U.S. Department of Education

Washington, D.C. 20202-5335

APPLICATION FOR GRANTS UNDER THE FY 2012 Fulbright-Hays Doctoral Dissertation Research Abroad Fellowship Program

CFDA # 84.022A

PR/Award # N/A

OMB No. 1840-0005, Expiration Date: 07/31/2013

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DEPARTMENT OF EDUCATION

Applications for New Awards; Fulbright-Hays Doctoral Dissertation Research Abroad (DDRA) Fellowship Program

AGENCY: Office of Postsecondary Education, Department of Education.

ACTION: Notice.

Overview Information:

Fulbright-Hays Doctoral Dissertation Research Abroad (DDRA) Fellowship Program

Notice inviting applications for new awards for fiscal year (FY) 2012.

Catalog of Federal Domestic Assistance (CFDA) Number: 84.022A.

Dates:

Applications Available: May 15, 2012.

Deadline for Transmittal of Applications: June 14, 2012.

Full Text of Announcement

I. Funding Opportunity Description

Purpose of Program: The Fulbright-Hays DDRA Fellowship Program provides opportunities to doctoral candidates to engage in full-time dissertation research abroad in modern foreign languages and area studies. The program is designed to contribute to the development and improvement

of the study of modern foreign languages and area studies in the United States.

Priorities: This notice contains one absolute priority and two competitive preference priorities, which are explained in the following paragraphs. In accordance with 34 CFR 75.105(b)(2)(ii), these priorities are from the regulations for this program (34 CFR 662.21(d)).

Absolute Priority: For FY 2012, this priority is an absolute priority. Under 34 CFR 75.105(c)(3), we consider only applications that meet this priority.

This priority is:

A research project that focuses on one or more of the following geographic areas: Africa, East Asia, Southeast Asia and the Pacific Islands, South Asia, the Near East, Central and Eastern Europe and Eurasia, and the Western Hemisphere (excluding the United States and its territories). Please note that applications that propose projects focused on the following countries are not eligible: Andorra, Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Malta, Monaco, Netherlands, Norway, Portugal, San Marino, Spain, Sweden, Switzerland, United Kingdom, or Vatican City.

Competitive Preference Priorities: Within this absolute priority, we give competitive preference to applications that address one or both of the following priorities.

For FY 2012, these priorities are competitive preference priorities. Under 34 CFR 75.105(c)(2) and 34 CFR 662.21(d)(2), we award an additional five points to an application for each competitive preference priority it meets (up to 10 additional points).

These priorities are:

Competitive Preference Priority 1 (5 points): A research project that focuses on any of the 78 languages selected from the U.S. Department of Education's list of Less Commonly Taught Languages (LCTLs), as follows:

Akan (Twi-Fante), Albanian, Amharic, Arabic (all dialects), Armenian, Azeri (Azerbaijani), Balochi, Bamanakan (Bamana, Bambara, Mandikan, Mandingo, Maninka, Dyula), Belarusian, Bengali (Bangla), Berber (all languages), Bosnian, Bulgarian, Burmese, Cebuano (Visayan), Chechen, Chinese (Cantonese), Chinese (Gan), Chinese (Mandarin), Chinese (Min), Chinese (Wu), Croatian, Dari, Dinka, Georgian, Gujarati, Hausa, Hebrew (Modern), Hindi, Igbo, Indonesian, Japanese, Javanese, Kannada, Kashmiri, Kazakh, Khmer (Cambodian), Kirghiz, Korean, Kurdish (Kurmanji), Kurdish (Sorani), Lao, Malay (Bahasa Melayu or

Malaysian), Malayalam, Marathi, Mongolian, Nepali, Oromo, Panjabi, Pashto, Persian (Farsi), Polish, Portuguese (all varieties), Quechua, Romanian, Russian, Serbian, Sinhala (Sinhalese), Somali, Swahili, Tagalog, Tajik, Tamil, Telugu, Thai, Tibetan, Tigrigna, Turkish, Turkmen, Ukrainian, Urdu, Uyghur/Uigur, Uzbek, Vietnamese, Wolof, Xhosa, Yoruba, and Zulu.

Competitive Preference Priority 2 (5 points): Research projects that are proposed by applicants using advanced language proficiency in one of the 78 LCTLs listed in Competitive Preference Priority 1 in their research and are in the fields of economics, engineering, international development, global education, mathematics, political science, public health, science, or technology.

Program Authority: 22 U.S.C. 2452(b)(6).

Applicable Regulations: (a) The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 74, 75, 77, 81, 82, 84, 86, 97, 98, and 99. (b) The Education Department suspension and debarment regulations in 2 CFR part 3485. (c) The regulations for this program in 34 CFR part 662.

Note: The regulations in 34 CFR part 86 apply to institutions of higher education (IHEs) only.

II. Award Information

Type of Award: Discretionary grants redistributed as fellowships to individual beneficiaries.

Note: Based on language included in the Department of Education Appropriations Act for FY 2012, the Department may use funds to support the applications of individuals who are participating in advanced language training and international studies in areas vital to United States national security and who plan to apply their language skills and knowledge of these countries in the fields of government, international development, and the professions. Therefore, students planning to apply their language skills in these fields and those planning teaching careers are eligible to apply for this program.

Estimated Available Funds: $3,227,000.

Estimated Range of Fellowship Awards: $15,000 to $60,000.

Estimated Average Size of Fellowship Awards: $36,000.

Estimated Number of Fellowship Awards: 90.

Note: The Department is not bound by any estimates in this notice.

Project Period: The institutional project period is 18 months, beginning October 1, 2012. Students may request funding for a period of no less than 6 months and no more than 12 months.

III. Eligibility Information

1. Eligible Applicants: IHEs. As part of the application process, students submit individual applications to the IHE. The IHE then officially submits all eligible individual student applications with its grant application to the Department.

2. Cost Sharing or Matching: This program does not require cost sharing or matching.

IV. Application and Submission Information

1. Address to Request Application Package: Both IHEs and student applicants can obtain an application package via the Internet at www.G5.gov or from Amy Wilson, International and Foreign Language Education, U.S. Department of Education, 1990 K Street, NW., room 6082, Washington, DC 20006-8521. Telephone: (202) 502-7689; or, by e-mail: ddra@ed.gov.

If you use a telecommunications device for the deaf (TDD) or a text telephone (TTY), call the Federal Relay Service (FRS), toll free, at 1-800-877-8339.

Individuals with disabilities can obtain a copy of the application package in an accessible format (e.g., braille, large print, audiotape, or compact disc) by contacting the program contact person listed in this section.

2. Content and Form of Application Submission: Requirements concerning the content of an application,

together with the forms the applicant must submit, are in the application package for this program.

Page Limit: The application narrative is where the student applicant addresses the selection criteria that reviewers use to evaluate the application. The student applicant must limit the application narrative to no more than 10 pages and the bibliography to no more than 2 pages, using the following standards:

- A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom, and both sides.
- Double space (no more than three lines per vertical inch) all text in the application narrative. However, student applicants may single space all text in charts, tables, figures, graphs, titles, headings, footnotes, endnotes, quotations, bibliography, and captions.
- Use a font that is either 12 point or larger, or no smaller than 10 pitch (characters per inch). Student applicants may use a 10 point font in charts, tables, figures, graphs, footnotes, and endnotes. However, these items are considered part of the narrative and counted within the 10-page limit.
- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted

in any other font (including Times Roman or Arial Narrow) will not be accepted.

The page limits only apply to the application narrative and bibliography. The page limits do not apply to the Application for Federal Assistance face sheet (SF 424), the supplemental information form required by the Department of Education, or the assurances and certification. However, student applicants must include their complete responses to the selection criteria in the application narrative.

We will reject a student applicant's application if the application exceeds the page limits.

3. Submission Dates and Times:

Applications Available: May 15, 2012.

Deadline for Transmittal of Applications: June 14, 2012.

Applications for grants under this program must be submitted electronically using the G5 e-Application system accessible through the Department's G5 site. For information (including dates and times) about how to submit an IHE's application electronically, or in paper format by mail or hand delivery if an IHE qualifies for an exception to the electronic submission requirement, please refer to Section IV. 7. Other Submission Requirements of this notice.

We do not consider an application that does not comply with the deadline requirements.

Individuals with disabilities who need an accommodation or auxiliary aid in connection with the application process should contact the person listed under For Further Information Contact in Section VII of this notice. If the Department provides an accommodation or auxiliary aid to an individual with a disability in connection with the application process, the individual's application remains subject to all other requirements and limitations in this notice.

4. Intergovernmental Review: This program is not subject to Executive Order 12372 and the regulations in 34 CFR part 79.

5. Funding Restrictions: We reference regulations outlining funding restrictions in the Applicable Regulations section of this notice.

6. Data Universal Numbering System Number, Taxpayer Identification Number, and Central Contractor Registry: To do business with the Department of Education, you must--

a. Have a Data Universal Numbering System (DUNS) number and a Taxpayer Identification Number (TIN);

b. Register both your DUNS number and TIN with the Central Contractor Registry (CCR), the Government's primary registrant database;

c. Provide your DUNS number and TIN on your application; and

d. Maintain an active CCR registration with current information while your application is under review by the Department and, if you are awarded a grant, during the project period.

You can obtain a DUNS number from Dun and Bradstreet. A DUNS number can be created within one business day.

If you are a corporate entity, agency, institution, or organization, you can obtain a TIN from the Internal Revenue Service. If you are an individual, you can obtain a TIN from the Internal Revenue Service or the Social Security Administration. If you need a new TIN, please allow two to five weeks for your TIN to become active.

The CCR registration process may take five or more business days to complete. If you are currently registered with the CCR, you may not need to make any changes. However, please make certain that the TIN associated with your DUNS number is correct. Also note that you will need to update your CCR registration on an annual basis. This may take three or more business days to complete.

7. Other Submission Requirements: Applications for grants under this program must be submitted electronically unless an IHE qualifies for an exception to this requirement in accordance with the instructions in this section.

a. Electronic Submission of Applications.

Applications for grants under the Fulbright-Hays DDRA Fellowship Program, CFDA number 84.022A, must be submitted electronically using the G5 e-Application system, accessible through the Department's G5 site: www.G5.gov.

We will reject an application if an IHE submits it in paper format unless, as described elsewhere in this section, the IHE qualifies for one of the exceptions to the electronic submission requirement and submits, no later than two weeks before the application deadline date, a written statement to the Department that the IHE qualifies for one of these exceptions. Further information regarding calculation of the date that is two weeks before the application deadline date is provided later in this section under Exception to Electronic Submission Requirement.

While completing the electronic application, both the IHE and the student applicant will be entering data online, which will be saved into a database. Neither the IHE nor

the student applicant may e-mail an electronic copy of a grant application to us.

Please note the following:

• The process for submitting applications electronically under the Fulbright-Hays DDRA Fellowship Program has several parts. The following is a brief summary of the process; however, all applicants should review and follow the detailed description of the application process that is contained in the application package. In summary, the major steps are:

(1) IHEs must e-mail the following information to ddra@ed.gov: name of university and full name and e-mail address of potential project director. We recommend that applicant IHEs submit this information as soon as possible to ensure that they obtain access to the G5 e-Application system well before the application deadline date. We suggest that applicant IHEs send this information no later than two weeks prior to the closing date in order to facilitate timely submission of their applications;

(2) Students must complete their individual applications and submit them to their IHE's project director using G5 e-Application;

(3) Persons providing references for individual students must complete and submit reference forms for the

students and submit them to the IHE's project director using the G5 e-Application; and

(4) The IHE's project director must officially submit the IHE's application, which must include all eligible individual student applications, reference forms, and other required forms, using the G5 e-Application.

• The IHE must complete the electronic submission of the grant application by 4:30:00 p.m., Washington, DC time, on the application deadline date. The G5 e-Application will not accept an application for this competition after 4:30:00 p.m., Washington, DC time, on the application deadline date. Therefore, we strongly recommend that both the IHE and the student applicant not wait until the application deadline date to begin the application process.

• The hours of operation of the G5 Web site are 6:00 a.m. Monday until 7:00 p.m. Wednesday; and 6:00 a.m. Thursday until 8:00 p.m. Sunday, Washington, DC time. Please note that, because of maintenance, the system is unavailable between 8:00 p.m. on Sundays and 6:00 a.m. on Mondays, and between 7:00 p.m. on Wednesdays and 6:00 a.m. on Thursdays, Washington, DC time. Any modifications to these hours are posted on the G5 Web site.

• Student applicants will not receive additional point value because the student submits his or her

application in electronic format, nor will we penalize the IHE or student applicant if the applicant qualifies for an exception to the electronic submission requirement, as described elsewhere in this section, and submits an application in paper format.

• IHEs must submit all documents electronically, including all information typically provided on the following forms: the Application for Federal Assistance (SF 424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs (ED 524), and all necessary assurances and certifications. Both IHEs and student applicants must upload any narrative sections and all other attachments to your application as files in a PDF (Portable Document) read-only, non-modifiable format. Do not upload an interactive or fillable PDF file. If you upload a file type other than a read-only, non-modifiable PDF or submit a password-protected file, we will not review that material.

• Student transcripts must be submitted electronically through the G5 e-Application system.

• Both the IHE's and the student applicant's electronic applications must comply with any page limit requirements described in this notice.

• Prior to submitting your electronic application, you may wish to print a copy of it for your records.

• After the individual student applicant electronically submits his or her application to the student's IHE, the student will receive an automatic acknowledgment. In addition, the applicant IHE's project director will receive a copy of this acknowledgment by e-mail. After a person submits a reference electronically, he or she will receive an online confirmation. After the applicant IHE submits its application, including all eligible individual student applications, to the Department, the applicant IHE will receive an automatic acknowledgment, which will include a PR/Award number (an identifying number unique to the IHE's application).

• Within three working days after submitting the IHE's electronic application, the IHE must fax a signed copy of the SF 424 to the Application Control Center after following these steps:

(1) Print SF 424 from G5 e-Application.

(2) The applicant IHE's Authorizing Representative must sign this form.

(3) Place the PR/Award number in the upper right hand corner of the hard-copy signature page of the SF 424.

(4) Fax the signed SF 424 to the Application Control Center at (202) 245-6272.

• We may request that you provide us original signatures on other forms at a later date.

Application Deadline Date Extension in Case of G5 e-Application Unavailability: If an IHE is prevented from electronically submitting its application on the application deadline date because the G5 e-Application is unavailable, we will grant the IHE an extension of one business day to enable the IHE to transmit its application electronically, by mail, or by hand delivery. We will grant this extension if--

(1) The IHE is a registered user of the G5 e-Application and the IHE has initiated an electronic application for this competition; and

(2) (a) The G5 e-Application is unavailable for 60 minutes or more between the hours of 8:30 a.m. and 3:30 p.m., Washington, DC time, on the application deadline date; or

(b) The G5 e-Application is unavailable for any period of time between 3:30 p.m. and 4:30:00 p.m., Washington, DC time, on the application deadline date.

We must acknowledge and confirm these periods of unavailability before granting the IHE an extension. To

request this extension or to confirm our acknowledgment of any system unavailability, an IHE may contact either (1) the person listed elsewhere in this notice under For Further Information Contact (see Section VII. Agency Contact) or (2) the G5 help desk at 1-888-336-8930. If G5 e-Application is unavailable due to technical problems with the system and, therefore, the application deadline is extended, an e-mail will be sent to all registered users who have initiated the G5 e-Application. Extensions referred to in this section apply only to the unavailability of the G5 e-Application.

Exception to Electronic Submission Requirement: An IHE qualifies for an exception to the electronic submission requirement, and may submit its application in paper format, if the IHE is unable to submit an application through the G5 e-Application because--

- The IHE or a student applicant does not have access to the Internet; or
- The IHE or a student applicant does not have the capacity to upload large documents to the G5 e-Application; and
- No later than two weeks before the application deadline date (14 calendar days; or, if the fourteenth calendar day before the application deadline date falls on

a Federal holiday, the next business day following the Federal holiday), the IHE mails or faxes a written statement to the Department, explaining which of the two grounds for an exception prevents the IHE from using the Internet to submit its application. If an IHE mails a written statement to the Department, it must be postmarked no later than two weeks before the application deadline date. If an IHE faxes its written statement to the Department, we must receive the faxed statement no later than two weeks before the application deadline date.

Address and mail or fax this statement to: Amy Wilson, U.S. Department of Education, 1990 K Street, NW., room 6082, Washington, DC 20006-8521. FAX: (202) 502-7860.

The IHE's paper application must be submitted in accordance with the mail or hand delivery instructions described in this notice.

b. Submission of Paper Applications by Mail.

If an IHE qualifies for an exception to the electronic submission requirement, the IHE may mail (through the U.S. Postal Service or a commercial carrier) its application to the Department. The IHE must mail the original and two copies of the application, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education
Application Control Center
Attention: (CFDA Number84.022A)
LBJ Basement Level 1
400 Maryland Avenue, SW.
Washington, DC 20202-4260

The IHE must show proof of mailing consisting of one of the following:

(1) A legibly dated U.S. Postal Service postmark.

(2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service.

(3) A dated shipping label, invoice, or receipt from a commercial carrier.

(4) Any other proof of mailing acceptable to the Secretary of the U.S. Department of Education.

If the IHE mails its application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

(1) A private metered postmark.

(2) A mail receipt that is not dated by the U.S. Postal Service.

If the IHE's application is postmarked after the application deadline date, we will not consider its application.

Note: The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, the IHE should check with its local post office.

c. Submission of Paper Applications by Hand Delivery.

