



Request for Proposals

2017 STRATEGIC INTERNATIONALIZATION GRANTS INITIATIVE

- **Funding Opportunity Title:** The Strategic Internationalization Grants (SIG) Initiative
- **Funding Unit:** Division of Global Affairs, Academic Affairs, Kennesaw State University
- **Deadline for Proposals:** March 1, 2017
- **Submission Email Address:** vbonill1@kennesaw.edu
- **Announcement of Awards:** May 8, 2016
- **Funding Period:** July 1, 2017 – June 1, 2018

A. FUNDING OPPORTUNITY

The Strategic Internationalization Grants Initiative is intended to advance the Kennesaw State University Strategic Plan for Internationalization through targeted seed-funding of innovative global engagement activities within one or more of five thematic areas: 1) Global learning; 2) International education research; 3) International community engagement; 4) International student support; and 5) Transformative campus internationalization. These themes are drawn directly from the Kennesaw State University Strategic Plan for Internationalization (<http://dga.kennesaw.edu/about/strategicplan.php>). The SIG Initiative is administered by the Division of Global Affairs with funding support from the Division of Academic Affairs at Kennesaw State University.

Grant Types

The Kennesaw State University Division of Global Affairs funds the SIG Initiative through a series of five different categories of grants that provide a total of up to \$100,000 in internationalization funding per annum.

1. **The KSU Campus Internationalization Prize (CIP) Grant: \$10,000 to \$50,000 per Grant**
 - *One award per annum with a maximum of \$50,000 available for this grant category*
2. **The Sandra Bryan Global Learning Innovation (GLI) Grant: \$5,000 to \$20,000 per Grant**
 - *Multiple awards per annum with a maximum of \$40,000 available for this grant category*
3. **The International Education Research (IER) Grant: \$5,000 to \$20,000 per Grant**
 - *One or more awards per annum with a maximum of \$30,000 available for this grant category*
4. **The International Community Engagement (ICE) Grant: \$5,000 to \$20,000 per Grant**
 - *One or more awards per annum with a maximum of \$30,000 available for this grant category*
5. **The International Student & Scholar Support (ISSS) Grant: \$5,000 to \$20,000 per Grant**
 - *One or more awards per annum with maximum of \$30,000 available for this grant category*

Administration & Eligibility

All grants are awarded by the Division of Global Affairs (DGA) and administered in consultation and collaboration with DGA faculty and staff via an assigned DGA Grant Program Officer. SIG Initiative funding opportunities are open to all faculty at Kennesaw State University. Only full-time regular faculty members (teaching and administrative faculty; tenure-track and non-tenure-track) may serve as the lead principal investigator for these grant opportunities, but full-time staff and students are eligible to serve alongside faculty as co-principal investigators or designated actors in grant proposals and implementation. Part-time and adjunct faculty may not serve as lead principal investigators or co-principal investigators for SIG proposals, but are encouraged to participate as designated actors in grant proposals and implementation. Applicants may only serve as a formal PI or Co-PI on one SIG proposal. SIG Initiative funding is subject to the specific terms and conditions of the particular grant, and the policies and procedures of the Board of Regents of the University System of Georgia and Kennesaw State University.

Coordination with Relevant Offices

Some SIG applicants may wish to pursue projects that require close coordination with institutional offices that have direct or shared responsibility for such project activities. For example, if an applicant's proposal includes prospective changes to international student recruitment, diversity training, or redesign of an education abroad program, the applicant should first consult with the relevant offices (i.e. International Admissions, Diversity & Inclusion, Education Abroad, etc). It is essential that any project proposal that implicates programs or initiatives managed by an existing KSU office or unit include a letter of support from that office in order to ensure proper coordination and support for the project itself.

Intellectual Property Rights

All SIG funded projects are intended to support and advance campus internationalization for the entire KSU community. Accordingly, SIG project materials, products and/or outcomes should be made accessible for use or adaptation – with appropriate attribution to project PI's and authors – to the campus community and the Division of Global Affairs whenever feasible.

