Global Learning Experience (GLE) Project Funding Details

**Funding details:**
- The Comprehensive Internationalization Committee (CIC) may approve funding for eligible expenses (see below) for the first implementation of the proposed GLE up to $3,500.
- Faculty whose GLE is approved and successfully implemented are eligible for additional funding as follows:
  - $500 for each additional iteration of the GLE, up to 3 times (e.g., up to $1500 total)
  - The $500 will be awarded in the form of a one-time payment once the following occurs:
    - Both GLE survey instruments (“GLE Faculty Survey,” and “GLE Student Survey,”) administered by the Office of Global Engagement, are completed after each GLE iteration; and
    - The faculty member attends the required debriefing session after each GLE iteration ends.

**Eligible expenses:**
- Travel expenses to visit partner faculty/institution as follows:
  - Round trip airfare (economy class)
  - Hotel stay: up to five nights maximum
  - Entertainment expenses:
    - Meals will not be covered; however, up to $200 of the available funds can be used for expenses such as a business dinner (itemized receipts are required) or relevant site visit, such as entry fee to a historical site.
- Purchase of technology needed for implementation of project, such as a webcam.
- Purchase of other learning materials required for project.

**Usage of funds:**
- Funds will only be available for usage within 18 months from the proposal approval date.
- If approved by the Global Engagement office and the budget allows for it:
  - A follow-up trip for the DePaul faculty member is allowed within the above-mentioned, 18-month timeframe.
  - Both travel for the DePaul faculty member to visit partner institution and for the partner faculty to visit DePaul are allowed (certain visa restrictions may apply for non-US passport holders).

**Important notes:**
- Academic Affairs reserves the right to deny reimbursement for non-eligible expenses. If you are unsure of the eligibility of a planned expense, please contact Rosi Leon at rleon1@depaul.edu.
- Purchases of any durable goods (e.g., anything besides travel and food) will be considered as additional taxable income and as such, subject to applicable tax withholding. Such withholding will automatically take effect upon processing of the reimbursement.