

**COLLEGE OF LIBERAL ARTS AND HUMAN SCIENCES
CALL FOR PROPOSALS
2023-2024 GLOBAL PARTNERSHIP PROJECT GRANTS**

APPLICATION DEADLINE

October 2, 2023

Funding Period: November 1, 2023 – June 1, 2024

PURPOSE OF GLOBAL PARTNERSHIP PROJECT GRANTS

The College of Liberal Arts and Human Sciences provides funding to support an academic project involving at least one academic international partner. The project must have an identifiable outcome. Eligible projects include but are not limited to:

- a conference or symposium on a Virginia Tech campus or at a Virginia Tech international center
- organizing a conference/workshop/symposium at other sites
- a co-authored article or book manuscript

There must be a minimum of two faculty members from Virginia Tech involved in organizing a conference, workshop, symposium taking place on a Virginia Tech campus or at a Virginia Tech international center; at least one of them must be from the College of Liberal Arts and Human Sciences. For other types of projects and conferences, workshops, and symposiums, multiple VT faculty participation is permitted but not required.

ELIGIBILITY

Grants are available to administrative units (centers, departments, programs, schools) as well as individual tenured, tenure-track, and collegiate faculty members within the College.

- A letter of support from the partner institution is required when the application is submitted. Preference will be given to proposals with approved financial support from the partner.
- No grant monies will be provided to faculty outside the College.
- Grant recipients are not eligible to reapply for three full years after they received funding previously (if you were awarded an IPPG in the Fall 2023, you would be ineligible to apply again until the Fall of 2027).

FUNDING

- The anticipated minimum and maximum grants awarded will be between \$2,000 and \$4,000.
- Funds may be used only for expenses clearly and directly related to and necessary for implementation of the proposed project; no faculty salary will be allowed.
- Funds will be transferred to the applicant's academic unit, which will be responsible for their management and dispersal. Activities may be planned for Summer 2024, but only with prior

approval of the applicant's chair/head/director, indicating the ability to carry over funds in support of such activities. Otherwise, funds should be expended in accordance with university and departmental policy regarding annual spending deadlines.

- Other sources of support for proposals should be requested and if possible, secured before the application deadline; **it is expected that the home academic unit of the applicant(s) will also provide funding.**

APPLICATION PROCEDURE AND REVIEW PROCESS

Applicants should notify Associate Dean Farida Jalalzai (fjalalzai@vt.edu) of their intention to submit a proposal. If you plan to organize an event that is earlier in the Fall semester than November, please reach out to Dr. Jalalzai with as much notice as you can. **Completed applications should be submitted electronically to her.** Applications are reviewed by a subcommittee comprised of members of the College's International Initiatives Committee.

APPLICATION

A complete application will include, in the following order:

- Cover Sheet – please type; be sure to itemize the budget in detail and provide precise estimates
- Proposal, **two pages maximum**, which addresses the following:
 - Description of the project
 - Background of the partnership and the unit's/individual's involvement to date
 - Activities planned, Virginia Tech and international colleagues involved, and timeframe (receipts for all grant activities must be submitted to the academic unit by June 1, 2024, unless other arrangements are approved by the chair/head/director).
- Please append to the application an estimate for airfare from a reputable online travel site and, as appropriate, documentation of support from partners and from academic units.

REPORTING REQUIREMENT

A final report of one to two pages must be submitted to Associate Dean Farida Jalalzai no later than 30 days following completion of activities. The report should explain what was accomplished, the most valuable aspect of the project, and what next steps are planned.

**COLLEGE OF LIBERAL ARTS AND HUMAN SCIENCES
GLOBAL PARTNERSHIP PROJECT GRANT - COVER SHEET**

Applicant(s) (College of Liberal Arts and Human Sciences faculty only)

- 1.
- 2.
- 3.

Name	Academic Unit	Rank	E-Mail
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Project

International partner(s)
Names and affiliation:

Budget

Indicate below expenses associated with this project. Please provide details for all relevant budget items, e.g., airfare to and from where, number of nights for lodging and food. Add lines above the Total line as necessary. Please append to the proposal a budget estimate for airfare from a reputable on-line travel site.

Airfare (append budget estimate)	
Lodging	
Food	
Other	
Other	
Other	
Other	
Other	
Other	

Total (must equal Sources of Support total below) \$

Indicate below the amount you are requesting for this grant (GPPG) as well as all other sources of support for the budget above. It is expected that the home academic unit of the applicant(s) will provide funding. Add lines above the Total line as necessary. The total above must equal the total in the Amount Requested column below.

Sources of Support	Amount Requested	Request already submitted?	Amount Approved
Global Partnership Project Grant (must be between \$2,000 and \$4,000)		----	----
		Yes No	
		Yes No	
		Yes No	
		Yes No	
		Yes No	
		Yes No	

Total (must equal Budget total above) \$

Chair/Head/Director Signature

Chair/Head/Director Name

Date:

By signing, the chair/head/director acknowledges that approval has been granted to carry over funds in support of activities planned for Summer 2024, if necessary.

If applicable:

2nd Chair/Head/Director Signature

Chair/Head/Director Name

Date:

By signing, the chair/head/director acknowledges that approval has been granted to carry over funds in support of activities planned for Summer 2024, if necessary.

Proposal Description

Please address all of the following– **two-page maximum**:

- detailed description of the project
- background of the partnership and the involvement of applicants to date
- activities planned, Virginia Tech and international colleagues involved, and timeframe.

Please append to the two-page proposal description:

- any letters/e-mails of support from partners and from academic units that you wish to provide
- the budget estimate for airfare from reputable online travel site (required)

