Faculty-Led International Immersion Experiences (FLIIE) Program
Request for Proposals

Fiscal Year 2015-2016 proposals due (targeting immersions planned for Winterim or Summer 2016):
• January 26, 2015 to your Department Chair, Program Director, or Supervisor
• January 30, 2015 to Shanti Freitas in Academic Affairs

Goals of the Faculty-Led International Immersion Experiences (FLIIE) Program
• To increase student access to high-impact learning abroad experiences
• To deepen student cultural competence through global engagement, study and experience
• To tap and develop faculty expertise in building global relationships
• To bring faculty and student learning, capacity and understanding from the experience back to UW-Eau Claire

Context/Funding Sources of this RFP
This program is made possible by a Blugold Commitment Grant funded for 2013-2016. The goal of the program is to encourage and support faculty-led international immersion experiences for undergraduate UW-Eau Claire students by providing funds to defray student costs and, thus, increase possibilities and opportunities for participation. Programs may focus on issues, themes or locations with geographical, cultural or historical significance, current events or issues of importance to the people of the places travelled.

Deadlines
The deadline for proposals (submitted through BP Logix) is January 26, 2015 to your Department Chair, Program Director, or Supervisor and January 30, 2015 to Academic Affairs. Proposals will be reviewed by a committee of UW-Eau Claire faculty and staff with expertise or experience in learning abroad and international education. The total number of programs funded depends on the number of applicants and quality of proposals. It is anticipated that 8-10 experiences serving 90-120 students will be funded. Academic Affairs will confirm awards by February 27, 2015.

Eligibility
The FLIIE program is open to current UW-Eau Claire faculty and academic staff with 0.50 FTE or greater appointments. New applicants are highly encouraged, but must demonstrate sufficient knowledge of the country and culture, and feasibility of the program. Repeat applicants must demonstrate past program achievements, such as student learning, met program goals and learning outcomes, and impact on the UW-Eau Claire community. The receipt of funding one year does not guarantee funding in future years. Interested faculty and academic staff are encouraged to apply for other Blugold Commitment-funded immersion programs; however, each program proposal should be unique and date and time conflicts across the programs must be avoided.

Program Requirements
To receive FLIIE funding, programs must meet the following requirements:
• Serve UW-Eau Claire undergraduate students*
• Occur outside the continental United States and require a passport to get there
• Be at least 2 weeks in duration (including travel)
• Tie directly to UW-Eau Claire Global Learning Outcomes (http://www.uwec.edu/Assess/libed/outcomes.htm)
• Include pre-experience preparation, post-experience guidance, and opportunities for student growth
• Assess student learning on the program objectives, and submit a final report and assessment
• Begin after July 1, 2015 and occur during the fiscal year that ends June 30, 2016 (some exceptions apply for summer programs that may take place over the end of the fiscal year)

*While students are encouraged to participate in multiple high-impact immersions, each student is eligible to receive Blugold Commitment funding for only one FLIIE experience, in an effort to extend access to all UW-Eau Claire undergraduate students.
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Program Priorities
Programs which demonstrate the following will be given preference by the selection committee:

- Deep, cognitively rigorous and inter-culturally engaged experiences (in contrast to tourist experiences)
- Interdisciplinary, collaborative, and innovative models
- Efforts to have a meaningful and positive impact on the people and places of the host community, while recognizing power dynamics and systems of inequality
- Collaboration with local partners, and substantial opportunities for intentional interaction and engagement with host community members and leaders, local students, or local organizations/institutions, to contribute to meaningful and beneficial relationships with the host community
- Targeting students who might not otherwise be able to or consider semester or year-long study abroad options (the 75% of students on UW-Eau Claire campus who have traditionally not studied abroad*)
- A concerted effort to keep costs down, where possible
- A thoughtful, long-term plan that addresses subsequent years of programming and faculty leader participation

*This includes but is not limited to students in Nursing, Education, and STEM majors, students of color, nontraditional students, and students with high financial need. For resources about diversity in study abroad: [http://www.nafsa.org/Content.aspx?id=42315](http://www.nafsa.org/Content.aspx?id=42315)

Faculty-Led International Immersion Experience Proposal Guidelines for Submission:
Applications must be submitted using the e-form available in BPLogix under Academic Affairs. The e-form includes:

- Applicant Information and Abstract
- Budget Estimates
- Routing and Approval Signatures
- **Required Attachments**: Application Narrative (found here [http://www.uwec.edu/Undergrad/FLIIEFacultyandStaff.htm](http://www.uwec.edu/Undergrad/FLIIEFacultyandStaff.htm))
- **Recommended Attachments**: Program Itinerary, Course Syllabus, Letters of Support from local partners

Routing and Approval of FLIIE Grant Programs:
The departments/programs and/or colleges of all faculty/staff coordinating these FLIIE programs must read and approve the FLIIE grant proposal. These include first level supervisors [typically a department chair or unit administrator] for all departments involved and next level supervisor [typically a College Dean, AVC, or VC]. Supervisors should comment on the quality and significance of the FLIIE program, and forward the proposal to the next appropriate person. If two or more Chairpersons or Deans are involved, each must review and indicate approval.

