



# Faculty Internationalization Fund Application

## Valdosta State University

### Center for International Programs

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### Faculty Internationalization Fund (FIF)

Financial support for international activities undertaken by Valdosta State University faculty may be obtained through application to the Center for International Programs. The amount of the awards will vary according to the nature of the activity and the availability of funds.

#### **Eligibility**

Full-time faculty who hold a tenure-track appointment in an academic department at Valdosta State University are eligible to submit a **Faculty International Fund** Activity Proposal. Applications from non-tenure track faculty will be considered by the FIF committee if the proposed activity has been endorsed and supported financially by both the department and the college, and if the proposal has an exceptional benefit for the University and the community.

#### **Application Procedure**

The attached Faculty International Activity Proposal application form should be completed and returned to the Center for International Programs with the requested supporting documentation.

#### **Deadline**

Proposals should be submitted at least three months prior to the time of the proposed activity. The deadline may be waived for special circumstances by the FIF Committee.

#### **Criteria for Awards**

Awards will be based on the following categories, listed by priority:

- Participation in exchange programs with Valdosta State University partner institutions with the purpose for teaching, research and institutionally beneficial collaborative projects;
- Short-term visits and projects that will have a significant institutional impact, such as approved study abroad due diligence trips, organization of international conferences, art performances and exhibits;
- Additional support for external grants or awards that fund part of an international activity
- Participation in international conferences (presenting a paper, chairing conference sessions), art performances, exhibits.

Special consideration is given to proposals for activities by tenured/tenure track faculty who have never been abroad and for activities that have received partial funding from Valdosta State University departments or colleges. Proposals must provide significant evidence of the benefits of the project or activity for the students of Valdosta State University. These benefits may be provided through numerous activities, including the integration of new material into existing courses, the creation of new courses, service learning programs, involvement of students in research projects related to the international activity, organization and support for student recruitment in study abroad opportunities.

#### **Reports**

Faculty who receive awards through the Faculty Internationalization Fund will be expected to provide a report of their travel and activities to the FIF Committee via the Center for International Programs within 30 days after their return to the University. They should also provide a report at the end of the following quarter or at the end of the academic year to explain special activities, such as conferences or workshops, that they have provided for the VSU community in order to share the experience of their international travel.



Budget Worksheet

Expense	Activity Costs	Amount Requested from International Activity Fund	Matching Funds from Other Sources	Authorizing Signature for Matching Funds
<b>1. Travel</b>				
<b>a. Airfare</b>				
<b>b. Personal Car</b>				
<b>d. Rental Car</b>				
<b>e. Taxi/ Train, etc.</b>				
<b>2. Accommodation</b>				
<b>3. Registration</b> <i>(not from FIF funds)</i>				
<b>4. Per Diem</b>				
<b>5. Misc.</b>				
<b>Total</b>				

Approval is granted for this person to participate in a FUNDED INTERNATIONAL ACTIVITY for the period from \_\_\_\_\_ to \_\_\_\_\_ at \_\_\_\_\_.

**SIGNED:**

Department Head \_\_\_\_\_ Date Signed \_\_\_\_\_

Dean/Supervisor \_\_\_\_\_ Date Signed \_\_\_\_\_

The applicant will receive \$\_\_\_\_\_ from the faculty internationalization fund.

\_\_\_\_\_  
Chair, Faculty Internationalization Committee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Director of International Programs

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Provost/VPAA

\_\_\_\_\_  
Date Signed