CGIS Faculty Grant Application 2018
For GCC, GIEU, and Maize Away Proposals

This form is for submitting proposals to the Center for Global and Intercultural Study (CGIS) to lead and teach programs abroad during spring and/or summer 2019.

The deadline for this application form is **Wednesday, February 15, 2018**. Visit the Faculty/Partner section of our website (lsa.umich.edu/cgis/teach-with-cgis) for more information about working with our office.

Our strong preference is that you complete this fillable PDF form on a device, then print and sign, assemble the other pieces of the application (see checklist below), and finally submit your completed package to the CGIS office in person. If you need to print first and fill out by hand, please use a black or blue pen and write as legibly as possible. Thank you.

**Checklist**

*Print out this page now and use this checklist to help you track your progress.*

1. This Faculty Grant Application form, including this page with a completed checklist.
2. Business Administrator Approval form
3. Department Chair Evaluation form
4. Health and Safety form
5. Program Budget Estimate form

---------- office use only ----------

_____ initials
_______ date
Complete the following information about yourself.

Applicant First Name ____________________________________________________________

Applicant Last Name ____________________________________________________________

Academic Title ________________________________________________________________

Uniqname ________________________________________________________________

Campus Office Address ________________________________________________________

Campus Zip ________________________________________________________________

Campus Phone ______________________________________________________________

Department ________________________________________________________________

School/College _____________________________________________________________

How did you learn about teaching with CGIS?

☐ CGIS website
☐ Colleague
☐ Personal contacts
☐ Departmental visit
☐ CGIS event (fair, reception, info session)

Complete the following information for your coleader, if applicable.

Applicant First Name ____________________________________________________________

Applicant Last Name ____________________________________________________________

Academic Title ________________________________________________________________

Uniqname ________________________________________________________________

Campus Office Address ________________________________________________________

Campus Zip ________________________________________________________________

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Your Business Administrator

Your home department is responsible for making administrative and financial arrangements as well as reconciling expenses for this program. Training materials are provided by CGIS, but funds are administered at the departmental level. Your business administrator is the person in the primary applicant’s department who will handle the budget account and financial paperwork for your proposed program. Provide the attached Business Administrator Approval form to your business administrator to fill out.

Project Proposal Information

For which program type are you applying? Mark only one.

- Global Course Connections (GCC) programs are 3-4 week long extensions of courses taught on campus during winter term. GCCs are open only to students enrolled in the on-campus course, and students earn an additional 2 credits for the abroad portion of the class. Faculty may propose GCCs from any academic discipline. Any international site will be considered, though sites outside of Western Europe are given priority. Faculty who teach GCCs deliver original academic content that bridges classroom and experiential learning.

- Global Intercultural Experience for Undergraduates (GIEU) programs offer students the opportunity to engage with host communities in project-based initiatives. These projects should respond to needs articulated by the host community, and community members should be treated as partners through every aspect of the experience, from design to implementation to assessment. Faculty who lead GIEU programs are expected to facilitate the students’ engagement with the host community and contributions to the project. Any international site will be considered, though sites outside of Western Europe will be given priority.

- Maize Away programs are 3-4 week study abroad opportunities in May led by UM faculty and staff that feature intensive intercultural learning in a location that illuminates the topic, no prerequisites or language requirements, and included excursions and cultural activities. Students earn 3 credits. Although CGIS prefers that Maize Away programs take place during May, CGIS would consider alternative dates.

If you would like to explore which program type works best for your proposal, feel free to contact director Mike Jordan (micjor@umich.edu) or associate director Pardip Bolina (bolina@umich.edu) to discuss.
Proposed Travel Start Date ______________________________________________________________

Proposed Travel End Date ______________________________________________________________

City/Cities and Country of Off-Site Component __________________________________________

____________________________________________________________________________________

Provide a 50-word description of the project/course that could be used to promote this experience to students:

Language of Instruction ________________________________________________________________

Possible Language Barriers (e.g., language requirements, on-site language instruction, need for interpreters, etc.)

Budget Estimate

Complete the Program Budget Estimate to give us some sense of total cost (before any subsidies) based on 12 student participants, the faculty leader, and a program assistant. Are you aware of any departmental scholarships or other funding opportunities available for participants? If so, list applicable funds here.

____________________________________________________________________________________

I have read and understand the guidelines outlined in the Program Leader Agreement Form (attached). I am aware that faculty whose proposals are selected will be expected to attend and participate in all program sessions.

Signatures ________________________________________________________________

Date ______

Signature of Co-leader Applicant ________________________________________________

Date ______
Faculty Leader Site Experience

Provide information about your knowledge of and experience with the proposed site.

Describe your language proficiencies (only for proposals in non-English-speaking countries).

What previous experience do you have leading student groups off campus?

Evaluation by Department Chair/s

Share a copy of your proposal with your department chair and ask that they complete electronically the attached Department Chair Evaluation Form. Note: If faculty leaders are from different departments, each chair must complete and submit a Department Chair Evaluation.

GCC Addendum

Complete this section only if you are applying to lead a GCC program. If you are applying to lead a GIEU or Maize Away program, skip to the appropriate Addendum section below.

Proposed on-campus course/s for which this GCC would be an extension. (This course should already be approved by the department’s curriculum committee and should be part of the instructor’s regular teaching load for the winter 2019 term.)

On-campus course name ______________________________________________________________

On-campus course number ________

Number of credits ________

Brief description of on-campus course

How many students typically enroll in this on-campus course?

The course cannot use an independent study number. Consult your department about the appropriate course number.

Proposed course number for 2-credit off-campus component __________________________
Off-campus / on-campus connection

Provide a detailed description of the ways in which the off-campus field experience will build on the themes and skills explored in the on-campus course.

How will the students be assessed? Describe the assignments in the off-campus component that justify the additional 2 credits. Include on-site resources students can access in order to complete these assignments.

GIEU Addendum

Complete this section only if you are applying to lead a GIEU program. If you are applying to lead a GCC or Maize Away program, return/skip to the appropriate Addendum section above/below.

What are the learning objectives for this experience?

How will the host community benefit from this project?

What opportunities will the students have to engage directly with the host community?

What form will the final project take? The final project takes place on campus during the fall term after the program's off-campus component. Students must prepare, promote, and present a public event on the issues that were the basis of their field project in a way that demonstrates the relevance of those issues to local (UM, Ann Arbor, US) communities.
Maize Away Addendum

Complete this section only if you are applying to lead a Maize Away program. If you are applying to lead a GCC or GIEU program, return to the appropriate Addendum section above.

What are the learning objectives for this course? Keep in mind that this is a 3-credit course in which all contact hours occur during the 3-week experience abroad.

Proposed course number. Consult your department about the appropriate course number. __________

How will the students be assessed? Describe the assignments you will construct for this brief time period. Include on-site resources students can access in order to complete these assignments.