



## OFFICE OF INTERNATIONAL PROGRAMS INTERNATIONAL ENHANCEMENT GRANTS (IEG)

### Guidelines

The Office of International Programs awards International Enhancement Grants (IEGs) to tenured and tenure track faculty and librarians who seek new international expertise in their disciplines or to explore new directions in teaching or course development. Funds are available for proposals such as: curriculum development which incorporates an international component; professional development which adds an international perspective or skill (e.g., acquiring competence in a new language); application of new technologies that enhance teaching of international courses; travel abroad to explore a potential study abroad course.

Awards are based upon the quality of the proposed project or activity as evidenced by its **goals** (how clear and relevant they are), **plan** (what preparations have already been made and what contacts have been established with colleagues), and **relevance** (how this fits into the applicant's long-term career goals and contributes to the international objectives of the University). Awards are made by the Dean for International Programs on the recommendation of a systemwide faculty committee that meets twice a year.

Preference in awarding IEGs will be given to tenured and tenure track faculty and librarians from the non-Bloomington campuses who can demonstrate that they are:

1. Adding an international dimension or skill to their teaching or research;
2. Developing or enhancing their international reputations through the proposal;
3. Establishing potentially productive contacts with colleagues and institutions, domestic or foreign, on international activities and projects;
4. Furthering the international objectives of the campuses of the University.

The deadlines for submission are **November 1** and **April 1**. Grant awards are up to \$2,000. Only one such grant may be received in any two-year period. Receipt of an IEG precludes support from any other OIP grant program for the same project.

The application packet includes a "Chair Evaluation" form that must be filled in by the chair or head of department. **Applicants should give their filled-in application, including the guidelines and all supporting documents (e.g. letter of interest or endorsement) to their chair so that he/she can complete the evaluation form in a timely manner. Applicants are responsible for picking up the completed application from the chair and submitting it directly to the OIP by the chosen deadline.**

Complete applications should be sent to the Office of International Programs, Bryan Hall 104, IUB (Fax: 812-855-6884). For further questions, contact the Office of International Programs at 812-855-8669, e-mail: [intprog@indiana.edu](mailto:intprog@indiana.edu) or your campus representative.



4. If the activity involves going abroad, explain why it is necessary. Have you made the required international contacts?

5. Any IU or outside funds **received** for this project?

6. Any IU or outside funds **pending** for this project?

7. Summary of any IU research support for the past five (5) years..

8. Please attach these supplementary documents:

a. Your Curriculum Vitae (maximum 6 pages) in which you list publications or presentations that have bearing on this project.

b. Letters of endorsement (if relevant) from other colleagues/institutions relating to this project.

9. BUDGET

<b>Item(s)</b>	<b>Request from IEG (maximum \$1500)</b>	<b>Requested or received funds from other IU or outside sources</b>
Travel		
Lodging, per diem		
Supplies		
Other		
<b>Total</b>		

\*Note that equipment is not normally funded.

10. Please use this space to explain the budget:

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

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Chair Evaluation

1. Applicant \_\_\_\_\_
2. Does the applicant hold a tenured or tenure track appointment? \_\_\_\_\_
3. Please look over the guidelines attached to this application before filling out the evaluation form. Your statement should discuss how the proposed international activity or project will contribute to enhancing the scholarly and professional potential of the applicant. What is the impact and significance of the project to the applicant's field, to the goals of your program, and that of the campus? Please also comment on the quality and completeness of the application.

OFFICE OF THE DEAN

Bryan Hall 104  
107 South Indiana Avenue  
Bloomington, Indiana  
47405-7000

Typed name and title \_\_\_\_\_

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

**Please attach your evaluation form (enclosed in a sealed envelope) to the application materials and return them to the applicant, who is responsible for submitting the completed application directly to the Office of International Programs by the deadline. Thank you very much for your evaluation.**