

**College of Liberal Arts and Human Sciences
Call for Proposals for International Initiatives Small Grants (IISG)**

APPLICATION DEADLINES

Fall 1 Round (activities August-October)	Monday May 5, 2025
Fall 2 Round (events October-May)	Monday, September 9, 2024
Spring Round (events February-May)	Monday, February 3, 2025
Funding Period: Aug 26, 2024 – May 9, 2025	

PURPOSE OF INTERNATIONAL INITIATIVE SMALL GRANTS

The College of Liberal Arts and Human Sciences funds a small grants program through the International Initiatives Committee (IIC) to promote creative ideas and projects focused on enhancing international learning, scholarship, and engagement. The grants provide a modest level of support for free, public activities; applicants are expected to secure other sources of support in order to fund proposals in full. The home unit of the proposal should provide financial support. In the past, IISGs were awarded for lectures, an exhibit, and a poetry reading; proposals for other types of initiatives are also welcome.

ELIGIBILITY

Grants are available to departments and other administrative units, student groups, and individual faculty and staff members within the College. Proposals may involve multiple applicants. A unit/group/individual may submit more than one proposal in any funding cycle; however, it is the IIC's intention to support a variety of activities. The same proposal may not be submitted for support from IISG and the Film Screening Fund; requests for support for film-related activities should be submitted to the Film Screening Fund.

FUNDING ROUNDS

The Fall 1 Round provides funding for activities planned for August through October. The Fall 2 Round is for activities from October through December, but proposals for spring activities are encouraged as well. The Spring Round supports activities taking place February through May. Summer activities are not supported. Funds are only available for the current fiscal year and will not carryover.

AWARDS

The anticipated minimum and maximum grant awards are \$200 and \$750 respectively. Funds will be transferred to the department's budget account.

APPLICATION PROCEDURE AND REVIEW PROCESS

An electronic copy of the signed application must be submitted to Associate Dean, Farida Jalalzai (fjalalzai@vt.edu) A subcommittee of the IIC reviews applications and makes the final selections; applicants will be notified within two weeks of the proposal deadline.

APPLICATION

Completed applications must be typed and will include, in the following order:

1. Cover Sheet (see page 3)
2. Activity Description (see page 4)

Total length of Cover Sheet and Activity Description should not exceed two pages.

REPORTING REQUIREMENT

Funding recipients must provide the IIC with any advertisement of the activity. A final report, including the impact of the activity and the approximate attendance, must be submitted to the IIC no later than 30 days following the event; the report should not exceed one page.

IISG COVER SHEET

Proposal from:

Individual

Academic/administrative unit

Student group

Name of individual/unit/group:

Primary Contact Information

Name:

If individual or student group, add unit affiliation:

Campus Address:

Activity Title:

Campus Mail Code:

Date of Activity:

E-mail:

Campus Phone:

Budget for Activity (itemize and provide details, e.g., airfare to and from where, number of nights for lodging and for food)

1	\$
2	\$
3	\$
4	\$
5	\$

Total \$

Indicate below the amount you are requesting for this grant (IISG) as well as all other sources of support. There should be at least one other source identified. The total in the Amount Requested column below must equal the total Amount of the Budget for Event above.

Source of Support	Amount Requested	Request Submitted		Amount Approved
International Initiative Small Grant		Yes	No	---
		Yes	No	
		Yes	No	
		Yes	No	
		Yes	No	

Total: \$

Please list previous IISG's awarded in the last three years, dates of the award, and confirm reports were submitted.

Department/Unit Chair/Head Signature

Department/Unit Chair/Head Name

Activity Description

Please address the following:

- How does this activity enhance/enrich the overall cultural opportunities available across campus?
- Who is the intended audience? How many participants/attendees are there likely to be?
- What is the anticipated impact?