FULBRIGHT SCHOLAR PROGRAM

ABOUT FULBRIGHT

The Fulbright Program is the flagship international educational exchange program sponsored by the U.S. government and is designed to “increase mutual understanding between the people of the United States and the people of other countries.” The program has provided almost 300,000 participants—chosen for their academic merit and leadership potential—with the opportunity to study, teach and conduct research, exchange ideas and contribute to finding solutions to shared international concerns. The Fulbright Program is sponsored by the U.S. Department of State’s Bureau of Educational and Cultural Affairs. It is administered by the Council for International Exchange of Scholars (CIES). The program awards approximately 7,500 new grants annually. Currently, it operates in over 155 countries worldwide. Fulbright sponsors scholars from all higher education venues, from research universities to liberal arts colleges.

WHICH FULBRIGHT PROGRAM INTERESTS YOU?

There are a number of Fulbright programs (see http://www.cies.org/). The two typically of most interest to college faculty are:

**Fulbright Scholars Program** • a.k.a. the “Core Program” • one to two semesters • 140 countries • 900 awards per year • catalogue of opportunities on-line at: [http://catalog.cies.org/](http://catalog.cies.org/)

- Overseas institutions submit proposals to CIES, some for specific academic rank/expertise, some open.
- Applications are reviewed by disciplinary peers, regional panels, and panels in the host country.
- Funding includes a stipend (normally considered a salary supplement—most Fulbright Scholars are on sabbatical or combine the award with other funding), travel costs, living allowance, dependant allowance, and funds for books/materials.

**Fulbright Specialist Program** • two to six weeks • 450 placements per year • resources on-line at: [http://www.cies.org/specialists/](http://www.cies.org/specialists/)

The Specialist Program, a short-term complement to the core Fulbright Scholar Program, sends U.S. faculty and professionals to serve as expert consultants on curriculum, faculty development, institutional planning and related subjects at overseas academic institutions for a period of 2 to 6 weeks.

- Overseas institutions submit proposals to CIES requesting specific expertise for short-term visits. For the assignment of a Specialist, CIES turns to their peer-reviewed, pre-approved Specialist Roster.
- Faculty apply to be placed on the Roster with an area of expertise (see website), which often includes disciplinary expertise, community expertise, and/or teaching, learning, development, and curriculum expertise.
- Once approved, faculty remain on the Roster for up to five years, and can be called twice for Specialist opportunities.
- The U.S. Department of State provides honoraria and travel costs. Host institutions typically cover other expenses, room/board, or other ‘in-kind’ items.
THE APPLICATION PROCESS

Because applying for any kind of Fulbright award requires considerable advance planning, prospective applicants are encouraged to contact the Academic Dean's Office and the Grants Coordinator as early in the process as possible in order to construct a timeline tailored for your application.

I. Begin by asking the following questions:

Are you eligible to apply for a Fulbright award?
  • U.S. citizen
  • Ph.D. or equivalent terminal professional degree
  • College or university teaching experience
  • Foreign language proficiency, as required by host country
  • Sound physical and mental health

Have you received a prior Fulbright Scholar award?
  • Was your award longer than two months?
  • If less than five years since the end date of your award, you are not eligible to apply.
  • If you have had two prior Fulbright awards of longer than two months each, you are not eligible to apply.

Have you resided abroad for five or more consecutive years in a six-year period preceding the Fulbright application date?
  • If so, you are not eligible to apply.

Are you, your spouse, or a dependent child presently employed by the U.S. Department of State or working under contract to the U.S. Department of State?
  • If so, you are not eligible to apply.

Are you eligible for sabbatical or other leave from Curry College for the period of the proposed award?
  • If you are not sure, consult with the Dean’s Office to determine your eligibility.
  • If you are not eligible, you should not apply at this time.

II. Search the Fulbright website for appropriate opportunities: http://catalog.cies.org. You can search by world region, host country or academic discipline. Note specific requirements regarding the following:
  • Letter of invitation
  • Language fluency
  • Teaching, research or mixed focus
  • Duration of stay

III. Register on-line for My Fulbright. The My Fulbright area of the Fulbright web site is an online community of scholars and professionals interested in the Fulbright Scholar Program. This area of the web site features the latest program updates, sample project statements, and other helpful resources.
TO APPLY TO THE FULBRIGHT SCHOLAR CORE PROGRAM

You can submit an application for only one opportunity in one host country per application cycle. Once you have located the opportunity for which you wish to apply and registered with My Fulbright, prepare a timeline for your application. A generic timeline for the Core Program is given below.

