**Faculty Mobility for Partnership Building Program Application Form**

**UBC Internal Deadline:** All completed application materials, including this form and mandatory supporting documents, must be sent by **Wednesday, November 6, 2024** 11:59pm to [global.partnerships@ubc.ca](mailto:global.partnerships@ubc.ca)

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# Application Information

The Faculty Mobility for Partnership Building Program (FMPBP) provides opportunities for Canadian faculty to do short-term research and teach in Latin America and the Caribbean. The program is offered by Global Affairs Canada to support Canada’s education relations and engagement in the region by advancing institutional partnerships in the areas of research, student mobility, joint programming, and capacity building.

The primary objective of the program is to increase, diversify and strengthen institutional collaborations between Canadian post-secondary institutions and their counterparts eligible under the Emerging Leaders in the Americas Program (ELAP).

Canadian faculty interested in participating should review the eligibility criteria and contact their international office for application details.

**Eligibility**

To be eligible,

✔ a candidate must be a full-time faculty member at a Canadian post-secondary institution

✔ a Canadian post-secondary institution must be a Designated Learning Institution (DLI)

✔ a host institution must be located in one of the following eligible countries:

**Caribbean:** Anguilla, Antigua and Barbuda, Bahamas, Barbados, Belize, Bermuda, British Virgin Islands, Cayman Islands, Cuba, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, Montserrat, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago, Turks and Caicos

**Central America:** Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Panama

**North America:** Mexico

**South America:** Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Paraguay, Peru, Uruguay, Venezuela

**Scholarship value and duration**

Value: $7,000 maximum

Duration: 3 to 8 weeks

Activities: Teach and/or conduct research in eligible countries

**How funding works**

Canadian institutions will receive funding from Global Affairs Canada, through its legal name, the Department of Foreign Affairs, Trade and Development (DFATD) in the form of a non-negotiable grant agreement and will be responsible for providing the funds to successful candidates. Should a selected candidate not take up the grant, Canadian institutions must return those funds to DFATD.

Please note that the terms and conditions outlined in the grant agreement are non-negotiable.

**Eligible expenses**

Canadian institutions will provide funds to the recipient to cover the following eligible costs:

✔ visa or study/work permit fees

✔ transportation via the most direct and economical route

✔ health insurance cost

✔ living expenses, such as accommodation, utilities and food (based on the rates and allowances listed by the National Joint Council and the Public Services and Procurement Canada )

The purchase of equipment (computer, tablet, phone, printer, etc.) is not an eligible expenditure.

# Proposed Host Post-Secondary Institution

**Host institution name:**

**Address:**

**City/Town:**

**Province/State/Region:**

**Postal code:**

**Country:**

# Contact Person at the Host Post-Secondary Institution

**Salutation (Dr., Prof, Ms, Mr, etc.):**

**First name:**

**Last name:**

**Job title:**

**Department/Office:**

**Phone:**

**Email:**

**Preferred language of correspondence (English or French):**

# Candidate Information (UBC Faculty Member)

**Please confirm that the candidate is a full-time faculty member at UBC. Note that only full-time faculty members are eligible to apply (Yes/No).**        
 **Salutation (Dr., Prof, Ms, Mr, etc.):**

**First name:**

**Last name:**

**Gender (Female, Male, Gender fluid and/or non-binary, Other, Prefer not to answer):**

**Job title:**

**Department/Office:**

**Phone:**

**Email:**

**Preferred language of correspondence (English or French):**

# Mobility Information

**Duration of Mobility: 3 to 8 weeks**   
  
**Requested budget amount (cannon exceed $7,000 CAD)**

**Expected start date of the mobility (dd/mm/yyyy)** Please enter a start date from April 1, 2025 in the following format: dd/mm/yyyy

**Expected end date of the mobility (dd/mm/yyyy).** Please select an end date that is a minimum of 3 weeks and a maximum of 8 weeks from the start date in the following format: dd/mm/yyyy

