**University of Strathclyde**

**International Scholarship Scheme**

1. Introduction

This Staff International Scholarship Scheme has been developed to support the University’s internationalisation agenda and to reflect its firm commitment to staff development. The scheme will provide a level of financial support for staff to share and expand their knowledge by undertaking a visit to a partner institution or organisation, while at the same time supporting the University’s strategic objective to enhance its global reach and reputation.

Partnership development is a critical element of the University’s approach to internationalisation and investment in staff development is a key component of our people strategy. With more than 200 collaborative agreements with institutions in over 50 countries the University makes major contributions in Scotland, in the wider UK and internationally. Further information on partnerships is available at: <http://www.strath.ac.uk/international/>

1. Objectives

Applications for funding will be considered where they support:-

* The promotion of knowledge and understanding with the University’s strategic international partners with a view to advancing an aspect of the University’s internationalisation strategy
* The facilitation of reciprocal visits/exchanges enabling staff to act as ambassadors for the University in promoting sustainable relationships with partner organisations
* Exploration of collaborative programme development and other partnership opportunities compatible with faculties’ international strategies and activities
* External development activities focused on an examination of differences in approach, structures and administrative systems in partner universities in order to inform departmental/University change initiatives, to assist in the development of strategy, policy or procedure or to help develop new ways of working
* Measurement and benchmarking against international best practices to promote and embed improvement on return and generally contribute positively to the strategic goals of the University
* The acquisition of knowledge as well as practical skills relevant for the current role and the individual’s professional and personal development.
1. Application Process

Funding will be available for staff in both academic and support roles and will be allocated twice annually in June and December, following consideration of applications by a Selection Committee consisting of the Executive Dean lead for Internationalisation, the Head of the Internationalisation Directorate and the Organisational and Staff Development Manager.

Proposed visits should be of a short-term nature (i.e. normally between 3 and 21 days) with funding incurred within 6 months of the approved decision date. Once approved, exceptions may be considered if circumstances pertaining to the successful applicant have changed (e.g. pregnancy, maternity leave plans, other health related factors, etc).

Eligible expenses generally include travel, accommodation, institutional gifts for hosts and subsistence for the University of Strathclyde nominated applicant(s) travelling. Funds will be reimbursed in accordance with the University’s financial regulations.

Projects will be prioritised and funded depending on how well they meet the above criteria. In all cases applicants must clearly demonstrate that the activity proposed has the support of their Head of Department/School and how it links to the strategic goals of the University. The Selection Committee will take into account a number of factors, over time, to ensure a range and spread of coverage and originality and procedures for the consideration of proposals will be fair, transparent and consistent with the University’s Equal Opportunities policies and practices.

The Selection Committee is committed to evaluating the impact of successful applications. Hence successful applicants will be required to provide a report to the Selection Committee within two months of the planned visit. Reports may then be distributed or discussed more widely within the University in the context of the marketing and promotion of the Scheme. Successful applicants are also expected to be ambassadors for the Scheme with the aim of raising awareness of the opportunities presented and sharing their experiences.

Given that successful applications will be demonstrating benefits to both the University and applicant(s), along with a credible plan for transferring knowledge back into the workplace, it is anticipated that nominated applicant(s) will be required to make an employment commitment of 6 months to the University following a visit. If a nominated applicant(s) ends their employment contract with the University within 6 months of a visit, they will be required to repay expenses incurred.

Other useful information may be found at the [Internationalisation Information Portal](https://moss.strath.ac.uk/INTERNATIONALISATION/Pages/default.aspx), a one-stop-shop resource on developing international activities.

CW/SH, November 2013



**STAFF INTERNATIONAL SCHOLARSHIP SCHEME**

**Application Form**

**(To be submitted to Jan Lee, Organisational and Staff Development Manager)**

**1. PERSONAL DETAILS:**

|  |
| --- |
| Title:   |
| First name/s:   |
| Last name: |
| Address for correspondence:   |
| Post Held: |
| Department/School: |
| University Email address: @strath.ac.uk |

**2. PROPOSED PARTNER INSTITUTION:**

|  |
| --- |
| **Name of Partner/Institution/Organisation:** |
| **Address:** |
| **Name of Contact:** |
| **Contact email address:** |
| **Proposed dates/duration of visit:** |
| **Breakdown of estimated costs:** |
| **Will your visit result in a reciprocal visit? Yes/No/Don’t know** |

**3. PROPOSAL (to include the aims/benefits of the visit (individual and institutional), including linkages to the strategic goals of the University.**

**4. FURTHER INFORMATION:**

Please provide any additional information you wish to submit in support of your application. (Please continue on a separate sheet, if required.)

***Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

**5. SUPPORTING STATEMENT**

This application has my full support.

|  |
| --- |
| Signature of Head of Department/School/Director: |
| Name (block capitals): |
| Position: |
| Date: |

**FOR OFFICE USE ONLY**

|  |
| --- |
| Application Ref No:  |
|  |
| Date received:  |

Decision: Application Approved/Application Rejected/Other:

Signed: Date:

***In all cases, the final decision as to the recipients of scholarship funding rests with the designated Selection Committee***