CAL POLY GLOBAL PROGRAM DEVELOPMENT GRANTS

Grant Cycle: June 2014 to June 2015
Grant Application Deadline: **FRIDAY, JUNE 6, 2014**

**GRANT DESCRIPTION**

For the 2014-15 academic year (including summer 2015), the Cal Poly International Center will accept modest grant requests to support the international travel of faculty members for the purpose of developing new Cal Poly Global Programs. Grants can help fund visits to single sites or to multiple sites within one country or world region. Grant funding from this program may not be applied to international travel costs related to other purposes. Faculty participation in program development will require the support and approval of an appointing department and college. In addition, Special Sessions programs (self-supporting) will require the approval of Extended Education.

**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 members who hold appropriate credentials to teach Cal Poly courses and who are in their third or higher year on the faculty are eligible. Prospective applicants with specific questions should contact Dr. Cari Moore, Director of the International Center at cmoore36@calpoly.edu.

**QUALIFYING EXPENSES**

Qualifying expenses include: round-trip travel costs (airfare, baggage costs, ground transportation); appropriate per diem (as defined below); on-the-ground costs related directly to programmatic research; and insurance. “**Appropriate per diem**” includes the actual costs of lodging and meals during the exploratory research period, up to but not exceeding the published federal rates.

**PROGRAM PROVIDER STIPULATION**

Applicants must intend to work with one of Cal Poly’s approved program providers, as described in the Cal Poly Global Programs Guide for Program Development, or submit a justification as to credentials of another provider.
APPLICATION INSTRUCTIONS

There is no application form for this grant program. Instead, applicants must submit the items listed below by 5:00 pm on Friday, June 6, 2014. Submissions will be accepted by email only. Please send them, with all attachments included in one single email with the subject line “CAL POLY GLOBAL PROGRAM DEVELOPMENT GRANT,” to the attention of Dr. Cari Moore, cmoore36@calpoly.edu. The items to submit include:

- **Grant application letter:** The grant application letter should tell us about your background and qualifications, and about the program you intend to propose.
  - List your department or unit and describe your employment history at Cal Poly. Describe your academic background and areas of specialization. Please also describe your qualifications to serve as Faculty Director of a Global Program.
  - Briefly describe the program you intend to propose, including: term and approximate dates of proposed program; topic/theme; goals; target population; etc.
  - 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 unit head.

- **Proposed itinerary:** Please describe the tentative itinerary of the proposed travel.

- **Budget:** Please include a brief budget for the proposed travel, listing only qualifying expenses as described above. Please exclude costs for other travel objectives that may be pursued during the same trip, but be sure to pro-rate the requested funding based on days spent on program development activity. At the bottom of the budget, please identify your proposed sources of funding, including the amount requested under this grant.

- **Grant decisions and procedures.** We anticipate announcing decisions about requested grant funding by June 20. Grantees are expected to submit a completed Cal Poly Global Program Proposal within six months of return from the trip. Specific instructions will be provided to grant awardees.

FUNDING PRIORITIES

There are several competitive priorities for funding to be dispersed through this grant program. These priorities are given in no particular order, and applicants who are otherwise eligible but whose proposals do not comply with any of these priorities may still apply. The priorities include:

- Applications that document matching funds from the applicant’s home department and/or college, personal research fund, or other source (foreign university support, grants, etc.). Matching funds from the home department and/or College are particularly sought as a demonstration of departmental/College support for the development of the proposed program.

- Applications aiming to establish programs in countries or regions in which Cal Poly has little or no current study abroad programming.

- Applications from faculty members in disciplines not currently represented in Cal Poly Global Programs.

- Applications leading to proposals that will significantly increase the accessibility of studying abroad, with particular emphasis on students of limited economic means (i.e., lower-cost programs) and students in underrepresented populations.

- Applications aiming to establish cross-disciplinary programs (major, minor, GE coursework).