

International Affairs and Global Strategies:

In-House Grants: Faculty-Led Study Abroad 2015-2016

Deadline for receipt by College, Center, or Institute Ranking Committee: **November 03, 2015**

Deadline for College, Center, or Institute Ranking Committee to forward to Vice-Provost: December 03, 2015

Anticipated Date for Announcement of Funded Grants: January 15, 2016

I. PURPOSE

The purpose of this grant program is to initiate and support faculty *developing* innovative faculty-led study abroad (or research abroad) programs, which will offer UCF students high impact international experiences. All proposals must clearly address this objective and indicate how it supports the university's international goals.

Joint proposals or collaborative study abroad (i.e. two faculty members from different disciplines presenting an interdisciplinary program) are highly encouraged.

Preference will be given to innovative, high impact programs, programs in countries in which UCF does not have a significant presence, or an area of discovery that is new to study or research abroad at UCF. Please visit www.international.ucf.edu for more information.

The intent of this program is to assist faculty interested in providing a global educational opportunity to UCF students. These faculty-led programs should provide the student with an experience that enhances curriculum and supports globalization of the campus.

Up to 30 grants may be funded in this cycle.

<u>II. PROPOSAL CATEGORIES</u>	Total Funds Available for Project
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The funds outlined here are for the development/planning phase (not the actual Study Abroad Experience)

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| <p>1. Development of a Study Abroad Program</p> <p>The funding supports the faculty as they are designing the experience. The proposed experience can be two weeks to a semester long, with credits given for a particular course.</p> <p>Maximum per proposal – \$5,000*</p> | \$3,000 |
| <p>2. Development of a Research Abroad Program</p> <p>The funding supports the faculty as they are designing the experience. The experience must be for a group of at least three students, undergraduate students must enroll for Undergraduate Research Experience (URE) credits.</p> <p>Maximum per proposal – \$5,000*</p> | \$3,000 |

* Exceptional proposals requiring a larger amount of funding may be considered but will require substantial contributions from the faculty’s department and/or college, institute or center. These contributions may take the form of additional summer funding or release time during the academic year (i.e. in kind).

Proposals for students or faculty to attend international conferences, trainings, or workshops are not eligible.

Proposals for Research Abroad should consider leveraging this seed grant in conjunction with a supplementary URE program to external existing grants if applicable.

III. PROJECT PERIOD (Design/Development/Planning)

Jan 15, 2016 – December 31, 2016.

IV. ELIGIBILITY

All UCF Faculty are eligible except those on “visiting” lines.

Each faculty member may submit or be included in only one proposal.

V. APPLICATION

Each application must contain the following components in this order:

i. **Cover Page:** Complete application **Cover page**. (Limited to 1 page).

ii. **Proposal:** The Proposal portion may not exceed 4 pages (12 pt. font, 1" margins, double-spaced), and must contain the following elements:

Category: Identify the proposal subject or course number most appropriate to your program.

Background Statement: Brief statement of related prior work or experience abroad.

Statement of Objectives: Identify clear relationship with objective: provide high impact international experience to our domestic UCF students.

Plan of Work: Appropriateness for meeting objectives, clear explanation of procedures, plan and time line, orientation/preparation prior to travel given to students, etc.

Benefit to University: Identify potential benefits to the university as a result of this international experience.

iii. **Budget:** Please include all expenses and cost related to developing the program, including travel expenses (site visit).

Funds may not be used for travel to attend conferences.

Funds may not be used for dual compensation or overload; however, the funds can be transferred to the college to provide a course release or partial summer salary.

iv. **Resume:** Provide a resume highlighting experience on the subject or international related experience (Limited to 2 pages).

Please submit the original **hard copy** to your College Dean's office or Debbie Reinhart at ORC if within center or institute by November 3, 2015. The Colleges/ORC will have a committee rank the recommended proposals and send to the Study Abroad Office, to the attention of the Assistant Vice-President, Nataly Chandia by **December 3, 2015**.

VI. REVIEW CRITERIA

Proposals will be evaluated according to the following criteria:

- Potential impact on the student experiencing the program.
- Impact and relationship to UCF international goals.
- Expansion of UCF's presence in underrepresented countries and fields of study.
- Internationalization of the curriculum of a current course offering.
- Potential benefit to the University.
- Feasibility of establishing a course independent of the faculty member.

VII. EVALUATION PROCESS

IAGS Vice–Provost will select a committee to review the proposals

Once the college–ranked lists and proposals are forwarded to Study Abroad, the internal advisory board to IAGS will review and select funded proposals.

VIII. Notification

Announcement of Funded Proposals:

After the UCF IAGS Vice Provost and committee reviews the proposals and funding recommendations are made available, each reviewed grant applicant will be officially notified of the final recommendations via email and a copy will be forwarded to the appropriate College Dean.

Please note that all grant funding is contingent upon the availability of funds.

Reporting Requirements:

Recipients of funding for this program must submit a final report to the Vice Provost by the end of the funding period. This report should include an abstract of the completed work for inclusion on Study Abroad offerings.

Assessment of Grants Program:

The IAGS Study Abroad office will perform an annual assessment of the value of these programs to the university by conducting a review of the previous year's grants, aided by additional follow-up material requested from the students participating in the programs. This review will be made available to the Deans of the Colleges, Vice Provost for International Affairs and Global Strategies (IAGS), Provost, and President.

IX. CONTACT INFORMATION

If you have any questions regarding this application, the proposal submission process, or other inquiries, please contact:

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