

FULBRIGHT SCHOLAR PROGRAM

2011-2012

APPLICATION AND INSTRUCTIONS

FOR SCHOLARLY RESEARCH

AWARDS IN THE UNITED STATES

**ADDITIONAL INFORMATION FOR APPLICANTS FROM
CENTRAL AMERICA & THE CARIBBEAN**



Information for Applicants from Central America & the Caribbean

The Fulbright Program in Central America and the Caribbean is administered as a regional program. Scholars from the region compete for awards not only with other applicants from their own country but also with applicants from the other countries in the region as well. The Public Affairs Sections of U.S. Embassies announce the competition for visiting scholars to conduct research in the United States, to undertake an approved academic training course, or to do a combination of both.

AWARD CATEGORIES

Research

Research awards are available in all academic disciplines for scholars to undertake a planned program of reading and research at a U.S. academic or research institution toward production of scholarly work. Research scholars are expected to be experienced university faculty or administrators, research institute specialists, professionals or independent scholars. Grantees will be responsible for arranging their own research affiliation or suggesting two or three viable potential hosts and then working with the Council of the International Exchange of Scholars (CIES) to secure a host affiliation. Applicants should initiate contact with potential host institutions to gauge their interest and suitability to act as hosts. Applicants who completed all or some of their graduate education at a U.S. institution may not affiliate with that same institution. Whether arranging their own affiliation or working with CIES to arrange one, applicants' proposals should clearly demonstrate that the anticipated affiliation is a suitable venue for conducting the type of research proposed.

Academic Training

Applicants wanting to use the award in full or in part to participate in a training or professional development program will be responsible for all costs and making all arrangements. Information about a proposed training program, including the proposed venue, dates, cost, deadlines, eligibility, etc., will be required with the proposal along with a justification for the proposed program. Applicants need not be already enrolled in the training program at the time of application, but only provide evidence that a training program has been identified. If selected for a grant, the candidate will need to provide evidence of registration in the training program in advance of travel to the U.S. Proposals should demonstrate how the training contributes to the grantee's professional growth and how it will allow the grantee to contribute to his/her home institution. Courses in English language study will not be approved for support.

Acceptable training programs will include a single x-week long training course or a combination of training courses at the same facility. Training programs need not be certificate granting. Either a single course or multiple set of courses must satisfy the two-month duration required for academic training or will need to be paired with research in order to satisfy regulations concerning the minimum grant duration. Some examples of acceptable training courses/facilities are:

- University of Michigan's ICPSR summer program (<http://www.icpsr.umich.edu/sumprog/>)
- School for International Training (<http://www.sit.edu/index.html>)
- The Santa Clara University Certificate of Advanced Accounting Proficiency (<http://www.scu.edu/business/edc/programs/caap.cfm>)

- Columbia University's TESOL Certificate Program (<http://www.tc.edu/TesolCertificate/>)
- John's Hopkins SAIS Summer Certificate Program (<http://www.sais-jhu.edu/academics/non-degree/summer/certificates.htm>)
- American University's TESOL Summer Institute (<http://www.american.edu/cas/tesol/institute.cfm>)

This list is exemplary rather than inclusive. Candidates are advised to consult the educationUSA website - <http://www.educationusa.state.gov/>- for information about short-term study opportunities in the U.S. Additional information can be found through The North American Association on Summer Sessions - <http://www.naass.org/> - or Peterson's Summer Opportunities Channel - <http://www.petersons.com/summerop/code/ssector.asp>. Candidates must identify their own programs; neither ECA, the U.S. Embassy, nor CIES is equipped to do so.

Individuals who have already made arrangements for academic or professional training in the United States between June 1, 2011 - December 2012 may also apply for a grant. Grant funds may be used to defray program costs or provide grantee support while in the United States. They may not however, duplicate benefits received from other funding sources.

Grant Eligibility:

All applicants must at a minimum have a master's degree and either three years of university teaching experience or five years of professional experience.

Grant Length:

The grant is expected to support three to four months of activity. Unless pursuing academic training only, all grants **MUST** be a minimum of **THREE** months.

- Research only – grant length **MUST** be a minimum of **THREE** months.
- Academic training only – training programs **MUST** be a minimum of **TWO** months unless paired with a research affiliation.
- Joint academic training and research - grants for academic training programs of less than **TWO** months must be paired with a research affiliation, and joint training and research programs **MUST** be a minimum of **THREE** months in length.

Grant Provisions:

- Round-trip economy international travel for grantee only.

- A lump sum grant of U.S. \$10,000. This amount is meant to cover all expenses, including settling-in costs, room and board, associated research costs, and academic training program costs (if applicable).
- Sickness/accident insurance.

Please note: Academic training programs may require full or partial payment in advance of the training program, but Fulbright grant funds will not be dispersed until a grantee arrives in the United States. Grantees should be prepared to cover any program fees (deposit, registration fee, etc.) required in advance from their personal funds.

