

**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 **\$6,000** per award, and conference travel funding at **\$1,500** per award.
- viii) Applicants who are not already affiliated with the Asian Studies Center are encouraged to become Center affiliates.

Application for Faculty Conference Travel Requests Delia Koo Endowment

Date of Submission:

1. Name:

Email address:

Phone number:

2. Conference

a. Title:

b. Location:

c. Date:

3. What is your role in the conference?

4. Please include official notification from the conference organizers (an email or a link to a website with the portion of the program involving you is sufficient).

5. Explain the costs and the total amount of your request.

6. The award is available for up to **\$1,500**. Travel requests are reviewed on a rolling basis and typically take up to two weeks to review.

Please submit the completed application through the online submission portal at the [Koo Submission Portal](#).