If an IHE qualifies for an exception to the electronic submission requirement, the IHE (or a courier service) may deliver its paper application to the Department by hand. The IHE must deliver the original and two copies of the application, by hand, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education
Application Control Center
Attention: (CFDA Number84.022A)
550 12th Street, SW.
Room 7041, Potomac Center Plaza
Washington, DC 20202-4260

The Application Control Center accepts hand deliveries daily between 8:00:00 a.m. and 4:30:00 p.m., Washington, DC time, except Saturdays, Sundays, and Federal holidays.

Note for Mail or Hand Delivery of Paper Applications: If an IHE mails or hand delivers its application to the Department--

(1) The IHE must indicate on the envelope and--if not provided by the Department--in Item 11 of the SF 424 the CFDA number, including suffix letter, if any, of the

competition under which the IHE is submitting its application; and

(2) The Application Control Center will mail a notification of receipt of the IHE's grant application. If the IHE does not receive this grant notification within 15 business days from the application deadline date, the IHE should call the U.S. Department of Education Application Control Center at (202) 245-6288.

V. Application Review Information

1. General: For FY 2012, student applications are divided into seven categories based on the world area focus of their research projects, as described in the absolute priority listed in this notice. Language and area studies experts in discrete world area-based panels will review the student applications. Each panel reviews, scores, and ranks its applications separately from the applications assigned to the other world area panels. However, all fellowship applications will be ranked together from the highest to lowest score for funding purposes.

2. Selection Criteria: The selection criteria for this competition are from 34 CFR 662.21 and are listed in the following paragraphs. The maximum score for all of the criteria, including the competitive preference priorities,

is 110 points. The maximum score for each criterion is indicated in parentheses.

Quality of proposed project (60 points): The Secretary reviews each application to determine the quality of the research project proposed by the applicant. The Secretary considers--

(1) The statement of the major hypotheses to be tested or questions to be examined, and the description and justification of the research methods to be used (15 points);

(2) The relationship of the research to the literature on the topic and to major theoretical issues in the field, and the project's originality and importance in terms of the concerns of the discipline (10 points);

(3) The preliminary research already completed in the United States and overseas or plans for such research prior to going overseas, and the kinds, quality, and availability of data for the research in the host country or countries (10 points);

(4) The justification for overseas field research and preparations to establish appropriate and sufficient research contacts and affiliations abroad (10 points);

(5) The applicant's plans to share the results of the research in progress and a copy of the dissertation with

scholars and officials of the host country or countries (5 points); and

(6) The guidance and supervision of the dissertation advisor or committee at all stages of the project, including guidance in developing the project, understanding research conditions abroad, and acquainting the applicant with research in the field (10 points).

Qualifications of the applicant (40 points): The Secretary reviews each application to determine the qualifications of the applicant. The Secretary considers--

(1) The overall strength of the applicant's graduate academic record (10 points);

(2) The extent to which the applicant's academic record demonstrates strength in area studies relevant to the proposed project (10 points);

(3) The applicant's proficiency in one or more of the languages (other than English and the applicant's native language) of the country or countries of research, and the specific measures to be taken to overcome any anticipated language barriers (15 points); and

(4) The applicant's ability to conduct research in a foreign cultural context, as evidenced by the applicant's references or previous overseas experience, or both (5 points).

3. Review and Selection Process: We remind potential applicants that in reviewing applications in any discretionary grant competition, the Secretary may consider, under 34 CFR 75.217(d)(3), the past performance of the applicant in carrying out a previous award, such as the applicant's use of funds, achievement of project objectives, and compliance with grant conditions. The Secretary may also consider whether the applicant failed to submit a timely performance report or submitted a report of unacceptable quality.

In addition, in making a competitive grant award, the Secretary also requires various assurances including those applicable to Federal civil rights laws that prohibit discrimination in programs or activities receiving Federal financial assistance from the Department of Education (34 CFR 100.4, 104.5, 106.4, 108.8, and 110.23).

4. Special Conditions: Under 34 CFR 74.14 and 80.12, the Secretary may impose special conditions on a grant if the applicant or grantee is not financially stable, has a history of unsatisfactory performance, has a financial or other management system that does not meet the standards in 34 CFR parts 74 or 80, as applicable, has not fulfilled the conditions of a prior grant, or is otherwise not responsible.

VI. Award Administration Information

1. Award Notices: If a student application is successful, we notify the IHE's U.S. Representative and U.S. Senators and send the IHE a Grant Award Notification (GAN). We may notify the IHE informally, also.

If a student application is not evaluated or not selected for funding, we notify the IHE.

2. Administrative and National Policy Requirements: We identify administrative and national policy requirements in the application package and reference these and other requirements in the Applicable Regulations section in this notice.

We reference the regulations outlining the terms and conditions of an award in the Applicable Regulations section in this notice and include these and other specific conditions in the GAN. The GAN also incorporates its approved application as part of the binding commitments under the grant.

3. Reporting: (a) If you apply for a grant under this competition, you must ensure that you have in place the necessary processes and systems to comply with the reporting requirements in 2 CFR part 170 should you receive funding under the competition. This does not apply if you have an exception under 2 CFR 170.110(b).

(b) At the end of your project period, you must submit a final performance report, including financial information, as directed by the Secretary. If you receive a multi-year award, you must submit an annual performance report that provides the most current performance and financial expenditure information as directed by the Secretary under 34 CFR 75.118. Grantees are required to use the electronic data instrument International Resource Information System (IRIS) to complete the final report. The Secretary may also require more frequent performance reports under 34 CFR 75.720(c). For specific requirements on reporting, please go to www.ed.gov/fund/grant/apply/appforms/appforms.html.

4. Performance Measures: Under the Government Performance and Results Act of 1993, the objective for the Fulbright-Hays DDRA Fellowship Program is to provide grants to colleges and universities to fund individual doctoral students to conduct research in other countries in modern foreign languages and area studies for periods of 6 to 12 months.

The Department will use the following DDRA measures to evaluate its success in meeting this objective:

Performance Measure 1: The average language competency score of Fulbright-Hays DDRA Fellowship

recipients at the end of their period of research minus their average score at the beginning of the period.

Efficiency measure: Cost per grantee of increasing language competency by at least one level in at least one area.

The information provided by grantees in their performance report submitted via IRIS will be the source of data for this measure. Reporting screens for institutions and fellows may be viewed at:

http://iris.ed.gov/iris/pdfs/DDRA_director.pdf.

http://iris.ed.gov/iris/pdfs/DDRA_fellows.pdf.

VII. Agency Contact

For Further Information Contact: Amy Wilson, International and Foreign Language Education, U.S. Department of Education, 1990 K Street NW., room 6082, Washington, DC 20006-8521. Telephone: (202) 502-7689 or by e-mail: ddra@ed.gov.

If you use a TDD or a TTY, call the FRS, toll free, at 1-800-877-8339.

VIII. Other Information

Accessible Format: Individuals with disabilities can obtain this document and a copy of the application package in an accessible format (e.g., braille, large print,

audiotape, or compact disc) on request to the program contact person listed under For Further Information Contact in Section VII of this notice.

Electronic Access to This Document: The official version of this document is the document published in the Federal Register. Free Internet access to the official edition of the Federal Register and the Code of Federal Regulations is available via the Federal Digital System at: www.gpo.gov/fdsys. At this site you can view this document, as well as all other documents of this Department published in the Federal Register, in text or Adobe Portable Document Format (PDF). To use PDF you must have Adobe Acrobat Reader, which is available for free at the site.

You may also access documents of the Department published in the Federal Register by using the article search feature at: www.federalregister.gov. Specifically, through the advanced search feature at this site, you can limit your search to documents published by the Department.

Dated:

Eduardo M. Ochoa,
Assistant Secretary for Postsecondary Education.

UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF POSTSECONDARY EDUCATION

Dear Applicant:

Thank you for your interest in applying for a grant under the Fulbright-Hays Doctoral Dissertation Research Abroad (DDRA) program. Included in this application booklet are the program introduction, instructions, and forms needed to submit a complete application package to the U.S. Department of Education.

Institutional grants awarded under the DDRA program provide fellowships to enable doctoral students enrolled in modern foreign language and area studies programs at U.S. institutions of higher education to conduct dissertation research overseas for 6-12 months.

This letter highlights a few items in the Fiscal Year (FY) 2012 application package that will be important to you in applying for grants under this program. You should review the entire application package carefully before preparing and submitting your application. Information on the DDRA program is accessible at the U.S. Department of Education's Web site at:

http://www.ed.gov/programs/iegpsddrap/index.html

Applicants should pay particular attention to the section entitled "Competition Highlights" that outlines the absolute and competitive priorities as well as other program and competition details.

A DDRA application must be submitted on behalf of the applicant doctoral student by a U.S. institution of higher education (IHE). In order for institutions to apply electronically, representatives from IHEs (i.e., project directors) must register in the G5 e-Application system. Project directors who have not already registered must submit the following information, via e-mail, to: ddra@ed.gov: first and last name of the project director, university, and e-mail address. We recommend that applicant IHEs submit this information as soon as possible to ensure that applicant IHEs obtain access to the G5 e-Application system well before the application deadline date. We suggest that applicant IHEs send this information no later than 2 weeks prior to the closing date, in order to facilitate timely submission of their electronic applications. Please note that the project director cannot be the student applicant.

A list of DDRA institutions and program project directors who have registered in G5 e-Application in previous years is included in this application. If your institution is not listed, or your project director has changed, please contact Amy Wilson at ddra@ed.gov with the above information as soon as possible.

The Department of Education requires that applications for FY 2012 grants under the DDRA program be submitted electronically using the Department's G5 e-Application system. The G5 e-Application system is accessible through its portal page at:

www.G5.gov.

The application must be submitted on or before the deadline date. Electronic submission of applications via the G5 e-Application system is required. You must submit an electronic application unless you qualify for one of the exceptions to the electronic submission requirements as determined by the Closing Date Notice. If you think you may need an exception, you are urged to review the requirements promptly. Applications submitted late will not be accepted. The Department is required to enforce the established deadline to ensure fairness to all applicants. No changes or additions to an application will be accepted after the deadline date.

You are reminded that the document published in the Federal Register (the Closing Date Notice) is the official document and that you should not rely upon any information that is inconsistent with the guidance contained in the official document.

We look forward to receiving your application and appreciate your efforts to promote excellence in international education.

Sincerely,

Sylvia W. Crowder, Ph.D.
Acting Deputy Assistant Secretary
International and Foreign Language Education

G5 Hours of Operation in Eastern Time						
Sun.	**Mon.**	**Tues.**	**Wed.**	**Thur.**	**Fri.**	**Sat.**
Unavailable from 08:00 PM - 11:59 PM	Unavailable from 12:00 AM - 05:59 AM	Available 24 hours	Unavailable from 09:00 PM - 11:59 PM	Unavailable from 12:00 AM - 05:59 AM	Available 24 hours	Available 24 hours

Student Checklist

- ☐ Fully completed Fulbright-Hays Doctoral Dissertation Research Abroad application form
- ☐ Curriculum Vitae
- ☐ A narrative – submitted via G5 e-Application (Check Closing Date Notice for page limitations)
- ☐ A bibliography – submitted via G5 e-Application (Check Closing Date Notice for page limitations)
- ☐ 3 Electronic Graduate Student References – initiate the e-mail to your references
- ☐ 1 Electronic Language Reference for each language of research
- ☐ Graduate School Transcripts (submitted electronically)

Submit your application to your institution's Project Director via G5 e-Application well in advance of the Closing Date (contact your Project Director for information about internal deadlines). When students submit the application through the Internet via the G5 Web site, they will receive an automatic acknowledgment via e-mail when their university's Project Director receives the application.

Institution/Project Director Checklist

- ☐ SF 424 Application for Federal Assistance
- ☐ Item 22, which will automatically populate with a list of all students from your university who have submitted applications, their disciplines, countries of research, and amounts requested. Please note that Project Directors must indicate for each student application whether or not Human Subjects Research Clearance (IRB) is required.
- ☐ ED Supplemental information for the SF 424
- ☐ Assurances for Non-Construction Programs
- ☐ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters
- ☐ SF-LLL Disclosure of Lobbying Activities, if applicable
- ☐ Ensure that all student applications, along with their references, are submitted BEFORE the institutional portion is submitted

Project Directors must submit the application by 4:30:00 p.m., Washington, D.C. time, on the Closing Date published in the Federal Register. **When Project Directors submit the application through the Internet via the G5 Web site, they will receive an automatic acknowledgment via e-mail when the U.S. Department of Education receives the application.**

University	First Name	Last Name	Email
American University	Catherine	Kirby	ckirby@american.edu
Arizona State University	Tamara	Deuser	proposalandnegotiation@asu.edu
Auburn University	Lisa	Powell	powelli@auburn.edu
Ball State University	James	Coffin	jcoffin@bsu.edu
Boston University	Jeffrey	Hughes	hughes@bu.edu
Brandeis University	Brooke	Harrison	Bharrison@brandeis.edu
Brigham Young University	Gary	Hooper	Gary_hooper@byu.edu
Brown University	John	Tyler	john_tyler@brown.edu
California Institute of Integral Studies	Karen	Villanueva	kvillanueva@ciis.edu
Case Western Reserve University	Denise	Douglas	denise.douglas@case.edu
Catholic University	John	Convey	convey@cua.edu
City University of New York	Matt	Schoengood	MSchoengood@gc.cuny.edu
Clark University	Nancy	Budwig	Nbudwig@clarku.edu
Clemson University	Bruce	Rafert	jbruce@clemson.edu
College of William and Mary	Cynthia	Corbett	cacorb@wm.edu
Colorado State University	Marilyn	Morrissey	marilyn.morrissey@colostate.edu
Columbia University	Kerry	Gluckmann	kag1@columbia.edu
Cornell University	Gil	Levine	fulbright@einaudi.cornell.edu
Duke University	Nancy	Robbins	nhare@duke.edu
Emory University	Mark	Risjord	mark.risjord@emory.edu
Florida International University	Victoria	Castellanos	castellv@fiu.edu
Florida State University	Anne Marie	West	amwest@fsu.edu
George Mason University	Deirdre	Moloney	dmoloney@gmu.edu
George Washington University	Geri	Rypkema	rypkema@gwu.edu
Georgetown University	Maria	Snyder	mfs22@georgetown.edu
Georgia State University	Amanda	Roshan-Rawaan	amandarr@gsu.edu
Graduate Theological Union	Maureen	Maloney	maloney@gtu.edu
Harvard University	Cynthia	Verba	cverba@fas.harvard.edu
Howard University	Anita	Nahal	anahal@Howard.edu
Indiana University	Patrick	OMeara	omeara@indiana.edu
Johns Hopkins University	Michael	Alexander	malexander@jhu.edu
Kent State University	Sarah	Hull	shull14@kent.edu
Lehigh University	Sheri	Bushner	sab2@lehigh.edu
Louisiana State University	Harald	Leder	hleder@lsu.edu
Massachusetts Institute of Technology	Kimberly	Benard	benard@mit.edu
Michigan State University	Roger	Bresnahan	bresnaha@msu.edu
New School University	Patty	Bachorz	bachorzp@newschool.edu
New York University	Kathleen	Talvacchia	kathleen.talvacchia@nyu.edu
North Carolina State University	Bailian	Li	bailian_li@ncsu.edu
Northwestern University	Stephen	Hill	s-hill@northwestern.edu
Ohio State University	Joanna	Kukielka-Blaser	kukielka-blaser.1@osu.edu
Ohio University	Kelli	Cyrus	cyrusk@ohio.edu
Old Dominion University Research Foundation	Betsy	Foushee	efoushee@odu.edu
Pennsylvania State University	Barbara	Struble	bqs3@psu.edu
Princeton Theological Seminary	James	Armstrong	james.armstrong@ptsem.edu
Princeton University	David N.	Redman	dnredman@princeton.edu
Purdue University	Mohan	Dutta	mdutta@purdue.edu
Rensselaer Polytechnic Institute	Mecaila	Smith	SMITHM12@rpi.edu
Rice University	Paula	Sanders	sanders@rice.edu
Rutgers University	Harvey	Waterman	waterman@rci.Rutgers.edu
San Diego State University	Camille	Nebeker	awards@foundation.sdsu.edu
Southern Illinois University	Prudence	Rice	orda@siu.edu
Southern Methodist University	Kathleen	Hugley-Cook	khugley@smu.edu
Stanford University	John	Pearson	john.pearson@stanford.edu

