

TEACHER EXCHANGE AND MOBILITY AWARD APPLICATION

Award Information

The Teacher Exchange and Mobility Award encourages and supports B.C. teachers to develop new partnerships or strengthen existing partnerships with schools and teachers abroad for the purpose of facilitating more student exchange opportunities and for professional development.

Applicants must have the support of their independent/public school. Each independent/public school may only support one (1) application for the Teacher Exchange and Mobility Award.

Award Value – \$5,000
Deadline: November 30, 2017

Eligibility Criteria

Eligible Countries



- a) MOU Partners: **China, France, Italy, Japan, Spain**
- b) Recent MOU-Signing Partner: **Colombia**
- c) Other: **See below definition, purpose and application process for details**

- *Definition:* Countries that are not traditionally strong sources of international students studying in B.C., or countries in which district-to-district or school-to-school relationships are less common.
- *Purpose:* Engaging with these countries contributes to diversity for international education programs, fosters new relationships for B.C. school districts and independent schools, and increases opportunities for B.C. students and teachers to develop their intercultural skills.
- *Application Process:* Applicants for Teacher Exchange and Mobility Awards interested in applying under the “other” category are required to provide a one (1) paragraph justification for how the destination country aligns with the intended purpose (above). Supporting documents should be attached to submitted applications.

In addition to the above, the following criteria must be met to be eligible to apply for the Teacher Exchange and Mobility Award. Applicant must:

- be a B.C.-certified teacher;
- have a position and continuing contract (or equivalent) at a B.C. public or independent school;
- have the support of the school’s principal; and,
- propose a program with a relationship-building component (i.e., strengthening relationships with a foreign education partner for the purpose of facilitating or enhancing future student and cultural exchange) OR a clearly-articulated professional development aim for building intercultural skills, with a post-travel plan for knowledge dissemination.

NOTE: Activity may already have occurred at the time of application. Funds can be applied to eligible airfare, transfers and accommodation expenses planned to occur between August 15, 2017 and July 31, 2018. Applicants cannot engage in ‘paid employment’ while abroad, and should not receive funding from another source for this mobility activity (e.g., scholarship, bursary, grant, travel award, professional development, etc.).

Application Instructions

1. Applicants must complete Part I (Award Application) and ensure that all additional materials are included with the application as outlined in the Checklist in Part I.
2. Part II (Statement of Support) should be completed by the school's principal.
3. Applications must be submitted to the British Columbia Council for International Education (BCCIE) at bccie@bccie.bc.ca with a subject line reading "2017-18 Teacher Mobility Award Application" in a **single electronic PDF** (i.e., please scan all documents together into a single file) by **November 30, 2017**.
 - **For applicants from an independent school**, the school's principal or teacher applicant must submit the application (Parts I and II and all supporting documentation) directly to BCCIE.
 - **For applicants from a public school**, the school's principal or teacher applicant must forward the entire application (Parts I and II and all supporting documentation) to the school district Head of International. The school district Head of International must then submit the application package directly to BCCIE on your behalf.

NOTE: Late or incomplete submission packages will not be considered.

Award Evaluation and Notification

- Award recipients will be chosen by random selection from all applications that are eligible and complete, taking regional considerations into account.
- Priority will be given to those with partnership building components.
- Applications that are incomplete or inconsistent with the goals and criteria of the program will not be eligible for selection.
- Successful applicants and school administrators will be notified by email.
- Before the end of January 2018, a cheque for the full Award value will be sent to the school for distribution to the award recipient.
- Successful applicants may be contacted for testimonials and images at a later point to be used for promotional purposes, with their consent.

Responsibilities of Award Recipient

- A post-activity report must be submitted to BCCIE detailing exchange or mobility activities. Budgetary expenditures in relation to the funding provided must be included and clearly indicate how funding was utilized.
- Post-activity report must be submitted to BCCIE at bccie@bccie.bc.ca within one (1) month after return.

NOTE: Eligible activities toward which this funding may be applied include airfare, transfers, accommodation and learning exchange and partnership development activities with a foreign educational institution.

Personal Information

The collection of the personal information on this form is authorized as per Section 26(c) of the *Freedom of Information and Protection of Privacy Act*, for public schools, or section 8(1) or 12(1)(f)(i) of the Personal Information Protection Act, for independent schools. The purpose of the collection is to determine the applicant's eligibility for the scholarship. The personal information will be shared with the Ministry of Education and the British Columbia Council for International Education which will make the final award decision.

