IEFDF Proposal #_____
For Office Use Only

WESTERN MICHIGAN UNIVERSITY

International Education Faculty Development Fund
Application

Applicant Name:	
Department:	
Department Mail Stop:	
Phone:	
Email Address:	

Title of Research/Creative Proposal:	
Proposed Dates of Travel:	
Proposed Destination:	
Budget:	**Amount Requested:**

Purpose of Travel (Please select one):

_____**Research** ____**Conference*** ____**Creative Activity** ____**Other (Please explain)**

*If travel is for presentation or participation in a conference, please provide a letter of acceptance, a copy of the program listing your participation or like documentation.

Have you applied or will you apply for funding from other internal or external sources (e.g. WMU Faculty Research Travel Fund)? Please explain.

Have you applied for an IEFDF award previously? When?*

* IEFDF Recipients must wait at least one year between applications

Proposal Narrative

On a **separate sheet** please provide a proposal narrative of no more than two pages double spaced. Please describe the purpose of your travel, what you will be doing (e.g. doing archival research, presenting a paper). Provide a brief explanation of the significance of your research and the anticipated contributions to the state of knowledge in the field in question. Include a brief timeline for the travel, making note of preliminary work if for research, or a brief schedule of the conference, and note any international contacts or collaborations which already exist or may be established.

Proposal Summary (150 words maximum)

Please indicate which of the prioritized goals of the IEFDF this proposal fulfills.

___1) Support for international collaborative research and creative activities, or for international research, including archival or field work

___ 2) Support for **presentation** at international conferences, seminars or workshops

___3) Support for attendance at international conferences, seminars or workshops

___4) Support for scholarly international travel in order to enrich international knowledge, which will directly contribute to the internationalization of the WMU curricula

Department Chair Signature
I support this proposal and affirm that the applicant is a Board-appointed faculty member of the bargaining unit.

Signature_____ **Date**_____

Name_____ **Phone**_____**E-mail**_____

(Note: Applications received without the signature of the chair will not be considered)

Budget:

Application Checklist-<u>Incomplete Applications will not be considered</u>

☐ Completed & Signed Application Form
- ☐ Chair's Signature
- ☐ Budget
- ☐ Proposal Narrative & Summary

I affirm that this work meets university requirements for compliance with all research protocols.

Applicant Signature_____ **Date**_____

Submit a hard copy of the application to Michelle Metro-Roland, (michelle.metro-roland@wmich.edu; p. 387-3908), *Diether H. Haenicke Institute for Global Education*, Ellsworth Hall, Mailstop 5245 by **5:00pm**, **November 1th** or **April 1st**