



Global Engagement *Program Development Grant*

Program Guidelines

Purpose

The **Global Engagement Program Development Grant** is designed to support faculty and staff as they work towards VIU's internationalization goals. VIU is committed to supporting curriculum and university programming that is international in nature and provides students with the attitudes, skills and knowledge necessary to perform effectively (professionally and socially) in an international and inter-cultural environment.

The intent of the grants program is to foster incremental, innovative activities that weave internationalization into curricula, departments or areas where there is no, or limited, international focus.

Program Goals

The goals of the **Global Engagement Program Development Grant** are to help faculty, staff and instructors participate in activities so they can:

1. Enhance intercultural understanding amongst students, staff, faculty and instructors.
2. Internationalize programs and curriculum.
3. Build on or enhance current or planned internationalization activities across campus.
4. Contribute a global perspective to the wider campus community.

Eligible Activities

Funding is not intended to fund travel for VIU employees. Funding will be considered for projects or activities that:

1. Develop awareness of other cultures and perspectives and awareness of one's own culture.
2. Promote global citizenship among students.
3. Maximize international linkages and international project involvement.
4. Re-design existing courses to incorporate intercultural and international learning outcomes.
5. Develop new courses and programs that incorporate an explicit international dimension and incorporate the experiences and perspectives of a culturally diverse class.
6. Incorporate technology including new modes of delivery, in conjunction with an international element.
7. Create/revise curriculum to foster international perspectives, intercultural skills or development awareness.
8. Help VIU respond to the needs of international students.
9. Help VIU build on the strengths of international students.
10. Raise awareness of international development issues amongst faculty, staff and students.
11. Support a visiting international scholar who will work with a VIU faculty member as she or he revises a course to include cross cultural perspectives.
12. Create case studies that use international examples, and embed the case studies in existing VIU courses.
13. Purchase materials, resources or learning objects that enhance international perspectives for use at VIU.
14. Facilitate student activities that engage the VIU campus or broader community in thinking or acting globally.
15. Facilitate student activities that foster discourse, cultural interaction and relationship-building between Canadian students and international students.

Examples of internationalizing curriculum and programs include:

- Using internationally authored content and materials.
- Using comparative approaches.
- Systematically incorporating differing experiences and perspectives in culturally diverse classrooms.
- Issue oriented approaches and interdisciplinary studies.
- Area studies.
- Second language acquisition.
- International and intercultural studies.
- Integration of student diversity within classroom or campus life activities.

Who can apply?

Applicants must be regular employees of VIU, with a CUPE, VIUFA, BCGEU or ADMIN affiliation. Employees must have a 0.5 FTE appointment at minimum. At this time we do not accept applications from temporary, casual, adjunct, retired or associate employees.

Applicants who have received a grant under this program in the past will be given a lower priority for funding.

Individual faculty, staff or instructors or teams of faculty, staff or instructors at VIU may receive funding. For teams, one person must submit the application and take responsibility for the funding. If a release from regular workload is being sought, the applicant must name the individual(s) that will be granted the release and explain the decision-making process that led to an application for release for the individuals named. Verify that due departmental and faculty process has been followed.

Application Process

Please complete an application form. Due to the volume of applications, **please respect word count limits and do not attach any supporting documents.**

Submit your application form, with your Dean or Director's signature and comments, to **International Education** (IEAVP@viu.ca) before the deadline. **Note:** Electronic signatures are permitted.

Application Deadlines & Program Budget

Round	Deadline	Total Funds Available
1	September 30	\$10,000
2	January 31	\$10,000

*Grants can be used over more than one semester; semesters do not necessarily need to be contiguous.

Grant Amounts

Grant amounts are expected to vary considerably. For activities that make a significant contribution to VIU's internationalization, a single grant may represent the majority of the \$10,000 funding for a given round of funding.

The individual grant maximum amount is \$10,000.

Grant Deferral

Grants must be used in the prescribed time period and cannot be deferred. Applicants who wish to undertake the proposed internationalization activities at a later date must re-apply in a future round of funding.

Selection Process

All applications received by the deadline will be reviewed by a committee chaired by International Education, and made up of faculty and staff representing departments from which there are no applications. The committee will use the following criteria, supplemented from time to time with specific internationalization goals the university is pursuing at the time of decision.

