Overview

The Invited International Distinguished Visitor Fund provides opportunities for faculty at UBC’s Okanagan campus to invite international colleagues to visit UBC and engage with the campus community and share their research and expertise. Examples of engagement activities include providing presentations and workshops; conducting research activities; and collaborating with faculty and students. The application must be submitted by a UBC Okanagan faculty member on behalf of their international colleague for this funding. The Office of Research Services is available to facilitate the pairing of suitable research colleagues if an interested international applicant is not currently connected with a UBC Okanagan faculty member.

Fund Goals

The Fund provides opportunities for international distinguished visitors to:

- Share their research
- Exchange ideas and encourage discussion with students and faculty
- Work with faculties and the Deputy Vice Chancellor and Principal’s office to create linkages between their home and host institutions

Funding Amount

The total funding awarded is $5,000 per successful application. $2,500 will be awarded to the applicant as an honorarium to the international distinguished visitor. $2,500 will be award for travel expenses incurred as part of the visit; these funds will be set up as a research Project Grant (PG) in the sponsoring faculty member’s name. Receipts are required for the reimbursement of travel expenses.

Length of Visit

Each international distinguished visitor will stay normally between two and four weeks. On campus housing may be available for a cost of $125 plus tax per night in one of three on campus townhouses. Approval is required in advance from the AVP Students and housing requests are subject to availability.

During the visit it is expected that the international distinguished visitor will participate in a variety of engagement activities, which may include:

- Providing lectures or presentations to faculty, undergraduate and graduate students and the community
- Contributing to activities in classrooms or labs in the scholar’s discipline
- Leading discussions and collaborative activities
- Others activities, as agreed upon
**Fund Criteria**

International applicants and their UBC Okanagan research colleague are required to fill out a joint application form. The application should address the following criteria:

- Demonstrate the research pairing’s relevance and linkage to the campus’ research and educational activities and goals
- Identify the parallels with the hosting unit in relevant discipline
- Endorsement of the Dean of the hosting faculty
- Provide plans for undergraduate and graduate student engagement/involvement and/or the benefits to UBC students in general
- Discuss the dissemination/outputs of the project, which may include engagement with University Relations; e.g. media release, UBCO.tv feature, etc.
- Demonstrate why the applicant is an excellent candidate for the fund and the benefits of the campus community by inviting the scholar to campus

**Applications**

Completed applications should be submitted to the Office of Research Services at UBC’s Okanagan campus. The application must be received by 12:00 pm on the deadline day.

**Adjudication**

Grant applications will be assessed by a committee appointed by the Deputy Vice-Chancellor and Principal. Deadline dates are February 15 and October 1 each year. It is expected that the Committee’s decision will be announced approximately eight weeks following the submission deadline date.

**Eligibility**

Travel to UBC must occur within **one year** of the announcement of a positive decision.

Eligible travel expenses include travel, accommodation, and per diems per UBC travel and expense Policy #83 and must be submitted to UBC for reimbursement within four weeks of the international distinguished visitor’s return to their home from UBC.

The international distinguished visitor should inform their home institution of their travel plans and ensure they have permission to participate in the visit.

**Follow-up report**

Sponsoring faculty members will be required to prepare a summary report in collaboration with the visiting scholar on the international distinguished visitor’s activities at UBC. Reports will aid in reporting on the program and further developing it for future visits. Reports will be due within six weeks of the visiting scholar’s departure and will be posted on the Office of Research Services website.