

# The Henry Luce Southeast Asia Field Initiative Awards

**Description:** The Henry Luce Faculty Field Initiative Awards for Southeast Asia are provided each year for the purpose of supporting faculty members interested in developing or extending professional expertise in Southeast Asia in order to inform their teaching at the University of Puget Sound. These funds are to support faculty in pursuing projects in Southeast Asia that combine learning about local culture and language with environmental/sustainability issues. Two awards of up to \$6000 will be available per year. These awards are intended to cover travel and lodging expenses, mandatory language training (either in country or prior to going to Southeast Asia), and other associated costs for a period of 10-20 days in Southeast Asia.

**Eligibility:** These funds are intended for use by full-time faculty members in ongoing positions. Faculty receiving this award will be expected to incorporate their findings and experience into their teaching at Puget Sound and participate in an annual Southeast Asia Symposium.

Please see policy statement and documentation required for university support of travel outside the United States.

**Application:** Application for these funds should be made to the dean of the university in care of Associate Dean Kukreja, CMB 1020 or Jones 212. The application should include:

1. A written statement describing a manageable project or undertaking with a description of the activities planned in the field, and a clear explication of the relationship between the proposed activities and the faculty's teaching goals at Puget Sound;
2. A one-paragraph summary of the project. The summary of your project may be used in publicizing the award;
3. A detailed budget; and
4. Foreign Travel Waiver documentation.

Preference will be given to applicants who can demonstrate clear curricular application of activities supported by the award (which may be during the summer, the winter break, or another block of time).

**Deadline:** Application shall be submitted on or before February 1.

**Reporting:** A faculty member receiving a Henry Luce Field Initiative Award for Southeast Asia shall submit a written report of the activities undertaken within 30 days of the conclusion of the trip. The report should be submitted to Associate Dean Sunil Kukreja the Office of the Associate Deans.

The faculty member must also complete the Reimbursement Request form located on the Faculty Professional Development Resources webpage. Attach original receipts for all expenses and submit to the associate dean. Reimbursement cannot be made for expenses for which original receipts are not presented.