Request for Proposals
Howard J. Samuels State and City Policy Center

The Samuels Center sponsors research on state and local policies in New York, provides a forum for the thoughtful discussion of public issues, and serves as an information resource on government in the Empire State. The Center was relocated in 2017 from the CUNY Graduate Center to Baruch College’s Austin W. Marxe School of Public and International Affairs.

Proposals are requested from faculty and researchers with a broad agenda on state and local policy with New York as the frame of reference. Applications may focus on such areas as the environment, social welfare, healthcare, criminal justice, transportation, economic development and other specific issues; the governing structures and administrative activities of state and city governments; and state or local elections and politics. Proposals are especially welcome that would be relevant to a possible New York State constitutional convention. Applicants may come from any academic discipline, including, but not limited to political science, communications, sociology, urban affairs, public administration, and other social sciences, as well as, the humanities.

The successful applicant will be expected to write a report on their research, to cite the Samuels Center in publications (journal articles and books) that result from the research, and to prepare a press release that can be distributed widely throughout New York. Research reports will be included on the Samuels Center website. A mid-year status report must be submitted.

The principal investigator must be personally and actively responsible for the conduct of the proposed research, and eligible to apply for research grants under the guidelines of the applicant’s host institution. It is the applicant’s responsibility to obtain appropriate IRB approval if human subjects are involved.

Proposals are due July 10, 2017, awards recipients will be announced on July 24, 2018 and awards begin August 1, 2017. Expenditures must be encumbered by May 1, 2018 and expended by June 30, 2018. There will be three grants awarded each from $8,000-$14,000 dollars. A committee of Baruch College faculty and Samuels Center advisory board members will evaluate proposals and recommend awards.

Proposals must include the following:

1. A description of the proposed research in a maximum of three (3) pages (single spaced, 12-point font, one inch margins). A research question, literature review, theories/hypotheses, methodology, form of analysis, and expected publications should be included. Reference/citation lists are not included in the 3-page limit.

2. A budget that details the proposed expenditures. Funds may be spent on such items as travel, equipment, office supplies, research assistance (no more than 18 hours per week), and transcription services. No honorariums can be provided from the grant funds. Award recipients must adhere to CUNY and State of New York purchasing and human resources guidelines.

3. A CV that demonstrates prior scholarly accomplishment.

Proposals must be submitted in PDF format via email to mspia.samuels@baruch.cuny.edu RFP questions should be sent to the attention of Valeria Ciancia, the Samuels Center program coordinator, at the same email address.