

## Faculty-Led Study Abroad Program Development Grants

With funding provided through the Maverick Advantage initiative, UTA Study Abroad is pleased to provide grants for faculty-led study abroad program development. In accordance with the University's Strategic Plan, the goal of this funding is to establish new study abroad opportunities as well as support the professional development of faculty and increase the internationalization of the campus community. Faculty-led study abroad programs offer innovative opportunities for students by expanding the classroom around the world, and over 70% of UTA students who study abroad participate in faculty-led study abroad programs.

Individual grants of up to \$2,000 will be awarded on a competitive basis. Awards must be used to support the creation of new UTA faculty-led study abroad programs or to enhance existing faculty-led programs that will be offered no later than the January 2023 wintermester term. Funding is non-renewable, and final amounts will be determined by the selection committee.

Grants can be used to cover any of the following:

- Exploratory site visit to intended program destination(s);
- Addition of activity or experience to enhance a program already developed in order to motivate additional student enrollment;
- Combination of the above options.

The following requests will not be considered:

- Retroactive funding of travel already taken or currently underway at the time of the announcement of awards;
- Travel for the sole purpose of attending or presenting a paper at an international conference or trips for research purposes;
- Proposals requesting funding to develop exchange partner programs or other non-faculty-led programs.

### Eligibility

Proposals will be accepted from all levels/ranks of faculty with the support of their department chair/unit head and dean. All proposals submitted must be in support of programs offering academic credit abroad and meet the student participation standards established by the grant applicant's college.

Preference factors include:

- A faculty member who has not previously taught or led a program abroad
- An experienced faculty program leader developing a new program destination
- Courses that integrate into the departmental curriculum (count towards a student's major in that department as either a requirement or an elective)
- Programs that will be sustainable and recurring
- Programs that focus on students who are currently underrepresented in study abroad, such as racial/ethnic minorities, STEM majors, first-generation, non-traditional, students with disabilities, etc.
- Co-investment from the home department (this need not be an equal match, but some amount of "in-kind" contribution demonstrating the department's commitment to internationalizing its curriculum)

### Intercultural Effectiveness Scale (IES)

Grant recipients are required to incorporate the Intercultural Effectiveness Scale (IES) assessment into their proposed study abroad program. The IES is an online self-assessment tool that helps students better understand how to communicate with people from different backgrounds. As part of the required pre-departure orientation with UTA Study Abroad staff, there will be a presentation debriefing the meaning of the test and the results, which will help better prepare students for their time abroad.

The cost of administering the IES assessment will be covered by the Office of International Education, but the online assessment and post-assessment debriefing must be built into the study abroad program proposal.

### Application

Application packet must include:

- A completed and signed application form
- A completed and signed Department Chair/Unit Head and Dean Endorsement form
- A two-page (maximum) proposal addressing the evaluative criteria below
  - Funding requests for exploratory site visits must include a detailed itinerary with rationale for the location(s) selected
  - Funding requests for addition of activity or experience to a program already developed must detail how it will enhance the program experience and motivate additional student enrollment
- A one-page itemized grant budget and detailed explanation of each budget item
- A draft of the study abroad program proposal. *Please note that you will be applying to take students abroad no later than the January 2023 wintermester term.*

Application packet should be scanned and emailed to Kelli Anderson, Director of Study Abroad at [kellia@uta.edu](mailto:kellia@uta.edu) by **Monday, March 1, 2021**. It is the responsibility of the grant applicant to ensure that any materials initially submitted to the chair and/or dean for signature are received by the Director of Study Abroad by the grant application deadline. Applicants will receive an email confirming their application has been received.

It is anticipated that grant recipients will be notified within one month of the application deadline.

### Special Note for 2021 Grant Application Cycle

Due to travel restrictions during the COVID-19 pandemic, grant applicants intending to conduct an exploratory site visit abroad must receive travel approval from the International Oversight Committee (IOC). [IOC travel requests](#) will be reviewed approximately 60 days prior to the intended site visit start date; it is the responsibility of the grant applicant to submit the necessary documents to the IOC for review.

### Criteria to be Considered

- It is required that the grant proposal clearly and effectively demonstrates that the applicant is qualified to lead the proposed program.
- Impact of Proposal (50%) – Will this proposed program increase the study abroad opportunities for UTA students? Will a good number of UTA students be involved in this program, in contrast to only a few? Is there a strong probability of program implementation and/or continuity if this proposal is funded? Is there evidence of positive departmental support for the proposed program?