**Academic Field (select one from the below)**

Agriculture and Veterinary

Applied Sciences, Technology and Engineering

Education, Humanities and Arts

Life and Health Sciences

Social Sciences, Business and Law

Trades and Vocations

**Discipline**

**Type of activity the candidate will undertake at the host academic institution (select one from the below)**

**Researching   
 Teaching   
 Teaching and Researching**

**Please answer the question below that correlates to your above answer**

**RESEARCH: Briefly explain the research activities to be undertaken and whether they will involve direct collaboration with faculty and students at the host institution. Please provide a brief summary of the research topic and specify the overall proportion of time abroad that will be devoted to researching and partnership building. (max. 3,000 characters including spaces)**

**TEACHING: Briefly explain the teaching activities to be undertaken and whether they will involve direct collaboration with faculty at the host institution. Please describe the content, the level (college, undergraduate, graduate, postdoctoral or equivalent), and the approximate number of teaching hours and students involved. Please also specify the overall proportion of time abroad that will be devoted to teaching and building partnerships. (max. 3,000 characters including spaces)**

**TEACHING AND RESEARCHING: Briefly explain the teaching and/or research activities to be undertaken and whether they will involve direct collaboration with faculty and students at the host institution. For research, give a brief summary of the topic. For teaching, describe the content, level (college, undergraduate, postdoctoral or equivalent), and the approximate number of hours and students involved. Candidates must also specify the overall proportion of time abroad that will be devoted to teaching, researching and building partnerships. (max. 4,000 characters** **including spaces)**

# Mobility alignment with the objectives of the Faculty Mobility for Partnership Building Program

[PLEASE NOTE: Candidate to complete this question to the best of their knowledge. Facts regarding

institutional agreements and relationships can be provided by UBC’s Office of Global Engagement,

[global.partnerships@ubc.ca](mailto:global.partnerships@ubc.ca), upon request.]

**Does your Canadian academic institution currently have an agreement (e.g. an MOU, student exchange agreement, or other) with the proposed host institution? (Yes or No)**

**If No, and there are no formal agreements or MOUs between your home and host institutions, how will your activities lead to one and in which area of collaboration? (max. 2,500 characters including spaces)**

**If Yes, describe the existing institutional agreements or MOUs between your home and host institutions, including scope and expiration date and their intended outcomes (student exchange, research collaboration, field schools, virtual exchange, capacity building, etc.). (max. 7,500 characters including spaces)**

* **If the institutional agreement or MOU enables the implementation of the ELAP (incoming short-term student mobility with tuition waiver), how will your teaching/research activities strengthen or expand this partnership?**
* **If the current agreement does not involve student mobility, will your activities contribute to ELAP implementation between the home and host institutions? If not, how will they further the existing institutional relationship?**

# Declaration and Permission

**Declaration and permission**

**I have checked this application and its supporting documents and certify that all statements contained within it are correct to the best of my knowledge. I will notify the scholarship administrator should there be any changes in the information provided in this application. I give the scholarship administrator permission to verify the information I have presented in this application and in all supporting documents.**

**Name:**       **Date:**       **Signature:**

# Supporting Documentation

Institutions must ensure documents are complete and accurate as per the instructions. Revised documents will not be accepted after the deadline. Documents in a language other than English or French must be accompanied by a translation. **UPLOADED DOCUMENTS MUST BE LESS THAN 5 MB and meet accepted formats: jpg, gif, pdf, doc, docx, txt.**

**Budget form (Mandatory)**

* **Outlines how the scholarship will be used to cover eligible expenses for the candidate with respect to the proposed activities**

**Curriculum Vitae (CV) of the candidate (maximum 6 pages) (Mandatory)** Should include:

* Academic experience
* Partnership-building experience
* Professional experience
* Most recent and relevant publications
* Knowledge dissemination activities
* Other relevant achievements

**Letter of invitation from the host institution (Mandatory)**Explains how the proposed activities will create or advance a partnership between both institutions

**Privacy Notice Statement (Mandatory)**A copy of the Privacy notice statement signed by the candidate and dated within the last 6 months