

2019-20 FACULTY INTERNATIONAL TRAVEL GRANT

The Office of International Studies and Programs has established an international travel grant program in the amount of **\$20,000** for the academic year 2019/2020.

Purpose

The Faculty International Travel Grant (FITG) seeks to support academic activities that contribute to the achievement of the global dimensions of the 2018-23 strategic plan – Educate, Connect, Elevate.

Eligibility

- Tenured and tenure-track faculty regardless of rank. NTT faculty with status
- U.S permanent residents and U.S. citizens
- Have not received an FITG grant in the last 3 years

Awards

- 10 grants up to \$2,000 each will be awarded
- Eligible travel expenses include visa (if necessary), airfare, lodging, and per diem

Restrictions

- Faculty salary or stipends are not eligible expenses under this grant program
- All ISU travel policies apply, including export control regulations

Application Documents

- Cover letter (1 page)
- Proposal (up to 4 pages):
 - Description of the activity, specifically addressing how the activity goals will contribute to the achievement of the global dimensions of the University's 2018-23 strategic plan – Educate, Connect, Elevate
 - Itemized budget and budget narrative
- Letter of endorsement from Department Chair or School Director
- Short CV not to exceed 2 pages that includes information most relevant to the proposal

Deadlines

- *Submission* – Grant proposals are due January 31, 2019. To submit, please send a single electronic copy in PDF format to Dr. Luis Canales at lacanal@ilstu.edu
- *Notification* – Award notifications will be sent by February 28, 2019
- *Activity Period* – All grant supported activities should occur between *May 15, 2019 and May 14, 2020*. An extension may be granted with reasonable justifications
- *Final report* – A brief summary of project outcomes (1-2 pages) is due to the Director of the Office of International Studies and Programs within 45 days of completion of the project for all grant awardees.

Selection Process and Criteria

Proposals will be evaluated by a committee comprised of OISP staff and members of the [International Studies Advisory Committee](#) (ISAC). Evaluation criteria include the following:

- *Cover Letter*
 - Provides a clear overview of the activity
 - Summarizes the activity's contribution to the internationalization of the University
- *Description of the Activity*
 - Clarity of internationalization goals
 - Clear and relevant internationalization outcomes
 - Centrality to the 2013-18 strategic plan –Educate, Connect, Elevate
- *Itemized Budget/Budget Narrative*
 - Clear, accurate, and complete
 - Explicit link between activity goals, outcomes and budget
 - Description of other sources that will be used to support the project (if applicable).
- *Letter of Support from Chair/Director*: Letter notes the importance of the activity for the department/school and/or the professional development of the faculty.
- 2-page CV of Applicant: Includes information most relevant to the proposal.

Outcomes Report

- Reception and review of report by FITG committee. A 1 to 2 page outcomes report is due to the Director of OISP within 45 days of the return from the event/activity requiring travel. The report should summarize the activities completed and provide primary outcomes achieved by the grant award.
- If requested, a willingness to present information about the funded project to university-wide audience during International Education Week or another university-sponsored international-themed event.
- Publication of a summary of the project and outcomes in OISP website (or other ISU media venue-if requested by the OISP Director).