

**Request for Proposals for**

**Global Scholars Program**

**Columbia University**

**RFP Issue Date: March 8, 2018**

**RFP Due Date: April 9, 2018**

Columbia University is committed to educating and empowering students to cultivate new knowledge and gain the skills needed to be active and informed citizens of our global community. Central to this commitment are curricular innovations to provide students with educational opportunities that provide intellectual rigor, cultural immersion, and personal, academic, and professional growth.

The Columbia University Global Scholars Program (GSP) is a model for such curricular development. The GSP offers undergraduates a unique hands-on international research experience in topics of transnational importance using social science, humanities, and scientific frameworks. Global topics are explored in more than one location, giving students first-hand opportunities to understand and compare how local communities approach these issues.

The Global Scholars Program was established in 2012 as a joint initiative of the Office of Global Programs and the Columbia Global Centers, in partnership with Columbia’s regional institutes and interdisciplinary centers. Led by one or more faculty members with relevant regional and disciplinary expertise, previously funded program topics have included the following: Environment and Urbanization, Pathways to Development, Contemporary Cities of Eurasia, [Media Practices in India and China](http://weai.columbia.edu/global-scholars-program/global-scholars-program-2017/), and Latin American Cities. GSP courses that explore transnational themes, to include interdisciplinary approaches, and to consider more than one region of the world are encouraged.

**What is the structure of the GSP academic program?**

The GSP academic program is comprised of a two-part curriculum. It starts with an on-campus three-point course held in the Spring which introduces students to the course themes. It is followed by a five-point Summer course that is taught overseas, allows faculty and students to continue the study of the themes in specific locations abroad, and leverages the expertise, resources, and cross-regional networks of one or more of Columbia’s nine Global Centers. Programs must engage one or more of Columbia’s Global Centers (Amman, Jordan; Beijing, China; Istanbul, Turkey; Mumbai, India; Nairobi, Kenya; Paris, France; Rio de Janeiro, Brazil; Santiago, Chile; and a new, ninth Center in development in Tunis, Tunisia).

Both the Spring and Summer courses are led by Columbia faculty members. Participating students have the opportunity to augment their coursework by interacting with key actors engaged in specific regional issues: important leaders from government, business, and civil society, as well as ordinary citizens.

It is open to a limited number of undergraduates from Columbia College, the School of General Studies, the School of Engineering and Applied Sciences, and Barnard College.

This RFP invites applications for the two-part curriculum to be taught in Spring and Summer 2019.

**What are the elements of a successful program proposal?**

Programs will be evaluated on the thoughtfulness and feasibility of learning goals and outcomes of the two interrelated courses.

Successful applications will:

* Propose a thoughtful and creative two-part curriculum for undergraduate students
* Incorporate innovative and interdisciplinary approaches to introducing students to the course themes and meaningful hands-on international research experience
* Explore transnational themes and consider more than one region of the world
* Engage one or more of Columbia’s Global Centers (Amman, Jordan; Beijing, China; Istanbul, Turkey; Mumbai, India; Nairobi, Kenya; Paris, France; Rio de Janeiro, Brazil; Santiago, Chile; and Tunis, Tunisia). Projects may be based in a city where a Columbia Global Center is located, or in other locations in the regions served by a Global Center
* Forge collaborations with students, faculty, researchers, artists, and institutions abroad
* Promote cross-school or interdisciplinary faculty partnerships
* Include appropriate learning goals and methods of assessing student progress
* Provide realistic budgets that effectively leverage the available funding

**Who is eligible to apply?**

Columbia’s Officers of Instruction are eligible to apply, to include: faculty members with full-time and part-time professorial titles, modified or unmodified; lecturers; and instructors. Faculty from all of Columbia’s schools, including Barnard College, are eligible to apply.

Applications must designate a Lead Faculty Director and may include a Faculty Co-Director who will get equal recognition with the Lead Faculty Director. Additional collaborating Columbia faculty may be listed. The Lead Faculty Director must be prepared to assume primary scholarly, administrative, and financial responsibility for the program.

**What kind of funding is available?**

All awards will be made on a competitive basis. Award amounts will be determined individually by the program. Each program may apply for up to $100,000 that supports student scholarships ($60,000); some course development and administrative expenses may be included ($40,000).

There will be an annual RFP process. It is expected that two programs will be funded each year through summer 2021.

**What is required to apply for funds?**

To be considered in this competition, applications for funds must be received by April 9, 2018.

In developing proposals and budgets, applicants are *required* to consult with:

* The Office of Global Programs for guidance on completing the GSP proposal including budgeting, student outreach and advising, and global education resources. If the proposal is funded, the full syllabi of both courses must be reviewed and approved by the relevant Committee(s) on Instruction. In the case of the summer course, the full itinerary must be reviewed and approved by the [Undergraduate Travel Review Committee](https://www.cc-seas.columbia.edu/travelpolicy/travelprograms).
* The director(s) of the relevant Global Center(s) to assess project feasibility and engagement with the Center, prior to submission.

