

University of Missouri - University of the Western Cape

Academic Exchange Programme for 2024

CALL FOR PROPOSALS – *deadline Thursday, 15 August 2024*

This proposal has three sections:

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Section C *The application form 8-10 (To be submitted along with the requested supporting documents to Ms. Tracy Beckett, Manager at the International Relations Office via email: tbeckett@uwc.ac.za)*

Section A

1. Background

Since 1986 the University of Missouri South African Education Program (UMSAEP) Committee sponsored a programme that has supported over 800 academic exchanges between the University of Missouri and the University of the Western Cape. The UMSAEP has been recognised as a model programme and continues to provide significant opportunities for teaching and learning, research and community engagement.

The UMSAEP Committee and the UWC Senior Management invite proposals from **academics** and **researchers** who are interested in participating in UWC's academic exchange programme with the University of Missouri, which comprises four relatively independent campuses, viz., Columbia, Kansas City, Rolla and St Louis.

Missouri websites:

University of Missouri System: <http://www.umsystem.edu/>

University of Missouri-Columbia: <http://www.missouri.edu>

University of Missouri-Kansas City: <http://www.umkc.edu/>

Missouri Science & Technology-Rolla: <http://www.mst.edu/>

University of Missouri-St Louis: <http://www.umsl.edu/>

2. Eligibility

Applicants must be members of the permanent staff of the University.

3. Procedure

3.1 Proposal Deadline: **Thursday, 15 August 2024.**

3.2 Applicants who require assistance in identifying a collaborator can email a summary description of their research interests and possible projects to the IRO Manager, Ms. Tracy Beckett at tbeckett@uwc.ac.za

3.3 Applicants will be invited to a short presentation by the IRO Director, Mr. Umesh Bawa, in March/April and June 2024 collaboration opportunities.

3.4 Applications selected will be in line with the strategic priorities of the Senior Management of the two institutions.

3.5 Awards will be finalised early in September 2024.

3.6 As part of the application, candidates are required to produce a proposed plan for the research visit.

3.7 Successful candidates are usually expected to complete their travel in 2024, but travel can occur at a later date, if best suited to achieve the goals of the project.

3.8 Successful candidates require a valid passport and visa at the time of travel.

The UM-UWC Linkage Programme

4. Duration of the exchange period

The Faculty Exchange Programme will support (in order of priority):

- 4.1 Collaborative projects involving faculty members from both UWC and UM – especially those focusing on teaching and learning development, joint research and publication, or distance learning.
Budget maximum: US\$10 000
- 4.2 Long term (1-5 months) visits, that also can include travel by a UWC or UM graduate student to complete a research project awarded to a UWC or UM faculty member.
Budget maximum: US\$10 000
- 4.3 Short term (1-2 months) visits expected to enable a UWC lecturer to complete his or her PHD.
Budget maximum: US\$ 6 000

5. To be considered for funding, proposals must include:

- Identification of the issues or needs that will be addressed
- Intended objectives and outcomes of the proposed project
- Written confirmation from your UM collaborator that describes the nature of their commitment; contribution to your project and agreement to host your visit at UM
- Project methodology, including evaluation
- Project timeline for implementation
- A detailed description of the project including milestones (max 3 pages)
- A detailed project budget and budget justification, with matching funds if any
- A completed application form (see section C below) including the recommendations of your departmental Chairperson and Dean.

****NB: A Proposal that has already identified matching funding will receive priority consideration.***

The Partnerships Programme

only Missouri colleagues can apply

In addition to its continued support for the UM/UWC Linkage programme, the UMSAEP Committee supports collaborative projects initiated with partners in South Africa, including but not exclusively with UWC colleagues.

See 4 and 5 above for the duration of the exchange (as prioritised) and imperatives of the funding proposal.

Section B

6. Selection criteria for exchange participation

The following set of criteria will be used in evaluating proposals.

- i. Completeness of the proposal, including clarity of objectives and outcomes of the proposed visit or project and the potential impact of your activities on academic planning priorities of the relevant department or faculty.
- ii. Proposals emanating from UWC niche areas will receive priority consideration.
- iii. Duration and nature of the visit. The UWC-UM faculty exchange programme will support in order of priority as listed in Section A. 4 above.
- iv. Evidence of committed support for the proposed project by a UM collaborator.
- v. Preference will be given to applicants who hold a doctoral degree.
- vi. Evidence of cost-effective budgeting.
- vii. Consideration will be given to the gender and equity transformation plans of UWC.

