



## Customized Program Development Grant for GEO Partner Institutions

**Grant Applications Deadline:** March 1, 2020

**Grant Description.** Global Education Oregon (GEO) will award modest grants to support international travel for the purpose of developing new, customized study abroad program. Grants can help fund a visit to a single site or to multiple sites within one country or world region. Proposed program planning activities may occur anytime between April 15, 2020 – January 1, 2021.

Grantees are expected to submit either a completed Request for Proposal (RFP) for a new customized program or a brief, narrative report on the outcome of the proposed travel within two months of return from the trip. Ideally, RFPs should be submitted 12 months in advance of a program's start date. However, GEO makes every effort to accommodate all RFPs and invites their submission on a rolling basis throughout the year.

**Grant amounts.** Grant amounts will range up to \$3,000 per award. Grant applicants are expected to submit a trip itinerary and budget, as described below.

**Eligibility.** Faculty from GEO's institutional partner campuses are eligible to apply and are encouraged to submit proposals for the following GEO center and site locations: Athens, Greece; Siena, Italy; Oviedo, Spain; Segovia, Spain; London, UK; and France. Other destinations will be considered upon consultation prior to the submission deadline. When considering a program location and travel itinerary, refer to this list of programming options worldwide. To be eligible, the partner faculty's home campus must sponsor the GEO center or site as an approved study abroad program location.

Prospective applicants with specific questions about eligibility should contact Lisa Calevi, GEO Assistant Director for Institutional Relations, at [lar@uoregon.edu](mailto:lar@uoregon.edu).

**Qualifying expenses.** Qualifying expenses include: round-trip travel costs (airfare and ground transportation); appropriate per diem up to but not exceeding published rates (see <https://ba.uoregon.edu/content/reimbursement-rates>); on-the-ground costs related directly to programmatic research (e.g., admissions to cultural or historic sites under review for the program proposal); and reasonable travel costs within the region and related to possible program activities.

**Priorities.** There are several priorities for funding to be dispersed through this grant program, as described below. These priorities are given in no particular order; and, applicants who are otherwise eligible, yet do not share these same priorities, are still eligible to apply.

- Applicants intending to work with dedicated GEO centers and designated GEO sites abroad.

- Applications that document matching funds from the applicant's home department, personal research fund, or other source. Matching funds from the home department and/or college or school are particularly sought as a demonstration of departmental/college or school support for the development of the program to be proposed.
- Applications leading to proposals that will significantly increase the accessibility of studying abroad for students, with particular emphasis on students of limited economic means (i.e., lower-cost programs) and students in underrepresented populations (e.g., students of color, students with disabilities, students in STEM majors).

**Application instructions:** There is no application form for this grant program. Instead, applicants must submit all of the items listed below by **March 1, 2020**. Submissions will be accepted by email only. Please send them, with all attachments included in one single email with the subject line "**CUSTOMIZED PROGRAM DEVELOPMENT GRANT APPLICATION**," to the attention of Lisa Calevi (lar@uoregon.edu). The items to submit include:

- **Grant application letter.** The grant application letter should describe your background and qualifications, and the program you intend to propose.
  - Please identify yourself and your academic unit or department. Describe your employment history at your university or college (e.g., Assistant Professor, 2007 to present). Describe your academic background and areas of specialization. Please also describe your qualifications to serve as faculty-led program leader.
  - Please briefly describe the program you intend to propose. General information is useful here: term and approximate dates of proposed program; topic/theme; total credits; course goals; target student population and recruitment potential; etc.
  - Please specify the amount of funding requested and identify all matching funds and the amounts that will be matched. Where appropriate, please include a letter of support from a Dean, department head, or other official.
- **Statement of support** for the proposed activity from relevant department head or program director.
- **Proposed itinerary.** Please describe the tentative itinerary of the proposed travel. We understand that you may not have made definitive travel arrangements, but please describe what you intend to do. The itinerary should include an outline of planned activities, locations to be visited and days spent at each location.
- **Budget.** Please include a brief budget for the proposed travel. The only expenses that you need to document are those listed under "Qualifying expenses" above. Please exclude costs for other travel objectives that are not related to your programmatic research (e.g., academic research, attending a conference, personal travel, etc.) and include the proportionate amount of round-trip travel costs (pro-rated by days spent on each activity) related to those objectives. Please itemize your budget, using the cost categories given above, and provide a projected total. At the bottom of the budget, please identify your proposed sources of funding, including the amount requested under this grant program, other amounts requested or secured, and any other sources.

**Applications which do not include all of these items, including a signed statement of support from your department head or program director, will not be considered.**

**Grant decisions and procedures.** A GEO committee will make award decisions. We expect that final decisions on funding will be made by April 15, 2020. Faculty will be responsible for making their own travel arrangements, documenting expenses, and submitting receipts.