

## Grants for Student Domestic Trips, 2023-24

To be administered by the International & Domestic Grants Committee and the Institute of International Studies with final approval from the Provost.

**Amount of Awards:** \$9,500 total

**Deadline for Applications (Fall):** First come, first-served

**Restrictions:** To be considered for funding, the proposed trip must be attached to a current class at Missouri Southern State University. Student clubs are not eligible for funding, as they can apply to the Student Senate. Individual students may not apply.

All instructional faculty are eligible to apply, with the exception of faculty on phased-in retirement contracts.

Name(s) of faculty group leader(s): \_\_\_\_\_

Department(s): \_\_\_\_\_

Name of course and course number: \_\_\_\_\_

Title of proposed trip: \_\_\_\_\_

Dates of proposed trip: \_\_\_\_\_

Destination of proposed trip: \_\_\_\_\_

Estimated number of students: \_\_\_\_\_

Estimated total cost of trip, per student: \_\_\_\_\_

Estimated amount that each student would contribute: \_\_\_\_\_

Estimated total cost of trip, per faculty member: \_\_\_\_\_

Total amount of funding you are seeking: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Department Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Dean

The International & Domestic Grants Committee will use the following criteria to evaluate the proposals; please attach a course syllabus and a narrative that addresses these items:

**Rationale for the trip.** Please explain the idea behind the trip, what you hope to accomplish, and why funding from the university is needed.

**Proposed itinerary.** Please include a day-by-day breakdown and describe the activities on each day of the trip.

**Destination/mode of travel.** Please describe how you choose the proposed location(s) and your mode of transportation.

**Academic rigor of the trip.** Please describe how the trip relates to and impacts the course, and how students' intellectual and personal growth will be enhanced. Be sure to show how the trip activities line up with the course objectives.

**Itemized budget.** Include such information as how the budget was derived and any department/school contributions. If you are awarded a grant, how much would go to the students and how much would go to the faculty leader(s)? What is the justification?

**Other.** Is there any additional information you would like the International & Domestic Grants Committee to consider in evaluating your proposal?

Please submit your application and the narrative to:

Institute of International Studies  
Webster Hall 337

If you have questions, call Dr. Chad Stebbins at 9736 or email him at [stebbins-c@mssu.edu](mailto:stebbins-c@mssu.edu).