Applicants are required to submit proposals using an online form that will collect basic information about their proposal, including a 300-word executive summary, and will require the upload of the following documents in a single PDF file:

* Proposal (not to exceed 5 pages) that includes course descriptions, learning goals and intended outcomes for the courses and for the international sites to be visited, descriptions of the collaboration with relevant Global Centers and other proposed partners, and the target student audience.
* Letter(s) of support (required) from the relevant Dean(s) and/or Department Chair(s)
* Biographies of the Faculty Director(s) and, if relevant, of graduate student assistant(s).
* Detailed budget with expense categories (see attached sample budget form for example categories).

**How will proposals be reviewed?**

Proposals will be reviewed by a committee of faculty representing a range of disciplines and schools, who will submit the results of their review to the Provost, the Vice President of Undergraduate Education, and the Executive Vice President for Global Centers and Global Development.

GSP funds are competitive, and the RFP may result in more applications than can be supported.

**What is required of grantees?**

Faculty receiving awards will be expected to:

* Teach the first course on the Morningside campus in Spring 2019 and the five-point course abroad during Summer 2019
* Be fully engaged with the Office of Global Programs and Columbia Global Centers in developing and preparing for the summer course abroad
* Provide full reporting of funds spent (unspent funds must be returned)
* Agree to share their work in the appropriate forums

**Submission**

Applicants are required to submit the entire application using the [online form](https://www.cognitoforms.com/ColumbiaUniversity3/GlobalScholarsProgram) by April 9, 2018. The link to the form follows below:

<https://www.cognitoforms.com/ColumbiaUniversity3/GlobalScholarsProgram>

For your reference, a preview of the online form as well as a template for the budget request is attached at the end of this RFP.

**Contacts**

For further information about the Global Scholars Program applications, details about the program, or eligibility questions, please contact: Fay Ju, Associate Dean, Office of Global Programs, fjj1@columbia.edu, 212-854-6333.

For further information related to connections to each Columbia Global Center, please contact the corresponding center director listed below:

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| **Global Center** | **General Contact** | **Email** |
| Amman | Hanya Salah | hs2617@columbia.edu |
| Beijing | Xin Peng | xp2116@columbia.edu |
| Istanbul | Ipek Cem Taha | ic24@columbia.edu |
| Mumbai | Ravina Aggarwal | ra2792@columbia.edu  |
| Nairobi | Murugi Ndirangu | mn2231@columbia.edu |
| Paris | Paul LeClerc | pol5@columbia.edu |
| Rio | Thomas Trebat | tt2166@columbia.edu |
| Santiago | Karen Poniachik | kpp16@columbia.edu |
| Tunis | Youssef Cherif | yc2514@columbia.edu |

For special guidance and further information regarding the Columbia Global Centers network, please contact Safwan Masri, EVP for Global Centers and Global Development, smm1@columbia.edu.

For technical questions about completing or submitting the online application form, please contact Anna Maria Montes, Program Coordinator, Office of the Vice Provost for Academic Programs, a.montes@columbia.edu, 212-854-5202.

**Global Scholars Program**

**Columbia University**

**Budget Request**

**RFP Due Date: April 9, 2018**

**Program Title:**

**Lead Faculty Director:**

**Budget Instructions**

Budget and budget narrative should provide details on the following: estimated length of program; estimated student enrollment; host institution and partner fees, if applicable; classroom and facility rental, if any; student housing per student (for program duration); student activities—co-curricular and extra-curricular (per student); guest lecturers; faculty list and salary estimate; program assistant list and salary estimate; faculty/program assistant housing (for program duration); faculty/program assistant airfare and travel, if applicable; other expenses.

If there is funding (other than GSP) for the program, please provide details on the amount, source of funding, and what the funds will cover.

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| **BUDGET** |
| *Please provide a summary budget of the proposed project. Add lines or categories as necessary.* |
| Expenses for each faculty and staff member | $ 0.00  |
| Salary | $ 0.00 |
| Travel (air fare, etc.) | $ 0.00 |
| Housing | $ 0.00 |
| Other costs (please specify)  | $ 0.00  |
| Expenses per student | $ 0.00 |
| Travel (air fare, etc.)  | $ 0.00 |
| Housing | $ 0.00  |
| Other costs (please specify) | $ 0.00 |
| Administrative expenses (including materials, meetings, outreach, classrooms, activities, guest lecturers, etc.) | $ 0.00 |
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| **Total Cost** | $ 0.00 |

**BUDGET NARRATIVE & JUSTIFICATION**

*Please provide a short description and justification of how funds received from the Global Scholars Program will be used.*