SUNY Albany	James	Pasquill	jpasquill@uamail.albany.edu
SUNY Binghamton	Stephen	Gilje	sgilje@binghamton.edu
SUNY Buffalo	Mark	Ashwill	ashwill@buffalo.edu
SUNY Stony Brook	William	Arens	william.arens@stonybrook.edu
SUNY Syracuse	Scott	Shannon	sshannon@esf.edu
Syracuse University	Trish	Lowney	Plowney@syr.edu
Temple University	Richard	Englert	renglert@temple.edu
Texas Christian University	Don	Coerver	d.coerver@tcu.edu
Texas Tech University	Jane	Bell	jane.bell@ttu.edu
Tufts University	Paul	Murphy	Paul.murphy@tufts.edu
Tulane University	Molly	Travis	matravis@tulane.edu
University of Arizona	Georgia	Ehlers	GEhlers@grad.arizona.edu
University of Arkansas	Rosemary	Ruff	rsspinfo@uark.edu
University of California, Berkeley	Solomon	Lefler	lefler@berkeley.edu
University of California, Davis	Deborah	McCook	dlmccook@ucdavis.edu
University of California, Irvine	Sharon	Metzger	smetzger@uci.edu
University of California, Los Angeles	Carlos	Grijalva	uclafellowship@gdnet.ucla.edu
University of California, Riverside	Joseph	Childers	graddean@ucr.edu
University of California, San Diego	Linda	Vong	lkvong@ucsd.edu
University of California, San Francisco	Wendy	Winkler	wendy.winkler@ucsf.edu
University of California, Santa Barbara	Gale	Morrison	morrisonpi@graddiv.ucsb.edu
University of California, Santa Cruz	Suzanne	Ziegler	sziegler@ucsc.edu
University of Chicago	Brooke	Noonan	brookec@uchicago.edu
University of Cincinnati	Kurt	Olausen	Kurt.olausen@uc.edu
University of Colorado, Boulder	Stefan	Reiss	stefan.reiss@colorado.edu
University of Colorado, Denver	Mary	Francavilla	Mary.Francavilla@ucdenver.edu
University of Connecticut	Elizabeth	Mahan	Elizabeth.Mahan@uconn.edu
University of Delaware	Trudy	Riley	udelaware-awards@udel.edu
University of Denver	Carol	Helstosky	chelstos@du.edu
University of Florida	Brian	Prindle	prindle@ufl.edu
University of Georgia	David	Knauft	dknauft@uga.edu
University of Hawaii	Kenneth	Tokuno	tokuno@hawaii.edu
University of Illinois	Deborah	Richie	drichie@uiuc.edu
University of Illinois at Chicago	Lisa	Knepshield	lisaknep@uic.edu
University of Iowa	John	Keller	dsp-contracts@uiowa.edu
University of Kansas	Charles	Bankart	cbankart@ku.edu
University of Kentucky	David	Bettez	dbettez@pop.uky.edu
University of Louisville	Patricia	Condon	patricia.condon@louisville.edu
University of Maryland	Antoinette	Lawson	oraa@umd.edu
University of Massachusetts, Amherst	Jennifer	Donais	ogca@research.umass.edu
University of Memphis	Peggy	Vanco	pvanco@memphis.edu
University of Michigan	Kenneth	Kollman	II-PROJECT-DIRECTOR@umich.edu
University of Minnesota	Kevin	Mckoskey	awards@umn.edu
University of Missouri	Suzanne	Ortega	OrtegaS@Missouri.edu
University of New Mexico	Amy	Wohlert	awohlert@unm.edu
University of North Carolina, Chapel Hill	Niklaus	Steiner	nsteiner@email.unc.edu
University of Notre Dame	Richard	Hilliard	hilliard.1@nd.edu
University of Oklahoma	Janis	Paul	jpaul@ou.edu
University of Oregon	Kathleen	Poole	kpoole@uoregon.edu
University of Pennsylvania	Tracey	Turner	tturner@sas.upenn.edu
University of Pittsburgh	Lawrence	Feick	feick@pitt.edu
University of San Francisco	Dan	McPherson	mcpherson@usfca.edu
University of South Carolina	Richard	Etheredge	steven@gwm.sc.edu
University of South Florida	Richard	Pollenz	pollenz@cas.usf.edu
University of Southern California	Kathleen	Speer	kspeer@college.usc.edu

University of Tennessee	Kay	Reed	kayreed@utk.edu
University of Texas, Austin	Mary Alice	Davila	madavila@mail.utexas.edu
University of Texas, Arlington	Jeremy	Forsberg	ogcs@uta.edu
University of Virginia	Mary	Stegmaier	stegmaier@virginia.edu
University of Washington	Helene	Obradovich	helene@u.washington.edu
University of Wisconsin	Erin	Crawley	fellow@intl-institute.wisc.edu
University of Wisconsin, Milwaukee	Terence	Miller	tmiller@uwm.edu
Utah State University	Nick	Eastmond	nick.eastmond@usu.edu
Vanderbilt University	Lyn	Fulton-John	lyn.fulton-john@vanderbilt.edu
Virginia Commonwealth University	Susan	Robb	sarobb@vcu.edu
Virginia Polytechnic Institute	S.K.	DeDatta	dedatta@vt.edu
Washington University	Priscilla	Stone	pstone@artsci.wustl.edu
Wayne State University	Kelli	Dixon	ab6179@wayne.edu
Wesleyan University	Carolyn	Kaufman	ckaufman@wesleyan.edu
Western Michigan University	Wil	Emmert	wil.emmert@wmich.edu
Yale University	Robert	Harper-Mangels	robert.harper-mangels@yale.edu

Frequently Asked Questions for Project Directors

Q. Who is the Project Director?

A. The Project Director is the individual at the institution who will actually submit the application to US/ED, and who will administer the grant and disburse funds, should any students at the university receive funding. This individual is usually someone in the office of the Dean of Graduate Studies or Student Affairs. It is not recommended that a student's advisor serve as the Project Director. There can be only one Project Director at an institution, and that person administers the grant and serves as the point of contact for all of that institution's fellows, regardless of research topic or discipline.

Q. How does the Project Director register in the G5 e-Application system?

A. The registration process for the Project Director involves three (3) steps. First, please check the enclosed listed of previously registered Project Directors to see if someone is already listed. If no one is listed, or the name needs to be changed, please request access to the DDRA Project Director screens from the US/ED program officer. The Project Director must submit the following information to the program officer by the date specified in the published Closing Date Notice: name, institution, and e-mail address. Once the US/ED program officer informs the Project Director that access has been granted, the Project Director can register in the G5 e-Application system. Obtaining access to the system and registering in the G5 e-Application system are 2 separate steps. **Current PDs do not need to register again.**

Q. How many sections are there to the application, and who fills out what section?

A. There are two major sections to the G5 e-application – the individual student applicant's section and the Project Director's section. Upon completion of the individual component of the application, the student submits all portions of the application (narrative, curriculum vitae, individual budget, notifications to his/her references, transcripts, etc.) to the Project Director. The Project Director is responsible for reviewing all individual student applications of his/her institution and submitting them in a single submission, along with the required institutional components, to the US/ED. Only the Project Director can submit an application to US/ED.

Q. When the Project Director submits the G5 e-Application, where does it go?

A. After the Project Director hits the submit button, the entire application (both the student and institutional components) is sent electronically to US/ED. The Project Director will receive a confirmation e-mail that states: "Your application for Fulbright Hays Doctoral Dissertation Research Abroad Program, CFDA 84.022A, was received on XX (the date) at XX (the time submitted) Washington, D.C., time. This message will include the application's identifier number (P022A1200XX). Only after the Project Director receives this e-mail is the submission complete.

Q. When does the Project Director hit the submit button?

A. The Project Director hits the submit button BEFORE 4:30:00 pm Washington, D.C., time on the published closing date, and after: 1) All institutional and individual components of each individual student applicant, including graduate and foreign language references are submitted; 2) The Project Director has reviewed all individual applications; 3) The Project Director has

approved each individual application by checking the box next to the applicant's name on "Item 22" on Application for Federal Assistance (SF 424).

Q. How does the Project Director review and approve the student applications for submission to US/ED?

A. The Project Director is able to review only applications that have been submitted to him/her by individual student applicants enrolled at his/her institution. The Project Director should consult "Item 22" on Application for Federal Assistance (SF 424) to see which students have submitted applications. To review an individual application, the Project Director should click on the student's name. This will link the Project Director to that individual's application. After the review of all individual applications has been completed, the Project Director indicates his/her approval of each application by clicking the acceptance box next to each name. Only Project Director-approved applications are included in the institutional submission to US/ED.

Q. Whom should the Project Director contact in the event of technical problems with G5 e-application (e.g., problems pulling up a form)?

A. If the Project Director experiences any technical difficulties, the Project Director should contact the G5 e-Application Help Desk at 1-888-336-8930 (TTY: 1-866-697-2696, local 202-401-8363) Monday-Friday from 8:00 a.m. to 6:00 p.m. Washington DC time.

Q. If the Project Director has a question specific to the DDRA program (e.g., eligibility requirements) whom should he/she contact?

A. If the Project Director has program specific questions, the Project Director should contact Ms. Amy Wilson at (202) 502-7689; or via email at amy.wilson@ed.gov, or Ms. Cynthia Dudzinski at (202) 502-7589; or via email at cynthia.dudzinski@ed.gov.

Q. How are the student's Graduate and Language Reference Forms submitted?

A: The student applicant will submit, via the G5 e-Application system, the referees' names and e-mail addresses. The referees will then receive e-mails, which are automatically generated from the G5 e-Application system, with directions for completing and returning the reference forms. The e-mails will contain links to the forms and Personal Identify Numbers (PINs) for the referees. The references must click on the links and provide the PINs in order to be linked to the student's reference forms. Once the forms are completed, the referees click the submit buttons. After the referees hit the submit buttons, the forms have been submitted to the Project Director. Both the student and the Project Director can monitor the submission of, but cannot review, the reference forms by checking the icon next to the reference forms. An icon for a submitted form is a blank piece of paper with a check mark on it. Reference forms must be submitted before the Project Director submits the application to US/ED. We suggest that the Project Director set internal deadlines for the submission of references and remind students to inform their reference writers of this deadline.

Q. Can transcripts be uploaded electronically, or must they still be submitted in paper format?

A. Student applicants now have a place in their application to upload all transcripts. Students must scan all transcripts and upload in the appropriate place. Only one upload is

allowed, so all transcripts must be combined into one document. **Beginning with the FY 2011 competition, only the electronic submission of transcripts will be accepted**.

Q. Should student applicants include their undergraduate transcripts?
A. Yes, undergraduate transcripts may be included if they help to demonstrate the applicant's language and area studies academic background.

Q. Can the Project Director set his/her own institutional deadline so that he/she can meet the closing date published in the Federal Register?
A. Yes! The Project Director should set an institutional deadline for students and references so that he/she will have ample time to review the individual application material, solve technical problems and submit a complete institutional application in a timely fashion as specified in the Federal Register.

Q. If a Project Director has access to the DDRA Program screens, does the Project Director also have access to the Faculty Research Abroad (FRA) Program Screens?
A. No! Each program is separate and distinct in the G5 e-Application. The Project Director must register in each program separately in accordance with the instructions outlined in the Closing Date Notice published in the Federal Register. IFLE strongly suggests that potential Project Directors register in the e-Application system as soon as possible.

Q. What signatures are required for the G5 e-Application?
A. The Project Director is responsible for submitting all documents electronically, including the Application for Federal Assistance (SF 424), and all necessary assurances and certifications. Within three days after submitting the electronic application, the Project Director MUST fax a signed copy of SF 424 to the Application Control Center, after obtaining the institution's Authorizing Representative's signature. We ask that Project Directors please place the application' s identifier number (P022A1200XX) in the upper right hand corner of the hard copy signature page of the SF 424. US/ED may request original signatures on other forms at a later date.

Q. When will the Project Director be notified as to the status of the student applicants?
A. The review process for DDRA Program applications is lengthy and multi-faceted, so announcement times may vary. **Candidate status will be announced in September**. It is the responsibility of the institution to inform students of their status. US/ED does not inform students directly.

Q. If an institution is awarded a DDRA grant, how will the Project Director know how to proceed?
A. If an institution receives a grant, the Project Director will receive a handbook with instructions on how to administer the grant. This handbook is intended for use by both the Project Director and fellow.

Q. Who is responsible for submitting the Human Subjects Clearance (IRB) narrative?

A. The Project Director is responsible for collecting all IRB narratives from students who may need IRB approval for their research project. All student narratives must be combined into one document and uploaded in ED Supplemental Form to the SF 424. The narrative questions that must be answered are found in the directions for the ED Supplemental Form to the SF 424.

Frequently Asked Questions for Student Applicants

Q: Can a student apply independently of his/her university?
A: No. Eligible applicants are institutions of higher education in the U.S. The student's application must be submitted through the appropriate channels at his/her university, and transmitted to US/ED via G5 e-Application by the university's Project Director.

Q: How does a student know who his/her Project Director is?
A: A student should check the list of Project Directors listed in this application package. If a university has submitted applications for DDRA funding before, chances are there is already an experienced Project Director appointed. If an institution does not appear on the list, it may be necessary for that university's administration to appoint a Project Director, and ensure that he/she registers in the G5 e-Application system. Do not assume that an institution listed in the drop down list in G5 e-application has a registered Project Director for the DDRA program. Please check the "Registered Project Director" list provided in the application for this information.

Q: What is the student's academic advisor's role?
A: The student's advisor will continue to serve as his/her mentor regarding the academic details of his/her research, and any changes to the student's research plans as proposed in the application will require the advisor's written approval. The advisor should not serve as the student's Project Director. There can be only one Project Director at an institution, and that person administers the grant and serves as the point of contact for all of that institution's fellows, regardless of research topic or discipline.

Q: How many sections are there to the G5 e- Application and who fills out what section?
A: There are two primary sections to G5 e-Application – the student's individual section and the section to be completed by the Project Director. Upon completion of his/her section, the student submits his/her application to the Project Director via G5 e-Application. The Project Director is responsible for reviewing the student's individual application and submitting it, along with the Project Director's portion, which contains the required federal forms, to US/ED. Included in this submission are the graduate and language reference forms that were transmitted to the Project Director by the references. **Only the Project Director can submit an application to US/ED.**

Q: When the student clicks "submit" in the G5 e-Application system, where does his/her application go?
A: When the student submits his/her application via the G5 e-Application system, it is transmitted to his/her university's Project Director for review and submission to US/ED. Student applicants are not able to transmit their applications directly to US/ED.

Q: When should a student submit his/her application?
A: The Project Director determines the internal deadline by which all sections of the application must be submitted. It is the responsibility of the student to ensure that the graduate

and language references are submitted by references no later than the institution's internal deadline.

Q: To whom does the Closing Date apply?
A: The Closing Date is the date by which the university's Project Director must submit all components of the application to US/ED via G5 e-Application. It is recommended that the Project Director have access to all sections of the application well in advance of this date. Application materials may not be submitted after the published Closing Date.

Q: How will a student know that his/her Project Director has access to his/her application?
A: After the student submits his/her application via G5 e-Application, he/she will receive a notification e-mail stating that his/her application has been received by the Project Director at his/her university. If he/she does not receive this e-mail, the student should contact the Help Desk immediately. The Project Director will be copied on the email notification; nevertheless, the student may want to contact the Project Director to let the Project Director know that the student has submitted an application.

Q: How does a student know that the Project Director has submitted his/her application to US/ED?
A: The student will not receive a notification e-mail when the Project Director transmits the application to US/ED. Only the Project Director will receive a notification e-mail. The student must check with his/her institution's Project Director to determine whether the application has been submitted.

Q. Can transcripts be uploaded electronically, or must they still be submitted in paper format?
A. Student applicants now have a place in their application to upload all transcripts. Students must scan all transcripts and upload in the appropriate place. Only one upload is allowed, so all transcripts must be combined into one document. **Beginning with the FY 2011 competition, only the electronic submission of transcripts will be accepted**.

Q. Should student applicants include their undergraduate transcripts?
A. Yes, undergraduate transcripts may be included if they help to demonstrate the applicant's language and area studies academic background. These may be combined with the graduate transcripts and uploaded into the G5 e-Application.

Q. Should student applicants list their language and area studies course work in their CV?
A. Yes. If it is not obvious on the transcript which courses are language and area studies courses, please list this information in the CV. This information helps the peer reviewers rate and score your academic qualifications.

Q: May a student apply for support to go to more than one country?
A: Yes, a student may propose research in multiple countries. Please be aware that a copy of all principal and alternate candidate applications will be sent to the Fulbright Commission or

American Embassy in each host country for review on political sensitivity, feasibility, and budget. Final award decisions for the project as a whole will be based on the project feasibility in each country proposed.

Q: Even though the DDRA Program doesn't fund proposals that focus on Western European topics, may a student go to Western Europe to consult or research human or material resources on a non-Western European topic not available in the U.S.?
A: Yes.

Q: Are U.S. citizens enrolled at foreign institutions eligible for the DDRA program?
A: No, eligible applicants are institutions of higher education in the U.S.

Q: How important is the page limit cited in the Closing Date Notice?
A: The page limit is extremely important. If the student's application narrative exceeds the page limit, the application will be disqualified and will not be reviewed for funding. Please adhere strictly to the page limit guidelines in the Closing Date Notice.

Q: Should students include endnotes, footnotes or a bibliography? How long should they be?
A: Endnotes, footnotes or a bibliography will certainly strengthen an application. However, footnotes and endnotes will be subject to the page limit restrictions specified in the Closing Date Notice for the application narrative and bibliography.

Q: What if a student proposes to use a much less commonly taught language and cannot find someone to evaluate him/her?
A: The student should call Amy Wilson at (202) 502-7689. We will gladly assist students in finding qualified evaluators. An application will be significantly less competitive if a language reference form is not included.

Q: Should Letters of Affiliation from overseas host institutions or organizations be included in an application?
A: Yes, these letters are helpful to the panel in evaluating an application. Students must scan or upload the letters into the G5 e-Application system as "Host Country Supporting Materials" and submit them electronically as attachments with their applications. Only one document may be uploaded, so all letters must be combined into one document. Letters or references sent in the mail will not be included with the student's application.

Q: Do the provisions of the "Fly America Act" apply to this program? Does it benefit a student's application to request a lower amount, if he/she can find a cheaper non-U.S. carrier airfare?
A: No, all travel must comply with the Fly America Act. International travel budget estimates ought to be based on jet economy high season rates on U.S. Flag carriers where available. Reviewers do not evaluate a student's budget request as part of the application review process.

