

GLOBAL ENGAGEMENT FUND (GEF) Annual Program 2018 | Call for Proposals

Purpose

The Global Engagement Fund is a competitive grant program that seeds creative, cross-disciplinary projects that will further Penn's global initiatives.

Goals of the fund include (in order of priority):

Goal 1

Catalyzing entrepreneurial research and partnerships in a global context. Specifically, Penn Global seeks to increase global activity and to promote research and engagement on the part of Penn faculty around the world by providing funding for projects that will lead to additional external funding and continue beyond the scope of the Global Engagement Fund;

Goal 2

Developing new insight on pressing global issues in key countries/regions of the world and important global trends; and

Goal 3

Promoting collaboration and the integration of knowledge across Schools and disciplines.

Successful projects will be cross-disciplinary, faculty-driven, and will seek to develop new or strengthen existing relationships at Penn and with partners overseas. Priority will be given to projects that advance research and showcase innovative and entrepreneurial models for engagement and that articulate a clean plan for sustainability and impact.

Types of Support

The GEF Annual Program will prioritize support for two categories of activity, including:

1. Research and engagement awards (up to \$40,000)

- Faculty travel to support research abroad (Note: Proposals should clearly outline how an overseas trip will enable research activities and deliverables.)
- Faculty and student collaborations (e.g., students supporting faculty research)
- Curricular and course development initiatives
- Interdisciplinary groups of faculty overseas to work collaboratively on education or research initiatives

2. Convening awards (up to \$12,000)

- Research and academic collaborations, such as conferences, symposia, and workshops with clear end products and avenues for continued research

What We Do Not Fund

GEF support cannot be used to support the following activities:

- Faculty salary
- Operational support

The GEF will no longer prioritize funding proposals to bring international visitors to Penn. Faculty seeking support for international visitors should seek funding through the Perry World House International Visitors Grant Program. For more information on this opportunity, please visit: <https://global.upenn.edu/perryworldhouse/opportunities/grant-opportunities>.

Eligibility

Penn faculty and senior administrators are eligible to apply. Preference will be given to those who are full-time, non-tenured professors. Any questions regarding eligibility can be directed to global@upenn.edu.

Grant Term

The grant term is limited to one year. Larger multi-year initiatives will be considered (up to two years maximum). Exceptions will be made on a case-by-case basis.

Budget

Research and engagement projects are not to exceed \$40,000. Convening conferences are not to exceed \$12,000. Exceptions will be made on a case-by-case basis.

Matching Funds

Applicants are strongly encouraged to include additional funding contributed by a School, Center, or external partner (including foundations, governmental organizations, etc.).

Timeline

Call for Proposals Released	February 5, 2018
Proposals Due	April 2, 2018
Funding Notifications Released*	June 4, 2018

*Award decisions will be publicized in the weeks following funding notifications after paperwork and any necessary budget modifications have been completed.

Grant Management

Payment

Payment will be provided to the recipient in a lump sum, via journal entry processed from Penn Global's Business Office upon completion of all referenced award documents.

Reports

Interim progress reports will be due every six months through the duration of the project. A month after the end of the project, a final expenditure report and annual report outlining accomplishments and opportunities for additional funding must be submitted. Penn Global may request periodic updates and reports. Final reports should be submitted to the Global Initiatives Fellow at global@upenn.edu.

Unexpended Funds

Unexpended funds must be returned and may not be "banked" for future use beyond the scope of the approved project, unless explicitly approved by Penn Global.

No-cost Extensions

Requests for no-cost extensions must be made, in writing, at least two months prior to the expiration of an award. A no-cost extension must be approved by the Executive Director of Penn Global. No-cost extensions are not guaranteed. Extensions will not be made for longer than one year.

Questions?

Applicants are encouraged to reach out to Penn Global in advance of applying if they have questions or wish to seek feedback. If you have any questions or feedback, please contact global@upenn.edu.

GEF Annual Program: Submission Guidelines

Proposal Form

All applicants must complete the [proposal form template](#). A fully completed form, including all signatures, should be at the front of the application.

Narrative

The narrative is limited to **five pages** and should include the following elements:

- Background/Statement of Need
- Project Design and Methodology
- Key Objectives and Outcomes
- Key Activities
- Project Timeline
- Description of Opportunities for Continued Research and/or External Funding

In addition, please briefly describe how funds will be allocated and how the funds will allow you to succeed in achieving your objectives. Not all projects can be funded fully, so we encourage applicants to highlight and explain which items are of most importance to the design and implementation of the proposed project.

Budget

Using the [budget template](#), applicants must provide a breakdown of the costs. The budget form should include all project costs. The amount requested at the bottom should be the total project costs less the matching funds secured.

Allowable Costs include equipment, supplies, non-faculty salaries and stipends, meeting costs, and travel expenses related to the project. Funds may *not* be used for faculty or staff salaries; however funds may support student workers, researchers, and post-docs.¹ Fringe benefits for student workers are calculated at 9.7%.

Applicants must indicate whether he or she has secured funds from other sources, for instance, from their School, other internal departments and offices, or from external organizations.

Although not required, applicants are strongly encouraged to include additional funding contributed by another source. In the budget, please indicate the source, the amount of the external funds, whether those funds are proposed or committed, and a brief description of the objective of the fund (if available).

¹ Please put a parenthesis with the following designation next to a student worker's name to indicate if they are an undergraduate (UG); graduate (G); or post-docs (PD).

Review Process

All proposals to the GEF Annual Program will be reviewed on a timely basis by the Penn Global team and members of a committee of reviewers drawn from the University community. After considering the proposal and feedback from reviewers, Penn Global will make all final decisions regarding the dispersal of grants from the Global Engagement Fund.

Submission Instructions

A completed application narrative should be submitted as a PDF file and budget as an Excel file. The name of the documents must begin with the last name of the proposed principal investigator. Please submit complete applications using the adaptive title: **PI Last Name, PI First Name: Penn Global Engagement Fund Proposal 2018** via email to global@upenn.edu. The final and complete application must be received by **5:00 pm EST on April 2, 2018**.

In addition, **please ensure that all items listed on the checklist (located on the [proposal form](#)) are completed and submitted with your application.** Failure to provide all materials at the time of submission will delay the review process and may jeopardize the applicant's chance of receiving funds.