RIT Global

International Education Grants

Overview & Procedures

The RIT Global Office provides grant opportunities to faculty and students interested in engaging in international education opportunities. Grant funding requests will be accepted on a rolling basis.

Faculty – Grants will be focused on enabling a faculty member to lead a group of students to a foreign country in connection with a course, research, or other academic outcomes. Funds may be requested to support travel for the purpose of making arrangements for leading a faculty-led study abroad program to the destination, or to cover the faculty costs within the study abroad program and reduce student program fees.

Deadlines: Grants will be considered on a rolling basis.

Faculty-Led Study Abroad Programs

Faculty who have been approved by their college to lead a group of students on a faculty-led study abroad program will be automatically considered for funding. Priority will be given to programs associated with an RIT Global Location or an approved RIT global partner. For a list of approved global partners, see the RIT International Partnerships Database on the RIT Global website: https://www.rit.edu/academicaffairs/global/tracking.

All Faculty-Led programs will be reviewed by the Office of International Education and Global Programs. Confirmation of funding will be sent to the faculty member as well as the study abroad representative for the faculty member’s college and accounting liaison.

Faculty must reach an enrollment of at least eight students in their program to receive funding. If minimum enrollment numbers are not met, the RIT Global Office will communicate with your college to determine if the program will continue to run and receive financial support.

Faculty funding will be provided through a journal entry transfer to the program account upon completion of the travel. The department must provide record of the actual expenses in order for the transfer to be completed. If the actual faculty expenses are less than the estimated expenses, only the amount of the actual expenses will be covered. Additionally, if the overall program expenses (not including faculty travel) are less than the amount collected in student program fees, the total amount of the faculty funding may be reduced. This will be discussed with the faculty and college/program accounting representative upon completion of the program. If expected faculty travel costs exceed the estimated amounts, the additional expenses may not be covered by International Education Grant. This will be discussed with the faculty and college/program accounting representative upon completion of the program.

Following the trip: Faculty must complete the Director Reflection Report and a trip debrief meeting with the Director of Study Abroad which can be found at the link below. Faculty who do not complete this step may not be considered for future International Education Grants. https://www.rit.edu/academicaffairs/global/faculty-led-programs
**Faculty-Led Study Abroad Program Development Funds**

- Faculty may contact the Office of International Education and Global Programs to request funds to support travel for the purpose of making arrangements for faculty-led study abroad programs.

- Faculty should submit the following to the Director of Study Abroad:
  - Phase 1 (document may be found at: [https://www.rit.edu/academicaffairs/global/faculty-led-programs](https://www.rit.edu/academicaffairs/global/faculty-led-programs)). Complete as best as possible – it is understood that there may be circumstances in which the development funds will be used to confirm answers to questions in the Phase 1;
  - International travel location and partner university (included in the Phase 1 documentation);
  - Course information and expected term of study and program travel (included in the Phase 1 documentation);
  - Confirmation of department/college support (included in the Phase 1 documentation);
  - List of goals that will be accomplished as a result of the development travel;
  - List of travel expenses and other financial support committed for the development travel (included in the Phase 1 documentation).

- **Following the trip:** Within a month following the trip/activity, a brief report on the trip(s) should be submitted to either the Associate Provost of International Education, Director of Study Abroad, or Manager for Global Initiatives outlining the outcomes of the trip and next steps.

**Other Funding Support**

- Requests may include:
  - Funding for other initiatives related to international education;
  - Student support for international travel with high financial need (note: the RIT Global Office is unlikely to fund these requests unless there are matching funds committed through scholarship or other awards);
  - Support of official RIT student organizations related to international education.

- These requests should be sent to the Manager for Global Initiatives with the following information:
  - Overview of request including travel location (if travel is involved), names and number of individuals traveling, affiliation with RIT (faculty, staff, students);
  - Goals/expectations that will be accomplished as a result of the travel/activity;
  - List of expenses and other financial support committed to the travel/activity.

- **Following the trip:** Within a month following the trip/activity, a 2-page report on the trip(s) should be submitted to either the Associate Provost of International Education, Director of Study Abroad, or Manager for Global Initiatives outlining the outcomes of the trip. Pictures are always appreciated!
The following conditions apply for all International Education Grants:

- Funds will not cover faculty salary or benefits;
- Funds will not cover the travel or other costs of spouses or children traveling with the faculty;
- Funding may be dependent on the number of programs/requests received in a given year. Preference will be given to programs/activities associated with the RIT Global Locations and approved RIT international partners.
- All travel must comply with the RIT travel policies and procedures which can be found under the RIT Administrative Policies at: https://www.rit.edu/fa/controller/content/travel-policies-procedures-manual