7. Reporting

A detailed report must be submitted to the International Relations Office within three weeks of the conclusion of your visit to Missouri or on your project involving colleagues at the UM. The report is a valuable resource for fostering Internationalisation and advocacy. To structure your report use the following points as a guide:

- i. What were the objectives of your visit?
- ii. To what do you ascribe your success and challenges?
- iii. What changes and improvements do you recommend?
- iv. How do you locate the value of the UM / UWC Exchange Programme within the goals of your department / faculty and subsequent work?
- v. How will your visit contribute to strengthening and improving your research / teaching at UWC?
- vi. What has been the most rewarding about the programme?
- vii. What are your future goals, following this mobility?

***NB** Reports are shared with the Senate International Relations committee as well as our colleagues at the University of Missouri. Please only include details about your visits of relevance to the University of Missouri partnership.

Section C

8. Application Form

Title / Name: _____

Department: _____

Address: _____

Tel: _____ Email: _____

Proposal abstract (include a brief statement of the problem or need being addressed, the intended objectives / outcomes of the project, the project methodology, and the project timeline)

Attach a proposed budget, including matching funding (use the budget form provided)

Amount requested: \$ _____

Matching funding: \$ _____ **Total:** \$ _____

9. Important Documents (Please attach to your application)

- Abridged Curriculum Vitae (**maximum 2 pages**)
- Letter of endorsement from your departmental Chairperson or Dean
- Letter of commitment from your University of Missouri collaborator
- Description of the project (**maximum 3 pages**)

10. Approximate guide to expenses to be used for Budget Summary:

BUDGET SUMMARY:

Item	Amount Requested from UMSAEP	Amount funded by other sources±	Total
1. Airfare			
2. Meals/Lodging/Incidentals			
3. Ground transportation, including car rental			
4. Other Expenses +			
TOTAL			

+ Attach a brief description justifying each budget item

± Please identify the source(s) of matching funds.

Rough Guide to Expenses

UWC Visitors to Missouri			UM Visitors to UWC		
Airfare:	June-Aug	Rest of Year	June-Aug	Rest of Year	
	\$1600-2100	\$1100-\$1900	\$1,800-\$2,100	\$1,100-\$1,900	
Food:	\$50 per day				
Lodging: (pricing does not include applicable taxes)	Columbia	Hotel: \$42-\$120/night; Monthly \$750-\$1,850/month	Food/ Lodging/ Incidentals	Mar-Nov	Dec-Feb
	Kansas City	Hotel: \$65-\$110/night; monthly \$1,931. Apartment on campus (if available) \$250/week or \$750/month			
	Rolla	Hotel: \$76-\$120/night, \$1,500/month; Apartment on campus (if available) \$600/month, \$150/week,		\$85-100/day	\$85-125/day
	St. Louis	Hotel: \$51-\$91/day, \$1,000/month; University apartment: \$89/night/\$500 a week (based on availability)			
Car Rental: The University has a contract with Enterprise Rent-A-Car	Columbia	\$30.84/day*	Car Rental:	R190/day	R190/day
Kansas City and Rolla	\$154.20/week* \$616.80/month*				
	St. Louis	\$34.42/day* \$174.28/week* \$699.35/month*			
*Compact car w/out insurance					

An accounting of the total number of days of your trip, and receipts for airline ticket, hotel and rental car, if any, must be submitted to Professor Rodney Uphoff at the conclusion of your project.

Travel Grants will be awarded based on an amount that will cover:

1. Airfare;
2. Rental car or alternative ground transportation costs;

plus a per diem amount for lodging/food incidentals as indicated. Please estimate the number of days you anticipate being at your host school.

If you are requesting any other amounts for your project, please describe the item and explain the need for this expense. Generally, the UMSAEP grant cannot be used for the purchase of any equipment.

If you are awarded an UMSAEP travel grant, the total amount of the grant will be determined by Professor Rodney Uphoff once you have established the exact dates of travel.

You are encouraged to contact your campus coordinator for assistance in budget preparation.

* **ATTACH A BRIEF DESCRIPTION JUSTIFYING EACH BUDGET ITEM.**

** Please specify the source(s) of matching funds.

Signatures

Applicant: _____ Date: _____

Department Chairperson _____ Date: _____

Dean of the Faculty _____ Date: _____

For sample applications (go to the faculty exchange section), more about the history of the UMSAEP as well as trips reports describing prior collaborations, please click this link.
<https://www.umsystem.edu/president/southafrica>