

# GLOBAL GATEWAY GRANT GUIDELINES

## OVERVIEW

The Global Gateway Graduate Student Research Abroad Grant encourages and promotes the professional and academic development of graduate researchers at The Ohio State University by providing financial support for students to undertake research abroad. In return, students will assist the University in pursuing its strategic international goals by creating and bolstering relations with universities and other institutions across the world. In its sixth year, this grant is being provided through a partnership between the Global Gateways and The Ohio State University Graduate School.

Students who are interested in conducting research abroad can apply for this grant during the application window in early 2019. Successful applicants must be able to show that their proposed research abroad is based upon their professional goals and will promote Ohio State's international presence through the potential networking or collaborations that he/she will develop.

Successful applicants will be awarded a grant of **up to \$1,000 per year**.

## RATIONALE

The financial aspect of research abroad can often be a prohibitive factor. The availability of funds to support research abroad varies widely across the university. Students in certain departments may have several funding opportunities while others may have no source of funding whatsoever. Thus, while many departments have highlighted the need for an international education, financial support is difficult to find.

On August 5, 2011, the Council of Graduate Students (CGS) unanimously passed Resolution 1112-SU- 006, "A Resolution on Graduate Student Participation in Study Abroad Programs and The Ohio State University Global Gateways." The resolution called for the CGS to develop a mechanism for increasing participation of graduate students in study abroad programs. Further, the resolution commends and supports the Global Gateways and urges collaboration with graduate students in furthering them, currently in India, China, and Brazil. Helping students conduct research abroad was highlighted as a holistic approach to the actions called for in the resolution. The Global Gateways also supports research abroad activities and the Global Gateways' Graduate Student Research Abroad Grant aims to increase graduate student participation in research abroad. Generously matching the Global Gateways' financial contribution, the Graduate School helps to provide support to graduate students wishing to research abroad.

Although the grant is primarily intended to assist with travel expenses, we recognize that there are often other costs involved with travelling abroad for research. We have defined the fund's uses so that other legitimate costs can be included when necessary. The awards committee will be composed of graduate student representatives appointed by the Council of Graduate Students. Three criteria will be used to judge an application: (1) will the student benefit professionally by the research abroad, (2) will the student's participation in the program help promote The Ohio State University's mission internationally, and (3) will the student be able to build a network or connections that can be used by The Ohio State University in the future.

## DEADLINE

The deadline to submit the applications is **February 15, 2019 (11:59 p.m.)**. Applications must be submitted to CGS during the application window. Late or incomplete applications will not be considered.

## ELIGIBILITY CRITERIA

- The research will be conducted during the following time: **May 1, 2019 – August 19, 2019**.
- Applicants must be enrolled in the Graduate School at The Ohio State University during the semester in which the applicant submits the grant application, and during the semester of intended travel or the academic semester immediately following travel.
- The applicant must be in good standing with the Graduate School, which requires current or previous enrollment in Graduate School at The Ohio State University.
- Previous winners of a Global Gateway Grant are not eligible to apply.
- MA or PhD students must be conducting their own independent research to be eligible to apply.
- All expenses and activities must be completed prior to graduation.

## GRANT REQUIREMENTS

Grant recipients **must** comply with the following requirements:

- Grant recipients **must** enroll in the international supplemental insurance, providing not only health insurance, but also coverage for emergency assistance, evacuation and repatriation (Information can be found online at <https://oia.osu.edu/education-abroad/3677-supplemental-health-insurance-for-study-abroad.html>). See details below.
- In order to obtain reimbursement, a detailed report of the connections that you created/developed abroad **must** be submitted to and a de-brief meeting must be completed with the Global Gateways (a report template will be sent to grant recipients).
- Grant recipients **must** provide pictures that demonstrate their engagement in research activities to be used for future promotion of the grant.
- As a condition for the grant, grant recipients **must** agree to do a short presentation summarizing their research, experiences abroad, and the relationships built during their research. The aim of the presentation is to promote the Global Gateway Grant and international presence of OSU graduate students. Presentations will take place on **early Spring Semester 2020 in the Colloquia area of the Research Commons**. Further details about the event will be announced later.

