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**Faculty Mobility for Partnership Building Program**

**Emerging Leaders of the Americas Program (ELAP)**

**Application Form**

**2024 – 2025 Award Competition**

The University of Calgary International office is responsible for submitting ALL applications to the Government of Canada (EduCanada) on behalf of University of Calgary applicants. Please ensure you carefully read the [program guidelines and requirements](https://www.educanada.ca/scholarships-bourses/can/institutions/elap_faculty-pfla_professeurs.aspx?lang=eng) before you proceed with your application.

This form is part of the internal application process. The UCalgary’s Authorized representative will upload all your answers and support documents to the EduCanada online portal by the deadline.

**Internal deadline for applications: 4:30pm November 28, 2023**

1. Canadian Institution

University of Calgary (UCalgary)

1. Address

2500 University Drive N.W., Calgary, Alberta, T2N 1N4

1. Candidate Information

**(All fields mandatory)**

Salutation (Mandatory)



First Name:

Last Name:

Gender: Female [ ]  Male [ ]  Gender Fluid and/or non-binary [ ]  Prefer not to answer [ ]

Job Title:

Department/Office:

Phone:

E-mail:

Is the candidate a full-time professor or full-time research staff at a recognized post-secondary institution Yes [ ]  No [ ]  (At UCalgary refers to full-time academic staff, including professorial stream or Instructor, but not sessional instructor)

1. Proposed Host Institution:

**(All fields mandatory)**

Name of Institution:

Address:

Country:

**Contact person responsible for the program at candidate’s proposed host institution:**

**(All fields mandatory)**

Salutation



First name:

Last name:

Job Title:

Department/Office:

Phone Number:

E-mail:

Does your home institution currently have a formal agreement (eg. An MOU, exchange agreement, or other) with the proposed host institution? **(Mandatory)**

Yes [ ]  No [ ]

If yes, please give details (**max. 100 words including spaces):**

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1. Details of mobility

**(All fields mandatory)**

**Project must start after April 1, 2024.Please select a date that is a minimum of 3 weeks and a maximum of 8 weeks.**

|  |  |
| --- | --- |
| Expected START date of travel (dd/mm/yyyy) | Click or tap to enter a date. |

|  |  |
| --- | --- |
| Expected END date of travel (dd/mm/yyyy) | Click or tap to enter a date. |

**Activities undertaken during the mobility period: (select one)**

Teaching [ ]  Research [ ]  Teaching and Research [ ]

**Academic field (Mandatory)**



**Discipline (Mandatory)**



**Description of activities undertaken during mobility**

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 your topic. For teaching, describe the content, level, and approximate number of hours and students involved. All candidates must also specify the overall proportion of time abroad that will be devoted to teaching, researching and building partnerships.   **(Research or teaching max. 3,000 characters. Research and teaching 4,000 max. characters with spaces).**

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**Alignment with the Faculty Mobility for Partnership Building Program objectives (Mandatory)**

Describe any existing institutional agreements or MOUs between your home and host institutions, including scope and expiration date. **(max. 7,500 characters with spaces)**

1. If the institutional agreement or MOU enables the implementation of the Emerging Leaders of the Americas Program (ELAP) (incoming short-term student mobility with tuition waiver), how will your teaching/research project strengthen or expand this partnership?
2. If the current agreement does not involve student mobility, will your project contribute to ELAP implementation between the home and host institutions? If not, how will it further the existing institutional relationship?

**OR**

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

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1. 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 the application. I give the scholarship administrator permission to verify the information I have presented in these documents.

[ ]  By checking this box, I acknowledge that I have read this statement and agree to its conditions.

1. Faculty/School/Department Internal Approval

(Mandatory)

Approved by:

|  |  |  |
| --- | --- | --- |
|  |  |  |
| **Name *(Department Head or equivalent)*** | **Signature** | **Date** |

1. Supporting Documents

The following documents must be attached with the application form in pdf format. Each document must be in English or French and smaller than 5 MB.

1. Completed [Budget form](https://www.educanada.ca/scholarships-bourses/can/institutions/elap-faculty-budget-pfla-professeurs.aspx?lang=eng)outlining how the scholarship will be used to cover the eligible expenses of the candidate with respect to the proposed project (See attached template).
2. **CV of the candidate**of no more than six pages, listing professional experience, the most recent and relevant publications, knowledge dissemination activities, and other achievements. **CVs longer than six pages will not be accepted.**
3. **Letter of invitation from the host institution**explaining the potential for the project to create or advance institutional partnership between both institutions. Must be on instutional letterheard.
4. [**Signed Privacy Notice Statement**](https://www.educanada.ca/scholarships-bourses/assets/pdfs/privacy-notice-statement-canadians-eng.pdf)(See attached document)

**Note – for all applicants:** Applications and documents that are not submitted in English or French and/or do not respect the maximum number of pages specified will result in the disqualification of the applicant.

1. Submit Application

University of Calgary applicants must submit their application package by the internal deadline of **November 28, 2023.** No extensions allowed. It is the responsibility of the applicant to ensure that this application form and supporting documents are received by this internal deadline. Documents, other than those requested, will not be accepted.

**Applicants should sent completed application, budget and other supporting documents by email to intl.scholarships@ucalgary.ca with *“Faculty Mobility”* in the subject line. A reply will be sent to applicants to confirm that their application has been received.**