Q: What if a student is planning to get married after he/she applies, or is expecting a baby? Is he/she eligible for a dependent's allowance?

A: Availability of funds and the date of the marriage or birth will determine whether an allowance can be awarded.

Q: What signatures are required for G5 e-Application?

A: No signatures are necessary for the student's application at the time of application submittal. However, signatures from a student's doctor/nurse practitioner and advisor may be requested at a later date.

Q: Whom should the student contact in the event of technical problems with G5 e-application (e.g., problems pulling up a form)?

A: If the student experiences any technical difficulties, he/she should contact the G5 e-Application Help Desk at 1-888-336-8930 (TTY: 1-866-697-2696, local 202-401-8363) Monday-Friday from 8:00 a.m. to 6:00 p.m. Washington D.C., time.

Q: If the student has a question specific to the DDRA program (e.g., eligibility requirements) whom should he/she contact?

A: The student first point of contact is always the institutional Project Director. The Project Director may then contact Amy Wilson at (202) 502-7689; or via email at amy.wilson@ed.gov, if further clarification is needed.

Q: When will students be notified whether or not they have been selected?

A: The review process for DDRA Program applications is lengthy and multi-faceted, so announcement times may vary. Candidate status is announced usually in April. It is the responsibility of the institution to inform students of their status. US/ED does not inform students directly. Awards are issued between May and September.

Q: When may fellowships be activated?

A: A fellowship may be activated after a Grant Award Notification (GAN) has been issued, host country visa and research requirements have been met; human subject research clearance, if required, has been given by the student's institution; and travel approval has been obtained by the Project Director from US/ED. The GAN will specify the performance and budget periods. All research must be completed during these periods. The performance and budget period for the FY 2012 fellows begins October 1, 2012.

Q: If a student relocates after submitting his/her application, should he/she send US/ED address updates?

A: No, students should provide that information to their Project Directors.

Q: May the university accept the award on a student's behalf if the student is overseas during the notification period?

A: Yes, provided the student has not received a fellowship that duplicates the DDRA award benefits. The student should leave a letter with the Project Director authorizing him/her to accept the award on the student's behalf.

Q: Must a fellow apply for his/her own visa and research clearance?
A: Yes. Fellows are advised to contact the host country Fulbright Commissions and US embassies for guidance on obtaining visas and clearances.

Q: May a student request copies of his/her application's reviewers' comments?
A: All reviewers' comments will be sent to the institutional Project Director upon announcement of the awards. Students should contact their Project Director at that time for a copy.

Q: If a student's research project requires Human Subjects (IRB) approval what information needs to be provided in the DDRA application?
A: If a student applicant knows they will need IRB approval they must submit a completed Human Subjects Narrative. Approval is not needed at the time of application. This narrative must be submitted to their Project Director for uploading into the Project Director's portion of the application. The instructions for completing the narrative can be found in the instructions for the ED Supplemental Form to the SF 424.

Q: What if my language of research is English or my native tongue? Am I eligible to apply?
A: Yes, students whose language of research is English or their native tongue are eligible to apply. But, applicants using English or their native tongue should review question 3, "Qualifications of the Applicant" on the technical review form. Only applicants that are using languages **other than** English or a native tongue are eligible to receive points for this criterion.

Q: May I request funds for hotel, lodging or per diem expenses?
A: No. Hotel, lodging and per diem expenses are not allowable expenses for the DDRA fellowship period. The maintenance amount awarded is based on the cities/regions and the time period spent in each place. DDRA funds will not be awarded for hotel, lodging or per diem expenses during the same time period that a maintenance allowance is awarded.

IMPORTANT – PLEASE READ FIRST

U.S. Department of Education

G5 e-Application Submission Procedures and Tips for Applicants

http://www.g5.gov

This document includes important application preparation and submission procedures you should be aware of to ensure your application is received in a timely manner and accepted by the Department of Education. Please read and follow these step-by-step directions to create and submit your application.

ATTENTION

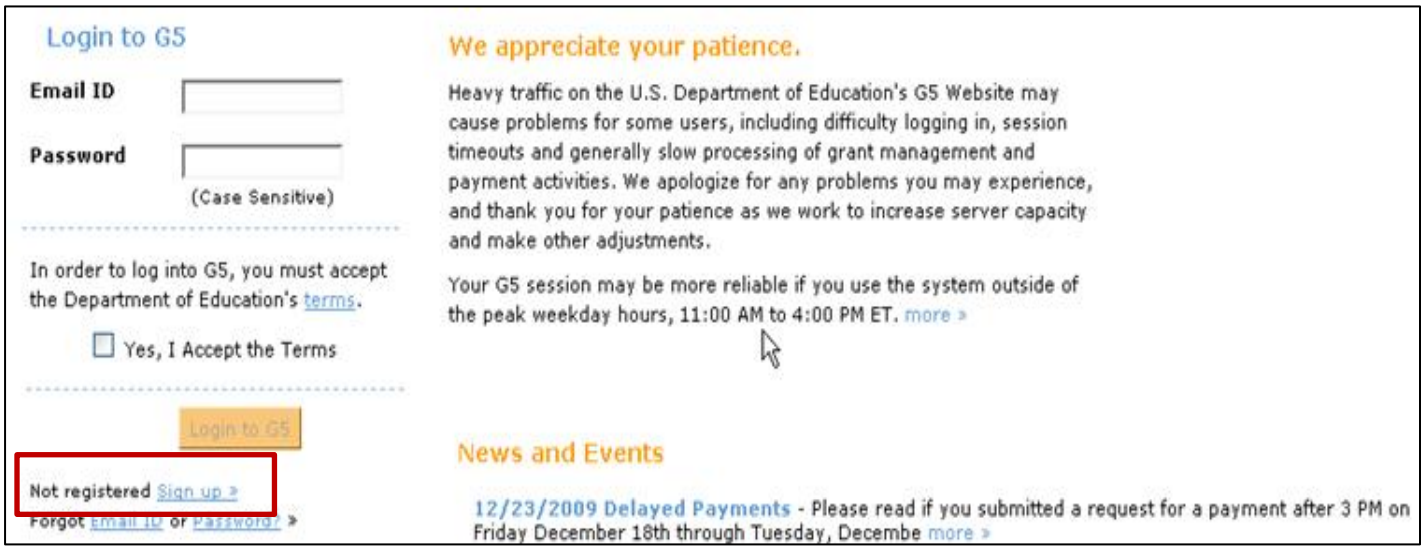
Applicants using the Department of Education's G5 e-Application system will need to register prior to accessing an application package. Forms in an application package are completed on line and narratives are uploaded while logged into the system. Therefore, allow sufficient time to complete your application before the closing date. If you have used G5 in the past, you do not need to register again.

Further guidance via online training is available under the Main menu on the G5 homepage. Look for the topic "G5 for Applicants" for instructions on registering and completing an electronic application. If you encounter difficulties, contact the help desk at 1-888-336-8930. The following are steps you should follow to successfully complete an application with e-Application.

Note: http://www.g5.gov is viewed best in Internet Explorer 5. We currently support IE 5, Netscape 6.2, Firefox 2.2 (along with later versions of IE, Netscape and Firefox). Verify that you have **Cookies** and **JavaScript** enabled in your browser.

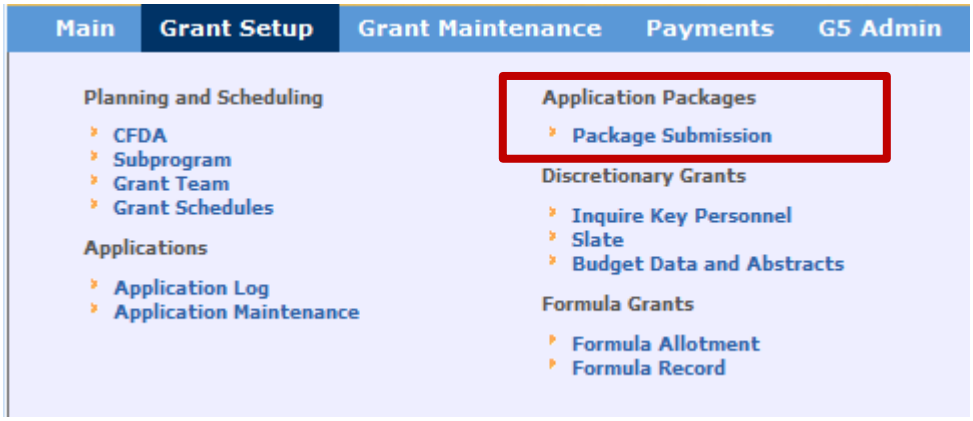
If you are an existing G5 user with an established account proceed to Step 2.

Step 1 – **Register in G5 to access an application package**. If you are a new user you will need to register by first selecting the "Sign up" hyperlink on the G5 home page.



a) Provide the requested information (First and Last Name, Phone Number, Email Addresses, Mailing Address, Security Question and Security Answer) and select Continue at the bottom of the screen .
b) Read the terms and conditions printed in Orange. Select the Agree radio button and click the Submit button to accept the terms and conditions
c) A confirmation message will appear on the next screen.
d) You will receive an activation email. Open the email and select the imbedded hyperlink. Note: Copy and paste the link into your browser if it does not work when selected
e) Review the User Agreement and select Agree and Submit to move forward.
f) Review the User ID and Password Memorandum and Select continue
g) Review the instruction for creating a Password. Enter your Password and a Security Question/Answer and select Continue.
h) Click the Activate button to confirm the information you have entered and activate your account.
i) Complete the account registration by logging into your account using the login and password just created

Step 2 - **Add or Initiate an Application Package**. Login in to G5 and hover over Grant Setup and then Application Packages. Click on Application Submission to add an Application or to begin reviewing applications already added.

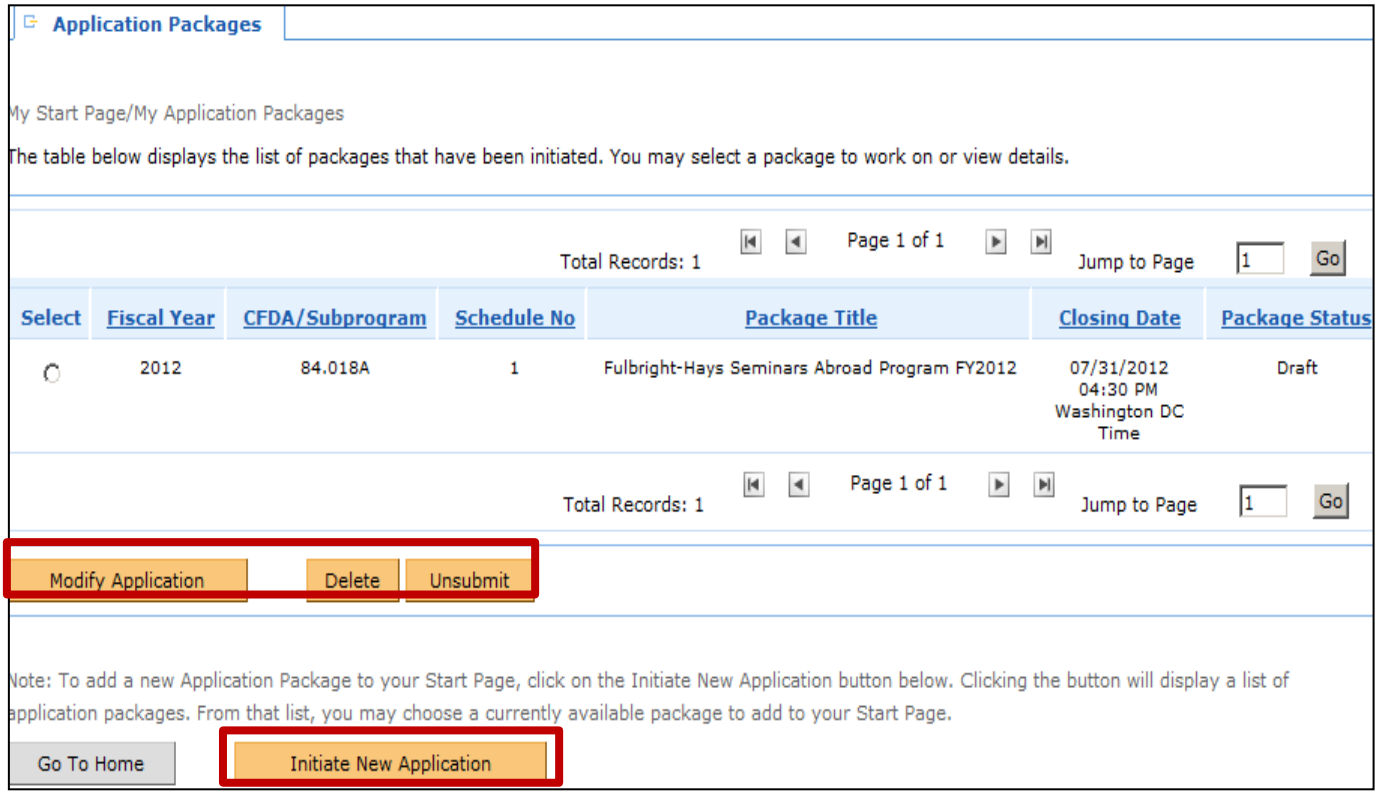


Step 3 - Add or Modify an Application

a) **Add a New Application.** Select the Initiate Application button at the bottom of the screen to add a new application package. A list of applications available for completion is listed in on the next screen. Make note of the application due date and the contact information for the competition.

I. Select the radio button to the left of the application you would like to add and click the Continue.
II. If this is an Earmark Package you will be required to enter a PIN number distributed by the program office to proceed with the addition of the application. Enter the PIN and select Continue
III. You will be returned to your list of application packages

b) **Modify an Application Package.** Initiated Application Packages will appear on this screen. Select the radio button to the left of the Application you wish to complete and select the Modify Application button.



Step 4 - **Complete Forms**. Begin completing application components by selecting the appropriate radio button for a form and select the Edit Form button at the bottom of the screen. Note: (1) Required fields are indicated by an *. (2) The complete form checkbox at the bottom of each form must be selected before an application can be submitted

Step 5 - **Uploading File(s).** Click the Upload button next to the file field where you would like the file to be stored. Select Browse and search for the appropriate file. Select the file and click Open. Click the Perform Upload button.

Note: **G5 only supports .PDF read-only, non-modifiable file uploads.** See the Attaching Files – Additional Tips section of this document for information about file upload requirements.

Step 6 - **Verify Application Entries/Print or Save Application Components**. You have the option to view, print, or save a PDF version of each component of your application at any time by navigating to the Application Information screen and selecting the radio button for your form of choice. Select View Form at the bottom of the screen and the system will generate a PDF version of the form. You can than save and/or print the form using the icons on top left.

Note: Consider creating a file on your desktop and saving your finalized application components to this folder for your records

Step 7 - **Submit your Application**. Verify that your form entries are complete and correct. Only authorized individuals for your organization can submit an application. Please check with your Authorizing Representative or sponsored research office before submission.

Select the continue Button at the bottom of the Package Information Screen. The Application Forms will appear with the Form Status on the Summary tab. Click Submit at the bottom of the screen. A message with the Award Number will appear at the top of the screen confirming the submission of your application. Select Done at the bottom of the screen.

You will receive an e-mail to confirm that your application was received, and it will include a unique application number. Please print and keep this e-mail for your records. [Reminder: applications must be submitted before 4:30:00 p.m., Washington, DC time, on the deadline date for applications. e-Application will not accept your application if you try to submit it after 4:30:00 on the deadline date.]

Step 8 – If required, **fax the signed SF 424 Cover Page (or Program Specific Cover Page)**. Write your unique application number (received in step 8) on the upper right corner of your printed SF 424 Cover Page (or Program Specific Cover Page), and fax it to the Application Control Center (202) 245-6272 within 3 business days of submitting your e-Application.

Other Submission Tips

1) **SUBMIT EARLY - We strongly recommend that you do not wait until the last day to submit your application.** The time it takes to upload the narratives for your application will vary depending on a number of factors including the size of the files and the speed of your Internet connection. If you try to submit your application after 4:30:00 p.m., Washington, DC time on the deadline date, the e-Application system will not accept it.

2) If electronic submission is optional and you have problems that you are unable to resolve before the deadline date and time for electronic applications, please follow the transmittal instructions for hard copy applications in the Federal Register notice and get a hard copy application postmarked by midnight on the deadline date.

   If electronic submission is required, you must submit an electronic application before 4:30:00 p.m., unless you follow the procedures in the Federal Register notice and qualify for one of the exceptions to the electronic submission requirement and submit, no later than two weeks before the application deadline date, a written statement to the Department that you qualify for one of these exceptions. (See the Federal Register notice for detailed instructions.)

3) **Dial-Up Internet Connections -** When using a dial-up connection to upload and submit your application, it can take significantly longer than when you are connected to the Internet with a high-speed connection, e.g. cable modem/DSL/T1. While times will vary depending upon the size of your application, it can take a few minutes to a few hours to complete your grant submission using a dial-up connection. If you do not have access to a high-speed connection and electronic submission is required, you may want to consider following the instructions in the Federal

Register notice to obtain an exception to the electronic submission requirement no later than two weeks before the application deadline date. (See the Federal Register notice for detailed instructions.)

