

# Request for Proposals

## Howard J. Samuels State and City Policy Center

The Samuels Center, located at Baruch College's Austin W. Marxe School of Public and International Affairs, sponsors research on state and local policies in New York, provides a forum for thoughtful discussion of state-level public issues, and serves as an information resource on government in the Empire State.

The Center requests research proposals focused on state and local policy, with New York as the frame of reference.

Applications may focus in a range of areas including, but not limited to:

- Research related to COVID-19 impacts and responses in both city and state. Research could address topics including, for example, inequality, interdepartmental coordination, tensions between the state and city, and creating a blueprint for the next emergency response.
- Tax policy, the role of state policies and agencies in promoting trade and economic activity, the environment, social welfare, healthcare, criminal justice, transportation, economic development, and related policy issues.
- The governing structures and administrative activities of state and city governments.
- State or local elections and politics.
- State and local policy toward or involving non-profit organizations.

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.

Lists of prior winners are available on the [Samuels Center website](#).

We expect grant recipients to write reports on their research findings, cite the Samuels Center in publications that result from the research, and prepare press releases to increase attention to their work. Research reports will be posted on the Samuels Center website. Grant recipients must submit a mid-year status report.

The principal investigator must be 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 June 15, 2022, awards recipients will be announced on July 15, 2022, and awards begin August 1, 2022. Expenditures must be encumbered by May 1, 2023 and expended by June 1, 2023. The Center will award up to four grants of \$8,000-\$13,000. A committee of Baruch College faculty and Samuels Center advisory board members will evaluate proposals and recommend awards. Successful applicants will be named Samuels Center Fellows and will be able to submit for expense reimbursements up to the amounts and in the categories of their approved budgets.

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, relevance to New York State and City policy, 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. Grant funds cannot be used for honorariums. Award recipients must adhere to CUNY and State of New York purchasing and human resources guidelines. Baruch College will manage funds and expenditures.
3. A CV that demonstrates prior scholarly accomplishment.

Proposals must be submitted in PDF format via email. Questions and proposals should be sent to the attention of Jin Park at [MSPIA.Samuels@baruch.cuny.edu](mailto:MSPIA.Samuels@baruch.cuny.edu).