

## **Guidance for Applying for Fulbright Awards:**

### **Considerations for Faculty and Staff**

#### **Introduction**

Over the past several years, CEHD faculty and staff have been very successful in securing Fulbright grants. From 2008-2013, CEHD averaged more than one award per year (six awards in five years). Awareness and excitement has grown over Fulbright awards. If you are interested in applying for an award, please see <http://sky.cehd.umn.edu/international/events/> or use Fulbright website] and click on “Supplemental Information” to see a list of available Fulbright programs and their application deadlines.

#### **Understanding Fulbright’s Timelines**

CEHD encourages its faculty and staff to apply for Fulbright and other international awards. We work in a global college. International experiences, such as those provided by Fulbright, enhance our global outreach and reputation. If you are considering Fulbright, know that application deadlines typically occur one year before awards are given. Once you are offered an award, you often have a short time frame to decide whether or not you will accept the award.

#### **Assume Success and Plan Ahead!**

CEHD faculty and staff are international leaders in their field. It is reasonable to assume you will be competitive for a Fulbright award. Therefore, it is important to begin the conversation about Fulbright at the time of application. Leave policies and eligibility differ by employment status, employment category, and years of service. Receiving a Fulbright (or any international award) does not automatically guarantee a leave. Rather, the leave application process and Fulbright application process should occur simultaneously. Your supervisor, department chair, and human resources representative can guide you on your best options for leave.

#### **Factors the College Considers when Awarding Leaves**

Information about University of Minnesota leave policies are outlined in on the CEHD HR Sky site, <http://sky.cehd.umn.edu/hr/leaves/>. However, as you plan for a possible Fulbright leave, you are strongly encouraged to talk with your supervisor, your unit head, and consult with the CEHD Human Resources Office to determine if an individualized accommodation can be made. Factors that are considered when departments and the College award leaves are:

- Years of service and employment category
- Whether or not functions can be continued in your absence (e.g., research, teaching, advising, administration, etc.)
- Accreditation limitations (are a certain number of faculty with specific qualifications required for accreditation at any given time?)

- Sponsored Projects which require a certain percentage of time be spent at University of Minnesota facilities
- Fulbright compensation compared to University compensation (will Fulbright leave negatively impact salary and benefits from the University of Minnesota?)

### **Conclusions**

Fulbright Awards present a wonderful opportunity to get to know a new part of the world. Utilize these opportunities, but do so with full knowledge of the implications for leave. Apply, assume success, and venture into the world. Before going, however, confirm with your supervisors that winning this prestigious award will not have negative consequences on your benefits package and/or department.