Budget Directions:
Use the “Budget Estimates” section of the e-form to indicate all expenses for the program and projected income sources. Clearly indicate which budget items are requested through this proposal, and specify other funding sources and participant contribution. Repeat programs should base the budget on past actual expenses, including inflation. New programs must demonstrate sufficient basis for budget line items. You can include a short budget description for further detail, including any research or requested quotes for budget line items.

Proposals that demonstrate a concerted effort to keep costs down, where possible, will be prioritized. For example, it is not possible to control or influence international flight costs; however, it is possible to make programmatic decisions about accommodations, in-country transportation options, use of tour agencies or organizations charging overhead costs, etc. to lower the overall program cost, while still taking into account student safety.
Narrative Directions:
Please use the Application Narrative Word Document to provide your answers for each section below, and then upload it as an attachment to the e-form. Use the suggested answer length provided on the Word document to guide you through the narrative. The total uploaded document cannot exceed 7 pages.

I. **Goals of the Experience:** Please describe your learning objectives, and explain how these learning objectives align with the Global Learning Outcome (R2): evaluate the impact of systems, institutions and issues in local and global contexts and across cultures ([http://www.uwec.edu/Assess/libed/upload/R2-Operational-Rubric.pdf](http://www.uwec.edu/Assess/libed/upload/R2-Operational-Rubric.pdf)). If these learning objectives fit better under a different Liberal Education Learning Outcome, please explain.

II. **Participants:** Indicate your target student audience and numbers. Programs must focus on undergraduate students. Desired student participation is 12 students per experience. If this is not appropriate or feasible, please explain. Programs that target students who might not otherwise consider study abroad will be prioritized.

III. **Course Association:** Please explain if this immersion experience will be associated with a course, bundle, existing program, etc. Immersion experiences may be either credit bearing or non-credit bearing.

IV. **Location:** Describe the culture(s) of the location and how this location can achieve a result different from one obtained by studying culture in the classroom. The setting must be outside the continental U.S. and travel must require a passport. The selection committee will take into account diversity of location when making funding recommendations. **Note:** In some cases, travel to countries or regions on the U.S. Department of State’s Travel Warning List is prohibited. Please see UW-Eau Claire procedures for travel to countries on the U.S. Department of State’s Travel Warning List ([http://www.uwec.edu/CIE/divisions/uwecfaculty/travel-policy-and-waiver.htm](http://www.uwec.edu/CIE/divisions/uwecfaculty/travel-policy-and-waiver.htm)).

V. **Duration:** State the length of your program and academic term, and your justification for this length. The experience must be at least 12 full days of immersion (allowing an additional 2 days for travel). It is recognized that a longer experience would likely be richer for the students but may not be feasible when considering potential constraints on students (e.g., family obligations, cost, employment obligations, academic calendar, etc.). If 12 full days in-country is absolutely not feasible for your program, justify why, and how you will make up for in-country immersion with other program components. **Note:** Travel and associated travel reimbursement forms are to be completed by June 30, 2016. For summer programs that may take place over the end of the fiscal year, Academic Affairs will make special arrangements for fiscal year-end deadlines.

VI. **Pre-Program Preparation:** Describe how you will prepare students for the experience prior to travel. Some ideas could include readings or assignments about the culture and history of the program location, orientation about program itinerary and managing expectations, or group team building activities. Programs that provide thoughtful consideration to adequately preparing students for their experience will be prioritized.

VII. **In-Country Itinerary:** Describe the program activities, and what students will be doing in the host country. This could include lectures, site visits, excursions, service learning projects, homestays, etc. Provide detail about the extent to which students will be immersed in the host culture, and how assignments or activities will enable the students to contextualize the experience to better understand the Liberal Education Learning Goals. Because guided, critical reflection is a key component to global learning and experiential education, state how students will be given the opportunity to reflect, discuss, and process their experiences while in-country. Deep, cognitively rigorous and inter-culturally engaged experiences, in addition to substantial opportunities for interaction and engagement with host community members and leaders, local students, or local organizations/institutions will be prioritized. Attach a draft itinerary or course syllabus if possible to the e-form.
VIII. **Community Connections**: Please describe your connections with the people and community with whom you intend to work. If you have yet to establish entrée into the community, please describe how you intend to become connected and build meaningful relationships. Proposals that include collaboration with local partners to contribute to meaningful and beneficial relationships with the host community will be prioritized. Attach Letters of Support from local partners if possible to the e-form.

