

Miki Faculty-Student Short-Term Study Abroad Award

Description: The Japan Foundation with support from the Miki Memorial Trust provides funds for the purpose of supporting faculty-initiated, short-term study abroad in Japan with 3-4 Puget Sound students. This award is available once every three years beginning in 2014-2015. Costs covered by these funds may include airfare, per diem and local travel expenses for a faculty member, as well as airfare, lodging, and domestic travel for students, and other relevant costs associated with the proposed study abroad program. Students shall be responsible for their own meals and incidentals. Up to \$25,000 may be granted for each cycle of the program.

Eligibility: These funds are designed to support short-term study abroad opportunities initiated and carried out by full-time faculty with at least one year of service at Puget Sound. Individuals receiving this award should be due to return to teach at Puget Sound the semester immediately following the completion of the proposed work for the award. Preference will be given to faculty affiliated with the Asian Studies Program.

Application: Application for this award should be made to the associate dean. The application should address the following:

1. a description of the proposed short-term study program to be supported by the award, including destination(s) and duration. Note: University policy disallows support for travel to countries the U.S. State Department deems unsafe.
2. the anticipated benefit of the program to the students and how the proposed short-term study would enhance the faculty member's teaching and professional development.
3. a detailed budget of how the award monies would be used.

Deadline: Application for the Miki short-term study abroad in Japan award should be submitted by December 1st for travel the following summer or the following December-January. Send materials to Associate Dean Sunil Kukreja, CMB 1020 or via email to kukreja@pugetsound.edu.

Reporting: Faculty members receiving a Miki award for short-term study abroad shall submit a written report of the activities undertaken. The report should be submitted to the associate dean within 90 days after the program ends. The faculty member must also complete the [Expense and Reimbursement Record for University Enrichment Funds](#). 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.