Application Notes:

- Please specify on the application form whether the proposal is for research, for academic training, or for both. Select the appropriate value from the pull down menu for the type of grant you are seeking via the “Category of Grant” section in the online application: research, academic training or combined research and academic training.
- Applicants without a pre-arranged affiliation should expect to start their grants no earlier than September 1, 2011 to allow CIES sufficient time to help arrange an affiliation.
- If applicable, indicate in the project statement the quantity, format and transportation requirements for any botanical, zoological or mineral samples that will need to be brought to the United States for analysis as part of the proposed project.
- J-visa regulations prohibit foreign medical professionals from participating in clinical activities (human or animal). U.S. Fulbright sponsorship entitles an individual to pursue only a *non-clinical* exchange program.
- Proposals involving doctoral dissertation research, postdoctoral research immediately following completion of a doctoral degree, or general professional travel will **not** be accepted.

SELECTION OF FULBRIGHT SCHOLAR

The selection of Fulbright Scholars from Central America and the Caribbean is a three-stage process, as follows:

1. Public Affairs Sections of U.S. Embassies organize the initial screening of applications in the applicant’s home country, establish any priorities for disciplines of applications to be considered and notify applicants following the in-country review.
2. The U.S. Embassy forwards to CIES the applications recommended from the initial screening process. CIES convenes a review committee in the United States to consider the applications received from the region.

3. Candidates recommended for an award by the U.S. review committee must then be approved by the J. William Fulbright Foreign Scholarship Board (FSB).

The Review of Applications in the United States

Academic review of the applications recommended from the initial in-country review is conducted by a multidisciplinary committee of U.S. scholars with extensive experience in Central America and/or the Caribbean. Academic review is the hallmark of the Fulbright Scholar Program. It ensures that applicants will be evaluated on academic, scholarly and professional criteria.

A number of factors are taken into account including: traditional criteria for academic and professional excellence, compelling research methodology, suitability of the applicant for the endeavor to be undertaken, necessity of doing the work in the United States and the overall strengths of the applicant and application in comparison with others in the applicant pool.

Review Criteria

A basic objective of the exchange program is to provide educational exchange experiences to the maximum number of individuals not previously afforded the opportunity. Secondly, the exchange experience should be of some intrinsic value to the scholar as well as to the home institution in the scholar's home country, its faculty and its students.

Within the context of these basic objectives, the review committee evaluates each applicant on the following criteria:

Professional Standing: An evaluation of professional standing is based on the applicant's educational training, academic rank, reputation as a scholar at the local level, record of service to the field, and the professional and scholarly achievements directly related to the proposed project.

Proposed Project:

- Justification to conduct research or undertake a training program in the United States.
- Feasibility of completing the project within the specified period.
- Ability to conduct research or undertake a training program in English.
- A clear research design and methodology (if required).
- Academic, professional or institutional context provided for project in its references to major works by other scholars in the field.
- The significance of the project to the field, home institution, country and applicant's professional development.
- Plans for assessment and dissemination of research results in the applicant's home country, the United States and elsewhere.
- Mutuality: Applicants should demonstrate potential to contribute to the host institution in the United States and, upon return, to their home institutions and scholarly and professional networks.
- Invitations: Letters of invitation are not required and, in fact, do not ensure favorable committee review or selection by the J. William Fulbright Foreign Scholarship Board. However, applicants

are strongly encouraged to explore possibilities for affiliation with potential host institutions in the United States, as letters of invitation may help establish the feasibility of proposals.

- Previous Fulbright Grants: Preference is given to applicants who have not already had a Fulbright grant.
- Previous Experience in the United States: Preference is given to applicants who have not had substantial research, teaching, study or employment experience in the United States, especially within the last five years.
- Cultural Adaptability: Evidence of cross-cultural adaptability, flexibility and sensitivity is considered.
- Distribution: To the extent possible, applicants are chosen to represent broad geographic distribution from Central America and the Caribbean as well as to include representation by men and women scholars in a variety of disciplines, specializations and proposal topics.

NOTIFICATION FOLLOWING REVIEW OF APPLICATIONS IN THE UNITED STATES

CIES submits the applications of candidates recommended by the U.S. review committee to the J. William Fulbright Foreign Scholarship Board (FSB) for final review and selection. After the FSB approves the list of candidates, the U.S. Department of State will determine funds available and announce the names of those selected as principal and alternate candidates to the Public Affairs Sections of U.S. Embassies in Central America and the Caribbean. The Embassies will then contact applicants to inform them whether or not they have been selected for an award. This usually occurs in late January of the year following submission of the application. Successful candidates will then need to complete and submit a Medical History and Examination Form and copies of the passport data pages for themselves and any accompanying dependents (those eligible are spouses and unmarried children under the age of 21). Details of the Fulbright grant and other issues important to Visiting Scholars will be communicated by CIES through U.S. Embassy staff.