



**UNIVERSITY OF TORONTO**  
**FACULTY OF ARTS & SCIENCE**

**Dean’s Fund for International and Indigenous Initiatives**

**Application for funding – FACULTY MEMBER**

This application should be submitted to your Chair, Director or their designate for eligibility. Applicant or co-applicant must hold a continuous undergraduate appointment to the Faculty of Arts & Science (St. George). A completed form forwarded from the Chair/Director/designate will be considered eligible by your department or program. Submit proposals via email to [fas.international@utoronto.ca](mailto:fas.international@utoronto.ca) no later than **November 24, 2017**.

**Proposals over 4 pages (including this cover sheet, itinerary and budget) will not be accepted. Please use a common 11point font. No additional documentation will be considered.**

*In an effort to provide as many opportunities as possible, priority will be given to those who have not already received funding for a Faculty of Arts & Science international opportunity including 398 REP, ICM, or DFIII – formerly known as DIIF – (Some exceptions may apply, please inquire for details). All proposals involving undergraduate student travel must include the full participation of a faculty member with a continuous undergraduate appointment to the Faculty of Arts & Science (St. George). All student participants must be current Arts & Science (St. George) undergraduate students or graduate students in good standing and be enrolled in an academic program at the time the proposed activity takes place.*

**PART I – Applicant information**

<b>Applicant(s) (for correspondence and notification)</b>		
Last Name	First Name	Title
Sponsoring department:	UTOR Email Address:	
<b>Co-Applicant (if applicable):</b>		
Last Name	First Name	
Sponsoring department:	UTOR Email Address:	
<b>If co-applicant is a student:</b> <input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate		
Student #:	Subject POST(s):	Year of Study:
<b>Project title or summary (please provide a brief description of your proposed program or project):</b>		
<b>Total number of students participating:</b>	<b>Undergraduate:</b>	<b>Graduate:</b>

<b>Location of activity (city and country):</b>	
<b>Dates of activity:</b>	<b>Dates off-campus (if different):</b>
<b>AMOUNT REQUESTED from Faculty of Arts &amp; Science:</b>	

**Part II – Proposed Activity**

1) The proposed project can be described primarily as:

- Community-engaged learning
- Field School/Course
- Internship/placement
- Student research opportunity (students work on a faculty or researcher’s existing project)
- Study tour
- Other (please describe briefly):

2) Does this project require ethics approval? yes no

If yes, please provide REB approval or if this project is covered by an existing (yours or other faculty member’s) ethics approval.

REB protocol number: \_\_\_\_\_

If an application is in process, which REB are you applying to? \_\_\_\_\_

3) Please describe the role of the Arts & Science faculty supervisor for this project and how they are involved in the proposed project (for undergraduate student supervision faculty must hold a continuous appointment to the Faculty of Arts and Science, St. George).

**PART III – Details of proposed activity**

1) Please provide a brief description of the proposed activity for recruitment and promotional purposes.

2) What are the planned academic outcomes for this activity? How will they be achieved through the proposed project?

3) How do these outcomes benefit the applicant, their unit and the Faculty?

4) How will students be selected to participate in the proposed project?

5) How will this project help students develop a global perspective?

6) Please consult the International Programs website for available funding options. How does this project meet the goals of the program(s) that you are applying for?

*All undergraduate students, graduate students, and faculty taking part in international opportunities must meet the UofT Safety Aboard guidelines as noted on the Safety Abroad website: <http://www.studentlife.utoronto.ca/cie/safety-abroad> in order to participate. Support will be provided by the Professional and International Programs (PIP) office at Woodsworth College to ensure safety abroad requirements are met.*

**PART IV – Itinerary + budget**

Please provide an itinerary briefly indicating daily (or weekly, if more than 2 weeks) locations and activities, and a budget in Canadian dollars. The budget should include any additional sources of funding received or applied for. The tables below are provided as examples; feel free to use any format that provides the required information.

**1) SAMPLE BRIEF ITINERARY (list dates and daily activity)**

<b>Dates</b>	<b>Location</b>	<b>Activity</b>
<i>February 16</i>	<i>Toronto</i>	<i>Depart for Country X</i>
<i>February 17-19</i>	<i>City A</i>	<i>Research workshop</i>
<i>February 19</i>	<i>City B</i>	<i>Lecture on research</i>
<i>February 19-22</i>	<i>University of A</i>	<i>Joint seminar with students</i>
<i>February 23</i>	<i>City A</i>	<i>Depart for Toronto</i>

**2) SAMPLE ESTIMATED BUDGET IN CANADIAN DOLLARS**

Proposed DFIII budget requests are not expected to exceed \$10,000. Contributions from other sources are encouraged. Standard allowances are provided below. If your budget requires more or less for your project, please provide a quote with date (e.g. expedia.ca 11/15/17) or brief explanation (accommodation \$15/night – camping at national park). Final funding is provided based on actual costs.

<b>Item</b>	<b>Amount and description</b>	<b>Total</b>
<b>Travel</b>		
<i>Flight: Toronto – Country X - Toronto</i>	<i>\$1,500 x 5 students + 1 instructor</i>	<i>\$9000</i>
<b>Accommodation</b> (based on double occupancy for students)		
<i>February 16-22</i>	<i>4 rooms @ \$40/day x 7 nights = \$280</i>	<i>\$1,120</i>
<b>Food</b>		
<i>February 16-22</i>	<i>6 participants @ \$25/day x 7 days = \$175</i>	<i>\$1,050</i>
<b>Subtotal</b>		<b>\$11,170</b>
<b>Other funds received or applied for</b>	Dept. X providing plane ticket for faculty member	(\$1,500)
<b>Total Amount Requested</b>		<b>\$9,670</b>

Please ensure that this proposal is **no more than 4 pages** long (cover sheet, proposed activity details, itinerary and budget) and submit it to your department chair, program director or designate to be considered eligible by your department or program. **Eligible proposals should then be submitted by the chair/director/ designate to fas.international@utoronto.ca no later than November 24, 2017.**