

Laboratory for Innovation in International Education
Designing Access: Diversifying Education Abroad at UMD
Call For Proposals, October 25, 2014

General Information:

Building on the University's record as a national leader in diversity initiatives and on its commitment to become a "model diverse community of learning, exploration, and self-examination" (Diversity Strategic Plan), the office of Education Abroad is pleased to announce the 2014 Call for Proposals "Designing Access: Diversifying Education Abroad at UMD." Five grants of up to \$5,000 each are available to support the development of study abroad programs specifically designed to encourage the participation of underrepresented¹ student populations. The grant can be used to cover travel and other related expenses for the creation of new study abroad programs or the redesign of existing programs.

As a condition of the grant, awardees are invited to participate in a community of practice, the Laboratory for Innovation in International Education (The Lab). The Lab is designed as a hub for innovation and sharing of best practices for increasing diversity in study abroad at UMD. The Lab will involve the awardees as well as experienced international program designers, education abroad professionals, and other campus partners.

Awards:

Five grants of up to \$5,000 will be awarded to successful applicants to aid in their effort to create education abroad programming with a focus on expanding access to underrepresented student groups. Awards may cover travel to the host country for a site visit and other program development and outreach costs.

Applicant Eligibility:

All UMD faculty and staff members from any academic discipline are eligible to apply for this grant. Preference will be given to faculty and staff with no prior study abroad program development experience.

The Lab Design:

The creation of the Laboratory for Innovation in International Education seeks to diversify the leaders of study abroad programming and the students who attend these programs by creating a community of practice. Participants in the laboratory will:

- Join a cohort of successful international program designers that support the strategic expansion of international programming on UMD's campus and abroad;
- Design and implement successful study abroad programs that tackle complex social issues and employ high-impact educational practices;²
- Develop an inventory of potential barriers to education abroad participation for underrepresented students and solutions for removing these barriers;
- Find new ways to recruit and support students who are underrepresented in study abroad; and
- Develop communication tools and practices, including training sessions, to promote an inclusive approach to international education programming throughout UMD's portfolio of programs on campus and abroad.

¹ We define "underrepresented" broadly to include students who self-identify as a racial/ethnic minority, lower socio-economic status, first generation college students, part-time students, non-traditional undergraduate students, veterans, differently abled students, students who identify as LGBTQIA, and international students.

² We use NSSE's definition of High Impact Practices: http://nsse.iub.edu/html/high_impact_practices.cfm

Terms of the Award:

1. Funding will be used to support travel to the program site and other program development and outreach events.
2. By accepting the grant, the awardees are committing to participate in The Lab including, but not limited to, the following modules:
 - a. Orientation;
 - b. Program design models and strategies;
 - c. Facilitation of intercultural learning and effective host country engagement; and
 - d. Strategies for integration of learning upon return to campus.
3. Upon completion of the grant, all awardees will submit a final report reflecting on their experience in The Lab and a [Faculty Led Program Proposal Form](#) to be reviewed by the Education Abroad Advisory Committee.
4. The proposed study abroad program should be integrated into departmental curricula to ensure continuity.

Application Process:

Complete applications should be submitted electronically to [Moira Rogers](#) in Education Abroad by **November 20, 2014**.

Complete applications should include:

- Project application form (see Appendix)
- Applicant's CV
- Letter of support from applicant's UMD department head or equivalent

The department's letter of support should include the name of the applicant, acknowledgement of the amount requested and any financial contribution of the department, if applicable. The letter of support should also specify that the applicant has permission to participate in The Lab as part of her/his regular job duties. Electronic messages from the department head (or equivalent) sent directly to mrogers8@umd.edu or forwarded by the applicant are acceptable as letters of support.

Reporting:

At the end of the grant period, successful applicants are expected to submit:

1. A final report summarizing their experience in The Lab and offering constructive feedback to improve the program.
2. A site visit report outlining strengths and challenges of the chosen location for successful programming supporting this RFP's goals.
3. A complete [Faculty Led Program Proposal Form](#) to be reviewed by the Education Abroad Advisory Committee.

Excerpts of the reports may be published on the Education Abroad website.

Timeline:

Competition Year	Call for Proposals Issued	Application Proposal Deadline	Awards announced	Orientation Session	End of project activities	Faculty Led Program Proposal Form	Final report deadline
2014	Oct 25	Nov 20	Dec 1	Dec 15	Feb 20	March 1	April 1

Additional information

Please address all questions related to this RFP to Dr. Moira Rogers, Director of Education Abroad (mrogers8@umd.edu).

Appendix: Grant application form

A. Applicant information (maximum two pages, Times New Roman, single space)

- Name
- Title
- Department
- E-mail
- Phone number
- What do you see as the main barriers for UMD students accessing international programs?
- How are you equipped to remove barriers to education abroad for underrepresented students?
- Describe any successful initiatives you have led to promote inclusion and diversity.

B. Proposed program information (maximum two pages, Times New Roman, single space)

- What is your proposed focus or topic area for your study abroad program?
- Briefly describe the goals of your proposed study abroad program.
- What is the proposed duration and location?
- What previous experience, if any, do you have in the location(s) you plan to visit?
- Describe project activities on site.
- What areas of program development do you wish to gain from your participation in The Lab?

C. Curriculum Integration (maximum one page, Times New Roman, single space)

- What department will support your study abroad program?
- Is this department willing to provide any additional funding for the implementation of this program?
- Describe how this program will fit into your department's curriculum and its plans for internationalization.
- Address any high impact educational practices or cross-disciplinary approaches your program will implement.
- Describe any pre and/or post program courses/activities that you are planning to further integrate this study abroad experience into the students' course of study.

D. Grant Budget and Timeline

- Provide a tentative budget outlining grant expenses. The budget can include expenses such as travel to conduct a site visit(s); instructional supplies; resources spent attending The Lab and creating the program; outreach events; and any other program development expense.
- Provide a timeline for the implementation of the grant activities.

E. Application information

Application date: _____

Please check as appropriate:

- Applicant's CV is included with this application.
- A letter of support from the applicant's department head or equivalent is included with this application.
- The applicant acknowledges the award conditions as stated in the application terms.