**Application Timeline Fulbright Scholar Core Program**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2 Years Before Target Fulbright Academic Year</strong></td>
<td></td>
</tr>
<tr>
<td>• Early Fall</td>
<td>Planning appointment with Dean of Faculty &amp; Grants Coordinator. In some cases, informal discussions with colleagues abroad at host organizations.</td>
</tr>
<tr>
<td>• January</td>
<td>Fulbright competition annual announcement. Pre-application meeting with Grants Coordinator.</td>
</tr>
<tr>
<td>• January - March</td>
<td>Search Fulbright web site for appropriate host country opportunity. Contact host organization, if necessary. Arrange for invitation, if necessary.</td>
</tr>
<tr>
<td>• May</td>
<td>Deadline for written notice to Curry College Chief Academic Officer of intent to apply for Fulbright, including intended plan for leave time and expenses.</td>
</tr>
<tr>
<td>• April - June</td>
<td>Prepare application package (on-line): <code>- Project statement</code> <code>- CV</code> <code>- Course outlines, syllabi, if teaching is involved</code> <code>- Bibliography</code> <code>- Letters of reference (on-line)</code></td>
</tr>
<tr>
<td>• July</td>
<td>Submit application package (on-line) well in advance of deadline.</td>
</tr>
<tr>
<td>• August</td>
<td>Fulbright deadline on or around August 1st.</td>
</tr>
<tr>
<td><strong>1 Year Before Target Fulbright Academic Year</strong></td>
<td></td>
</tr>
<tr>
<td>• October - January</td>
<td>Fulbright review process. Notification of application status.</td>
</tr>
<tr>
<td>• January - June</td>
<td>Final selection notification. Notify the Chief Academic Officer of an award</td>
</tr>
</tbody>
</table>

*Note: the CBA contains a provision for Scholar Incentive Leave. Bargaining unit members who receive a Fulbright Scholar award may apply directly to the CAO’s office and, upon request, will be granted a Leave of Absence at full salary. For details see the CBA, Appendix X, Article 6, Section N.11.*
TO APPLY TO THE FULBRIGHT SPECIALIST PROGRAM

The Fulbright Specialist Program promotes linkages between U.S. academics and professionals and their counterparts at overseas universities or institutions. The program awards grants to qualified U.S. faculty and professionals, in select disciplines, to engage in short-term collaborative 2 to 6 week projects at higher education institutions in over 100 countries. Grant benefits include international economy fare travel and approved related expenses plus a $200 per day honorarium. Participating host universities cover grantee in-country expenses or provide in-kind services. Project activities focus on the strengthening and development needs of higher education institutions and do not fund personal research. Eligible activities include teacher training, short-term lecturing, conducting seminars, special conferences or workshops, as well as collaborating on curriculum planning, institutional and/or faculty development. For the list of eligible disciplines, and areas of specialization, see: http://www.cies.org/specialists/Joining_The_Roster/Eligible_Disciplines.htm.

U.S. faculty and professionals apply to join a Roster of Specialists for a 5-year term. The Fulbright Specialist Program accepts applications on a rolling basis, and applications are peer-reviewed eight times throughout the year. Review dates change from year to year: see the CIES site for details. CIES builds lists of qualified Specialist candidates for each eligible discipline and facilitates matching Specialist candidates with project requests. Specialists may be called up twice while on the Roster.

A prospective host institution abroad may contact an individual regarding a particular grant opportunity. If this individual is not already on the Fulbright Specialists Program Candidate Roster, s/he must be admitted to it before being considered for the opportunity: no applicant is eligible for final consideration for a grant until his/her application has been reviewed and approved for entry to the Candidate Roster. Once approved as a Roster candidate, an applicant will be considered a potential match for program requests that require someone in his/her field. Candidacy on the Roster does not guarantee receipt of a grant. Specialist candidates are limited to two Specialist grants in their lifetime. There is a three-year waiting period before a Specialist who has not exceeded the two-grant limit may return to the Roster.

II. Application Timeline Fulbright Specialist Program

Because applications are accepted on a rolling basis, the following timeline is presented in steps rather than by date.

<table>
<thead>
<tr>
<th>Step</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pre-application planning appointment with Curry Dean's Office</td>
</tr>
<tr>
<td>2</td>
<td>Pre-application meeting with Grants Coordinator</td>
</tr>
</tbody>
</table>
| 3    | Prepare application package (on-line):  
  - CV (specific format required--see web page)  
  - Letters of reference (on-line)  
  - Summary of professional achievements  
  - Motivational statement  
  - Preparation for participation (2,000 words) |
| 4    | Submit application package (on-line) well in advance of deadline. There are eight review cycles per year, with deadline dates that change each year. |
| 5    | Fulbright review process (eight times/year) |
| 6    | Final selection notification |
| 7    | Following receipt of award notification, contact the CAO’s office to arrange for a Leave of Absence |