LEARNING ACROSS BORDERS FUND

Overview

The Office of the Vice Provost for International Affairs (VPIAO) invites proposals for the Learning Across Borders program (LABs) to support faculty-led programs of short duration (1-2 weeks) through which Princeton faculty members share their insights with students in an international context. These programs can be curricular or co-curricular (activities outside of but complementary to the official curriculum, such as a civic or service activity outside the classroom).

Objectives of LABs program include the following:
- Providing opportunities for faculty members to enrich students’ learning experiences and foster global perspectives.
- Encouraging faculty members to share intellectual interests with students outside of defined research expectations and disciplinary boundaries.
- Exploring new or emerging areas of intellectual inquiry.
- Providing ongoing benefits to Princeton faculty members and students

Examples of projects that would be eligible for LABs funding:
- A fall or spring break trip for international travel as part of an academic course taught on campus
- A short extension of a credit-bearing course taught on or off campus to allow students to carry out community-based research or service with a faculty member
- An opportunity for a faculty member and both graduate and undergraduate members of her team to visit an international colleague’s research operations
- A faculty-led one-week trip linked to an advanced language course

Proposals will be judged on the basis of their contribution to the aforementioned objectives; their general intellectual value, creativity, and innovation; and their feasibility.

The new Global Safety and Security unit can provide direct support and referrals for trip preparation and planning.

Application Timeline

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<tr>
<td>October 29, 2019</td>
<td>Applications available</td>
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<tr>
<td>December 15, 2019</td>
<td>Applications due</td>
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<tr>
<td>March 17, 2020</td>
<td>Notifications made</td>
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Financial Details

- Individual grants between $5,000 and $50,000 will be considered.
- Funding from LABs will be available for expenditure on or after June 1, 2020. Project length may be up to one year.
- While faculty and postdoc compensation is not supported on this fund, graduate student hourly pay may be considered (beyond AI or AR stipend and tuition).
- Childcare and spousal travel/accommodations are not eligible expenses for this grant.
- Unused funds at the end of the project must be returned to the VPIAO.
- We ask all applicants to seek a financial commitment from their department chair or program director to include with their proposal to LABs. The selection committee recognizes that available resources vary among departments or sponsoring programs for supporting these types of activities, and this will be taken into account when the proposal is reviewed.

Eligibility

All Princeton faculty members are eligible including those appointed as lecturers and visiting faculty members. Preference will be given to those in the following ranks: assistant professors, associate professors, professors, and senior lecturers. Early-career faculty members are especially encouraged to apply.

Priority will be given to proposals for new projects over those previously funded by other sources.

How to Apply

As a first step, please contact the Vice Provost for International Affairs (Acting), Aly Kassam-Remtulla (akassam@princeton.edu) to discuss your LABs idea.

All fields need to be completed (unless noted as optional) before applications will be reviewed. Completed applications should be submitted as a single PDF to Associate Director for International Affairs Claire Hu by email (c.h@princeton.edu).

1. Cover sheet (please use template on website)
   a. Proposer’s name/department and contact information
   b. Optional: Co-proposer’s name/department and contact information
   c. Project name
   d. Project start/end date
e. Department chair/program director financial commitment/endorsement
f. Optional: 2nd department chair/program director financial commitment/endorsement

2. **Project description in PDF** (up to 5 pages, no more than 2,000 words, shorter descriptions welcome)
   a. Project plan
   b. How the project supports the objectives of the LABs program (described above)
   c. Participants in the project

3. **Project budget** (please use template on [website](https://finance.princeton.edu/policy-library/travel-entertainment/travel-policy)) Complete all fields of the budget. Applications with incomplete budget sheets will not be reviewed by the committee. Re-read the Financial Details section above before beginning.
   a. Eligible expenses include travel, meals, housing, and ground transportation for faculty members, postdocs, other instructors, and students; honoraria and fees from host organizations; visa, medical, and other required fees in preparation for travel; and equipment, material, and supplies.
   b. Under “sources/income” section, include funding committed by your department/program as well as funding from other sources applied for or committed.
   c. Any line item above $5,000 requires a detailed breakdown of its components.

4. **Course syllabus**, if the application is related to a course. Learning objectives if for co-curricular teaching.

**Selection Procedure**

Successful proposals will be chosen by a committee convened by the Vice Provost for International Affairs and Operations. The selection committee may ask for additional information during its deliberation process and may ask for revisions to proposals before final approval of funding.

**Reporting Requirements**
Recipients are required to (a) submit a brief report (1-2 pages) on the outcomes of their LABs initiative and (b) have their students design an event, presentation, or academic product that will share the insights they gained more broadly with the campus community.

**Contact Us**
For further information, please contact Vice Provost for International Affairs (Acting) Aly Kassam-Remtulla (akassam@princeton.edu) or Associate Director for International Affairs Claire Hu (8-7232, c.h@princeton.edu).