



# UC International

## Faculty/Staff International Incentive Grant 2023

UC International is pleased to announce a call for proposals for the Faculty/Staff International Incentive Grant.

**Purpose:** The purpose of these grants is to provide support for the development of new collaborations with a counterpart at one of our Strategic Partner\* institutions. Together the UC faculty or staff member and their Partner counterpart would collaborate on sustainable projects in areas such as: joint research and scholarship, projects engaging students, collaborative courses, annual events, etc. These grants are offered in support of the Next Lives Here faculty investment and staff enrichment pathways.

\*Current and Potential Strategic Partner Institutions:

- Beijing Jiaotong University (BJTU)
- Botswana International University of Science & Technology (BIUST)
- Chiba University
- Chongqing University (CQU)
- Christ University— Bangalore, India
- Future University in Egypt (FUE)
- Instituto Tecnológico y de Estudios Superiores de Monterrey (TEC)
- Oranim College
- Pontificia Universidad Javeriana (PUJ)
- Technion Israel Institute of Technology
- University of Bordeaux (UBx) / University of Bordeaux Montaigne (UBM)
- University Alliance Ruhr (University of Duisberg-Essen/Ruhr University Bochum/TU Dortmund)
- University of Cape Coast (UCC)
- University of Haifa
- University International Casablanca (UIC)
- University of Johannesburg (UJ)
- University of South Australia (UniSA)
- University of Trento
- University of Quebec at Montreal (UQAM)
- University of Zagreb (UNIZG)

**Eligibility:** Proposals will be accepted from all levels/ranks of faculty as well as from staff who have direct contact with students, contribute to research, or whose positions directly support students' on-going educational process.



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## Expectations

Applications for collaboration with partners or disciplines where our activities are in their infancy are preferred. Collaborations should be sustainable. Co-investment from the applicant's home department or college (this need not be an equal match, but some amount or "in-kind" contribution demonstrating the department/college's commitment to internationalizing its curriculum or activities) is expected.

These grants are non-renewable and final award amounts will be determined by the selection committee. Awards are meant to help offset costs associated with international travel of UC faculty and staff for project development.

## The following requests will NOT be considered:

- funding of trips already taken or currently underway
- funding for the sole purpose of attending or presenting a paper at an international conference
- funding to develop a new student exchange program
- funding to develop a new faculty-led study abroad program (Please apply for a Development Grant in this case)
- funding to shadow an existing faculty-led study abroad program

## Application

Application packet must include:

1. A completed [application form](#), with the following materials uploaded in a single pdf file:
  - a. A two-page (maximum), single-spaced proposal addressing each of the evaluative criteria (see below)
  - b. A one-page itemized budget and explanation of each budget item;
  - c. Copy of a short CV (two pages maximum);
  - d. Letter of support (can be submitted via email) from applicant's supervisor or Unit Head that indicates how the proposed collaboration will contribute positively to the Department or Unit, and addressing cost-sharing commitment;
  - e. A letter of support from their partner university host

## Criteria to be considered:

1. Applicant's Qualification – It is required that the proposal clearly and effectively demonstrates the applicant's qualifications to develop the proposed project.
2. Impact of Proposal – What will be the outcome/deliverable of the trip? Is this a proposal which will provide immediate and long term benefits to UC? Will it serve to strengthen and advance UC's partnerships? Will it increase international opportunities for UC faculty/Staff/Students? Is there a strong probability of project implementation and sustainability if this proposal is funded? Is there evidence of positive departmental support for the proposed program?



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3. Quality of Proposal – Does the proposal articulate a well-thought-out plan for developing and/or strengthening the collaborative project? Does the proposal contain creative ideas with a credible, appropriate, and attainable approach? Is the budget cost effective?
4. Cost-Sharing – Is there a demonstrated commitment for cost sharing in the proposal?

## Implementation

- Travel is expected to be completed during the 2023 calendar year.
- Funding will be transferred to the recipient's Department. All travel requests will be completed by the grant recipient following university procedures/requirements. It is the grant recipient's responsibility to ensure that all relevant information is obtained and that the travel request is finalized and submitted for approval.
- All travel expense reports will be developed and submitted by the grant recipient, following university procedures/requirements.

## Reporting

**Within 30 days** of completing the funded activity, grantees will be required to submit a narrative report of the trip to UC International. The report should detail what was accomplished during the trip and provide an explanation of the collaborative activity that is expected to result because of the trip. This should include timelines for implementation and benefits to the grantee and UC's strategic partnerships. The report need not be lengthy but must address each of those areas. Reports not submitted in a timely manner will render the grant recipient ineligible for future grants from UC International.

## Submission

Complete the [Incentive Grant Application Form](#) and upload your completed application packet by **5:00 pm, Tuesday, November 1, 2022**. Applications will be reviewed by a committee who will make the final selection. Awards are anticipated to be announced by the end of November.