General Criteria

SIG funding is competitive and proposals will be evaluated according to the following criteria, all of which will be given equal consideration for evaluation purposes:

- 1. Strategic:** The proposal includes an explicit and compelling case for how the project will advance relevant goals and objectives in KSU's International Strategic Plan.
- 2. Significant:** The proposal articulates the project's potential breadth and/or depth of impact on KSU's constituents (e.g., students, faculty, staff, community partners). This significance and impact should not be limited solely to the project's principal investigator(s).
- 3. Innovative:** The proposal describes how the principal investigator(s) and designated actors will use their combined expertise to solve problems, challenges or barriers to internationalization that would be less likely to be solved without funding from the grant. This includes new approaches to existing activities as well as new activities themselves.
- 4. Sustainable:** The proposal clearly articulates how the project will endure after the grant period has ended in some meaningful way. SIG grant activities should build and expand KSU's capacity for international programs, partnerships and initiatives in ways that make such opportunities more accessible, navigable and/or impactful. This can be an enduring product, process and/or program.
- 5. Cost-Sharing:** The proposal includes reasonable proportions of cost-sharing with internal and/or external parties given the proposed activity and budget. Cost-sharing may include in-kind allocations of human, fiscal and/or material resources such as volunteered time/effort, use of existing funded activity/equipment, course releases, etc.
- 6. Interdisciplinary:** When appropriate, the proposal showcases interdisciplinary collaboration among two or more academic departments and, ideally, two or more academic colleges.

Requirements & Restrictions

Proposals for SIG Initiative funding should adhere to and be developed in accordance with the following requirements and restrictions:

1. Faculty may only apply as a PI or co-PI for one SIG Initiative grant each year. Multiple applications from the same PI and/or co-PI(s) in the same year will not be considered. Recipients of SIG Initiative funding may apply for SIG funding again during the following year.
2. SIG Initiative funding for PI or co-PI course release(s), stipends or other forms of in-kind compensation for grant-related activity should be limited whenever possible; funding for PI or co-PI compensation will only be considered when it is essential to the success of the proposal.
3. SIG Initiative funding for non-PI stipends or other forms of in-kind compensation are allowed when such activities are essential and appropriate to the proposed grant activity and in compliance with Board of Regents' compensation policy . Please note that summer salary for non-PI faculty may not exceed 10% of that faculty's academic year salary and that faculty are generally no longer able to receive compensation for professional development activities.
4. While administrative faculty may serve as PI's or Co-PI's on SIG proposals, they may not receive course release(s), stipends or other forms of in-kind compensation. This restriction is in addition to Board of Regents' policy on compensation for 12-month administrative faculty appointments.
5. All SIG Initiative funds are provided in the form of Georgia state dollars and are subject to applicable state laws, rules, and regulations to include those guidelines issued by the Georgia Department of Administrative Services, the Board of Regents and Kennesaw State University.
6. SIG Initiative funding and Georgia state dollars cannot be used for food, gifts or any items that the state of Georgia would designate as "personal." If you have questions concerning allowable expenses, please contact the SIG Coordinator, Sandra Rogers, at sroger12@kennesaw.edu.
7. SIG Funding cannot be used for routine costs such as copying via KSU photocopy machines. Only non-routine administrative, office and/or overhead costs may be paid with grant funds.
8. Primary PI's for SIG funded grants should be prepared to assume a detailed level of financial accountability, including statements of work, line item budgeting, reconciliation, auditing, etc.

B. GRANT DESCRIPTIONS

The Kennesaw State University Strategic Internationalization Grants Initiative is intended to advance one or more goals of the Kennesaw State University Strategic Plan for Internationalization through five varieties of competitive grant funding. Each grant is intended to provide one-time seed funding for an internationalization initiative/activity that will continue or demonstrate lasting impact beyond the SIG Initiative funding period. SIG funds are awarded annually and are designed to be spent, allocated or encumbered during the fiscal year immediately following the grant award. *Note: Final awards are dependent on availability of funds and, in rare cases of exigency, may be reduced or cancelled. Pre-award budget review and approval is required for all SIG awards before funds can be released.*