## ELIGIBLE EXPENSES

The following breakdown serves to assist potential applicants in determining what possible research activities can be reimbursed:

- Travel/Accommodation
- Visa/Passport Expenses
- Mileage – at or below alternative transportation costs
- Supplemental health insurance\*

\*Awardees are expected to purchase supplemental health insurance through Student Health Insurance. Ohio State's supplemental travel insurance is provided through GeoBlue. This supplemental insurance is required for all Ohio State students researching abroad, and includes a policy covering medical, medical evacuation, repatriation and political emergency and natural disaster evacuation. Please see <https://oia.osu.edu/health-and-safety/traveler-insurance.html> for information about how to enroll.

## CLAIMING AN AWARD

You will receive an email from the committee confirming receipt of the award. The email will outline the process of how to claim the award and the process that you need to follow to claim reimbursement for your expenses.

- In order to obtain reimbursement, ORIGINAL RECEIPTS (showing payment confirmation) must be provided to CGS. No applicant will be awarded more than \$1,000 in grant funds per year (limited to 1 research trip).
- Grant recipients will be reimbursed after expenses are incurred through a check issued by The Ohio State University or through direct deposit.

## JUDGING CRITERIA

Judges adhere to the following rubric when judging the applications (**Each response limited to 1,200 characters**):

- Application Questions (50 Points)
- Resume or Curriculum Vitae (10 Points)
- Recommendation Letter (10 Points)
- Overall Criteria (10 points):
  - The overall quality of the application and making a compelling case for funding.
  - This grant will fund a *research* trip (as opposed to study abroad, a workshop, or other non-research related opportunity).
  - The initiative shown by the applicant in developing links with their research destination prior to the research trip.
  - The importance of this research trip in relation to the applicant's degree program and overall professional development.
  - Limited additional funding for this research trip.
  - Attention to organization, proofreading, and a clear explanation of research goals.

\*\*\* We are looking to fund applicants from a variety of Ohio State's departments who are going to a variety of countries, including those in which Ohio State currently has a Global Gateway office (India, China, and Brazil) and where Ohio State hopes to have a more significant presence in the future (Ethiopia, Turkey).

## TRAVEL WARNINGS

All awards are subject to the rules and regulations of The Ohio State University. Use of funding for travel to countries under a current U.S. Department of State Travel Warning or other locations designated high risk, is subject to final approval by the International Policy Travel Committee (IPTC) and authorization by the Provost. Final approval from the IPTC can take up to two months. **Responses are needed by February 15, 2019 in order to be awarded the grant, and you must have approval from the IPTC by this date. Thus, you must submit for approval at least 2 months prior to the February 15th deadline.**

Specific risk designations applicable to IPTC review include:

1. Travel to any country currently under a Travel Warning issued by the U.S. Department of State (DOS) – view a current list of countries under the [DOS Travel Warning](#).
2. Travel to any country currently assigned a “Warning Level 3, Avoid Nonessential Travel” by the Centers for Disease Control and Prevention (CDC) – view a current list of [CDC Travel Health Notices](#).

3. Travel to countries with certain sanctions imposed by the U.S. Department of Treasury's Office of Foreign Assets Control (OFAC). A current list of countries includes: Cuba, Iran or Syria.

For further information on the policy and/or the petition process, please contact Dru Simmons, international risk manager, ([simmons.541@osu.edu](mailto:simmons.541@osu.edu)), Office of Risk Management and Insurance or view their [website](#) to start the petition process.

## **REQUIREMENTS**

Each of the three following requirements must be sent to the CGS Office at [usg.ipc.cgs@gmail.com](mailto:usg.ipc.cgs@gmail.com) by **February 15, 2019 (11:59 p.m.)** for your application to be considered:

- Current resume/curriculum vitae
- A PDF with your answers to the Application Questions (found on Global Gateway Grant webpage)
- One recommendation letter, either from your advisor or another faculty member with whom you work

## **DIRECTIONS**

1. Please fill out the application form and send the documents listed below in the following order as a single PDF file to: [usg.ipc.cgs@gmail.com](mailto:usg.ipc.cgs@gmail.com):

- Application
- Resume or CV

2. In the subject line of your e-mail, please write: "2019 Global Gateway\_[Applicant last name.#]"

3. The letter of recommendation should also be sent to: [usg.ipc.cgs@gmail.com](mailto:usg.ipc.cgs@gmail.com). Your letter writer should write this in the subject line of his/her e-mail: "2019 Global Gateway\_Rec\_[Applicant last name.#]"

## **QUESTIONS?**

Contact the Grant Administration Committee Chair Hannah Torma at [Torma.9@osu.edu](mailto:Torma.9@osu.edu).