Priority Applications:

1. Applications from faculty, staff or instructors in areas or departments that have not to date been formally involved with internationalization.
2. Applications from applicants that have not had funding recently (within the past three years).
3. Applications that benefit a large number of students and colleagues or that will have residual benefit over time.
4. Applications for programs or projects that can be replicated, and where project results will be shared within and/or outside the institution.
5. Applications from new faculty members or instructors.
6. Applications that support a department's internationalization goals.
7. Applications where clearly articulated expected outcomes are not only highly impactful, but likely to occur.

Applications with the following characteristics will be afforded a lower order of priority:

1. Applications from individuals who did not complete reports on previous funding.
2. Applications from individuals who have received multiple allocations under this or other International Education grant opportunities.

Other Requirements

In order to share their learning and promote VIU's internationalization efforts across campus, successful applicants will be required to:

- Develop intercultural learning goals chosen by the applicant in consultation with International Education.
- Submit a written report of activities and outcomes to International Education within one (1) month of completion of grant activities. The report will describe the activities and evaluate the contribution to internationalization at VIU. This report will be uploaded to the Internet for public viewing.
- Share their experiences and learning with the VIU community during an activity that the recipient will organize in collaboration with International Education, most likely during WorldVIU Days in November or Global Citizens Week in February.
- Represent their employee group on a future grant selection committee, if requested.



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Application Form

Instructions: Please complete this application, sign it and have your Dean or Director sign it (Note: Electronic signatures are permitted). The signed application must be received by International Education (IEAVP@viu.ca) by the deadline.

Name: Faculty or Area:

I am applying as an individual or as part of a team. List other team members:

Employment Affiliation

BCGEU VIUFA CUPE ADMIN

I am a regular employee of VIU (not term, temporary or casual) with at least a 0.5 FTE appointment.

Previous Funding

I have received a **Global Engagement Program Development Grant** in the past. I used the grant.

Year: Purpose:

I have received a **Global Engagement Travel Grant** in the past. I used the grant.

Year: Purpose:

Proposed Activities:

Dates of Activity (MM/DD/YY): _____ to _____

1. Summarize what you plan to do and **how it relates to the program goals**. This brief summary will be uploaded to the Internet for reporting purposes if you are a successful applicant. (25 words maximum)

2. Describe what you want to do – when, where, and what? (200 words maximum)

3. Describe the planning, relationship-building or research you have done to prepare for your proposed activity. Include any involvement with VIU’s on-campus International Education activities. (200 words maximum)

4. Describe how your proposal will support internationalization at VIU. (200 words maximum) ***Be sure to identify the specific eligible activities you plan to undertake as outlined in the “Eligible Activities” section of the Application Guidelines (please include eligible activity # for easy reference).**

5. Describe how your proposal will contribute to the work of your department or area? (200 words max.)

6. How do you plan to share or disseminate your learning? (200 words max.)

Budget

Expense	Amount	Explanation
VIU Faculty/Staff Release – Note – Release time, if approved, will only be reimbursed at the actual cost of replacement		
Other Human Resources		
Materials and Resources		
Printing, publishing, communications		
<i>Total expenses</i>		
Revenue		
Amount, if any, of own funds or Pro D funds you will use		
Other VIU funding		
Other funding (describe)		
<i>Total revenue</i>		
Amount requested (Maximum \$10,000)		

Commitment

- I will use any funds provided by this program only for the proposed activities described above.
- I agree to identify intercultural learning goals and develop a personal development plan to meet those goals in consultation with International Education.
- I agree to submit a written report of my activities and outcomes to International Education within one (1) month of completion. The report will describe the activities and evaluate the contribution to internationalization at VIU. I understand that my report will be uploaded to the Internet for public viewing.
- I agree to share my experiences and learning with the VIU community during an activity that I will organize in collaboration with International Education, most likely during WorldVIU Days in November or Global Citizens Week in February.
- I agree to represent my employee group on a future grant selection committee, if requested.

Applicant’s Signature: _____ Date: _____

Dean or Director’s Approval

- I have reviewed this proposal and support it.

Comments:

Approval Signature: _____ Date: _____