1. The Campus Internationalization Prize (CIP) Grant: \$10,000 to \$50,000 (One Grant Award)

Refer to Goals 1-6 in the KSU Strategic Plan for Internationalization

The Campus Internationalization (CI) Prize is the premier grant funding opportunity available through the Strategic Internationalization Grants Initiative. The CI Prize is intended to support a transformative program, event or initiative that significantly advances one or more goals of the Kennesaw State University Strategic Plan for Internationalization. The CI Prize should have significant impact across Kennesaw State University and beyond the department and college of the Primary PI. The CI Prize may include the development of new international degree programs, the development of a major publication or the establishment of major new educational events or programs that are international in focus, design or scope.

The CI Prize is designed for small to large faculty-led teams to develop an ambitious initiative that conspicuously advances the internationalization of Kennesaw State University in accordance with our Strategic Plan for Internationalization and in ways that are durable beyond the grant funding period.

The following themes are provided as illustrative suggestions of possible CIP project proposals:

- Development of a new interdisciplinary and internationally-themed degree program OR the large-scale revision of an existing degree program's curriculum in order to add significant interdisciplinary and international themes. [*Requires close cooperation with the Division of Academic Affairs, the Office of Institutional Effectiveness and relevant deans/chairs*]
- Development of a new internationally-themed university Center or Institute that provides a sustainable mechanism to advance one or more goals of the KSU Strategic Plan for Internationalization. [*Requires close cooperation with the Division of Academic Affairs, the Division of Global Affairs and relevant deans/chairs*]
- Development of a major publication, performance or multimedia production that can be used by audiences across multiple disciplines and colleges and which advances one or more goals of the KSU Strategic Plan for Internationalization in a significant manner. [*Requires close cooperation with the Division of Global Affairs and External Affairs*]

2. The Sandra Bryan Global Learning Innovation (GLI) Grant: \$5,000 to \$20,000 per Grant

Refer to Goals 1 and 3 in the KSU Strategic Plan for Internationalization

The Global Learning Innovation (GLI) Grant may be used to develop innovative international programs, activities and/or education materials that will directly impact student learning. The GLI Grant may be used to support improvement in the academic rigor and outcomes of education abroad programs and/or increase the number and disciplinary diversity of students participating in education abroad. The GLI Grant may also be used to develop internationally focused instructional materials, coursework and/or degree programs as well as facilitate educational lectures, workshops and discussions for students, faculty and staff through curricular development, research or creative work. These small, targeted grants are designed for individual faculty or small faculty-led teams to offer new and innovative opportunities for students to engage with global issues, perspectives and/or communities in ways that can provide lasting impact beyond the grant funding period.

The following themes are provided as illustrative suggestions of possible GLI project proposals:

- Creation of study abroad educational materials for KSU students and/or faculty to improve the quality and intellectual engagement of pre-, during and/or post-study abroad experiences. [*Requires close cooperation with the Education Abroad Office*]
- Development of video and multimedia resources that KSU can use to promote the value of study abroad and recruit more students through testimonials and first-person perspectives. [*Requires close cooperation with the Divisions of Global Affairs, External Affairs & Student Life*]
- Development of a new global internship database or model to increase the number, quality and diversity of international internship opportunities for students. [*Requires close coordination with the Education Abroad Office, Career Services Center and local Chambers of Commerce*]
- Development of a new annual conference/event for faculty and international experts across the country -- and especially across the University System of Georgia -- focused on issues of international risk management and its increasingly complex relationship with intercultural learning during study abroad. [*Requires close coordination with the Division of Global Affairs and the KSU Risk Management Council*]

3. The International Education Research (IER) Grant: \$5,000 to \$20,000 per Grant

Refer to Goal 2 in the KSU Strategic Plan for Internationalization

The International Education Research (IER) Grant may be used to support faculty and student research, scholarly and creative activity that investigates and improves our institutional understanding of some aspect of international education, global learning and/or intercultural competency development. IER Grants may include international collaboration, publications and/or creative endeavors and may be coordinated with existing research or grant initiatives as appropriate. The IER Grant is designed for individual faculty or small faculty-led teams to collaborate with KSU stakeholders to develop new or enhance existing scholarly and/or creative initiatives that help inform and advance understanding of KSU international education programs, initiatives or events and which can provide lasting impact beyond the grant funding period. The impact of the IER Grant should clearly demonstrate value to the internationalization of Kennesaw State University; such impact should not only be limited to advancing the faculty PI's research agenda. ***Please Note:** All colleges/disciplines are eligible and encouraged to apply for the IER grant category.

