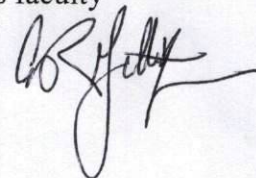


**MEMORANDUM**

To: Deans, Department Heads, Directors, and West Lafayette campus faculty

From: Andrew R. Gillespie, Associate Dean of International Programs



Date: September 30, 2009

Re: Fall Grants for Study Abroad and International Learning

The Office of International Programs is pleased to announce the Fall 2009 grant competition for development of study abroad courses for Purdue students on the West Lafayette campus. Through resources provided by the Office of the Executive Vice President for Academic Affairs and Provost to increase study abroad participation, this program will provide awards to individual faculty and groups of interdisciplinary faculty for the development of study abroad components for existing and/or new courses. Priority will be given to those units not already funded through our programs.

Awards are intended as seed money, and will generally be in the range of \$5000-\$7000. This year's grant competition is intended to support strategic initiatives within and across academic units to develop overseas educational programs and to integrate these into our curriculum in ways which promote sustainability.

"Strategic" refers to the degree to which a proposal fits with an already-articulated plan within a college or department for internationalization, or the degree to which a proposal helps to develop such a plan. "Curricular integration" refers to the extent to which proposed courses or programs become an integral part of your unit's offerings, so students can participate without adding to graduation time or incurring other penalties. "Sustainability" refers to both the longevity of the program through time, and its long-term financial viability. Faculty should coordinate program development with their respective department heads and college International Program Officers tasked with international planning and obtain written support from both parties.

For this competition, interested faculty should submit a three-page proposal on or before Friday, October 30. From these submissions, our office will select a subset of workable proposals and meet individually with faculty investigators to develop a detailed proposal for final acceptance and grant award by Friday, November 20.



*International Programs*

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(765) 494-9399 • FAX: (765) 494-2546 • E-MAIL: [puglobal@purdue.edu](mailto:puglobal@purdue.edu) • <http://www.ippu.purdue.edu>

A proposal should include the following:

- A description of the program or course being proposed and where it fits in the curriculum;
- An explanation of how this program or course fits into a departmental strategic plan for internationalization;
- An outline and timeline of the activities to be undertaken under the grant, together with the names of the faculty members responsible for these activities;
- A projection of the number and type of students who will participate in the program;
- A discussion of how the program will be made sustainable
- Written support from your head of department and International Program Officer of the college; and
- A budget.

Grant funds are for the development of new study abroad initiatives. Such initiatives are normally expected to continue through time without additional financial support from International Programs, although exceptions are sometimes made for special circumstances.

These funds are not intended for student support. Funds for student travel grants are applied for separately, by the students themselves, and are administered through our Office of Study Abroad.

Completed proposals should be submitted electronically as an MS Word file to Dr. Gillespie ([andyg@purdue.edu](mailto:andyg@purdue.edu)) any time on or before Oct. 30, 2009.

Please do not hesitate to contact Dr. Gillespie by e-mail if you have any questions.

