



a place of mind

# UBC Okanagan Campus

## Invited International Distinguished Visitor Fund – Program Terms

### **Overview**

The Invited International Distinguished Visitor Fund provides opportunities for UBC faculty to invite international colleagues to visit UBC and engage with the campus community and share their research and expertise. Examples of engagement activities include providing presentations and workshops; conducting research activities; and collaborating with faculty and students. The application must be submitted by a UBC Okanagan faculty member on behalf of their international colleague for this funding. The Office of Research Services is available to facilitate the pairing of suitable research colleagues if an interested international applicant is not currently connected with a UBC Okanagan faculty member.

### **Fund Goals**

The Fund provides opportunities for international distinguished visitors to:

- Share their research
- Exchange ideas and encourage discussion with students and faculty
- Work with faculties and the Okanagan Campus International Office to create linkages between their home and host institutions

### **Funding Amount**

The total funding awarded is \$5,000 per successful application. Up to \$5,000 can be used for travel expenses incurred as part of the visit; these funds will be set up as a research Project Grant (PG) in the sponsoring faculty member's name. Receipts are required for the reimbursement of travel expenses. Any remaining amount of the award will be awarded to the international visitor in the form of an honorarium.

### **Length of Visit**

Each international distinguished visitor will stay normally between two and four weeks. On campus housing may be available for a cost of \$125 plus tax per night in one of three on campus townhouses. Approval is required in advance from the AVP Students and Housing and Hospitality Services; requests are subject to availability.

During the visit it is expected that the international distinguished visitor will participate in a variety of engagement activities, which may include:

- Providing lectures or presentations to faculty, undergraduate and graduate students and the community
- Contributing to activities in classrooms or labs in the scholar's discipline
- Leading discussions and collaborative activities
- Others activities, as agreed upon

### **Adjudication**

Grant applications will be assessed by a committee appointed by the Advisor to the Deputy Vice-Chancellor and Principal on International Initiatives; membership will consist of past award recipients. Deadline dates are February 15 and October 15 each year. It is expected that the Committee's decision will be announced approximately eight weeks following the submission deadline date.

### **Eligibility**

Travel to UBC must occur within one year of the announcement of a positive decision.

Eligible travel expenses include travel, accommodation, and per diems per UBC travel and expense Policy #83 and must be submitted to UBC for reimbursement within four weeks of the international distinguished visitor's return to their home from UBC.

The international distinguished visitor should inform their home institution of their travel plans and ensure they have permission to participate in the visit.

### **Outcomes/Summary Report**

Sponsoring faculty members will be required to prepare a summary report in collaboration with the visiting scholar on the international distinguished visitor's activities at UBC. Reports will aid in reporting on the program and further developing it for future visits.

The report should include the following:

1. Describe how this visit contributed to the research agendas of the visitor, host, and respective institutions
2. Describe how students participated in this visit and the benefits for the student community because of this visit.
3. List all engagement opportunities offered during the visit (i.e. presentation, talks, workshops, etc.)
4. Discuss any plans to continue the collaboration between the visitor and host.

Reports are due within six weeks of the visiting scholar's departure and should be submitted to the Okanagan Campus International Office, ADM 119.