

BCDT Undergraduate Domestic Intercultural Immersion (DII) Experiences Request for Proposals

Proposals deadlines for academic year 2023-24:

1. **October 8, 2022** to your Department Chair, Program Director, or Supervisor; October 15, 2022 to Jeff DeGrave in the Immersions Office (Academic Affairs)
2. **February 8, 2023** to your Department Chair, Program Director, or Supervisor; February 15, 2023 to Jeff DeGrave in the Immersions Office (Academic Affairs)
3. **June 8, 2023** to your Department Chair, Program Director, or Supervisor; June 15, 2023 to Jeff DeGrave in the Immersions Office (Academic Affairs)

Process

The DII Proposal Review Committee, composed of UW-Eau Claire faculty and staff with expertise or experience in immersion experiences and / or intercultural competence education will review all DII proposals. The total number of programs funded depends on the number of applicants and the quality of the proposals. Academic Affairs will confirm awards several weeks after the deadline.

Routing and Approval of DII Grant Programs:

The departments, programs, and colleges of all faculty / staff leaders must read and approve the proposal. These include first level supervisors [typically a department chair or unit administrator] for all departments involved and next level supervisor [typically a College Dean, AVC, or VC]. All Supervisors should comment on the quality and significance of the DII program. If two or more Chairpersons or Deans are involved, each must review and indicate approval.

Philosophy of Domestic Intercultural Immersion (DII) Experiences Program

People's beliefs, customs, experiences and environment create shared ways of perceiving and engaging in the world. Through dialogue and relationship building, students become more aware of and reflect on multiple perspectives. A meaningful engagement within the cultural environment inspires students to analyze the foundational assumptions that govern their thoughts and actions. This program is made possible by a Blugold Commitment Grant. Proposals may focus on issues, themes or locations with historical significance or current events and issues in the U.S. or on its borders.

Goals of the Domestic Intercultural Immersion (DII) Experiences Program

- To engage learners firsthand with various cultures, populations, and environments within the U.S.
- To deepen learners' understandings of intercultural dynamics as they relate to the UW-Eau Claire Liberal Education Learning Goals.

Eligibility

UW-Eau Claire faculty and academic staff with 0.50 FTE or greater appointments as well as emeriti UWEC faculty / staff (after they have been retired for at least 75 days) are eligible to submit proposals and lead DII programs. **New applicants are always prioritized**, but they must be sure to demonstrate sufficient knowledge of the culture and program content and the feasibility of the program. Repeat applicants must demonstrate past program achievements, such as student learning, meeting program goals and learning outcomes, and the impacts on the UW-Eau Claire community upon return. **The receipt of funding one year does not guarantee funding in future years.** Faculty / staff may propose more than one Immersion program in the same academic year. However, each program proposal should be unique and must not conflict with the dates of the other proposed or funded program.

Program Requirements

To receive DII funding, programs **must** meet the following requirements:

- Serve UW-Eau Claire undergraduate students*

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Domestic Intercultural Immersion (DII) Program RFP and Application

- Be deep, cognitively rigorous, and be embedded with significant intercultural or cross-cultural experiences (in contrast to tourist experiences)
- Occur within the United States (i.e., domestic), but outside the Chippewa Valley. Puerto Rico and other U.S. territories are eligible.
- Tie directly to UW-Eau Claire R1 Learning Outcomes (rubric found [here](#))
- Include pre-experience preparation, post-experience guidance, and opportunities for student growth
- Focus on an immersion experience of a minimum of 5 full-days, but longer programs are encouraged.
- Assess student learning on the program objectives and submit a final report and assessment
- Begin after July 1, 2023 and occur during the fiscal year that ends June 30, 2024

*While students are encouraged to participate in multiple high-impact immersions, each student is eligible to receive Blugold Commitment funding for only one DII experience, in an effort to extend access to all UW-Eau Claire undergraduate students.

Program Priorities

Programs which demonstrate the following will be given preference in funding decisions:

- Interdisciplinary, collaborative, innovative, thoughtful and sustainable models
- Efforts to have a meaningful and positive impact on the people and places of the host community, while recognizing power dynamics, and systems and histories of inequality
- Collaboration with local partners, and substantial opportunities for intentional engagement with host community members and leaders, local students, or local organizations / institutions that contribute to meaningful and beneficial relationships with the host community
- Targeting students who might not otherwise be able to participate in or consider a high-impact off-campus immersion, such as students of color, first generation college students, or students with high financial need
- A concerted effort to keep costs down, where possible
- A thoughtful, long-term plan that addresses bringing learning and understanding back to campus, subsequent years of programming, and future faculty/staff leader participation

Domestic Intercultural Immersion Experience Proposal Guidelines for Submission:

Applications must be submitted using the eForm available in BPLogix under Academic Affairs. The eForm includes:

- Applicant Information and Abstract
- Budget Estimates
- Routing and Approval Signatures
- *Required Attachments:* Application Narrative (found at the end of this document)
- *Recommended Attachments:* Program Itinerary, Course Syllabus, Letters of Support from local partners

Budget Directions:

Use the “Budget Estimates” section of the eForm to indicate all expenses for the program. Repeat programs should base the budget on past actual expenses. New programs must demonstrate sufficient basis for budget line items. It is recommended to include a short budget description for further detail, including any research or requested quotes for budget line items, including flights.

Proposals that demonstrate a concerted effort to keep costs down, where possible, will be prioritized. For example, it is not possible to control or influence flight costs; however, it is possible to make programmatic decisions about accommodations, on-site transportation options, use of tour agencies or organizations charging overhead costs, etc. to lower the overall program cost, while still taking into account student safety.

Multiple Year Funding:

Two-year proposals are acceptable. The same budget will be used for both years. Please CLEARLY indicate at the top of the eForm and in the narrative the number of years of funding you are requesting. Also, new applications will be prioritized over previously-funded programs.

Funding Guidelines:

Items that are eligible to be funded include the following (for specifics and guidelines, see the Accounts Payable Website under Travel <http://www.uwec.edu/Bussvs/acctpay/index.htm>):

- Faculty stipend for program planning and for leading the program, not to exceed \$1,500 per faculty/staff or \$3,000 total per proposal. **Note:** faculty salaries for the teaching of courses related to the proposal are not affected by the stipend payment.
- Student stipends for program planning and for taking a leadership role during the program, not to exceed \$500 per student. **Note:** Student Leader(s) must have participated on that same DII program in a previous year and is returning as a Student Leader with additional leadership / coordination responsibilities. **Students are only eligible to receive the Student Leader stipend one time for the same DII program.**
- Domestic roundtrip airfare or ground transportation
- Transportation on-site
- Accommodations
- Activity and admissions fees
- On-site services and admin including guides, tips
- Faculty / Staff Per Diem for meals
- Honoraria to individuals or organizations
- Supplies

Items that are NOT eligible to be funded include the following:

- Tuition
- Per diem for student meals (complimentary breakfasts or group meals are not considered per diem)

Other Budget Guidelines

Blugold Commitment DII funding will cover up to 90% of total allowable costs, in addition to faculty and student stipends. Student financial contributions (program fees) to the experience will include a maximum of 10% of total allowable costs, plus additional estimated costs of non-eligible expenses such as tuition and meals. Program fees tend to range between \$75-\$250, plus tuition and meals.

Applicants are encouraged to obtain funding through the discretionary accounts of their departments, colleges, or other administrative units. This support should be indicated on the budget.

Use the eForm to indicate the budget for your proposal, but a sample budget sheet can be seen on the Immersions website here: <http://www.uwec.edu/Undergrad/DIIFacultyandStaff.htm>.