**Global Affairs Canada**

**Faculty Mobility for Partnership Building Program**

**Latin America & the Caribbean**

The Faculty Mobility Program application process is now being managed by CBIE, and requires that applications be submitted online through an institutional coordinator. For Lakehead, the Institutional Coordinator is Jill Sherman, International Research Facilitator, [intl.research@lakeheadu.ca](mailto:intl.research@lakeheadu.ca). The official deadline is December 2, 2021. **The internal deadline for application submission is November 18, 2021, at 4:00pm.**

Application Guidelines can be found on the Global Affairs Canada [website](https://www.educanada.ca/scholarships-bourses/can/institutions/elap_faculty-pfla_professeurs.aspx?lang=eng).

The application consists of an online application template (to be completed by the institutional coordinator), and required attachments. To facilitate entry of application information, this template has been developed.

**SUPPORTING DOCUMENTS - IMPORTANT NOTES ABOUT ADDITIONAL DOCUMENTS TO BE UPLOADED**

UPLOADED DOCUMENTS MUST BE **LESS THAN 5 MB** and meet accepted formats: jpg, gif, pdf, doc, docx, txt.

1. Budget form**(Mandatory)**
2. Curriculum Vitae (CV) of the candidate**(Mandatory) – Six page maximum**
3. Letter of invitation from the host institution**(Mandatory)**
4. Letter of support from Lakehead’s International Office **(Mandatory – to be arranged by the Institutional Coordinator)**
5. Signed Privacy Notice Statement**(Mandatory)**
6. **Signed Declaration and Permission - last page of this document (Mandatory)**

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| **Lakehead Faculty Applicant Information** | |
| **Salutation (Mandatory)** |  |
| **Name** |  |
| **Gender** |  |
| **Rank and Title(s)** |  |
| **Primary Department** |  |
| **Email address** |  |
| **Campus** | Thunder Bay Orillia |

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| **PROPOSED HOST INSTITUTION** | |
| **Country** |  |
| **Name of Institution** |  |
| **Campus (if applicable)** |  |
| **Address of host institution** |  |
| **Contact person responsible for the program at candidate's proposed host institution:** | |
| **Salutation** |  |
| **Name** |  |
| **Job title** |  |
| **Department/Office** |  |
| **Phone number** |  |
| **Email** |  |
| Does your home institution currently have a formal agreement (e.g. an MOU, student exchange agreement, or other) with the proposed host institution? **(Mandatory)** | No Yes **LEAVE BLANK IF NOT SURE**  (Jill Sherman can assist with this) |
| **DETAILS OF MOBILITY** | |
| **Project Title** |  |
| **Expected dates of travel (start and end dates)** | Expected Start Date Of Travel (dd/mm/yyyy) **(Mandatory)**     Expected End Date Of Travel (dd/mm/yyyy) **(Mandatory)** |
| **Activity to be undertaken** | Teaching Research Both |
| **Academic field / Discipline** | **Academic field (Mandatory)**    **Discipline (Mandatory)** |
| **Description of activities (Max 3,750 characters including spaces) – BOX WILL EXPAND IF NEEDED**  Explain briefly the teaching and/or research activities to be undertaken and whether they will involve direct collaboration with faculty and students at the host institution.  For research, give a brief summary of your project. For teaching, describe the content, the level (post-secondary, undergraduate, graduate, postdoctoral or equivalent), and the approximate number of teaching hours and students involved.  All candidates must also specify the overall proportion of time abroad that will be devoted to teaching, researching and building partnerships. | |
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| **Alignment with the Faculty Mobility for PARTNERSHIP BUILDING Program objectives (max 7,500 characters including spaces)**  Describe any existing institutional agreements or MOUs between your home and host institutions, including scope and expiration date and their intended outcomes (student exchange, research collaboration, field schools, virtual exchange, capacity building, etc.) (max. 7,500 characters – box will expand if needed). Attach as a separate document if preferred.   1. If the institutional agreement or MOU enables the implementation of [ELAP](https://www.educanada.ca/scholarships-bourses/can/institutions/elap-pfla.aspx?lang=eng) (incoming short-term student mobility with tuition waiver), how will your teaching/research activities strengthen or expand this partnership? 2. If the current agreement does not involve student mobility, will your activities contribute to [ELAP](https://www.educanada.ca/scholarships-bourses/can/institutions/elap-pfla.aspx?lang=eng) implementation between the home and host institutions? If not, how will they further the existing institutional relationship? 3. If there are no formal agreements or MOUs between your home and host institutions, how will your project lead to one and in which area of collaboration? | |
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| **DECLARATION AND PERMISSION**  I have checked this application and its supporting documents and certify that all statements contained within it are correct to the best of my knowledge. I will notify the scholarship administrator should there be any changes in the information provided in this application. I give the scholarship administrator permission to verify the information I have presented in this application and in all supporting documents.   By checking this box, I acknowledge that I have read this statement and agree to its conditions.**(Mandatory)** |
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