

University of Southern Maine
FACULTY TRAVEL STIPENDS FOR
INTERNATIONAL EXCHANGE AND STUDY
2007-2008

The Office of the Provost supports international study and exchanges by making available a limited number of travel stipends for faculty. The purpose of the international travel stipends is to strengthen U.S.M.'s capacity to better prepare students for knowledgeable and effective participation in today's global society. In recognition of this goal, highest priority in making awards will be accorded to travel, which furthers established (preexisting) student and faculty exchange relationships with foreign institutions. The next priority will be the establishment of new institutional relationships, which do not duplicate the qualities of those which are currently active and which are supported by a strong rationale and institutional link. Travel stipends may also be requested for travel to institutions with which U.S.M. has no formal or informal exchange relationship, but with which such relationships are being explored. The lowest priority will be travel for the purpose of program development and teaching, which works toward the internationalization of the curriculum.

Proposals may be for a full academic year, a semester, or shorter periods. U.S.M. faculty may undertake teaching assignments at foreign institutions, exchange professional duties with a foreign colleague, or otherwise build the international study relationship between institutions. Participants must make their own arrangements for travel and accommodations. Travel award amounts will be based on proposals submitted and will be up to \$1200. The USM fiscal year may affect the timing and manner in which the stipend is disbursed. Faculty members receiving travel stipends must submit a **final written report to the Provost and to the Office of International Exchange**. Note: under normal circumstances, faculty who have applied and been funded within the last year, are not eligible to reapply. Full-time U.S.M. tenured and tenure-track faculty members are eligible.

Procedures for Submitting a Proposal

Proposals for international travel stipends must be submitted to the Director of International Exchange by 4:30 PM on **November 9, 2007, February 7, 2008 or April 4, 2008**. Awards will be made by the Provost upon the advice of a faculty committee. Complete proposals consist of the following:

- A letter thoroughly describing the purpose of the travel, when it will occur, its duration, its relation to current or future U.S.M. exchange relationships, its relation to teaching or course/program development, and other anticipated benefits to U.S.M.
- Itemized costs of travel and expected financial contributions from other sources. If no other sources are available or utilized, this should be stated.
- A current resume
- A letter of comment from the appropriate department chair
- A letter from the appropriate dean

Applications for international travel stipends should be addressed to Domenica T. Cipollone, Director of International Exchange, 101 Payson Smith Hall, Portland Campus, x 4959, e-mail: Domenica@USM.Maine.EDU. Faculty members desiring assistance in initiating exchange relationships or wishing to explore foreign exchange study or travel possibilities are directed to their Dean or the U.S.M. Office of International Exchange.