



# Scholar-in-Residence Program

## Application Guidelines for Institutions

### 2022-2023

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Application deadline:  
**October 15, 2021**

[eca.state.gov/fulbright](https://eca.state.gov/fulbright)



The Fulbright U.S. Scholar Program is sponsored by the U.S. Department of State with funding provided by the U.S. Government and administered by the Institute of International Education.

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# FULBRIGHT SCHOLAR-IN-RESIDENCE PROGRAM

## 2022-2023 U.S. HOST INSTITUTION PROPOSAL GUIDELINES

U.S. Host institution applications must be submitted on or before **October 15, 2021**

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**Note:** The final decision as to the number and availability of grants is subject to funding considerations and approval by the Bureau of Educational and Cultural Affairs of the United States Department of State.

The Fulbright Program, sponsored by the U.S. Department of State's Bureau of Educational and Cultural Affairs, is the U.S. government's flagship international exchange program and is supported by the people of the United States and partner countries around the world. For more information, visit: <https://eca.state.gov/fulbright>.

# INSTRUCTIONS FOR COMPLETING THE FULBRIGHT SCHOLAR-IN-RESIDENCE INSTITUTIONAL APPLICATION

The Fulbright Scholar-in-Residence institutional application can be found here:

<https://apply.iie.org/sirhost>

## Completing the Application

### I. Preliminary Questions page

- Only individuals applying on behalf of an accredited U.S. institution may apply using this application.

### II. Institutional Information page

- Please include all relevant institutional information. If you are applying for a joint proposal with another U.S. institution, please denote this in the application.
- Provide brief information about your institution in the three prompt boxes: Size and Characteristics of the student body and faculty; Mission; Scope of academic offerings.
- If your institution has previously received a Scholar-in-Residence Program award, please list the previous award year, discipline, and scholar's country of citizenship.
  1. If the previous award was received within the past five years, please provide justification for an additional grant.

### III. Institutional Contacts page

- Include name and contact information for the Responsible Administrative Official who will confirm the institutional support and authorize the scholar's affiliation if an S-I-R grant is awarded; a signed letter of support from the Responsible Administrative Official is to be uploaded on the **Institutional Support** page of the application, **Letters of Support** section. If submitting a joint proposal, please complete the corresponding sections for both institutions.
- Include name and contact information for the Principal Contact for Academic Arrangements, the faculty member who will most closely work with the scholar in an academic setting.
- Include name and contact information for the Principal Contact for Non-Academic Arrangements, the faculty member or administrator who will work closely with the scholar on non-academic, cross-campus and community settings, if different from above.

- Briefly describe the structure within the institution for planning, overseeing and assessing the S-I-R grant. Include the names and responsibilities of key personnel involved, if not listed above. Personnel responsibilities may include overseeing the program, holding regular meetings with the scholar and related faculty members and administrators, organizing the scholar's teaching schedule and other professional and community activities, and serving as the point person to correspond with IIE.

#### IV. Program Information page

- Proposed program dates should fall within the 2022-2023 academic year and can be for either one semester or a full academic year in length.
  1. A one semester grant may be **no less than three months**; a full academic year may be **no more than ten months**. Grants may begin no earlier than August of the U.S. academic year.
- Complete the four Program Information short essay sections on this page:
  1. *Summary of Activities*: provide a **brief** summary of the activities the scholar will be engaged in on your campus and within the community. Please limit to 2-3 sentences.
  2. *Academic Program of Scholar*: What department(s) will the scholar be housed in? Provide information regarding specific course responsibilities and guest teaching assignments. If teaching, please include number of courses, course names (if available), anticipated co-instructors, etc. Describe how you will involve the scholar in a variety of academic roles and activities beyond teaching courses, such as curriculum development, academic advising, etc. (**Note: Proposals may include a maximum of two courses per semester. If scholar is expected to teach courses, please upload any Course Outlines, Course Descriptions, Sample Syllabi or other academic plans and objectives associated with this proposal.**)
  3. *Plans for Other Campus Activities*: Describe the scholar's anticipated involvement in a variety of campus activities beyond the hosting department(s) and include interaction with students, faculty and administrators. Indicate what arrangements you will make for the scholar's participation in educational, cultural, civic and social events and activities sponsored by clubs and alumni groups.
  4. *Community Outreach*: Detail specific plans to involve the scholar in programs sponsored by community groups such as service clubs, elementary and secondary schools, visits to nearby colleges and universities, fraternal and ethnic organizations, cultural institutions, religious groups, business and professional organizations,

international councils and clubs, local media, local government offices and chambers of commerce.