Questions regarding the collection or disclosure of the personal information can be directed to the applicant's school officials or:

Lead – International Education
International Education Branch
Ministry of Education
PO Box 9153 STN PROV GOV
Victoria, B.C.
V8W 9H1
International.Education@gov.bc.ca
250-387-8037

Questions regarding the application can be addressed to bccie@bccie.bc.ca



PART I – AWARD APPLICATION - TO BE COMPLETED BY THE APPLICANT

A. APPLICANT INFORMATION

Full Name (First Name, Last Name): _____ Telephone Number: _____

Email Address: _____ School Name: _____

School District or Independent School Authority: _____ Region (please refer to the [map](#) on the ministry website): _____ Teaching Experience (in years): _____

School Principal Information

In order to apply for this award, you are required to have the support of your school principal.

Name of School Principal (First Name, Last Name): _____ Email Address: _____ Telephone Number: _____

School District Head of International Education (for public school application)

Name of School District Head of International: _____ Email Address: _____ Telephone Number: _____

Activity Details

Please check one (1) that applies:

- 1) MOU Partner 2) Recent MOU-Signing Partner 3) Other

Destination: _____

City or Cities: _____ Province(s) - if applicable: _____ Country: _____

Purpose of Trip:

- Partnership Building
Professional Development
Other, please explain: _____

Name of Foreign Partner Institution(s) if applicable: _____

Activity Name (E.g., Teaching Exchange Activity): _____ Start Date (mm/dd/yy): _____ End Date (mm/dd/yy): _____

B. APPLICATION CHECKLIST

- Award Application (Part I)
- Statement of Purpose (2 pages maximum) for travel outlining goals for the trip, and including pre-departure learning and post-travel knowledge dissemination plan
- Itinerary for trip
- Detailed budget of projected costs
- Statement of Support (Part II) from the school principal
- One (1) paragraph justifying the "other" category (if applicable)

C. I HAVE READ AND UNDERSTAND THE INSTRUCTIONS, AND DECLARE THAT:

- i. All information provided is true and complete, and I understand it is subject to audit;
- ii. I have a position and continuing contract (or equivalent) at a B.C. public or independent school; and,
- iii. I will immediately notify the British Columbia Council for International Education in writing if I withdraw from my position at that school or if the itinerary or program changes.

Signature of Applicant _____

Today's Date _____

PART II - STATEMENT OF SUPPORT - TO BE COMPLETED BY THE SCHOOL PRINCIPAL

The collection of the personal information on this form is authorized as per Section 26(c) of the *Freedom of Information and Protection of Privacy Act*, for public schools, or section 8(1) or 12(1)(f)(i) of the Personal Information Protection Act, for independent schools. The purpose of the collection is to determine the applicant's eligibility for the scholarship. The personal information will be shared with the Ministry of Education and the British Columbia Council for International Education which will make the final award decision. Questions regarding the collection or disclosure of the personal information can be directed to the applicant's school officials or:

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PO Box 9153 STN PROV GOV
Victoria, B.C., V8W 9H1
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250-387-8037

THE PURPOSE OF THIS SECTION IS TO ENSURE THAT THE ACTIVITY HAS THE SUPPORT OF THE SCHOOL'S PRINCIPAL.

School Principal Information

Full Name (First Name, Last Name):

Activity Name (please use the same name as that provided by the Applicant in Part I of the Application):

As the school's principal, I support this application.

I am aware that each school may only put forward one application for the Teacher Exchange and Mobility Award.

The Ministry of Education also supports student mobility awards. Generally, a student award and a teacher award with the same destination/foreign partner will not be supported. **Please check one (1) of the following:**

We have submitted or will be submitting this mobility activity for a Student Exchange and Mobility Award.

We have not submitted or will not be submitting this mobility activity for a Student Exchange and Mobility Award

Signature of School Principal

Today's Date

Submission Instructions

Independent School

The school's principal or teacher applicant must submit the entire application package (Parts I and II) and all supporting documentation directly to the British Columbia Council for International Education (BCCIE) at bccie@bccie.bc.ca with a subject line reading "2017-18 Teacher Mobility Award Application" in a **single electronic PDF** (i.e., please scan all documents together into a single file).

Public School

- 1) The school's principal or teacher applicant must forward the entire application package (Parts I & II) and all supporting documentation directly to the school district Head of International.
- 2) The school district Head of International must then submit the entire application package on your behalf to the British Columbia Council for International Education (BCCIE) at bccie@bccie.bc.ca with a subject line reading "2017-18 Teacher Mobility Award Application" in a **single electronic PDF** (i.e., please scan all documents together into a single file).

NOTE: Late or incomplete submission packages will not be considered.

Application Deadline: November 30, 2017