The following themes are provided as illustrative suggestions of possible IES project proposals:

- Research on decision-making variables for KSU students selecting an education abroad program and publication/dissemination of findings for use by KSU faculty and the Division of Global Affairs to improve student recruitment and engagement. [*Requires close coordination with the Division of Global Affairs, Office of Research and relevant faculty program directors*]
- Development of a research project/program abroad investigating KSU student and/or faculty growth on global perspectives or intercultural indices over the course of an international experience (e.g. textual analysis of journal entries during a KSU study abroad program; qualitative analysis of intercultural perspectives among KSU faculty participating in international scholarly exchange programs; evaluation of intercultural impact of international visiting faculty teaching KSU students. [*Requires close coordination with the Division of Global Affairs, the Office of Research and relevant faculty program directors*]
- Research on the impact of study abroad, international internship and/or global engagement certification on KSU student retention, progression, graduation and post-graduate placement outcomes. [*Requires close coordination with the Division of Global Affairs, the Office of Research and Office of Enrollment Services and the Career Center*]

4. International Community Engagement (ICE) Grant: \$5,000 to \$20,000 per Grant

Refer to Goal 4 in the KSU Strategic Plan for Internationalization

The International Community Engagement (ICE) Grant may be used to support international community outreach by sharing Kennesaw State University's globally-focused learning activities/materials with the local community as well as engaging with local international community organizations or global communities and community organizations around the world. The ICE Grant may also be used to develop reciprocal community engagement opportunities for new or existing global programs or local outreach initiatives as appropriate. The ICE Grant is designed for individual faculty or small faculty-led teams to develop new or expanded opportunities for students and faculty to engage with local and global communities in ways that can provide lasting impact beyond the grant funding period.

The following themes are provided as illustrative suggestions of possible ICE project proposals:

- Development of a sustainable annual symposium at the KSU in Montepulciano facilities that engages civic, governmental and/or business leaders from nearby communities in Italy, Europe or the Mediterranean basin at large. [*Requires close coordination with Division of Global Affairs*]

- Development of a weekly/bi-weekly international business and culture fair that brings local cultural organizations together with relevant international chambers of commerce (e.g. the Alif Institute for Arab Culture with the Saudi & Emirati Chambers of Commerce in Atlanta) to facilitate awareness, cultural understanding and employment/investment opportunities among these organizations, the KSU student community and the broader Cobb County community. [*Requires close coordination with the Office of Community Engagement and the Division of Global Affairs*]

5. The International Student & Scholar Support (ISSS) Grant: \$5,000 to \$20,000 per Grant

Refer to Goal 5 in the KSU Strategic Plan for Internationalization

The International Student Support (ISSS) Grant may be used to provide academic and acculturation support for international students before, during and after matriculation as well as provide improved support for visiting international scholars to come to Kennesaw State and contribute to the internationalization of our campus community. The ISSS Grant may also be used to support increased coordination and efficacy among Kennesaw State University offices that are directly involved in international student recruitment and/or support. One unique goal for the ISSS Grant is to improve recognition of international students as resources for global engagement and perspectives on the Kennesaw State University campus and in the classroom. ISSS Grants may include innovative programs, materials or publications that are intended to support international student and/or scholar success. The ISSS Grant is designed for individual faculty or small faculty-led teams to develop new or expanded programs, activities or events that will improve the integration and success of international students or scholars at Kennesaw State in ways that are sustainable beyond the period of grant funding.