#### **V. Scholar Profile page**

- If naming a scholar, please complete scholar information section.
  1. Any previous Fulbright grants of the individual within the United States should be indicated.
  2. Complete a short essay that addresses the following reasons for naming a particular scholar:
    - a. Why this country?
    - b. Are the proposed scholar's academic credentials and standing appropriate for the proposed courses and other educational activities?
    - c. Does the scholar have sufficient teaching/lecturing experience?
    - d. Are the proposed scholar's English language skills sufficient for lecturing at the collegiate level and to allow for participation in discussions with a broad range of students and in community events?
    - e. In what ways has your institution been engaged with this scholar previously?
  3. You must include a copy of the named scholar's CV and two letters of recommendation, including one letter from the scholar's direct supervisor. The CV must include the scholar's contact information.
- If requesting recruitment, please indicate up to two countries within the same geographic region.
  1. For recruitment purposes, please outline the following in a short essay:
    - a. Why this world region and countries?
    - b. Detailed description of course(s) the prospective scholar will teach and other academic activities expected
    - c. Discipline(s) or field(s) of expertise, theoretical orientation (if applicable), and subjects/issues about which you wish the scholar to be particularly knowledgeable
    - d. Scholar's desired qualifications including academic degree level and years of teaching experience

#### **VI. Project Statement page**

- In the Project Statement section, provide a statement that addresses how the Scholar-in-Residence Program would enhance your institution's short-term and long-term goals of internationalizing your campus.

- **Describe your institution’s current and previous experience with international or world area studies programs which could include:**
  1. Courses, seminars and workshops, including foreign languages taught at the institution
  2. Study abroad programs for students
  3. Visits by foreign faculty for lecturing or research, **including any previous participation in the Fulbright Scholar-in-Residence Program**
  4. Foreign students
  5. Cultural events and programs
  6. Other relevant internationalization efforts
- **Describe short- and long-term goals and objectives** Describe the programs that will be enhanced by the participation of the proposed visiting scholar. Clearly state your institution’s short- and long-term goals (one to five years and six to ten years respectively) in terms of developing, expanding or strengthening international, global or world area studies programs and activities and other relevant internationalization plans.
- **Sustainability.** Describe the long-term impact you expect from the scholar’s activities and how your institution will sustain this impact. Examples of long-term impact include:
  1. Creating a new course that will be added to the curriculum
  2. Developing new programs
  3. Adding an international dimension to existing coursework
  4. Collaborating with the scholar to expand the international expertise of the faculty
  5. Initiating an exchange program with the scholar’s home institution, which could include student/faculty exchange and online teaching arrangements
  6. Developing student/faculty exchanges with the S-I-R’s home institution
  7. Developing an online course taught by your S-I-R after they return home

## VII. Institutional Support page

- Letter from Responsible Administrative Official: This letter should confirm the institutional endorsement, academic dates, and amount of financial support available. It should include the signature of the individual named on the Institutional Contacts page of the application form
  - Page limit of 2 pages for one institution and 4 pages for joint proposals

- Letters of Support: Please include letters of support from appropriate campus administrators, other departments, institutions, consortia members, community/civic organizations and schools/school districts referenced on the ***Program Information page***.
  - Page limit of 10 maximum
- In-Kind Support and Cost-sharing: Institutions are encouraged to think creatively about ways they can provide cost-sharing and in-kind support to enhance the scholar's experience. Some examples of in-kind support include housing, transportation, on-campus meal plan, apartment furnishings, professional allowances for scholars to attend conferences, salary supplement, etc. List total estimated value of support that the institution proposes to provide to the scholar.
- Professional Enrichment: Although the primary grant activity is to support the institution's internationalization efforts, it is important to factor in time for the scholar to pursue his or her own scholarly interests. Briefly describe any activities that the institution would arrange for the scholar's participation in appropriate area academic events, regional or national disciplinary association meetings.

**VIII. Signature Page**

**IX. Review**

- Please preview your application proof to ensure all data entered is showing as expected. You should download a copy for your records before submitting the application.

IIE will notify applicant institutions by December whether or not their proposals have been recommended to the United States Department of State and the Fulbright Foreign Scholarship Board. IIE will provide notification of final approval and funding by Spring2022.



