Global Education Committee

SCHOOL OF EDUCATION

UNIVERSITY OF WISCONSIN–MADISON

Global Education Committee Call for Faculty and Staff Seed Funding

Call for Application

The School of Education (SoE) Dean's Office has provided the Global Education Committee (GEC) with seed funding to encourage the development of global collaborations, research, and/or creative endeavors that will benefit students, faculty, and staff in the School of Education. These initiatives should prepare our SoE community, especially students, for a world that is diverse, global, and interconnected.

The GEC invites proposals from faculty and staff in the School of Education that further the goal of global education. Proposed activities should benefit stakeholders throughout the School rather than proposals that benefit just a few individuals. The Committee will prioritize proposals that have the potential to lead to ongoing global research or collaboration. This allocation is not intended to support existing programs or one-time events that do not have growth potential. Examples of the kind of projects that are eligible for funding or partial funding include (but are not limited to):

- Hosting a guest speaker, artist, or performer whose focus is global in scope and may lead to other expanded opportunities
- Bringing a scholar to campus to work on a grant
- Piloting a component of a globally-focused research project (identify who will be involved, what the long-term goals are, etc.)

Award Amounts: Awards are typically no more than $1,500.

Due Date: Application materials are due the **last Friday of the month** between August and April. Further instructions can be found below.

Review Process: The GEC will review applications at its monthly meetings (first Thursday of the month) September through May. Proposals will be continually reviewed on a first-come, first-served basis until the allotted annual funds have been expended.

In evaluating the merits of each proposal, the GEC will consider the following criteria:

- Potential contribution to diversifying a global perspective within the SoE
- Potential for long-term research or collaboration
- How the activity will benefit UW-Madison and SoE students, faculty, and academic staff

APPLICATION PROCESS:

- Proposals should be brief, no more than 2 pages. Proposals should specifically explain the activities, who will be engaged, and how they will benefit multiple stakeholders and global education at UW-Madison. A template is provided for use: https://global.education.wisc.edu/global-education-committee/
- If the proposal involves outgoing international travel, please follow the campus International Travel Policy (https://internationaltravel.wisc.edu/travel-policy/).
    - Travelers must review the Centers for Disease Control and Prevention's Travel Health Notices and the U.S. Department of State advisories:
        - https://wwwnc.cdc.gov/travel
        - https://travel.state.gov/content/travel.html
        - https://travel.state.gov/en/international-travel/travel-advisories.html/
    - If necessary, briefly outline the steps taken to apply for a Travel Warning Waiver Request or provide an overview of when you plan to apply for a Travel Warning Waiver Request.
- Application materials should include a budget detailing how requested funds would be spent and other sources of funding for the project. Details to consider:
    - If travel is included:
        - Airfare, lodging, per diem, etc., please use the appropriate UW-Madison Business Services resources to get a cost estimate: https://businessservices.wisc.edu/travel-reimbursement/planning-a-trip/. Please review the travel "Policies and Procedures" at the bottom of the referenced website.
        - Travel should be arranged through University approved providers (e.g. Concur, Fox World Travel).
        - Award recipients who will be traveling outside the U.S. as part of the funding request must purchase CISI Travel Insurance. Information can be found here: https://internationaltravel.wisc.edu/international-travel-insurance/
    - Honoraria should be factored into the budget. Funding cannot be used for compensation or gift cards.

SUBMISSION OF PROPOSALS

- Send application materials to the Global Engagement Office (GEO) email account global@education.wisc.edu. This email account is monitored by GEO staff on behalf of the GEC.

PLEASE NOTE

- All events/projects must take place ***after*** the GEC meeting date in which they are approved.
- Funds are transferred to the department or unit.
- Award recipients must submit a brief report within two weeks of event/project/activity completion. Photos from the event/project/activity are appreciated. These may be used in SoE updates.
- Any seed funding not used by June 1 must be returned to the GEC. The awardee is responsible for working with their department to transfer the unused funds back to the GEC. If the proposed activities happen in the future, you must reapply for consideration.