25% of the corpus fund, under exceptional circumstances in which the potential benefits to the ASV are deemed to justify the higher level of funding.

The scholarship award may be used for: tuition and fees; travel, lodging, and subsistence expenses; equipment and supplies to be used by the recipient during the field study experience; or any other legitimate expense that serves to enhance the field study experience.

IV. Administration

The field study scholarship program will be maintained and amended in accordance with the bylaws of the NVC, or by a simple majority vote of the NVC membership at a general NVC meeting if the NVC scholarship bylaws do not apply.

The program will be administered by the NVC Scholarship Committee, with the NVC vice-president as its chairperson.

V. Eligibility

To be eligible for consideration for the scholarship the applicant must be a member of the ASV in good standing for at least four months prior to the application deadline date of May 1.

To provide opportunity to the maximum number of members, preference will be given to applicants who have not received scholarship funding during the previous three calendar years; however, this does not preclude a qualified applicant who has received support during the previous three years from applying and receiving scholarship funds if no one else applies.

To encourage archaeological skill development at the entry level, preference will be given to applicants whose primary employment is not in the field of archaeology; however, this does not preclude a qualified applicant whose primary employment is in archaeology from applying if no one else applies.

The award will not be given to anyone who is a paid staff member of the field school for which support is sought. No applicant will be considered eligible for support under this

program unless and until all commitments associated with any previous award under the program have been met.

VI. Field School

The field school must be sponsored by an organization whose goals and precepts are compatible with those of the ASV and is recognized as legitimate by the archaeological profession. This may be an educational institution, a government agency, or other entity, public or private.

The NVC Scholarship Committee will give preference to fields schools located in Virginia.

VII. Commitments of the Award Recipient

A recipient of the award must:

- Attend the proposed field school for which the scholarship has been awarded and provide documentation that such attendance took place;
- Provide the NVC Treasurer with an accounting of the expenditure of the scholarship funds on a form to be provided by the NVC, with appropriate documentation;
- Turn over to the NVC any non-expendable equipment or supplies with an initial cost of more than \$100.00 that were purchased with scholarship funds, except as recommended otherwise by the NVC Scholarship Committee and approved by the NVC Executive Board and a majority vote of the NVC membership;
- Make an oral presentation concerning the field school experience to the NVC at a chapter meeting, or ASV membership at the Annual Meeting. An oral presentation, which is preferable, will be made at a general chapter meeting, last a minimum of 20 minutes, and include appropriate visual aids. Alternatively, the recipient would produce a written report describing his or her participation in the project, including specifics such as the location, duration of project, type of artifacts retrieved, or other relevant information. The report should be at least three pages, doubled spaced, in Times New Roman, 12 point, or an equivalent format.

Illustrations, photos, charts, graphs, and other visual pieces should not be included in the page count. The recipient may make use of assistance from NVC or ASV members in preparing an oral or written report. The report would be published in the NVC's *Datum Point* and/or the ASV's *Newsletter*, and possibly the ASV's *Quarterly Bulletin*, if the length and quality meets the requirements of the QB.

These above stated commitments will be agreed to in writing by the scholarship recipient at the time of the award. The recipient will agree to repay the funds if the commitment is not fulfilled.

VIII. Application and Selection Process

The scholarship program and procedures for applying will be announced in the January, February and March issues of the NVC newsletter *Datum Point*, and the *ASV Newsletter*, and any of the other ASV newsletters or mailing processes.

The applicant must submit by the application deadline date a complete application using the form provided by the NVC, including a description of the field school for which support is being requested.

The NVC Scholarship Committee will review all applications received by the deadline date and will evaluate them with particular attention to the anticipated future benefits to be derived by the ASV as a result of the recipient's field study experience.

The NVC Scholarship Committee's choice of recipient will be announced on or before the June issue of the *Datum Point* and *ASV Newsletter*, and the NVC membership's approval of the NVC Scholarship Committee's recommendation will be sought.

If by the May 1 deadline, no applications have been received, the deadline will be extended until a satisfactory application is submitted and accepted.

¹ This version of the Bylaws of the Williams – Mullen Memorial Field Study Scholarship Fund replaces the earlier version revised in July 2008 and further revised in October 2008. The December 12, 2012 version was approved by a unanimous voice vote at the Northern Virginia Chapter meeting of December 12, 2012.