- Quality of Proposal (50%) – Does the proposal articulate a well-thought-out plan for developing a study abroad program/course? Does the proposal contain creative ideas with a credible, appropriate, and attainable approach? Is the budget complete and realistic?

### Implementation

Recipients will work with UTA Study Abroad to implement the programmatic aspects of the proposal, including the incorporation of the IES assessment, and must update Director of Study Abroad regarding the progress of their program development on a regular basis.

It is expected that faculty will actively participate in outreach and promotional efforts throughout the academic year to recruit students for their program, including but not limited to holding information sessions, participating in the Study Abroad Fair, visiting classes/student organizations, and promoting via social media. These recruitment efforts can take place virtually or in-person as conditions permit. Faculty are encouraged to contact UTA Study Abroad for assistance in identifying outreach strategies for their programs.

Faculty receiving funds for exploratory site visits who do not complete the travel as outlined in the grant proposal are required to return the funds awarded for this purpose.

Grant funding will be transferred to the grant recipient's department.

For exploratory site visits,

- Travel is expected to be completed prior to the end of 2021. Grantee must meet with the Director of Study Abroad prior to travel and provide a narrative report (2-page maximum) within one month of completion of site visit detailing how the visit influenced the development of the proposed study abroad program.
- Travel requests will be completed by the grantee following University procedures and requirements. It is the grantee's responsibility to ensure that all relevant information is obtained and that the travel request is submitted for appropriate approval.
  - During the COVID-19 pandemic, all international travel must be approved by the International Oversight Committee (IOC). [IOC travel requests](#) will be reviewed approximately 60 days prior to the start date of the site visit; it is the responsibility of the grant applicant to submit the necessary documents to the IOC for review.
- All travel expense reports will be submitted by the grantee according to University procedures and requirements.

For addition of activity or experience to enhance a program already developed,

- Grantee must provide appropriate documentation demonstrating the proposed activity or experience was added to the program, including a narrative report (2-page maximum) within one month of program completion detailing how the activity/experience enhanced the program and contributed to additional student enrollment.

FACULTY-LED STUDY ABROAD PROGRAM DEVELOPMENT GRANT APPLICATION  
2021 APPLICATION CYCLE

**PERSONAL INFORMATION**

Name of Applicant \_\_\_\_\_

Current UTA Position/Rank \_\_\_\_\_

Number of Years in Current Position \_\_\_\_\_ Number of Years at UTA \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Department and College \_\_\_\_\_

Name of Department Admin or Account Manager \_\_\_\_\_

Email Address of Department Admin or Account Manager \_\_\_\_\_

**ACKNOWLEDGEMENT**

By submitting this application, I confirm I meet all the eligibility requirements stated above and will abide by the criteria and requirements outlined. If I fail to meet the agreed upon terms, and it is determined that I did not make a good faith effort to comply, I will be responsible for the return of the full amount awarded.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature: \_\_\_\_\_

Application packet must include:

- A completed and signed application form
- A completed and signed Department Chair/Unit Head and Dean Endorsement form
- A two-page (maximum) proposal
- A one-page itemized grant budget and detailed explanation of each budget item
- A draft of the study abroad program proposal. *Please note that you will be applying to take students abroad no later than the January 2023 wintermester term.*

Application packet should be scanned and emailed to Kelli Anderson, Director of Study Abroad at [kellia@uta.edu](mailto:kellia@uta.edu) by **Monday, March 1, 2021**. It is the responsibility of the grant applicant to ensure that any materials initially submitted to the chair and/or dean for signature are received by the Director of Study Abroad by the grant application deadline. Applicants will receive an email confirming their application has been received.

It is anticipated that grant recipients will be notified within one month of the application deadline.

Special Note for 2021 Grant Application Cycle

Due to travel restrictions during the COVID-19 pandemic, grant applicants intending to conduct an exploratory site visit abroad must receive travel approval from the International Oversight Committee (IOC). [IOC travel requests](#) will be reviewed approximately 60 days prior to the intended site visit start date; it is the responsibility of the grant applicant to submit the necessary documents to the IOC for review.

DEPARTMENT CHAIR/UNIT HEAD AND DEAN ENDORSEMENT FORM  
FACULTY-LED STUDY ABROAD PROGRAM DEVELOPMENT GRANT APPLICATION  
*2021 APPLICATION CYCLE*

Department Chair/Unit Head: \_\_\_\_\_  
Print Name

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

College Dean: \_\_\_\_\_  
Print Name

Signature: \_\_\_\_\_ Date: \_\_\_\_\_