



**INTERNATIONAL COUNCIL FOR CANADIAN STUDIES  
CONSEIL INTERNATIONAL D'ÉTUDES CANADIENNES**

# **CANADIAN STUDIES**

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**FACULTY ENRICHMENT  
PROGRAM IN THE  
GERMAN-SPEAKING  
COUNTRIES**

**Guidelines**

**Deadline for submission of application: November 1<sup>st</sup>, 2007**

# Faculty Enrichment Program (FEP)

## Guidelines

The International Council for Canadian Studies is pleased to announce the 2007 competition under the Canadian Studies Faculty Enrichment Award Program for course development, including travel, to be undertaken during the period April 1, 2008--February 28, 2009. The deadline for applications is November 1<sup>st</sup>, 2007. An application form is attached.

This program of support is designed to increase knowledge and understanding of Canada abroad by assisting academics in higher education institutions to develop and teach courses about Canada in their own discipline, as part of their regular teaching load. The program enables academic award holders to come to Canada and gather the necessary information and material to devise a new course on Canada, or to modify or extend significantly the Canadian component of an existing course(s). Comparative courses may be regarded as "courses on Canada" with substantial Canadian content (33% or more).

Although we welcome applications from all disciplines lending themselves most readily to Canadian Studies course development we are particularly interested in projects that have policy relevance for Canada and Canada's foreign policy. Topics that are highly relevant to Canada's foreign policy include Democracy & Rule of Law, Economic Development, Environment, Managing Diversity, North American Partnership, Peace and Security.

(Purely scientific subjects such as physics, chemistry, medicine, engineering, etc., which would not lead to a better knowledge and understanding of Canada per se are usually not eligible, nor are proposals which focus exclusively on technological or methodological issues).

## Eligibility

Applicants must be:

1. teaching members of the academic staff of a recognized institution of higher education or equivalent degree-granting institute in The German-Speaking Countries (part-time lecturers and teaching assistants are not eligible);
2. proficient in either English or French.

In addition, while not mandatory, applicants should provide evidence of their interest in or involvement with Canada prior to the application, if such has been the case. This may be demonstrated by courses they have already given, research they have undertaken, extra-mural activities, or active membership in the Association for Canadian Studies The German-Speaking Countries.

Recipients of an award under this program are not eligible to apply in consecutive competitions. There will normally also be a period of 3 years between awards, unless the second course proposal is on a different topic and the course from the first award is still being taught. For example, a 2004-05 recipient cannot apply in the 2005-06 competition, but can apply in the 2006-07 competition if the new course proposal is on a different topic and the course derived from the first award is still being taught; to upgrade and update the course derived from the 2004-05 award, one will only be eligible to apply in the 2007-08 competition.

## Value of Awards

The award will consist of a contribution towards international air fare of up to 1,400CDN\$, and an allowance of 800CDN\$ per complete week in Canada towards internal travel and living expenses for a maximum of four weeks. Smaller awards may also be made.

## Terms and Conditions

The International Council for Canadian Studies through a contribution of the Government of Canada and with the assistance of the Canadian Embassy, Berlin, will award grants to successful candidates on condition that the candidate must give a written undertaking on his/her own behalf that:

1. he/she will be employed as a teaching member of the academic staff at the institution where he/she is currently employed for at least one full academic year following the period of the award;
2. he/she will begin to teach the new course or part-courses related to the award no later than the academic year following the period of the award;
3. as much as possible, he/she will offer the course developed as a result of this award at least three times during the six academic years following the period of the award;
4. the course on Canada to be given as a result of the award will be new or a considerably modified or extended version of a course previously taught by the applicant and will treat one or more aspects of Canadian Studies in a substantive way;
5. he/she will make all arrangements relating to the visit, including:
  - a. international travel arrangements;
  - b. passport and visa (if needed);
  - c. accommodation and travel within Canada;
  - d. medical insurance while in Canada;
  - e. visit plans, including *inter alia* appointments with Canadian academics and other resource persons, access to libraries and other study centres, etc.;
6. the period to which the award will apply will be used exclusively for study designed to enhance the award holder's capability to teach about Canada; the award will not be used to pursue research in conjunction with another project; and, where supplemental funding is obtained from elsewhere, the time devoted to professional development under this program will be at least proportional to the ratio of the value of this award to that of the total income received;
7. he/she will remain in Canada throughout the period to which the award relates;
8. a report detailing the professional activities undertaken during the visit to Canada including the new course outline developed as a result of the award will be sent to the Canadian Embassy within 60 days of the completion of the trip or no later than March 1st of the following year. Failure to provide such documentation by that date may result in forfeiture of the final payment of the award.

## Application Procedure

Applications must be submitted through the Canadian Embassy in Berlin:

Helen Rodney  
First Secretary  
Deputy Head  
Academic Relations, Public Affairs and Culture  
Embassy of Canada  
Leipziger Platz 17  
10117 Berlin  
Tel.: (+49-30) 20312-253

Fax: (+49-30) 20312-121  
E-mail: [helen.rodney@international.gc.ca](mailto:helen.rodney@international.gc.ca)

## **Austria**

Please address enquiries to the Embassy of Canada in Vienna, attention:

Roswitha Fritscher  
Laurenzerberg 2  
A-1010 Vienna  
Tel: +43-1-531383285  
Fax: +41-1 531383905  
E-mail: [roswitha.fritscher@international.gc.ca](mailto:roswitha.fritscher@international.gc.ca)

## **Switzerland**

Please address enquiries to the Embassy of Canada in Bern, attention:

Christiane Zwahlen  
Public and Cultural Affairs  
Canadian Embassy  
Kirchenfeldstrasse 88  
CH – 3005 Bern  
Tel.: +41 (0) 31-35732-05  
Fax: +41 (0) 31-35732-10  
E-mail: [christiane.zwahlen@international.gc.ca](mailto:christiane.zwahlen@international.gc.ca)

Applicants from Austria or Switzerland should also send a copy of their application to the Academic Relations Section of the Canadian Embassy in Vienna or Bern respectively. For enquiries, please telephone to the appropriate Canadian Embassy.

Applications submitted directly to the ICCS cannot be accepted nor redirected. An application dossier, **in either English or French**, will consist of EIGHT copies of a filled out application form accompanied by a concise curriculum vitae.

## **Selection and Notification**

All applicants will be peer-reviewed by a pre-selection jury established in the German-Speaking Countries by the Canadian Embassy. The jury will include representatives of the academic community in The German-Speaking Countries (including if possible a representative of the Association for Canadian Studies in The German-Speaking Countries) and, when possible, Canadian academics.

Pertinent criteria will be:

1. academic excellence of the proposal;
2. relevance of the proposal to identified priorities and Canadian Studies;
3. feasibility of the proposal.

The International Council for Canadian Studies in Ottawa will do the final selection following a review of complete applications and recommendations of the pre-selection jury.

All applicants will be notified in writing of the results of their application, normally within 90 days of the deadline for submission of applications.

## **Payment Procedure**

Successful candidates will be sent a Grant Agreement detailing the value and conditions of the award. It must be signed and returned to the Canadian Embassy within 30 days.

A first installment of 70% of the award will be paid to successful applicants upon receipt of the signed Grant Agreement by the Canadian Embassy, and normally six weeks before departure for Canada. The remaining 30% of the award will be paid upon return from Canada and upon submission to the Canadian Embassy of the visit report and new course outline, as per the terms and conditions of the award.

Canadian Embassy, Berlin  
July 2007

**FOR OTHER PROGRAMS IN SUPPORT OF CANADIAN STUDIES PLEASE VISIT:**

**[www.iccs-ciec.ca](http://www.iccs-ciec.ca)**