Attaching Files – Additional Tips

Please note the following tips related to attaching files to your application, especially the requirement that applicants **only include read-only, non-modifiable .PDF files** in their application:

1. Ensure that you attach ***.PDF files only*** for any attachments to your application, and they must be in a **read-only, non-modifiable format**. PDF files are the only Education approved file type accepted as detailed in the Federal Register application notice. Applicants must submit individual .PDF files only when attaching files to their application. Specifically, the Department will not accept any attachments that contain files within a file, such as PDF Portfolio files, or an interactive or fillable .PDF file. Any attachments uploaded that are not .PDF files or are password protected files will not be read.
2. When attaching files, applicants should limit the length of their file names. In addition, the file names should contain no spaces, no special characters (example: -, &, *, %, /, #, \) including periods (.), blank spaces and accent marks.

3. Applicants should limit the size of their file attachments. Documents submitted that contain graphics and/or scanned material often greatly increase the size of the file attachments and can result in difficulties opening the files. For reference, the average discretionary grant application package totals 1 to 2 MB. Therefore, you may want to check the total size of your package before submission.

Government Performance and Results Act (GPRA)

What is GPRA?

The Government Performance and Results Act of 1993 (GPRA) is a straightforward statute that requires all federal agencies to manage their activities with attention to the consequences of those activities. Each agency is to clearly state what it intends to accomplish, identify the resources required, and periodically report their progress to the Congress. In so doing, it is expected that the GPRA will contribute to improvements in accountability for the expenditures of public funds, improve Congressional decision-making through more objective information on the effectiveness of federal programs, and promote a new government focus on results, service delivery, and customer satisfaction.

How has the Department of Education Responded to the GPRA Requirements?

As required by GPRA, the Department of Education has prepared a strategic plan for 2007-2012. This plan reflects the Department's priorities and integrates them with its mission and program authorities and describes how the Department will work to improve education for all children and adults in the U.S. The Department's goals, as listed in the plan, are:

Goal 1: Increase student achievement, reward qualified teachers, and renew troubled schools so that every student can read and do math at grade level by 2014, as called for by the No Child Left Behind Act.
Goal 2: Encourage more rigorous and advanced coursework to improve the academic performance of our middle and high school students.
Goal 3: Work with colleges and universities to improve access, affordability, and accountability, so that our higher education system remains the world's finest.

The performance indicators for the International Education Programs are part of the Department's plan for meeting Goal 3.

What is the Performance Indicator for the Fulbright Hays Doctoral Dissertation Research Abroad Program?

The Fulbright-Hays Doctoral Dissertation Research Abroad (DDRA) program, provides grants to colleges and universities to fund individual doctoral students to conduct research in other countries in modern foreign languages and area studies for periods of 6- to -12 months. Under the Government Performance and Results Act, the Department will use the following measures to evaluate the success of the program in meeting this objective.

<u>DDRA Performance Measures</u>:

a. The average language competency score of Fulbright-Hays Doctoral Dissertation Research Abroad (DDRA) fellowship recipients at the end of their period of instruction minus their average score at the beginning of the period.

b. Percentage of Fulbright-Hays Doctoral Dissertation Research Abroad projects judged to be successful by the program officer, based on a review of information provided in annual performance reports

The information provided by grantees in their performance reports submitted via the electronic International Resource Information System (IRIS) will be the source of data for this measure.

DEFINITIONS FOR
DEPARTMENT OF EDUCATION SUPPLEMENTAL INFORMATION FOR SF 424
(Attachment to Instructions for Supplemental Information for SF 424)

Definitions:

Novice Applicant (See 34 CFR 75.225). For discretionary grant programs under which the Secretary gives special consideration to novice applications, a novice applicant means any applicant for a grant from ED that—

- Has never received a grant or subgrant under the program from which it seeks funding;

- Has never been a member of a group application, submitted in accordance with 34 CFR 75.127-75.129, that received a grant under the program from which it seeks funding; and

- Has not had an active discretionary grant from the Federal government in the five years before the deadline date for applications under the program. For the purposes of this requirement, a grant is active until the end of the grant's project or funding period, including any extensions of those periods that extend the grantee's authority to obligate funds.

In the case of a group application submitted in accordance with 34 CFR 75.127-75.129, a group includes only parties that meet the requirements listed above.

PROTECTION OF HUMAN SUBJECTS IN RESEARCH

I. Definitions and Exemptions

A. Definitions.

A RESEARCH ACTIVITY INVOLVES HUMAN SUBJECTS IF THE ACTIVITY IS RESEARCH, AS DEFINED IN THE DEPARTMENT'S REGULATIONS, AND THE RESEARCH ACTIVITY WILL INVOLVE USE OF HUMAN SUBJECTS, AS DEFINED IN THE REGULATIONS.

—Research

The ED Regulations for the Protection of Human Subjects, Title 34, Code of Federal Regulations, Part 97, define research as "a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge." *If an activity follows a deliberate plan whose purpose is to develop or contribute to generalizable knowledge it is research.* Activities which meet this definition constitute research whether or not they are conducted or supported under a program

that is considered research for other purposes. For example, some demonstration and service programs may include research activities.

—Human Subject

The regulations define human subject as "a living individual about whom an investigator (whether professional or student) conducting research obtains (1) data through intervention or interaction with the individual, or (2) identifiable private information." *(1) If an activity involves obtaining information about a living person by manipulating that person or that person's environment, as might occur when a new instructional technique is tested, or by communicating or interacting with the individual, as occurs with surveys and interviews, the definition of human subject is met. (2) If an activity involves obtaining private information about a living person in such a way that the information can be linked to that individual (the identity of the subject is or may be readily determined by the investigator or associated with the information), the definition of human subject is met.* [Private information includes information about behavior that occurs in a context in which an individual can reasonably expect that no observation or recording is taking place, and information which has been provided for specific purposes by an individual and which the individual can reasonably expect will not be made public (for example, a school health record).]

B. Exemptions.

Research activities in which the **only** involvement of human subjects will be in one or more of the following six categories of ***exemptions*** are not covered by the regulations:

(1) Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (a) research on regular and special education instructional strategies, or (b) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods.

(2) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless: (a) information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; and (b) any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation. ***If the subjects are children, exemption 2 applies only to research involving educational tests and observations of public behavior when the investigator(s) do not participate in the activities being observed.***
Exemption 2 does not apply if children are surveyed or interviewed or if the research involves observation of public behavior and the investigator(s) participate in the activities being observed. [Children are defined as persons who have not attained the legal age for consent to treatments or procedures involved in the

research, under the applicable law or jurisdiction in which the research will be conducted.]

(3) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior that is not exempt under section (2) above, if the human subjects are elected or appointed public officials or candidates for public office; or federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter.

(4) Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in a manner that subjects cannot be identified, directly or through identifiers linked to the subjects.

(5) Research and demonstration projects which are conducted by or subject to the approval of department or agency heads, and which are designed to study, evaluate, or otherwise examine: (a) public benefit or service programs; (b) procedures for obtaining benefits or services under those programs; (c) possible changes in or alternatives to those programs or procedures; or (d) possible changes in methods or levels of payment for benefits or services under those programs.

(6) Taste and food quality evaluation and consumer acceptance studies, (a) if wholesome foods without additives are consumed or (b) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture.

II. Instructions for Exempt and Nonexempt Human Subjects Research Narratives

If the applicant marked “Yes” for Item 3 of Department of Education Supplemental Information for SF 424, the applicant must provide a human subjects “exempt research” or “nonexempt research” narrative. Insert the narrative(s) in the space provided. If you have multiple projects and need to provide more than one narrative, be sure to label each set of responses as to the project they address.

A. Exempt Research Narrative.

If you marked “Yes” for item 3 a. and designated exemption numbers(s), provide the “exempt research” narrative. The narrative must contain sufficient information about the involvement of human subjects in the proposed research to allow a determination by ED that the designated exemption(s) are appropriate. The narrative must be succinct.

B. Nonexempt Research Narrative.

If you marked “No” for item 3 a. you must provide the “nonexempt research” narrative. The narrative must address the following seven points. Although no specific page limitation applies to this section of the application, be succinct.

(1) **Human Subjects Involvement and Characteristics**: Provide a detailed description of the proposed involvement of human subjects. Describe the characteristics of the subject population, including their anticipated number, age range, and health status. Identify the criteria for inclusion or exclusion of any subpopulation. Explain the rationale for the involvement of special classes of subjects, such as children, children with disabilities, adults with disabilities, persons with mental disabilities, pregnant women, prisoners, institutionalized individuals, or others who are likely to be vulnerable

(2) **Sources of Materials**: Identify the sources of research material obtained from individually identifiable living human subjects in the form of specimens, records, or data. Indicate whether the material or data will be obtained specifically for research purposes or whether use will be made of existing specimens, records, or data.

(3) **Recruitment and Informed Consent**: Describe plans for the recruitment of subjects and the consent procedures to be followed. Include the circumstances under which consent will be sought and obtained, who will seek it, the nature of the information to be provided to prospective subjects, and the method of documenting consent. State if the Institutional Review Board (IRB) has authorized a modification or waiver of the elements of consent or the requirement for documentation of consent.

(4) **Potential Risks**: Describe potential risks (physical, psychological, social, legal, or other) and assess their likelihood and seriousness. Where appropriate, describe alternative treatments and procedures that might be advantageous to the subjects.

(5) **Protection Against Risk**: Describe the procedures for protecting against or minimizing potential risks, including risks to confidentiality, and assess their likely effectiveness. Where appropriate, discuss provisions for ensuring necessary medical or professional intervention in the event of adverse effects to the subjects. Also, where appropriate, describe the provisions for monitoring the data collected to ensure the safety of the subjects.

(6) **Importance of the Knowledge to be Gained**: Discuss the importance of the knowledge gained or to be gained as a result of the proposed research. Discuss why the risks to subjects are reasonable in relation to the anticipated benefits to subjects and in relation to the importance of the knowledge that may reasonably be expected to result.

(7) **Collaborating Site(s)**: If research involving human subjects will take place at collaborating site(s) or other performance site(s), name the sites and briefly describe their involvement or role in the research.

Copies of the Department of Education's Regulations for the Protection of Human Subjects, 34 CFR Part 97 and other pertinent materials on the protection of human subjects in research are available from the U.S. Department of Education, Protection of Human Subjects Coordinator, Office of the Chief Financial Officer, LBJ Building, 400 Maryland Avenue, SW, Washington, D.C. 20202-4250, telephone: (202) 260-3353, and on the U.S. Department of Education's Protection of Human Subjects in Research Web Site: http://www.ed.gov/about/offices/list/ocfo/humansub.html

NOTE: The **State Applicant Identifier** on the SF 424 is for State Use only. Please complete it on the OMB Standard 424 in the upper right corner of the form (if applicable).

Fulbright-Hays Maintenance Allowances

Fulbright-Hays training grants maintenance allowances are based on current cost-of-living data provided by the Department of State. Additional and more up-to-date information on costs of living obtained at the time individual applications are reviewed by diplomatic missions and binational commissions overseas may require modifications of these rates at a later date. The allowances of fellows jointly sponsored by US/ED and other organizations [e.g., SSRC, NSF] will be adjusted accordingly.

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
ALBANIA			
Tirana	2601	1040	520
Other	1206	482	241
ALGERIA			
Algiers	3456	1382	691
Other	2295	918	459
ANDORRA			
Andorra	2988	1195	598
ANGOLA	4509	1804	902
ANTIGUA AND BARBUDA			
Antigua and Barbuda	2538	1015	508
Other	558	223	112
ARGENTINA			
Bariloche	2016	806	403
Buenos Aires	2538	1015	508
Cordoba	2007	803	401
Mendoza	2583	1033	517
Salta	1953	781	391
Other	2628	1051	526
ARMENIA	2160	864	432
AUSTRALIA			
Adelaide	3924	1570	785
Brisbane	3384	1354	677
Cairns	3015	1206	603
Canberra	3303	1321	661
Darwin Northern Territiories	3105	1242	621
Fremantle	3654	1462	731
Hobart	3681	1472	736
Melbourne	4050	1620	810
Perth	4680	1872	936
Sydney	3438	1375	688
Other	3249	1300	650
AUSTRIA			
Graz	3222	1289	644
Linz	3132	1253	626
Salzburg	3492	1397	698
Vienna	3321	1328	664
Other	3321	1328	664
AZERBAIJAN	3357	1343	671
BAHAMAS, THE			
Andros Island	1926	770	385
Eleuthera Island	2043	817	409
Grand Bahama Island	2259	904	452
Nassau	3780	1512	756
Other	1926	770	385
BAHRAIN	3564	1426	713
BANGLADESH			
Dhaka	2394	958	479
Other	1215	486	243
BARBADOS	3240	1296	648
BELARUS	3537	1415	707

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
BELGIUM			
Antwerp	2997	1199	599
Brugge	2241	896	448
Brussels	3150	1260	630
Diegem	3150	1260	630
Gosselies	1953	781	391
Kleine Brogol	1971	788	394
Liege	2187	875	437
Mons	1953	781	391
SHAPE/Chievres	1953	781	391
Zaventem	3150	1260	630
Other	1539	616	308
BELIZE			
Belize City	1881	752	376
Belmopan	2106	842	421
San Pedro	2196	878	439
Other	1881	752	376
BENIN			
Cotonou	2214	886	443
Other	1323	529	265
BERMUDA	4482	1793	896
BHUTAN	3528	1411	706
BOLIVIA			
Cochabamba	1080	432	216
La Paz	1413	565	283
Santa Cruz	1476	590	295
Sucre	1161	464	232
Tarija	1026	410	205
Other	909	364	182
BOSNIA-HERZEGOVINA	1728	691	346
BOTSWANA			
Francistown	1998	799	400
Gaborone	1890	756	378
Kasane	2214	886	443
Selebi Phikwe	1710	684	342
Other	1323	529	265
BRAZIL			
Angra dos Reis	1503	601	301
Belem	3330	1332	666
Belo Horizonte	2808	1123	562
Brasilia	2853	1141	571
Campinas	1638	655	328
Campo Grande	1377	551	275
Fortaleza	2151	860	430
Foz do Iguacu	2358	943	472
Goiania	2925	1170	585
Joao Pessoa	1368	547	274
Manaus	2187	875	437
Natal	2646	1058	529
Porto Alegre	2673	1069	535
Recife, Pernambuco	2628	1051	526
Rio de Janeiro	3933	1573	787
Salvador da Bahia	2097	839	419
Sao Jose dos Campos	1917	767	383
Sao Paulo	3897	1559	779
Other	2763	1105	553
BRITISH WEST INDIES			
Anguilla	2079	832	416
Cayman Islands	2637	1055	527

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Virgin Islands, Br	2403	961	481
Other	1296	518	259
BRUNEI			
Bandar Seri Begawan	2610	1044	522
Other	1107	443	221
BULGARIA			
Bourgas	1188	475	238
Plovdiv	2043	817	409
Ruse	963	385	193
Sofia	2439	976	488
Varna	1395	558	279
Other	1359	544	272
BURKINA			
Ouagadougou	2250	900	450
Other	1269	508	254
BURMA			
Naypyitaw	2034	814	407
Rangoon	1872	749	374
Other	1701	680	340
BURUNDI	1683	673	337
CAMBODIA			
Phnom Penh	2043	817	409
Siem Riep	2178	871	436
Sihanoukville	1341	536	268
Other	765	306	153
CAMEROON			
Douala	2475	990	495
Yaounde	2448	979	490
Other	1044	418	209
CANADA			
Banff	4248	1699	850
Calgary	4275	1710	855
Dartmouth	2844	1138	569
Edmonton	2826	1130	565
Fredericton	2709	1084	542
Gander, Newfoundland	1386	554	277
Halifax	2844	1138	569
Mississauga	1872	749	374
Moncton	2412	965	482
Montreal	3006	1202	601
Northwest Territories	1998	799	400
Ottawa	2628	1051	526
Prince Edward Is.	2628	1051	526
Quebec	3888	1555	778
Richmond	2682	1073	536
Saint John's	2565	1026	513
Sidney	2754	1102	551
Toronto	2862	1145	572
Vancouver	2889	1156	578
Victoria	2754	1102	551
Winnipeg	2349	940	470
Other	2493	997	499
CAPE VERDE			
Boa Vista Island	1791	716	358
Praia	2070	828	414
Sal Island	2160	864	432
Sao Tiago Island	990	396	198
Sao Vicente Island	1683	673	337
Other	1116	446	223

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
CENTRAL AFRICAN REPUBLIC	2268	907	454
CHAD			
Ndjamena	3339	1336	668
Other	648	259	130
CHILE	2421	968	484
CHINA			
Beijing	3330	1332	666
Changchun	1863	745	373
Chengdu	2088	835	418
Chongqing	1638	655	328
Dalian	1809	724	362
Fuzhou	2475	990	495
Guangzhou	3402	1361	680
Guilin	2160	864	432
Hangzhou	2367	947	473
Harbin	1854	742	371
Jinan	1854	742	371
Kunming	1908	763	382
Lhasa	1647	659	329
Lijiang	1296	518	259
Nanjing	1953	781	391
Ningbo	2142	857	428
Qingdao	2205	882	441
Sanya	2412	965	482
Shanghai	2790	1116	558
Shantou	2043	817	409
Shenyang	1602	641	320
Shenzhen	3591	1436	718
Suzhou	2358	943	472
Tianjin	2187	875	437
Urumqi	2025	810	405
Xiamen	2439	976	488
Wuhan	2358	943	472
Other	2358	943	472
COLOMBIA			
Barranquilla	2016	806	403
Bogota	3438	1375	688
Buenaventura	1971	788	394
Cali	2241	896	448
Cartagena	3699	1480	740
Medellin	2358	943	472
San Andres	2250	900	450
Santa Marta	2241	896	448
Other	2250	900	450
COMOROS			
Moroni	3393	1357	679
Other	1575	630	315
CONGO, REPUBLIC OF			
Brazzaville	3276	1310	655
Other	3276	1310	655
COOK ISLANDS	1593	637	319
COSTA RICA	2106	842	421
COTE D'IVOIRE			
Abidjan	2682	1073	536
Yamoussoukro	1575	630	315
Other	1404	562	281
CROATIA			
Cavtat	4563	1825	913
Dubrovnik	4293	1717	859