The following themes are provided as illustrative suggestions of possible ISSS project proposals:

- Development of a handbook/manual of best practices and local resources for hosting international visiting scholars and educators at KSU and across multiple disciplines, departments and colleges. [*Requires close coordination with the Division of Global Affairs, the Division of Academic Affairs and KSU Human Resources*]
- Development of an innovative program/workshop/publication to help KSU faculty support the unique cultural/linguistic needs of international students in their classes and emphasize the value of their global perspectives and life experiences. [*Requires close coordination with International Student & Scholar Services, International Student Retention Service, and ESL Center*]

C. PROPOSAL SUBMISSION PROCESS

Proposals for SIG funding follow a uniform application and submission process that includes five main components: 1) Executive Summary; 2) Quarterly Project Timeline; 3) Outcomes & Impact Statement; 4) Rationale for Funding; and 5) Detailed Project Budget. In addition, the PI is required to submit a Letter of Support from the PI's Department Chair or immediate supervisor. Letters of support from Co-PI Chairs or supervisors are encouraged but not required. Proposals are submitted via the "SIG Proposal Form," which can be downloaded from the DGA website at: <http://dga.kennesaw.edu/sig/index.php>. The SIG Proposal Form is a "fillable" PDF document that is submitted as a PDF attachment via email (alongside letters of support) once it has been filled-out and saved. Proposals and all letters of support must be submitted to vbonill1@kennesaw.edu by 5:00pm EST on the deadline of March 1, 2017. Only emailed submissions with PDF attachments will be accepted. Submissions will be acknowledged in writing within 2 business days of receipt. Any questions regarding the SIG Proposal Form, allowable expenses and/or budgets should be directed to Sandra Rogers at sroger12@kennesaw.edu.

All proposals must complete the SIG Proposal Form by providing the following:

1. **Executive Summary:** The Executive Summary should provide a concise description of the proposal that includes major activities and outcomes for your SIG project. The summary should be linear and descriptive and focus on providing a broad overview of the entire project. The purpose of this section is to provide the review committee with a broad factual overview of your proposed project and goals. (500 word maximum)
 2. **Quarterly Project Timeline:** The Project Timeline should provide a linearly organized list of each of the significant milestones/activities/events for the proposed project alongside brief descriptions. The Timeline is segmented into the four quarters of the 12-month grant period. The purpose of the Project Timeline is to provide the review committee with a clear understanding of the schedule by which you plan to implement your project. (500 word maximum)
 3. **Outcomes & Impact Statement:** The Outcomes & Impact Statement should provide a clear description of what you will accomplish, produce or achieve as a result of your proposed project and *how it advances the KSU Strategic Plan for Internationalization in concrete and meaningful ways*. Your statement should also describe the metrics, assessments and/or demonstrative outcomes that you will use to measure and evaluate the success of your project. The purpose of this statement is to provide the review committee with an explanation of the intended outcomes for your project alongside your plans to assess and evaluate your success. (500 word maximum)
 4. **Rationale for Funding:** The Rationale for Funding should explain why you believe your project justifies SIG funding. Your rationale should specifically address the goals for your SIG grant category as well as the way(s) in which your proposal advances relevant goals of the KSU Strategic Plan for Internationalization. More broadly, your rationale should also explain how your proposed project will benefit the KSU community at large and not simply you and your fellow PI's. Please remember that SIG funding is competitive and limited; historically, less than half of proposed SIG projects receive any funding. The purpose of this brief rationale is to make a compelling case for SIG funding to the review committee. (500 word maximum)
 5. **Detailed Budget:** The Detailed Budget should provide a categorical account of your planned expenditures. You will be asked to categorize your applicable expenditures into one or more of each of the following six budget categories: 1) Faculty Compensation; 2) Non-Faculty Compensation; 3) Project-Related Travel; 4) Material & Equipment; 5) Vendors & Services; and Other Miscellaneous Costs. You will also be asked to provide a brief description of your planned expenditures for each applicable category. You will also be asked to indicate any cost-share funding that you intend to use in conjunction with your proposed SIG project. The purpose of this Detailed Budget is to provide the review committee with a detailed understanding of your proposed SIG project budget and where you intend to expend SIG funds. (300 word maximum)
- **Supporting Letters:** A Letter of Support from the Primary PI's Department Chair or immediate supervisor must be submitted with the completed SIG Proposal Form as a separate PDF attachment. If cost-share is listed as a component of the proposed project budget, a letter of support for this cost-share commitment is required as well. Letters of support from Co-PI Chairs or supervisors are encouraged, if applicable, but not required. Letters of support from other internal or external stakeholders/experts are appreciated when clearly relevant to the proposal, but not required. Supplementary materials should not be submitted with your SIG Proposal Form. Supplementary materials may be presented and shared with the review committee during the Invited Q&A sessions with each project PI during the review process itself.

