**Global Studies Center Grants/Scholarships for Community College and Minority Serving Institution (MSI) Faculty  
University of Pittsburgh**

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| **GSC Grant Application Form** | | | | | | | |
| **Please choose grant program:** | \_\_\_Domestic Travel Grants (conference and professional meetings). Maximum of $1,000 | | \_\_\_International Travel Grant (conferences or curriculum development). Maximum $2,000 | | | | \_\_\_Study Abroad Scholarship (to enhance existing courses or create new ones). Maximum $2,000 |
| **Date of Application (application deadline: Tuesday, March 1, 2016):** | | | | | | | |
| **Name:** | | | | | **Academic Rank:** | | |
| **School/Department:** | | | | | **Email:** | | |
| **Name and Address of Community College or Minority Serving Institution:** | | | | | | | |
| **Title of Project/Purpose of Travel:** | | | | | | | |
| **Project Budget:** Please provide an estimated budget for the proposed activity. See grant guidelines for allowable expenses. Indicate all actual or anticipated matching contributions from other sources. Include all major budget items regardless of funding source. | | | | | | | |
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| **Total Budget Cost:** | | | | | |  | |
| **Funding secured or requested from other sources**  (internal, external & personal funds)**:** | | | | | | | |
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| **Total Funding requested from other sources:** | | | | | |  | |
| **Funding requested from Global Studies:** | | | | | |  | |
| **Date when actual funds are needed:** | | **Start Date:** | | **End Date:** | |  | |
| Please read carefully, check boxes as applicable, sign and date:  \_\_\_\_\_\_\_\_ My project or the purpose of my travel DOES NOT include research involving interventions or interactions with individuals and/or the collection of identifiable private information concerning living individuals.  \_\_\_\_\_\_\_\_My project or the purpose of my travel DOES include research involving interventions or interactions with individuals and/or the collection of identifiable private information concerning living individuals.  \_ Institutional Review Board (IRB) approval for my project is attached.  \_ IRB approval has been requested, evidence of submission is attached.  \_ IRB approval cannot be requested at this point, explanation is attached.  By typing my name and date below, I certify that all the statements above are accurate. | | | | | | | |
| **Name:** | | | | | | | |
| **Date:** | | | | | | | |

**Budget:** When preparing your budget, please follow these guidelines

* Include all anticipated project/travel expenses, not just those for which you request funding.
* If airfare is part of your budget, include a fare quote from a travel agent or travel website.
* For meals and lodging, do not exceed the U.S. State Department per diem rates: [www.pts.pitt.edu/Travel/common/perdiem.html](http://www.pts.pitt.edu/Travel/common/perdiem.html).
* Indicate whether the other funding has been secured or requested.

**Proposal Narrative: *All applications must describe explicitly how the proposed activities relate to one or more of the Global Studies Center’s foci using an interdisciplinary and trans-national approach.***

The project description should not exceed two pages, be single spaced (excluding attachments), and use a font size no smaller than 11 points. Project descriptions exceeding these limits will *not* be reviewed. No documents exceeding the page limit will be allowed except IRB documentation, airfare quotes and conference acceptance letters. Please provide your current updated CV.

For conference travel, provide the abstract of the paper and some discussion on how it fits into your overall research agenda. Please attach evidence of your paper’s acceptance by the conference organizers.

**Other requirements:**

Funding for the domestic and international travel grants and for study abroad scholarships is provided by the GSC’s Title VI National Resource Center award from the U.S. Department of Education. Arrangements for processing the funds must be made with the GSC UCIS Financial Administrator (Ms. Rose Wooten, [rwooten@pitt.edu](mailto:rwooten@pitt.edu)) by June 30, 2016, and the funds spent by July 31, 2016.

Recipients must acknowledge the assistance of the Global Studies Center at the University of Pittsburgh in any publication, film, or other product resulting from funds supported by your GSC grant.