

## College of Agriculture and Life Sciences

### Faculty-Led Study Abroad Request for Proposals

The College of Agriculture and Life Sciences (CALs) is committed to supporting both faculty and student engagement in international experiences and study abroad programs. To advance such efforts, the CALs Dean's Office is opening this request for proposals for CALs faculty to propose Faculty-Led Study Abroad programs for Fall, Spring or Summer. CALs will provide up to \$3,000 to support the faculty travel (and in some cases pre-planning) for the study abroad activity for approved proposals.

#### **Expectations / Proposal Criteria:**

- Proposals will be screened by the CALs Associate Dean's Office (via a subcommittee) and recommended to the Dean for funding. If selected for potential funding, a formal MSU Study Abroad proposal will be required (see <http://studyabroad.msstate.edu/pdf/proposal.pdf>), and will need to be approved by the MSU Study Abroad office for full implementation (*Note that the deadline for OSA proposals for Spring & Summer programs is usually mid-September and requires a separate application to OSA. This CALs RFP Spring/Summer program deadline is usually late August so applicants can be notified ahead of the OSA deadline*)
- The Faculty member will be responsible for planning and implementation of the effort, and will work through the MSU Study Abroad Office for logistics if their proposal is approved to go forward.
- A minimum of TEN students is typically required to be recruited for the program to make.
- 50% or more of the students must be CALs students/majors for the use of CALs funding/support.
- It is expected that some type of a summer (Maymester, 5-week, or 10-week Full term) for-credit course will be built around the study abroad/international experience activity (DIS, Special Topics, special course section, transfer hours from partner institution, etc.).
- Funding preference will be given to opportunities that target Italy (especially if they have an FAO office/international agriculture policy component), Brazil, China, or those which incorporate programs/institutions where existing International MOUs or MOAs are in place; however, ALL opportunities and proposals put forward, regardless of destination, will be considered.

#### **Proposal Guidelines: *See Attached***

**Deadline:** Proposals need to be submitted by e-mail (PDF) to Scott Willard, Associate Dean – CALs, by: [check with the Associate Dean's office in CALs for updated deadlines].

*Inquiries / Questions / Comments: Contact Scott Willard at [swillard@cals.msstate.edu](mailto:swillard@cals.msstate.edu) or 325-0233*

**College of Agriculture and Life Sciences  
Faculty-Led Study Abroad / International Experience Proposal**

*Proposal should be no more than two or three pages, however supplemental material can be submitted if it aids in understanding the scope or specific aspects of the planned program (i.e., websites, use of other institutional centers or resources as part of the program, tentative syllabi, partners, etc.). Please use the outline below as a guide for required elements in developing your proposal for funding consideration.  
[Note: Once awardees are notified, they will need to complete the full MSU Study Abroad Office Application]*

- I. Faculty Name and Contact Information:**
  
- II. Proposed Program Location (Country, Cities, Institutions, etc.). Is an existing MOU/MOA in place with the host country or cooperating institution (if applicable)?**
  
- III. Have you ever led a Study Abroad or similar program before? Y / N**  
  
If Yes, Where to?
  
- IV. Have you ever traveled to your proposed program location before in any capacity? Y / N**  
  
Is your program an English-speaking country? Y / N  
  
If No, what is your fluency with the host country's language?
  
- V. What are the Educational Goals of the program?**
  
- VI. What might a proposed itinerary or the total program look like (e.g., one city or multiple sites visited? institutions engaged? classroom activities planned each day? etc.)?**
  
- VII. When would you like to offer the program (Fall, Spring, Maymester, 1<sup>st</sup> 5-Week, 2<sup>nd</sup> 5 Week, Full 10-week term or alternate time period)?**
  
- VIII. Department Head acknowledgment of submission/approval for activity, and indication of any departmental resources or funds that might further support the activity if funded:**

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[Department Head signature]