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Spilt	2340	936	468
Zagreb	2916	1166	583
Other	2916	1166	583
CUBA			
Guantanamo Bay	756	302	151
Havana	1494	598	299
Other	1125	450	225
CYPRUS			
Akrotiri	3069	1228	614
Limassol	3069	1228	614
Nicosia	2871	1148	574
Paphos	3384	1354	677
Other	2142	857	428
CZECH REPUBLIC			
Brno	2502	1001	500
Prague	3744	1498	749
Other	1962	785	392
DEMOCRACTIC REPUBLIC OF THE CONGO			
Bukavu	2448	979	490
Goma	1854	742	371
Kinshasa	3582	1433	716
Lubumbashi	2304	922	461
Mbuji Mayi, Kasai	1611	644	322
Other	1251	500	250
DENMARK			
Aalborg	3204	1282	641
Copenhagen	3645	1458	729
Odense	3348	1339	670
Other	3267	1307	653
DJIBOUTI			
Djibouti City	3069	1228	614
Other	1386	554	277
DOMINICA	1989	796	398
DOMINICAN REPUBLIC			
La Romana	2403	961	481
Puerto Plata	1422	569	284
Santo Domingo	2250	900	450
Sosua	1422	569	284
Other	1710	684	342
EASTER ISLAND	1332	533	266
ECUADOR			
Cuenca	1701	680	340
Guayaquil	1917	767	383
Manta	1611	644	322
Quito	2385	954	477
Other	1701	680	340
EGYPT			
Alexandria	2070	828	414
Aswan	1494	598	299
Bir Taba	1188	475	238
Cairo	2403	961	481
El Arish	1287	515	257
Hurghada	1251	500	250
Luxor	2061	824	412
Marsa Matrouh	1053	421	211
Port Said	1476	590	295
Sharm el Sheikh	2043	817	409
Sidi Abdel Rahman	1152	461	230
St. Catherine	1395	558	279

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Other	1674	670	335
EL SALVADOR			
San Salvador	1989	796	398
Other	891	356	178
EQUITORIAL GUINEA	3321	1328	664
ERITREA			
Asmara	1980	792	396
Other	729	292	146
ESTONIA			
Tallinn	2187	875	437
Other	1449	580	290
ETHIOPIA			
Addis Ababa	3402	1361	680
Other	783	313	157
FALKLAND ISLANDS	1872	749	374
FAROE ISLANDS	3312	1325	662
FIJI			
Korolevu	1539	616	308
Nadi	2322	929	464
Sigatoka	2358	943	472
Other	2097	839	419
FINLAND			
Helsinki	3258	1303	652
Other	2862	1145	572
FRANCE			
Aix-en-Provence	2385	954	477
Bordeaux	3429	1372	686
Clermont-Ferrand	2466	986	493
Istres	1764	706	353
Le Havre	2061	824	412
Lille	2358	943	472
Lyon	3582	1433	716
Marseille	3735	1494	747
Montpellier	3798	1519	760
Nice	3591	1436	718
Paris	4932	1973	986
Rennes	2592	1037	518
Strasbourg	3825	1530	765
Toulouse	3609	1444	722
Other	2871	1148	574
FRENCH GUIANA	2691	1076	538
FRENCH POLYNESIA	3789	1516	758
GABON			
Libreville	4365	1746	873
Other	2853	1141	571
GAMBIA, THE			
Banjul	2052	821	410
Other	603	241	121
GEORGIA			
Tbilisi	2682	1073	536
Adjara Region	2286	914	457
Gudauri	1575	630	315
Other	1215	486	243
GERMANY			
Aachen	2556	1022	511
Bad Honnef	2646	1058	529
Berlin	3285	1314	657
Boeblingen	3096	1238	619
Bonames	3492	1397	698

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Bonn	2646	1058	529
Bremen	2907	1163	581
Chemnitz	1764	706	353
Cologne	3303	1321	661
Delmenhorst	3087	1235	617
Dresden	3087	1235	617
Duesseldorf	2943	1177	589
Echterdingen	3096	1238	619
Erfurt	3087	1235	617
Eschborn	3492	1397	698
Esslingen	3096	1238	619
Frankfurt am Main	3492	1397	698
Garmisch-Partenkirchen	1899	760	380
Hamburg	3159	1264	632
Hannover	2700	1080	540
Heidelberg	3087	1235	617
Herongen	2943	1177	589
Herrsching	3087	1235	617
Herzogenaurach	3087	1235	617
Ingolstadt	3087	1235	617
Hoechst	3492	1397	698
Kalkar	2943	1177	589
Koenigswinter	2646	1058	529
Kornwestheim	3096	1238	619
Leipzig	2682	1073	536
Ludwigsburg	3096	1238	619
Mainz	3177	1271	635
Moenchen-Gladbach	2943	1177	589
Munich	3564	1426	713
Nellingen	3096	1238	619
Niederbachem	2646	1058	529
Oberammergau	1899	760	380
Offenbach	3492	1397	698
Rhoendorf	2646	1058	529
Roedelheim	3492	1397	698
Schwabach	3087	1235	617
Sindelfingen	3096	1238	619
Stuttgart	3096	1238	619
Tuebingen	3096	1238	619
Twisteden	2943	1177	589
Wahn	2646	1058	529
Weimar	2673	1069	535
Wiesbaden	3132	1253	626
Zirndorf	3087	1235	617
Other	3087	1235	617
GHANA			
Accra	2871	1148	574
Other	1287	515	257
GIBRALTAR	1449	580	290
GREECE			
Athens	3024	1210	605
Other	2448	979	490
GREENLAND			
Thule	2502	1001	500
Other	2817	1127	563
GRENADA	2673	1069	535
GUADELOUPE			
Saint Martin (French Part)	1908	763	382
Other	1413	565	283

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
GUATEMALA			
Guatemala City	2007	803	401
Other	1638	655	328
GUINEA			
Conakry	2394	958	479
Other	945	378	189
GUINEA-BISSAU			
Bissau	2502	1001	500
Other	792	317	158
GUYANA	1890	756	378
HAITI			
Petionville	2493	997	499
Port-au-Prince	2493	997	499
Other	1683	673	337
HOLY SEE, THE	5130	2052	1026
HONDURAS			
Le Ceiba	1773	709	355
San Pedro Sula	2277	911	455
Tegucigalpa	2277	911	455
Tela	1674	670	335
Other	1161	464	232
HONG KONG	4473	1789	895
HUNGARY			
Budapest	2277	911	455
Papa	1422	569	284
Other	1197	479	239
ICELAND			
Keflavik-Grindavik	1620	648	324
Reykjavik	2844	1138	569
Other	1998	799	400
INDIA			
Agra	1944	778	389
Bangalore	2520	1008	504
Calcutta	2520	1008	504
Chennai	2520	1008	504
Goa	1944	778	389
Hyderabad	2520	1008	504
Mumbai	2520	1008	504
New Delhi	2520	1008	504
Pune	2520	1008	504
Trivandraum	1944	778	389
Other	1944	778	389
INDONESIA			
Bali	3537	1415	707
Bandung	1197	479	239
Batam	1170	468	234
Jakarta	3258	1303	652
Jayapura	1503	601	301
Medan	1314	526	263
Surabaya	1836	734	367
Timika, Irian Jaya	2898	1159	580
Other	1314	526	263
IRAN	1395	558	279
IRELAND			
Cork	2808	1123	562
Dublin	3897	1559	779
Galway	2907	1163	581
Other	2592	1037	518
ISRAEL			

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Eilat	4095	1638	819
En Boqeq	3186	1274	637
Haifa	3141	1256	628
Sedom	3186	1274	637
Tel Aviv	4437	1775	887
Tiberias	3231	1292	646
Other	3231	1292	646
ITALY			
Bari	2700	1080	540
Bologna	4131	1652	826
Catania	2808	1123	562
Ferrara	2844	1138	569
Florence	4194	1678	839
Gaeta	1782	713	356
Genoa	3573	1429	715
La Spezia	2547	1019	509
Milan	4374	1750	875
Modena	2709	1084	542
Naples	2943	1177	589
Palermo	2763	1105	553
Pisa	2358	943	472
Pordenone-Aviano	1665	666	333
Ravenna	2547	1019	509
Reggio Emilia	2871	1148	574
Rimini	3051	1220	610
Rome	5130	2052	1026
Siena	3888	1555	778
Taormina	2808	1123	562
Trieste	3348	1339	670
Turin	3969	1588	794
Venice	4725	1890	945
Verona	2799	1120	560
Vicenza	1683	673	337
Other	2268	907	454
JAMAICA	2349	940	470
JAPAN			
Akashi	3699	1480	740
Akita	2574	1030	515
Amagasaki	3699	1480	740
Aomori	2466	986	493
Asahikawa	2349	940	470
Ashiya	3852	1541	770
Awashima	6084	2434	1217
Beppu	3519	1408	704
Chitose	2223	889	445
Fukui	1962	785	392
Fukuoka	3861	1544	772
Fukuyama	2052	821	410
Gifu	3546	1418	709
Hamamatsu	2925	1170	585
Hiroshima	2907	1163	581
Itazuke	3861	1544	772
Izumisano	3456	1382	691
Kagoshima	3015	1206	603
Kanazawa	2394	958	479
Kitakyushu	3456	1382	691
Kochi	2538	1015	508
Komaki	2961	1184	592
Kumamoto	3627	1451	725

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Kurashiki	4734	1894	947
Kure	2853	1141	571
Kushiro	2061	824	412
Kyoto	4518	1807	904
Matsue	2007	803	401
Matsuyama	2925	1170	585
Miyazaki	4716	1886	943
Morioka	2412	965	482
Nagasaki	4284	1714	857
Nagoya	3816	1526	763
Nara	2511	1004	502
Narita	3375	1350	675
Niigata	2187	875	437
Nishinomiya	3852	1541	770
Obihiro	2565	1026	513
Oita	2682	1073	536
Okayama	3339	1336	668
Okinawa Prefecture	3942	1577	788
Osaka-Kobe	3699	1480	740
Otsu	3087	1235	617
Oyama	2178	871	436
Sapporo	3456	1382	691
Sasebo	1989	796	398
Sendai	3357	1343	671
Shiga	3087	1235	617
Takamatsu	2421	968	484
Takayama	3114	1246	623
Tokushima	2394	958	479
Tokyo City	4410	1764	882
Tokyo-To	3150	1260	630
Tottori	2583	1033	517
Toyama	2952	1181	590
Toyonaka	3402	1361	680
Tsu	2979	1192	596
Wakayama	3105	1242	621
Yamato	2682	1073	536
Yokohama	3069	1228	614
Yokota	1917	767	383
Yufuin	3204	1282	641
Other	2970	1188	594
JERUSALEM	4194	1678	839
JORDAN			
Amman	2790	1116	558
Aqaba	2259	904	452
Dead Sea/Jordan Valley	2916	1166	583
Petra	2637	1055	527
Other	2259	904	452
KAZAKHSTAN			
Almaty	3042	1217	608
Astana	3285	1314	657
Other	2124	850	425
KENYA			
Lamu	3384	1354	677
Malindi	3195	1278	639
Mombasa	2439	976	488
Mt. Kenya Area	3051	1220	610
Nairobi	3690	1476	738
Nanyuki	513	205	103
Watamu	2898	1159	580

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Other	1746	698	349
KIRIBATI			
Christmas Island	1260	504	252
Tawara	1467	587	293
Other	1467	587	293
KOREA			
Changwon	1773	709	355
Cheju	2979	1192	596
Chinju	1440	576	288
Chongju	1161	464	232
Chonju	2079	832	416
Chung Ju	1359	544	272
Incheon	2340	936	468
Kimhae	1251	500	250
kumi	1701	680	340
Kwangju	1872	749	374
Kyongju	2151	860	430
Masan	1287	515	257
Pohang	1881	752	376
Pusan	3231	1292	646
Pyongtaek	1332	533	266
Seoul	3150	1260	630
Sokcho	1872	749	374
Taegu	1791	716	358
Taejon	1809	724	362
Uijongbu	1179	472	236
Ulsan	2655	1062	531
Other	1179	472	236
KOSOVO			
Pristina	1674	670	335
Other	918	367	184
KUWAIT	4194	1678	839
KYRGYZSTAN			
Bishkek	2799	1120	560
Issyk-Kaul Region	1728	691	346
Other	1152	461	230
LAOS			
Luang Prabang	1899	760	380
Vientiane	1746	698	349
Other	1026	410	205
LATVIA	2322	929	464
LEBANON	1773	709	355
LESOTHO			
Maseru	2034	814	407
Other	810	324	162
LIBERIA			
Monrovia	2250	900	450
Other	1044	418	209
LIBYA			
Benghazi	1764	706	353
Misurata	1764	706	353
Sirte	1764	706	353
Tripoli	4032	1613	806
Other	1440	576	288
LIECHTENSTEIN	3924	1570	785
LITHUANIA			
Palanga	2538	1015	508
Vilnius	2493	997	499
Other	1935	774	387

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
LUXEMBOURG	4131	1652	826
MACAU	3969	1588	794
MACEDONIA	2286	914	457
MADAGASCAR			
Antananarivo	2133	853	427
Nosy Be	1917	767	383
Other	1503	601	301
MALAWI			
Blantyre	2187	875	437
Lilongwe	2187	875	437
Mangochi	2016	806	403
Other	1386	554	277
MALAYSIA			
Kuala Lumpur	2151	860	430
Other	1503	601	301
MALDIVES	3942	1577	788
MALI			
Bamako	1989	796	398
Other	1125	450	225
MALTA	2259	904	452
MARSHALL ISLANDS			
Kwajalein Atoll	1584	634	317
Majuro	1836	734	367
Other	747	299	149
MARTINIQUE	3276	1310	655
MAURITANIA			
Nouadhibou	1143	457	229
Nouakchott	1800	720	360
Other	999	400	200
MAURITIUS	2088	835	418
MEXICO			
Acapulco	2358	943	472
Cabo San Lucas	2466	986	493
Campeche	1116	446	223
Cancun	2646	1058	529
Chihuahua	1710	684	342
Ciudad Juarez	1269	508	254
Ciudad Victoria	1359	544	272
Colima	1035	414	207
Cozumel	2070	828	414
Cuernavaca	1899	760	380
Culiacan	1143	457	229
Ensenada	1890	756	378
Guadalajara	2160	864	432
Hermosillo	1566	626	313
Huatulco	1935	774	387
Ixtapa Zihuatanejo	1683	673	337
La Paz	1701	680	340
Manzanillo	1404	562	281
Matamoros	1359	544	272
Mazatlan	1674	670	335
Merida	1584	634	317
Mexicali	1998	799	400
Mexico City	2700	1080	540
Monterrey	2313	925	463
Morelia	1548	619	310
Nogales	1737	695	347
Nuevo Laredo	1440	576	288
Puebla	1782	713	356

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Puerto Penasco	1845	738	369
Puerto Vallarta	2340	936	468
Queretaro	1548	619	310
San Carlos	1458	583	292
San Jose Del Cabo	2205	882	441
San Miguel de Allende	1611	644	322
Tapachula	1359	544	272
Tijuana	1701	680	340
Veracruz	1719	688	344
Zacatecas	1773	709	355
Other	1503	601	301
MICRONESIA, FED. STATES OF			
Chuuk	1710	684	342
Yap	1872	749	374
Other	1710	684	342
MOLDOVA	2106	842	421
MONACO	3312	1325	662
MONGOLIA			
Ulaanbaatar	2493	997	499
Other	918	367	184
MONTENEGRO	3429	1372	686
MOROCCO			
Agadir	2088	835	418
Casablanca	2835	1134	567
Fes	3051	1220	610
Marrakech	2826	1130	565
Rabat	2331	932	466
Tangier	2484	994	497
Taroudant	2232	893	446
Other	2025	810	405
MOZAMBIQUE	1980	792	396
Maputo	2304	922	461
Pemba	1980	792	396
Other	1980	792	396
NAMIBIA			
Etosha	1512	605	302
Swakopmund	2196	878	439
Windhoek	2088	835	418
Other	1512	605	302
NAURU	1611	644	322
NEPAL			
Kathmandu	1917	767	383
Pokhara	1611	644	322
Other	918	367	184
NETHERLANDS			
Amsterdam	3816	1526	763
Hague, The	3168	1267	634
Lisse	3042	1217	608
Maastricht	4212	1685	842
Noordwijk	3006	1202	601
Papendrecht	3249	1300	650
Rotterdam	3249	1300	650
Schiphol	3258	1303	652
Utrecht	2862	1145	572
Ypenburg	3168	1267	634
Other	3069	1228	614
NETHERLANDS ANTILLES			
Aruba	3123	1249	625
Curacao	2772	1109	554