D. SELECTION & AWARD MONITORING

All proposals for SIG Initiative funding will be reviewed by the Kennesaw State University Faculty Committee for Global Engagement. Only college representatives may vote. In the case of a tie, the Vice-Provost for Global Affairs will cast the deciding vote on behalf of the committee. Members of the Faculty Committee for Global Engagement who are listed as PI's or co-PI's for a particular proposal will not be allowed to participate in any discussion related to the evaluation of their proposal or competing proposals within the same grant category as their submission.

This review committee will evaluate the strength of each proposal according to the proposed project's fidelity to the grant criteria and the Strategic Plan for Internationalization as well as its potential for successful and significant impact by the end of the funding period and over a subsequent three to five year period. In an effort to increase transparency and clarity of decision-making, all PI's will be invited to participate in a brief "Invited Q&A" session in order to answer questions about their project from the review committee during the formal review process. This brief session will allow the PI's to address the most compelling features of their proposal and answer any clarifying questions that members of the committee may have. These sessions will be open to the public and PI's of competing proposals in the same grant category will be encouraged to attend. In some cases, and at the discretion of the review committee, proposals within one category of grant funding may be considered for funding under another grant category when funding is available. Similarly, award funding may not match the funding that was requested within the grant proposal. PI's may be asked to make adjustments to their proposed projects in light and condition of funding awards. All awards are made at the discretion of the review committee.

Once a grant award has been made, the PI must work closely with the Division of Global Affairs and their assigned Program Officer to implement and monitor the grant project. For all IRS, ICE, ISS and CI Prize grant awards, the grant project PI will be required to meet with their assigned DGA Program Officer at least twice each semester to provide verbal updates on their progress. Grant project PI's for GLI awards will be required to meet with their Program Officer at least once within the first quarter (by Oct. 1) of the grant period. These meetings are intended to help facilitate the grant project implementation process by providing guidance and direct assistance to PI's whenever possible.

Requests for changes to the proposed implementation, budgeting or outcome(s) of any grant project should be submitted to the assigned DGA Program Officer at any point during the grant funding period. Minor to moderate changes may be approved by the DGA Program Officer directly. Moderate to significant changes may require a formal approval by the Faculty Committee for Global Engagement. Every effort will be made to provide reasonable flexibility for changes during the grant funding period.

In addition to regular Program Officer meetings, all IRS, ICE, ISSS and CI Prize grant project PI's will also be required to submit quarterly progress reports (on Oct. 1, Jan. 1 and April 1) describing their progress towards the implementation of their proposed project. GLI grant project PI's will only be required to submit a single progress report at the end of the Fall Semester (Dec. 15). These progress reports will follow a uniform format and concise submission template. All reports will be evaluated by the Faculty Committee for Global Engagement and will determine the continued viability of the proposed project in order to continue to allocate/use its assigned award funding.

At the end of the grant funding period (June 1), all grant project PI's will be required to submit a Final Project Report by Aug. 15 detailing the summative outcome(s) of their grant funded project. The Faculty Committee for Global Engagement will evaluate these Final Project Reports in concert with other award monitoring data in order to submit a post-award report to the PI(s) and their respective department chair and college dean. Each PI's Final Project Report will be posted online.