**JACK STREET FUND FOR MONGOLIA**

**FACULTY RESEARCH PROPOSAL 2020**

Complete the following proposal form and return it to Lee Sternberger ([lee.sternberger@wwu.edu](mailto:lee.sternberger@wwu.edu)), financial manager of the Jack Street fund for Mongolia, in the Institute for Global Engagement.

1. Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ W# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Phone ext. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Campus email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Academic affiliation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Job title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Title of project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Does the project include a student research assistant? Yes / No
7. Proposed dates of in-country project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Scope and site of project (brief description):
9. How does this project further Mongolian/Inner Asian studies at Western? [2-5 lines]
10. What outcomes do you hope to achieve with this project? [2-3 lines]
11. How might this project further your professional development? [2-3 lines]
12. Estimated budget for project. Faculty researchers can seek assistance in IGE or from Mongolian partners in estimating their expenses.

**Note**: faculty researchers are responsible for coordinating all aspects of their project, including travel (TEM), housing, relevant curriculum, cultural or field visits, as well as budget reconciliation. Western faculty who are accompanied by students must also comply with University policy by working with the EdAbroad office to register students for courses/credits when appropriate, to obtain international health insurance, to register with the US Embassy, and to register students in Western’s online travel system. Using a template like the one below, research faculty must report the actual amount of monies spent on the project to Vicki Hamblin within 1 month of the end of the in-country portion of the project (per project dates above).

|  |  |  |
| --- | --- | --- |
| Description of expense | Budgeted cost (US$) | Actual cost (US$) |
| Ex: round-trip airfare SEA - ULN |  |  |
| Ex: lodging at hostel 14 nights |  |  |
| Ex: meals (3 x 14 days) |  |  |
| Ex: translator/guide for 6 days |  |  |
| Ex: driver for 2 field trips |  |  |
| Ex: international health insurance (CISI) |  |  |
| Ex: EdAbroad application fee for student (WWU) |  |  |
| Total |  |  |

**Note**: IGE will communicate the appropriate fund index to the faculty researcher’s department to facilitate and monitor spending. **We encourage faculty to consider applying for additional support from the American Center for Mongolian Studies’** [Field Fellowships](https://www.mongoliacenter.org/fellowships/field-research-fellowship-program/).

1. List any funding support from other units:
2. Please attach a current CV.

By signing this application, I agree to spend all awarded funds on expenses directly related to the proposed project. I also agree to report on the findings/results of the project.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**-- IGE USE ONLY --**

Amount awarded for this project: $\_\_\_\_\_\_\_\_\_.