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Saba	2691	1076	538
Sint Maarten	2538	1015	508
Other	2034	814	407
NEW CALEDONIA	2601	1040	520
NEW ZEALAND			
Auckland	3033	1213	607
Christchurch	2664	1066	533
Queenstown	2313	925	463
Rotarua	2277	911	455
Wellington	2907	1163	581
Other	2205	882	441
NICARAGUA			
Managua	2142	857	428
Other	1377	551	275
NIGER			
Niamey	1791	716	358
Other	1404	562	281
NIGERIA			
Abuja	4572	1829	914
Bauchi	2691	1076	538
Calabar	2079	832	416
Enugu	2214	886	443
Ibadan	1422	569	284
Jos	2205	882	441
Kaduna	2277	911	455
Kano	2997	1199	599
Lagos	3447	1379	689
Sokoto	1521	608	304
Warri	2115	846	423
Yenagoa	2034	814	407
Other	1674	670	335
NIUE	1278	511	256
NORWAY			
Oslo	3456	1382	691
Stavanger	3294	1318	659
Other	3456	1382	691
OMAN			
Muscat	3348	1339	670
Salah	2736	1094	547
Other	2736	1094	547
PAKISTAN			
Faisalabad	1611	644	322
Islamabad	990	396	198
Karachi	2790	1116	558
Lahore	3087	1235	617
Peshawar	1809	724	362
Other	1953	781	391
PALAU	2295	918	459
PANAMA			
Colon	2286	914	457
Panama City	2286	914	457
Other	657	263	131
PAPUA NEW GUINEA			
Port Moresby	5463	2185	1093
Other	3519	1408	704
PARAGUAY			
Asuncion	2286	914	457
Ciudad del Este	1710	684	342
Pegro Juan	1206	482	241

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Other	828	331	166
PERU			
Cuzco	2997	1199	599
Lima	3051	1220	610
Paracas	2466	986	493
Other	1773	709	355
PHILIPPINES			
Cebu	1638	655	328
Davao City	1368	547	274
Manila	2133	853	427
Other	1692	677	338
POLAND			
Gdansk	2286	914	457
Katowice	2790	1116	558
Krakow	2961	1184	592
Poznan	2466	986	493
Warsaw	2565	1026	513
Wroclaw	2268	907	454
Zakopane	2061	824	412
Other	1674	670	335
PORTUGAL			
Cascais	2043	817	409
Estoril	2043	817	409
Faial Island	1746	698	349
Lisbon	2358	943	472
Madeira Islands	1746	698	349
Oeiras	2043	817	409
Oporto	1593	637	319
Ponta Delgada	2232	893	446
Sao Miguel Island	2232	893	446
Other	1665	666	333
QATAR	3069	1228	614
REUNION	1989	796	398
ROMANIA			
Bucharest	2718	1087	544
Constanta	1593	637	319
Other	1710	684	342
RUSSIA			
Moscow	3609	1444	722
St. Petersburg	4374	1750	875
Vladivostok	3015	1206	603
Yuzhno-Sakhalinsk	3330	1332	666
Other	2268	907	454
RWANDA			
Akagera	2502	1001	500
Gisenyi	1521	608	304
Kigali	2475	990	495
Ruhengeri	1746	698	349
Other	1521	608	304
SAINT HELENA	621	248	124
SAINT KITTS AND NEVIS	2754	1102	551
SAINT VINCENT AND THE GRENADINES	2214	886	443
SAMOA	2394	958	479
SAN MARINO	2178	871	436
SAO TOME AND PRINCIPE	2592	1037	518
SAUDI ARABIA			
Dhahran Area	3177	1271	635
Jeddah	4680	1872	936

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Medina	2358	943	472
Riyadh	3573	1429	715
Taif	1998	799	400
Other	4077	1631	815
SENEGAL			
Dakar	2601	1040	520
Other	1557	623	311
SERBIA			
Belgrade	3204	1282	641
Other	1332	533	266
SEYCHELLES	4023	1609	805
SIERRA LEONE			
Freetown	1755	702	351
Other	855	342	171
SINGAPORE	3960	1584	792
SLOVAK REPUBLIC			
Bratislava	3078	1231	616
Zilina	1710	684	342
Other	2025	810	405
SLOVENIA			
Portoroz	2637	1055	527
Other	2367	947	473
SOLOMON ISLANDS	2754	1102	551
SOMALIA			
Mogadishu	1872	749	374
Other	1521	608	304
SOUTH AFRICA			
Bloemfontein	2232	893	446
Cape Town	4941	1976	988
Durban	2502	1001	500
Johannesburg	2988	1195	598
Pretoria	2610	1044	522
Skukuza	2016	806	403
Stellenbosch	1404	562	281
Sun City	3150	1260	630
Other	2430	972	486
SOUTH SUDAN			
Other	2448	979	490
SPAIN			
Almeria	2727	1091	545
Balearic Islands	3141	1256	628
Barcelona	3636	1454	727
Bilbao	2358	943	472
Fuengirola	2439	976	488
La Coruna	2385	954	477
Las Palmas de Gran Canaria	2844	1138	569
Madrid	3591	1436	718
Malaga	2457	983	491
Marbella	2457	983	491
Oviedo	2115	846	423
San Sebastian	2259	904	452
Santa Cruz de Tenerife	2169	868	434
Santander	2565	1026	513
Santiago de Compostela	2673	1069	535
Valencia	2286	914	457
Vigo	2304	922	461
Zaragoza	3411	1364	682
Other	2484	994	497
SRI LANKA			

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Ahungalla	1512	605	302
Bentota	1314	526	263
Colombo	2970	1188	594
Galle	1944	778	389
Other	1368	547	274
ST LUCIA	3114	1246	623
SUDAN			
Khartoum	3987	1595	797
Other	3465	1386	693
SURINAME	1683	673	337
SWAZILAND			
Mbabane	2412	965	482
Other	1053	421	211
SWEDEN	3942	1577	788
SWITZERLAND			
Basel	3987	1595	797
Bern	4230	1692	846
Davos	4275	1710	855
Geneva	4482	1793	896
Klosters	4293	1717	859
Lugano	4050	1620	810
Montreux	3861	1544	772
Zurich	4230	1692	846
Other	3672	1469	734
SYRIA	3096	1238	619
TAIWAN			
Kaohsiung	1764	706	353
Taichung	1611	644	322
Taipei	2538	1015	508
Other	1611	644	322
TAJIKISTAN	2925	1170	585
TANZANIA			
Dar es Salaam	2457	983	491
Zanzibar	2457	983	491
Other	1683	673	337
THAILAND			
Bangkok	1962	785	392
Chiang Mai	1908	763	382
Chiang Rai	1170	468	234
Hat Yai	1170	468	234
Hua Hin	1998	799	400
Khao Lak	2529	1012	506
Krabi	2529	1012	506
Pattaya City	1737	695	347
Phuket	2529	1012	506
Samui Island	2088	835	418
Other	954	382	191
TIMOR-LESTE			
Dili	1890	756	378
Other	801	320	160
TOGO			
Lama Kara	774	310	155
Lome	2439	976	488
Other	567	227	113
TOKELAU ISLANDS	342	137	68
TONGA	2439	976	488
TRINIDAD AND TOBAGO			
Tobago	3717	1487	743
Other	3141	1256	628

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
TUNISIA			
Carthage	1890	756	378
Gammarth	1890	756	378
Lamarsa	1890	756	378
Tunis	1890	756	378
Other	1278	511	256
TURKEY			
Adana-Incirlik	2241	896	448
Ankara	2871	1148	574
Antalya	2547	1019	509
Aydin	2376	950	475
Bursa	2340	936	468
Elmadag	2871	1148	574
Istanbul	3870	1548	774
Izmir-Cigli	2340	936	468
Manzarali	2871	1148	574
Nevsehir	2097	839	419
Yamanlar	2340	936	468
Other	1818	727	364
TURKMENISTAN	2322	929	464
TURKS AND CAICOS ISLANDS	2106	842	421
TUVALU	1746	698	349
UGANDA			
Entebbe	2277	911	455
Jinja	2169	868	434
Kampala	2790	1116	558
Other	954	382	191
UKRAINE			
Kharkiv	2223	889	445
Kiev	3366	1346	673
Other	2133	853	427
UNITED ARAB EMIRATES			
Abu Dhabi	4734	1894	947
Dubai	4131	1652	826
Other	4734	1894	947
UNITED KINGDOM			
Belfast	3348	1339	670
Birmingham	2619	1048	524
Bristol	3195	1278	639
Cardiff, Wales	2826	1130	565
Caversham	3294	1318	659
Crawley	4491	1796	898
Edinburgh	3123	1249	625
Gatwick	3276	1310	655
Glasgow	2790	1116	558
Harrogate	2079	832	416
High Wycombe	2736	1094	547
Horley	3276	1310	655
Liverpool	2538	1015	508
London	4491	1796	898
Manchester	2952	1181	590
Menwith Hill	2079	832	416
Oxford	2511	1004	502
Reading	3294	1318	659
Other	2295	918	459
URUGUAY			
Colonia	2385	954	477
Montevideo	2268	907	454
Punta del Este	3285	1314	657

LOCALITY	MONTHLY STIPEND	FIRST DEPENDENT	ADD'L DEPENDENT(S)
Other	2268	907	454
UZBEKISTAN	1485	594	297
Tashkent	2511	1004	502
Other	1278	511	256
VANUATU			
Port Vila	3276	1310	655
Santos	2430	972	486
Tanna Island	3204	1282	641
Other	297	119	59
VENEZUELA			
Barquisimeto	3492	1397	698
Caracas	4194	1678	839
Maracaibo	3618	1447	724
Porlamar	3600	1440	720
Puerto La Cruz	3150	1260	630
Puerto Ordaz	3573	1429	715
Punto Fijo	3267	1307	653
Valencia	3420	1368	684
Other	2637	1055	527
VIETNAM			
Dalat	2196	878	439
Danang	1674	670	335
Hanoi	2502	1001	500
Ho Chi Minh City	2754	1102	551
Other	1863	745	373
WALLIS AND FUTUNA	1233	493	247
YEMEN			
Aden	1998	799	400
Sanaa	2178	871	436
Other	1557	623	311
ZAMBIA			
Chingola	2304	922	461
Kitwe	1377	551	275
Livingstone	3051	1220	610
Lower Zambezi	1719	688	344
Lusaka	2565	1026	513
Mfuwe	1422	569	284
Ndola	1674	670	335
Siavonga	864	346	173
Other	1575	630	315
ZIMBABWE			
Bulawayo	1908	763	382
Harare	3006	1202	601
Victoria Falls	3699	1480	740
Other	1593	637	319
OTHER FOREIGN LOCALITIES	450	180	90

PERCENTAGE RATE	0.40	0.20

HIGHER EDUCATION PROGRAMS; 34 CFR PARTS 606, 607, 611, 637, 648, 656, 657, 658, 660, 661, 662, 663, 664, AND 669; FINAL REGULATIONS. [OPE]FR DOC 05-5547

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[Rules and Regulations]
[Page 13371-13377]
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34 CFR Parts 606, 607, 611, 637, 648, 656, 657, 658, 660, 661, 662,

663, 664, AND 669

HIGHER EDUCATION PROGRAMS

AGENCY: OFFICE OF POSTSECONDARY EDUCATION, DEPARTMENT OF EDUCATION.

ACTION: FINAL REGULATIONS.

PART 662--FULBRIGHT-HAYS DOCTORAL DISSERTATION RESEARCH ABROAD FELLOWSHIP PROGRAM

40. The authority citation for part 662 continues to read as follows:

Authority: Section 102(b)(6) of the Mutual Educational and Cultural Exchange Act of 1961 (Fulbright-Hays Act), 22 U.S.C. 2452(b)(6), unless otherwise noted.

41. Section 662.21 is amended by—

A. Removing all of the parentheticals that end in “points)” and removing the parentheticals “(10)”, “(15)”, and “(5)” wherever they appear;

B. In paragraph (c)(2), removing the word “a”; and

C. Revising paragraph (a) to read as follows:

Sec. 662.21 What criteria does the Secretary use to evaluate an application for a fellowship?

(a) General. The Secretary evaluates an application for a fellowship on the basis of the criteria in this section. The Secretary informs applicants of the maximum possible score for each criterion in the application package or in a notice published in the Federal Register.

Code of Federal Regulations]
[Title 34, Volume 3]
[Revised as of July 1, 2008]
From the U.S. Government Printing Office via GPO Access
[CITE: 34CFR662]
[Page 391-395]

TITLE 34--EDUCATION

CHAPTER VI--OFFICE OF POSTSECONDARY EDUCATION, DEPARTMENT OF EDUCATION

PART 662—FULBRIGHT-HAYS DOCTORAL DISSERTATION RESEARCH ABROAD FELLOWSHIP PROGRAM

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§ 662.2 Who is eligible to receive an institutional grant under this program?
§ 662.3 Who is eligible to receive a fellowship under this program?
§ 662.4 What is the amount of a fellowship?
§ 662.5 What is the duration of a fellowship?
§ 662.6 What regulations apply to this program?
§ 662.7 What definitions apply to this program?
Subpart B—Applications
§ 662.10 How does an individual apply for a fellowship?
§ 662.11 What is the role of the institution in the application process?
Subpart C—Selection of Fellows
§ 662.20 How is a Fulbright-Hays Doctoral Dissertation Research Abroad Fellow selected?
§ 662.21 What criteria does the Secretary use to evaluate an application for a fellowship?
§ 662.22 How does the J. William Fulbright Foreign Scholarship Board select fellows?
Subpart D—Post-award Requirements for Institutions
§ 662.30 What are an institution's responsibilities after the award of a grant?
Subpart E—Post-award Requirements for Fellows
§ 662.41 What are a fellow's responsibilities after the award of a fellowship?
§ 662.42 How may a fellowship be revoked?

Authority: Section 102(b)(6) of the Mutual Educational and Cultural Exchange Act of 1961 (Fulbright-Hays Act), 22 U.S.C. 2452(b)(6), unless otherwise noted.

Source: 63 FR 46361, Aug. 31, 1998, unless otherwise noted.

Subpart A—General

§ 662.1 What is the Fulbright-Hays Doctoral Dissertation Research Abroad Fellowship Program?

(a) The Fulbright-Hays Doctoral Dissertation Research Abroad Fellowship Program is designed to contribute to the development and improvement of the study of modern foreign languages and area studies in the United States by providing opportunities for scholars to conduct research abroad.

(b) Under the program, the Secretary awards fellowships, through institutions of higher education, to doctoral candidates who propose to conduct dissertation research abroad in modern foreign languages and area studies.

(Authority: 22 U.S.C. 2452(b)(6))

§ 662.2 Who is eligible to receive an institutional grant under this program?

An institution of higher education is eligible to receive an institutional grant.

(Authority: 22 U.S.C. 2452(b)(6), 2454(e)(1))

§ 662.3 Who is eligible to receive a fellowship under this program?

An individual is eligible to receive a fellowship if the individual—

(a)(1) Is a citizen or national of the United States; or

(2) Is a permanent resident of the United States;

(b)(1) Is a graduate student in good standing at an institution of higher education; and

(2) When the fellowship period begins, is admitted to candidacy in a doctoral degree program in modern foreign languages and area studies at that institution;

(c) Is planning a teaching career in the United States upon completion of his or her doctoral program; and

(d) Possesses sufficient foreign language skills to carry out the dissertation research project.

(Authority: 22 U.S.C. 2452(b)(6), 2454(e)(1))

§ 662.4 What is the amount of a fellowship?

(a) The Secretary pays—

(1) Travel expenses to and from the residence of the fellow and the country or countries of research;

(2) A maintenance stipend for the fellow and his or her dependents related to cost of living in the host country or countries;

(3) An allowance for research-related expenses overseas, such as books, copying, tuition and affiliation fees, local travel, and other incidental expenses; and
(4) Health and accident insurance premiums.
(b) In addition, the Secretary may pay—
(1) Emergency medical expenses not covered by health and accident insurance; and
(2) The costs of preparing and transporting the remains of a fellow or dependent who dies during the term of the fellowship to his or her former home.
(c) The Secretary announces the amount of benefits expected to be available in an application notice published in the Federal Register.
(Authority: 22 U.S.C. 2452(b)(6), 2454(e) (1) and (2))

§ 662.5 What is the duration of a fellowship?

(a) A fellowship is for a period of not fewer than six nor more than twelve months.
(b) A fellowship may not be renewed.
(Authority: 22 U.S.C. 2452(b)(6))

§ 662.6 What regulations apply to this program?

The following regulations apply to this program:
(a) The regulations in this part 662; and
(b) The Education Department General Administrative Regulations (EDGAR) (34 CFR parts 74, 75, 77, 81, 82, 85, and 86).
(Authority: 22 U.S.C. 2452(b)(6))

§ 662.7 What definitions apply to this program?

(a) Definitions of the following terms as used in this part are contained in 34 CFR part 77:
Applicant
Application
Award
EDGAR
Fiscal year
Grant
Secretary
(b) The definition of *institution of higher education* as used in this part is contained in 34 CFR 600.4.
(c) The following definitions of other terms used in this part apply to this program:
Area studies means a program of comprehensive study of the aspects of a society or societies, including the study of their geography, history, culture, economy, politics, international relations, and languages.
Binational commission means an educational and cultural commission established, through an agreement between the United States and either a foreign government or an international organization, to carry out functions in connection with the program covered by this part.
Dependent means any of the following individuals who accompany the recipient of a fellowship under this program to his or her training site for the entire fellowship period if the individual receives more than 50 percent of his or her support from the recipient during the fellowship period:
(1) The recipient's spouse.
(2) The recipient's or spouse's children who are unmarried and under age 21.
J. William Fulbright Foreign Scholarship Board means the presidentially-appointed board that is responsible for supervision of the program covered by this part.
(Authority: 22 U.S.C. 2452(b)(6), 2456)

Subpart B—Applications

§ 662.10 How does an individual apply for a fellowship?