# APPLICATION PROCESS/CALENDAR

<b>October 15, 2021</b>	Applications due at <a href="https://apply.iie.org/sirhost">https://apply.iie.org/sirhost</a>
<b>November 2021</b>	Review of proposals
<b>December 2021</b>	IIE notifies applicants of review outcome
<b>January-April 2022</b>	Department of State and the Fulbright Foreign Scholarship Board review recommended proposals. Fulbright Commissions or Public Affairs Sections of U.S. Embassies abroad recruit and/or review prospective scholars for selected institutions.
<b>April 2022-onward</b>	IIE issues grant packets to scholars
<b>June 2022</b>	<b>S-I-R Virtual Pre-Departure Orientation</b>
<b>August 2022- January 2023</b>	<b>Scholar Arrivals</b>

## Deadline

Online application on or before **Friday, October 15, 2021**.

## Tips for Strengthening the Application

- Ensure that not only the department's commitment is clear, but also how the impact of the scholar will be institutionalized and the real commitment of the institution as a whole is demonstrated.
- The degree to which the proposed program will be integrated into institutional objectives is clearly articulated. The proposal demonstrates a clear link between the scholar's activities/expertise and the institution's internationalization goals.
- The proposal includes a program of courses and activities for the scholar, as well as a compelling rationale of why a scholar was requested from the specified country or region, information on the types and extent of prior engagement with a named scholar.
- Include letters from local organizations (e.g. local libraries, cultural centers, or schools) that pledge to work with and support the scholar during their exchange, as well as your institution's leadership to show support for your application beyond the hosting department. Plans for professional enrichment are well defined and include visits to nearby academic centers or libraries with resources in the scholar's discipline.

## Fulbright Foreign Scholarship Board Selection

The Presidentially-appointed Fulbright Foreign Scholarship Board (FFSB) is ultimately responsible for the approval of each proposal and the final selection of all grantees. Therefore, the FFSB reviews all recommended proposals to ensure that they meet S-I-R eligibility requirements and are consistent with Fulbright Program objectives.

# REGIONS/COUNTRIES PARTICIPATING IN THE FULBRIGHT SCHOLAR-IN-RESIDENCE PROGRAM

*Note:* Geographical listings in this publication are a matter of administrative convenience and are not intended to imply a United States government position on the legal status of the areas listed.

## AFRICA, SUB-SAHARAN

Angola	Kenya	Senegal
Benin	Mozambique	Sierra Leone
Botswana	Namibia	South Africa
Burkina Faso	Niger	Swaziland
Cameroon	Nigeria	Tanzania
Cote d'Ivoire	Mozambique	Togo
Democratic Republic of Congo	Namibia	Uganda
Ethiopia	Niger	Zambia
Ghana	Nigeria	Zimbabwe
Guinea	Rwanda	

## MIDDLE EAST AND NORTH AFRICA

Algeria	Kuwait	Qatar
Bahrain	Lebanon	Saudi Arabia
Egypt	Libya	Tunisia
Israel	Morocco	United Arab Emirates
Jordan	Palestinian Territories	

## EUROPE AND EURASIA

Albania	Georgia	Norway
Andorra	Germany	Poland
Armenia	Greece	Portugal
Austria	Hungary	Romania
Azerbaijan	Iceland	Russian Federation
Belarus	Kosovo	Serbia
Belgium	Ireland	Slovak Republic
Bosnia-Herzegovina	Italy	Slovenia
Bulgaria	Latvia	Spain
Croatia	Lithuania	Sweden
Cyprus	Luxembourg	Switzerland
Czech Republic	Malta	Turkey
Denmark	Moldova	Ukraine
Estonia	Montenegro	United Kingdom
Finland	Netherlands	
France	North Macedonia	

## EAST ASIA AND THE PACIFIC

Australia  
Brunei  
Burma  
Cambodia  
Indonesia  
Japan

Laos  
Malaysia  
Mongolia  
New Zealand  
Philippines  
Singapore

South Korea  
South Pacific  
Taiwan  
Thailand  
Timor-Leste  
Vietnam

## SOUTH AND CENTRAL ASIA

Afghanistan  
Bangladesh  
Bhutan  
India

Kazakhstan  
Kyrgyz Republic  
Nepal  
Pakistan

Sri Lanka  
Tajikistan  
Turkmenistan  
Uzbekistan

## WESTERN HEMISPHERE

Argentina  
Bahamas  
Barbados and the Eastern Caribbean  
Belize  
Bolivia  
Brazil  
Canada  
Chile  
Colombia

Costa Rica  
Dominican Republic  
Ecuador  
El Salvador  
Guatemala  
Guyana  
Haiti  
Honduras  
Jamaica

Mexico  
Nicaragua  
Panama  
Paraguay  
Peru  
Suriname  
Trinidad and Tobago  
Uruguay  
Venezuela