



Institutional Partnership Support Grants Application Guidelines

The Colorado State University Office of International Programs (OIP) is pleased to offer a grant program to support building relationships with CSU's "key Institutional partners." The funding is part of a larger pool of nearly \$100,000 for new international student and faculty initiatives at Colorado State University.

The Office of International Programs is seeking proposals from faculty who are building relationships with "key institutional partners" during the current fiscal year.

Criteria and Instructions for Application

Criteria

1. Institutional Partnership Support Grants are to be applied primarily to direct costs relating to travel to visit an international partner, or secondarily, to offset travel costs of international faculty and staff visiting CSU to facilitate the partnership. This includes airfare, accommodation and meals. All expenditures must be within university accounting guidelines.
2. Institutional Partnership Support Grants are not intended for the following purposes:
 - General costs such as salaries or compensation
 - Web design or other marketing expenses
 - Gifts
 - Attendance at international or domestic conferences, workshops or exhibits
 - Teaching as a visiting faculty member at an international university.
 - Support for international travel during a sabbatical.
 - Funding for students including student participation in research and student-directed research
3. Grants awards are a maximum of \$2,000.00.
4. Grants are designed to build partnerships with CSU's "key institutional partners," which are listed below.
5. Applicants must have a CSU tenured or tenure-track faculty appointment at 50% or greater.
6. Faculty members may only apply for funds in advance of the planned travel or activity. Applications will not be accepted for travel which has already taken place.
7. Individual faculty members may receive no more than one grant in any two-year (24 month) period from the date of a previous grant award.
8. Institutional Partnership Support Grant recipients are required to provide a brief evaluation and report upon completion of the trip.

Application Process

Please complete an application which can be found on our website at: www.international.colostate.edu or contact Diana Galliano at diana.galliano@colostate.edu for an application form.

To complete the application, please also attach a proposal of no more than two pages describing the purpose of the research that includes the following topics:

- Goals of the connection to the key institutional partner
- Planned activities
- Duration of research or activity
- Outline of budget including other funding sources
- Potential outcomes

Application Cycle

Grants are awarded during the fiscal year: July 1 - June 30. Requests must be received by the following deadlines for consideration:

1. October 15
2. January 15
3. March 15

Selection Criteria

The grant committee will review proposals based on the criteria outlined above. Preference will be given to:

1. Projects with an interdisciplinary, team-based approach focusing on new areas of research.
2. Projects that involve collaboration with other CSU faculty, international faculty at partner institutions, and/or international organizations.
3. New research that will benefit from this modest funding.
4. Projects must directly involve one of CSU's "key institutional partners" described below

CSU's Key Institutional Partners

CSU has identified specific "key institutional partners" worldwide. These institutions, or geographic regions, have a long-standing history of partnership with CSU; exhibit collaboration cross multiple academic, research and artistic disciplines; or present a unique strategic opportunity for CSU. CSU's "key institutional partners" include:

China

- China Agricultural University
- Beijing Normal University
- East China Normal University
- Hunan University, Changsha
- Northwest Agriculture and Forestry

Costa Rica

- University of Costa Rica

Ethiopia

- Hawassa University

Germany

- University of Heidelberg

India

- Nehru Advanced Research Center
- National Institute of Fashion and Technology

Kenya

- University of Nairobi

Mexico

- Universidad Autónoma De Yucatán
- El Colegio de la Frontera Sur (ECOSUR)

Netherlands

- Wageningen University

New Zealand

- University of Canterbury

Russia

- Saratov State University

Vietnam

- Foreign Trade University

If you are interested in having a new university added to this list, please contact the Office of International Programs for consideration. Please note that to become a “key institutional partner” there will ideally be active or emerging collaboration in at least three substantive areas.

Selection Process

Awards will be based on the proposal, funding available and the amount requested by the faculty member. Proposals will be reviewed by a subcommittee of the CSU Internationalization Plan Operations Committee. Successful applicants will be notified within one month of the application deadline and awards will be available promptly after the award notification.

Distribution of Funds

- Awards must be transferred to a departmental 13 account.
- There is no carry-forward of the funds to be used in the next fiscal year.
- Unspent funds will be returned to OIP by May 15, unless alternative and specific arrangements have been made with OIP.
- Financial processes must be managed according to CSU Business and Financial Services guidelines.

Required Financial Documentation

Upon completion of the faculty research travel, the Office of International Programs will require documentation on how the funding was utilized including a short summary of the activity, results from the activity, participants involved, and how the grant money was spent.

For more information please contact:

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