



SACRAMENTO STATE

California State University, Sacramento
University Library
6000 J Street • MS 6039 • Sacramento, CA 95819
T (916) 278-6230 • F (916) 278-5917 • https://library.csus.edu/

Japanese American Archival Collection Research Fellows Program
2024/2025 Application

Priority Review Begins: April 15, 2024

To submit your application: E-mail the application, your Resume/CV, and research proposal in either Microsoft Word or Adobe PDF format to lib-JAACRFP@csus.edu with the subject line "JAAC RFP Application 24-25."

Name _____

Street Address _____

City _____ State _____ Zip _____ Country _____

Phone Number _____

Email Address _____

Are you a U.S. Citizen? Yes No

If no, do you currently hold a U.S. visa? Yes Type: _____ No

Projected arrival date _____ Projected departure date _____

The minimum fellowship period is two weeks and the maximum is three months.

Current Institution/School _____

Note: First consideration will be given to undergraduates and graduates from the California State University (CSU) system.

Status Undergraduate Graduate
Doctoral Independent Researcher

Other (specify): _____

How did you hear about the Japanese American Archival Collection Research Fellow Program?

Electronic post Library Website

Sacramento State Faculty/Staff Other (specify): _____

PROJECT INFORMATION

Please answer all prompts fully, using additional pages if needed. Attach your Resume/CV and letter of recommendation separately and complete the budget worksheet on page 4.

Project Title _____

Description of project objectives and methodology.

Impact and audience of the project.

Description of how the JAAC is integral to the project.

Archival and University Library collection materials to be used.

Prior activities relating to the project.

Research Activity Timeline

*Please write a short narrative of your anticipated time in Sacramento. How many days will you need to access the collection?
What is your anticipated date of completion?*

PROPOSED BUDGET

In preparing your budget, please note that on-campus housing is available during summer months through the Sacramento State Housing Conference Services (<https://www.csus.edu/student-life/housing/conference-services>) at a considerable savings over off-campus alternatives.

Flight and hotel expenses can be paid directly by the University Library. If you select this option, you can choose to stay at either the [Hampton Inn & Suites](#) or [Larkspur Landing](#). All other hotels must be paid for by the Fellow and be reimbursed. There are also extended-stay hotels located farther from campus.

For information about public transit, see Sacramento Regional Transit (<https://www.sacrt.com/>); for regional transportation, see Amtrak (<https://www.amtrak.com/>).

BUDGET WORKSHEET

Fill in all applicable boxes, entering the estimated amount in the green boxes or "0" if you do not plan to use a particular expense. Flight and hotel can be paid directly by University Library Administration. If you select this option, please enter an estimated amount by utilizing the airline or hotel's estimated costs. All other expenses must be paid by the Fellow and will be reimbursed after travel is complete.

CHECK LIST		ESTIMATED EXPENSES	
Air/Hotel pre-pay requested?	Yes No	Daily Reimbursable Expenses	
Transportation		Total Days in Sacramento	
Airline/Other		Max. Meal Reimbursement	
Total Airfare/Other		<i>Max. daily reimbursement amount (all reimbursements require receipts):</i>	
Rental Car Agency		Anticipated Personal Vehicle Mileage	
Reservation Dates		Total Mileage (\$0.67/mile)	
Total Rental Car		Tolls, parking, misc.	
Lodging		Other Expense (specify below)	
Hotel Name/ Lodging Vendor			
Check-in Date			
Check-Out Date			
Total Hotel/ Lodging Expense		Total Estimated Expenses	