

**Asian Studies Center, Michigan State University  
Goals of the Dr. Delia Koo Global Faculty Endowment**

- i) To facilitate the incorporation of international and global studies, especially of Asia, in teaching, research, or outreach at Michigan State University.
- ii) To develop the capability of Michigan State University faculty members to conduct activities related to goal one.
- iii) To enhance the standing of the colleges, departments, and the Asian Studies Center and affiliated units at Michigan State University in the area of Asian Studies.

**Administration of the Dr. Delia Koo Global Faculty Endowment**

- i) The endowment will be administered by the Asian Studies Center.
- ii) Proposals for funding will be evaluated by a committee of three Asian Studies Center affiliated faculty members from the seven elected faculty representatives on the Asian Studies Center Advisory Council.
- iii) Conference proposals will be reviewed on a rolling basis. Teaching/research/outreach proposals will be reviewed on a quarterly basis. The deadline for teaching/research/outreach proposals are January 15, April 15, July 15, and October 15.
- iv) When relevant, input from the ISP Dean's office and other units within ISP including, but not restricted to the Center for European, Russian, and Eurasian Studies, will be solicited.
- v) Based on input from the advisory committee and stakeholders in ISP (see (i) and (ii) above), final funding decisions will be made by the Director of the Asian Studies Center.
- vi) Priority areas for funding will include:
  - a. Faculty research projects, including projects that are likely to have feed-through benefits for teaching and outreach on Asia and
  - b. Faculty travel to conferences in which the faculty member is on the conference program.
- vii) It is envisioned that faculty research funding will be capped at \$5,000 per award, and conference travel funding at \$1,000 per award.
- viii) Applicants who are not already affiliated with the Asian Studies Center are encouraged to become Center affiliates.

**Application for Funding for Teaching, Research, and/or Outreach from the Dr. Delia Koo Global Faculty  
Endowment**

Project title:

Date of submission:

1. Name(s):

Email address(es):

Phone number(s):

Title(s) held:

College(s):

Department(s):

2. Project description: describe the project in a two-page document and attach to this form. Please include in your description:

- a) The aims of the project and your approach to achieving these aims;
- b) The outcomes you expect from this project;
- c) The significance of the project (how the project will contribute to your Asia-related teaching, research, and/or outreach, the academic standing of your college and/or department, and the standing of Michigan State University as a center for teaching, research, and/or outreach on Asia);
- d) How the project is innovative.

3. Project budget:

- a) include an itemized budget, specifying the total amount requested from the Dr. Delia Koo Global Faculty Endowment.

- b) If there are other funding sources, please list them, the amounts provided/expected, and supporting documentation (e.g. letter from department chair/funding source) if relevant.
4. Is the project likely to create the possibility of future external funding? If so, please list possible opportunities.
5. Timeline for proposed activity/activities:
6. A follow up report upon completion of the project is **required**, usually not more than one year from award notification. Follow up reports should be emailed to Greg Frens at [frensgre@msu.edu](mailto:frensgre@msu.edu).
7. Have you received Koo Teaching/Research/Outreach funding in the past? Yes                      No  
 If yes, please submit a document detailing the outcomes of your project along with your application to the submission portal linked below. **This is required to be considered for additional funding.**
8. **Proposals will be reviewed and awarded on a quarterly basis. The deadlines are January 15, April 15, July 15, and October 15.**  
 Submission materials include:
- Application form
  - Project description
  - A copy of your current CV
- Please submit the completed application through the online submission portal at [asia.isp.msu.edu/KooFacultySubmission](http://asia.isp.msu.edu/KooFacultySubmission)