IX. **Risk Management and Safety**: Research and describe the health and safety concerns associated with the program location (consider potential for crime, natural disasters, transportation, food and water, etc.). Address how you will prepare students for those risks before travel, and how you will mitigate those risks while in-country. Useful links are: Centers for Disease Control and Prevention (http://www.cdc.gov/), U.S. Department of State (http://travel.state.gov/travel/travel_1744.html), and Association for Safe International Road Travel (http://www.asirt.org/).

X. **Post-Program Follow-Up and Impact on UW-Eau Claire**: One of the goals of the FLIIE program is to bring faculty and student learning, capacity and understanding back to UW-Eau Claire, and a requirement is post-experience guidance. Describe what you plan to do with students after returning to campus and how you could encourage and support them in processing and sharing their experiences with a larger community.

XI. **Assessment Plan**: Indicate which Global Learning Outcomes will be used to assess student learning. If you will assess student learning along a different Liberal Education Learning Outcome, please explain. Describe how you plan to assess student learning along these outcomes, and what artifacts from the experience will be used as evidence of student learning. Artifacts could include a pre/post survey, journals, projects, reflection papers, student narratives, or travel blogs. After the experience is completed, all funded programs must submit a summary of the assessment as well as excerpts or examples of student work that was assessed.

XII. **Future Programming and Sustainability**: State plans for this program in future years, and how often it is planned to run. If determined, include names of future Faculty/Staff Leaders. If not yet determined, describe plans to integrate new faculty, and describe strategies for faculty recruitment and training. Programs that plan to run for multiple years, and have a thoughtful and innovative approach to sustainability will be prioritized. This may include collaborations with colleagues and/or other departments at UW-Eau Claire, possible additional future funding sources, and/or collaborations with the international partners, community members and/or institutions. **Note**: Currently, funding is not available for multi-year awards, and each program must reapply each year. The receipt of funding one year does not guarantee funding in future years.

XIII. **Faculty Qualifications and Preparation**: Please state the qualifications and expertise of the faculty/staff leaders, both in the country and content of the proposed program. Include what you will do to prepare to lead the immersion, and how this experience ties into your professional development.

XIV. **Additional Documentation**: Programs that have run in previous years (with or without BCDT funding) must demonstrate past program achievements, including student learning, meeting program goals and learning outcomes, and impacting the UW-Eau Claire community. This could include excerpts from the final program report, student evaluations, student reflections or artifacts, or a description of past program achievements. New programs must demonstrate sufficient faculty qualifications and program feasibility. This could include letters from local partners, detailed program itinerary, or a list of prior immersion experiences/locations. You can include these documents as attachments to the e-form if necessary.
Funding Guidelines:
Items that are eligible to be funded include the following (for specifics and guidelines, see the Accounts Payable Website under Travel http://www.uwec.edu/Bussvs/acctpay/index.htm):

- Faculty stipend for program planning and for leading the program, not to exceed $1500 per faculty/staff or $3000 total per proposal. Note: faculty salaries for the teaching of courses related to the proposal are not affected by the stipend payment.
- International airfare
- In-country transportation
- Accommodations
- Activity and admissions fees
- In-country services and admin including guides, internet access, phones, tips
- Faculty/Staff Per Diem for meals
- Honoraria to individuals or organizations

Items that are NOT eligible to be funded include the following:

- Tuition
- Per diem for student meals (complimentary breakfasts offered by hotels are not considered per diem)
- Passport and Visa costs for students

Blugold Commitment FLIIE funding will cover 50% of total allowable costs, in addition to faculty stipends. Student financial contribution to the experience will include the other 50% of total allowable costs, plus additional estimated costs of non-eligible expenses such as tuition, meals, and passport fees.

Total amount awarded will not exceed $2500 per student.

Scholarships for eligible students are applied after Blugold Commitment funding.

Guideline for Proposal Budgets
Based on actual expenses of past funded FLIIE proposals, a 3-week international immersion for 12 students and 2 faculty might request about $18,000 – $26,000 total in FLIIE funding. This amount would be 50% of the total program budget, including faculty stipends. Of course, this varies based on such things as international flight costs and the cost of living at the immersion location. However, proposals that demonstrate a concerted effort to keep costs down, where possible, will be prioritized. A sample budget sheet can be seen on the Immersions website here: http://www.uwec.edu/Undergrad/FLIEFacultyandStaff.htm. Use the e-form to indicate the budget for your proposal.

Proposal Submissions and Assistance:
Proposals should be submitted to Ms. Shanti Freitas (freitasb@uwec.edu) through the e-form. Proposals are due, with all required signatures and approvals, by January 30, 2015.