

**Academics for Higher Education and Development  
Competition for \$10,000 grant**

**Call for Proposals**

Many Canadian academics, including faculty, staff, and administrators, have been involved in improving the capacity of institutions of higher education in the developing world – by participating in development or joint research projects, by providing training for lecturers, staff, or administrators, or by supervising graduate students. This has resulted in a wealth of knowledge, in networks and in trust between the Canadians and colleagues/former students in institutions of higher education in developing countries.

Academics for Higher Education and Development (AHED), a Canadian bilingual NGO, is sponsoring a competition for a \$10,000 grant to support capacity development<sup>1</sup> in tertiary education in developing countries, building on this experience and these relationships.

AHED carries out its mission by supporting strategic projects in promising higher education institutions in developing countries and working with talented and committed people there who can initiate and sustain institutional change. It does this effectively and inexpensively by sending academic volunteers from Canada and other countries abroad to support these local initiatives. See the website for more information [www.ahed-upesed.org](http://www.ahed-upesed.org).

**Guidelines for proposals:**

AHED is seeking short descriptions of capacity building projects in developing world institutions of higher education. From these proposals, it will draw up a short-list for which it will ask for a longer description with additional information about the project.

**Volunteer(s):**

The proposal can be submitted by one or more academics (active or retired), including faculty, staff, or administrators, at a Canadian college or university who is/are available to travel abroad to work at an institution of higher education in a developing country. The volunteer(s) must be Canadian citizens or landed immigrants.

**Project:**

The initiative can involve any aspect of capacity enhancement at a developing world college or university: research, teaching, administration, student services, university finance, alumni affairs,

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<sup>1</sup> Capacity development in this call for proposals refers to changes within an institution of higher education in the developing world that are priorities for that institution and which the institution is committed to sustaining.

registrar's office, IT, etc. that will strengthen the institution's capacity. The project must involve something that is sustainable, that is, that leaves something behind. The results of the initiative will be short-term. However, the volunteer(s)' participation should contribute to the long-term goals of the institution and its impact on the development of the community or country.

The postings connected to the project can be short-term, but the minimum stay is two weeks.

AHED will not consider project proposals in countries that could put the volunteer(s)' lives at risk.

**Eligible partners:**

The proposal must indicate a partner institution<sup>2</sup> of higher education in the developing world and contain a letter from the institution supporting the project and indicating what it is willing to contribute to it. See below for AHED's expectation about partner institution's contributions. The partner institution must support the goals of the initiative and be committed to its continuation and development after the completion of the volunteer(s) involvement. AHED will enter into an MOU with the partner institution of the project to which the grant is awarded. AHED is interested in developing long-term relations with institutional partners in the developing world. Projects that hold out this possibility will be given a higher priority.

**Budget:**

AHED will cover the volunteer(s)' expenses (up to \$10,000) for:

- Economy air travel
- Airport transfer
- Medical and travel insurance
- Visa costs
- Necessary vaccinations and medication
- In-transit costs for hotel and meals
- Stipend for living expenses, including accommodations and subsistence (if not provided by the partner institution)
- Other expenses for the volunteer that are directly related to the assignment will be considered.

The grant does not cover the cost of equipment or books.

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<sup>2</sup> Partner institution refers to the university or college in the developing world.

**Contribution of partner institution:**

AHED asks its partner institutions to provide the following, if they are capable of doing so:

- accommodation
- a local salary commensurate with the position that the volunteer(s) will hold in the institution.

The partner institution is responsible for covering the costs of their staff, office expenses, or any activity or publication necessary for the project's success.

**Submission:**

The submission, with 1 – 3 not exceeding 5 pages, should include:

1. A project description, anticipated short-term results and timelines (the project should begin in 2010)
2. The context of the project and its projected long-term impact
3. A description of relevant work that the volunteer(s) has done with the prospective institutional partner
4. A letter from the partner institution supporting the project and indicating whether it is willing to contribute housing and/or a local salary.
5. CV(s) of the prospective volunteer(s),

**Deadline for proposals:** March 12, 2010

Please submit proposals to Steven Davis at [sdavis@ahed-upesed.org](mailto:sdavis@ahed-upesed.org) with a copy to [wallen@ahed.upesed.org](mailto:wallen@ahed.upesed.org).

**Selection Process:**

The proposals will be reviewed by AHED's staff and a short-list of 10 proposals selected. AHED will then ask for a longer submission, which should include the following:

- (1) A more detailed description of the project
- (2) A Budget
- (3) Two letters of reference.
- (4) An attestation from the volunteer(s) physicians that they are in good health.

All applicants will be informed of the decision for the first round by e-mail on March 30, 2010.

The second round deadline is April 30 and the final decision will be made by the AHED's Board by May 15.

For any questions concerning this call for proposals, please contact Wendy Allen at [wallen@ahed-upesed.org](mailto:wallen@ahed-upesed.org)