

Site Visit Grant Proposal: Faculty Led Study Abroad

The Office of Study Abroad (OSA) in cooperation with the Office of Academic Affairs is offering as many \$3000 site visit study abroad grants this academic year as possible. This grant will enable a faculty member to visit a foreign country for the purpose of “learning the lay of the land” and making arrangements for leading a faculty-led study abroad program to this destination. Only faculty members with serious interest in leading a short-term faculty-led program abroad should apply for this funding.

- **Faculty-led study abroad programs** are those in which faculty members propose, plan and lead an approved course to be partly or entirely instructed abroad with a group of students. Typically, students will spend 10-14 days abroad but the length of time abroad may vary.

All faculty proposals will be submitted to the Office of Study Abroad and reviewed by the Study Abroad Program & Policy Committee (SAPPC). Proposals must have department head and college dean’s signature. Deadline for proposal is October 15, 2011 for travel during the academic year 2011-2012. Proposals will be accepted anytime prior to this date. For those faculty members who have been awarded a site visit grant in the past; you are eligible to apply for a site visit grant once every three years.

All proposals must address the following issues for the Site Visit Proposal:

- Proposed Location.
 - Why it was chosen?
 - How does the location pertain to your discipline and/or intended course that will be instructed abroad?
- Tentative plans for Site Visit
 - What in-country arrangements need to be made? Hotels, tour companies, transportation, etc.
 - How long will you be in the country?
 - What are the proposed dates for the site visit?
 - Please provide a tentative itinerary.
 - Estimated cost of travel.
- Faculty-led program (tentative plan)
 - What is the proposed course to be instructed abroad?
 - How will the home department, college, university and student group benefit from this course being instructed at the intended location?
 - When are you planning on leading this course abroad? How long will your faculty-led program be?