(a) An individual applies for a fellowship by submitting an application to the Secretary through the institution of higher education in which the individual is enrolled.
(b) The applicant shall provide sufficient information concerning his or her personal and academic background and proposed research project to enable the Secretary to determine whether the applicant—
(1) Is eligible to receive a fellowship under §662.3; and
(2) Should be selected to receive a fellowship under subparts C and D of this part.
(Authority: 22 U.S.C. 2452(b)(6))

§ 662.11 What is the role of the institution in the application process?

An institution of higher education that participates in this program is responsible for—
(a) Making fellowship application materials available to its students;
(b) Accepting and screening applications in accordance with its own technical and academic criteria; and
(c) Forwarding screened applications to the Secretary and requesting an institutional grant.
(Authority: 22 U.S.C. 2452(b)(6), 2454(e)(1))

Subpart C—Selection of Fellows

§ 662.20 How is a Fulbright-Hays Doctoral Dissertation Research Abroad Fellow selected?

(a) The Secretary considers applications for fellowships under this program that have been screened and submitted by eligible institutions. The Secretary evaluates these applications on the basis of the criteria in §662.21.

(b) The Secretary does not consider applications to carry out research in a country in which the United States has no diplomatic representation.
(c) In evaluating applications, the Secretary obtains the advice of panels of United States academic specialists in modern foreign languages and area studies.
(d) The Secretary gives preference to applicants who have served in the armed services of the United States if their applications are equivalent to those of other applicants on the basis of the criteria in §662.21.
(e) The Secretary considers information on budget, political sensitivity, and feasibility from binational commissions or United States diplomatic missions, or both, in the proposed country or countries of research.
(f) The Secretary presents recommendations for recipients of fellowships to the J. William Fulbright Foreign Scholarship Board, which reviews the recommendations and approves recipients.
(Authority: 22 U.S.C. 2452(b)(6), 2456)

§ 662.21 What criteria does the Secretary use to evaluate an application for a fellowship?

(a) *General.* The Secretary evaluates an application for a fellowship on the basis of the criteria in this section. The Secretary informs applicants of the maximum possible score for each criterion in the application package or in a notice published in the Federal Register.
(b) *Quality of proposed project.* The Secretary reviews each application to determine the quality of the research project proposed by the applicant. The Secretary considers—
(1) The statement of the major hypotheses to be tested or questions to be examined, and the description and justification of the research methods to be used;
(2) The relationship of the research to the literature on the topic and to major theoretical issues in the field, and the project's originality and importance in terms of the concerns of the discipline;
(3) The preliminary research already completed in the United States and overseas or plans for such research prior to going overseas, and the kinds, quality and availability of data for the research in the host country or countries;
(4) The justification for overseas field research and preparations to establish appropriate and sufficient research contacts and affiliations abroad;
(5) The applicant's plans to share the results of the research in progress and a copy of the dissertation with scholars and officials of the host country or countries; and
(6) The guidance and supervision of the dissertation advisor or committee at all stages of the project, including guidance in developing the project, understanding research conditions abroad, and acquainting the applicant with research in the field.
(c) *Qualifications of the applicant.* The Secretary reviews each application to determine the qualifications of the applicant. The Secretary considers—
(1) The overall strength of the applicant's graduate academic record;
(2) The extent to which the applicant's academic record demonstrates strength in area studies relevant to the proposed project;
(3) The applicant's proficiency in one or more of the languages (other than English and the applicant's native language) of the country or countries of research, and the specific measures to be taken to overcome any anticipated language barriers; and
(4) The applicant's ability to conduct research in a foreign cultural context, as evidenced by the applicant's references or previous overseas experience, or both.
(d) *Priorities.* (1) The Secretary determines the extent to which the application responds to any priority that the Secretary establishes for the selection of fellows in any fiscal year. The Secretary announces any priorities in an application notice published in the Federal Register.
(2) Priorities may relate to certain world areas, countries, academic disciplines, languages, topics, or combinations of any of these categories. For example, the Secretary may establish a priority for—
(i) A specific geographic area or country, such as the Caribbean or Poland;
(ii) An academic discipline, such as economics or political science;
(iii) A language, such as Tajik or Indonesian; or
(iv) A topic, such as public health issues or the environment.
(Approved by the Office of Management and Budget under control number 1840–0005)
(Authority: 22 U.S.C. 2452(b)(6), 2456(a)(2))
[63 FR 46361, Aug. 31, 1998, as amended at 70 FR 13376, Mar. 21, 2005]

§ 662.22 How does the J. William Fulbright Foreign Scholarship Board select fellows?

(a) The J. William Fulbright Foreign Scholarship Board selects fellows on the basis of the Secretary's recommendations and the

information described in §662.20(e) from binational commissions or United States diplomatic missions.
(b) No applicant for a fellowship may be awarded more than one graduate fellowship under the Fulbright-Hays Act from appropriations for a given fiscal year.
(Authority: 22 U.S.C. 2452(b)(6), 2456(a)(1))

Subpart D—Post-award Requirements for Institutions

§ 662.30 What are an institution's responsibilities after the award of a grant?

(a) An institution to which the Secretary awards a grant under this part is responsible for administering the grant in accordance with the regulations described in §662.6.
(b) The institution is responsible for processing individual applications for fellowships in accordance with procedures described in §662.11.
(c) The institution is responsible for disbursing funds in accordance with procedures described in §662.4.
(d) The Secretary awards the institution an administrative allowance of $100 for each fellowship listed in the grant award document.
(Authority: 22 U.S.C. 2452(b)(6), 2454(e)(1))

Subpart E—Post-award Requirements for Fellows

§ 662.41 What are a fellow's responsibilities after the award of a fellowship?

As a condition of retaining a fellowship, a fellow shall—
(a) Maintain satisfactory progress in the conduct of his or her research;
(b) Devote full time to research on the approved topic;
(c) Not engage in unauthorized income-producing activities during the period of the fellowship; and
(d) Remain a student in good standing with the grantee institution during the period of the fellowship.
(Authority: 22 U.S.C. 2452(b)(6))

§ 662.42 How may a fellowship be revoked?

(a) The fellowship may be revoked only by the J. William Fulbright Foreign Scholarship Board upon the recommendation of the Secretary.
(b) The Secretary may recommend a revocation of a fellowship on the basis of—
(1) The fellow's failure to meet any of the conditions in §662.41; or
(2) Any violation of the standards of conduct adopted by the J. William Fulbright Foreign Scholarship Board.
(Authority: 22 U.S.C. 2452(b)(6), 2456, and Policy Statements of the J. William Fulbright Foreign Scholarship Board, 1990)

TECHNICAL REVIEW - DOCTORAL DISSERTATION RESEARCH ABROAD

International Education Programs Service • U.S. Department of Education

I. NAME OF INDIVIDUAL APPLICANT **NAME OF APPLICANT INSTITUTION** **WORLD AREA**

II. CUMULATIVE SCORE OF THE TWO CATEGORIES OF CRITERIA

READER TOTAL

	QUALITY OF PROPOSED PROJECT (Maximum of 60 points)
	QUALIFICATIONS OF APPLICANT (Maximum of 40 points)
	COMPETITIVE PRIORITIES (10 points)

Indicate above the cumulative scores for the three categories (Sections V through VII found on the following pages). Add the scores from the three boxes on the left and place the total in the large box to the right. The sum of the Reader Totals will constitute the Panel's final judgment.

DO NOT USE DECIMAL POINTS

III. OVERALL COMMENTS

IV. SIGNATURE OF REVIEWER DATE

PAGE TWO

TECHNICAL REVIEW - DOCTORAL DISSERTATION RESEARCH ABROAD

Score this application in terms of the Rating Scale. Indicate your score for each criterion in the box to the right. Do not use decimal points. Add the scores of the criteria and enter the sum in the box marked Total Points. Transfer the Total Points to the appropriate block in Section II on the Cover Page.

RATING SCALE			
If total points are:	5	10	15
Outstanding	5	10	15
Very Good	4	8	12
Good	3	6	9
Average	2	4	6
Poor	1	2	3
Unacceptable or not described	0	0	0

V. QUALITY OF PROPOSED PROJECT (Maximum of 60 points)

1. The statement of the major hypotheses to be tested or questions to be examined and the description and justification of the research methods to be used.
   YOUR COMMENT:

(15)

2. The relationship of the research to the literature on the topic and to major theoretical issues in the field, and the project's originality and importance in terms of the concerns of the discipline.
   YOUR COMMENT:

(10)

3. The preliminary research already completed in the United States and overseas or plans for such research prior to going overseas, and the kinds, quality and availability of data for the research in the host country or countries.
   YOUR COMMENT:

(10)

TECHNICAL REVIEW - DOCTORAL DISSERTATION RESEARCH ABROAD Score this application in terms of the Rating Scale. Indicate your score for each criterion in the box to the right. Do not use decimal points. Add the scores of the criteria and enter the sum in the box marked Total Points. Transfer the Total Points to the appropriate block in Section II on the Cover Page.	**RATING SCALE**		
	If total points are:	5	10	15
	Outstanding	5	10	15
	Very Good	4	8	12
	Good	3	6	9
	Average	2	4	6
	Poor	1	2	3
	Unacceptable or not described	0	0	0

4. The justification for overseas field research, and preparations to establish appropriate and sufficient research contacts and affiliations abroad.
   YOUR COMMENT:

(10)

5. The applicant's plans to share the results of the research in progress and a copy of the dissertation with scholars and officials of the host country or countries.
   YOUR COMMENT:

(5)

6. The guidance and supervision of the dissertation advisor or committee at all stages of the project, including guidance in developing the project, understanding research conditions abroad, and acquainting the applicant with research in the field.
   YOUR COMMENT:

(10)

QUALITY OF PROPOSED PROJECT
(Please record this total in Section II on the cover page.)

TOTAL POINTS: (0-60)

TECHNICAL REVIEW - DOCTORAL DISSERTATION RESEARCH ABROAD Score this application in terms of the Rating Scale. Indicate your score for each criterion in the box to the right. Do not use decimal points. Add the scores of the criteria and enter the sum in the box marked Total Points. Transfer the Total Points to the appropriate block in Section II on the Cover Page.	RATING SCALE		
	If total points are:	5	10	15
	Outstanding	5	10	15
	Very Good	4	8	12
	Good	3	6	9
	Average	2	4	6
	Poor	1	2	3
	Unacceptable or not described	0	0	0

VI. QUALIFICATIONS OF THE APPLICANT (Maximum of 40 points)

1. The overall strength of the applicant's graduate academic record.
   YOUR COMMENT:

(10)

2. The extent to which the applicant's academic record demonstrates a strength in area studies relevant to the proposed project.
   YOUR COMMENT:

(10)

3. The applicant's proficiency in one or more of the languages (other than English and the applicant's native language) of the country or countries of research, and the specific measures to be taken to overcome any anticipated language barriers.
   YOUR COMMENT:

(15)

4. The applicant's ability to conduct research in a foreign cultural context, as evidenced by the applicant's references or previous overseas experiences, or both.
   YOUR COMMENT:

(5)

QUALIFICATIONS OF THE APPLICANT
(Please record this total in Section II on the cover page.)

TOTAL POINTS: (0-40)

TECHNICAL REVIEW - DOCTORAL DISSERTATION RESEARCH ABROAD Score this application in terms of the Rating Scale. Indicate your score for each criterion in the box to the right. Do not use decimal points. Add the scores of the criteria and enter the sum in the box marked Total Points. Transfer the Total Points to the appropriate block in Section II on the Cover Page.	**RATING SCALE** If total points are: 5 10 15 Meets the competitive priority 5 Does not meet the competitive priority 0

VII. COMPETITIVE PRIORITIES (10 points)

We award an additional five (5) points to an application if it meets this priority:
A research project that focuses on any of the seventy-eight (78) languages selected from the U.S. Department of Education's list of Less Commonly Taught Languages (LCTLs):.
Akan (Twi-Fante), Albanian, Amharic, Arabic (all dialects), Armenian, Azeri (Azerbaijani), Balochi, Bamanakan (Bamana, Bambara, Mandikan, Mandingo, Maninka, Dyula), Belarusian, Bengali (Bangla), Berber (all languages), Bosnian, Bulgarian, Burmese, Cebuano (Visayan), Chechen, Chinese (Cantonese), Chinese (Gan), Chinese (Mandarin), Chinese (Min), Chinese (Wu), Croatian, Dari, Dinka, Georgian, Gujarati, Hausa, Hebrew (Modern), Hindi, Igbo, Indonesian, Japanese, Javanese, Kannada, Kashmiri, Kazakh, Khmer (Cambodian), Kirghiz, Korean, Kurdish (Kurmanji), Kurdish (Sorani), Lao, Malay (Bahasa Melayu or Malaysian), Malayalam, Marathi, Mongolian, Nepali, Oromo, Panjabi, Pashto, Persian (Farsi), Polish, Portuguese (all varieties), Quechua, Romanian, Russian, Serbian, Sinhala (Sinhalese), Somali, Swahili, Tagalog, Tajik, Tamil, Telugu, Thai, Tibetan, Tigrigna, Turkish, Turkmen, Ukrainian, Urdu, Uyghur/Uigur, Uzbek, Vietnamese, Wolof, Xhosa, Yoruba, and Zulu.

Note: The score will be EITHER FIVE (5) OR ZERO (0). Do not enter any other number.
YOUR COMMENT:

(5)

We award an additional five (5) points to an application if it meets this priority:
Research projects that are proposed by applicants using advanced language proficiency in one of the 78 LCTLs listed in Competitive Preference Priority 1 in their research and are in the fields of economics, engineering, international development, global education, mathematics, political science, public health, science, or technology.

(5)

Note: The score will be EITHER FIVE (5) OR ZERO (0). Do not enter any other number.

YOUR COMMENT:

(Please record this total in Section II on the cover page.)

Competition Highlights

1. Please note the following program priorities:

    a. Absolute: We consider only applications that meet this priority. This priority is: A research project that focuses on one or more of the following geographic areas: Africa, East Asia, Southeast Asia and the Pacific Islands, South Asia, the Near East, Central and Eastern Europe and Eurasia, and the Western Hemisphere (excluding the United States and its territories).

        Andorra, Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Malta, Monaco, Netherlands, Norway, Portugal, San Marino, Spain, Sweden, Switzerland, United Kingdom, or Vatican City.

    b. Competitive Preference Priority 1: A research project that focuses on any of the seventy-eight (78) languages selected from the U.S. Department of Education's list of Less Commonly Taught Languages (LCTLs):.

        Akan (Twi-Fante), Albanian, Amharic, Arabic (all dialects), Armenian, Azeri (Azerbaijani), Balochi, Bamanakan (Bamana, Bambara, Mandikan, Mandingo, Maninka, Dyula), Belarusian, Bengali (Bangla), Berber (all languages), Bosnian, Bulgarian, Burmese, Cebuano (Visayan), Chechen, Chinese (Cantonese), Chinese (Gan), Chinese (Mandarin), Chinese (Min), Chinese (Wu), Croatian, Dari, Dinka, Georgian, Gujarati, Hausa, Hebrew (Modern), Hindi, Igbo, Indonesian, Japanese, Javanese, Kannada, Kashmiri, Kazakh, Khmer (Cambodian), Kirghiz, Korean, Kurdish (Kurmanji), Kurdish (Sorani), Lao, Malay (Bahasa Melayu or Malaysian), Malayalam, Marathi, Mongolian, Nepali, Oromo, Panjabi, Pashto, Persian (Farsi), Polish, Portuguese (all varieties), Quechua, Romanian, Russian, Serbian, Sinhala (Sinhalese), Somali, Swahili, Tagalog, Tajik, Tamil, Telugu, Thai, Tibetan, Tigrigna, Turkish, Turkmen, Ukrainian, Urdu, Uyghur/Uigur, Uzbek, Vietnamese, Wolof, Xhosa, Yoruba, and Zulu.

    c. Competitive Preference Priority 2: Research projects that are proposed by applicants using advanced language proficiency in one of the 78 LCTLs listed in Competitive Preference Priority 1 in their research and are in the fields of economics, engineering, international development, global education, mathematics, political science, public health, science, or technology.

2. Please note that these priorities are explained in detail in the Closing Date Notice contained in this application package. You are urged to fully review the Closing Date notice carefully before preparing your application.

3. The application must be received on or before the deadline date and time. Please note that U.S. Department of Education grant application deadlines fall at 4:30:00pm EST. Late applications will not be accepted. The Department is required to enforce the

established deadline to ensure fairness to all applicants. No changes or additions to an application will be accepted after the deadline date and time.

4. Electronic submission of applications is required; therefore, you must submit an electronic application unless you follow the procedures outlined in the Federal Register notice inviting applications for new awards for FY 2012 and qualify for one of the (rare) exceptions to the electronic submission requirement.

5. All applicants are required to adhere to the 10-page limit for the Project Narrative and 2-page limit for the bibliography portion of the application.

6. A font standard in the notice requires that you use one of the following fonts: Times New Roman, Courier, Courier New or Arial. Applications submitted in **any other font (including Times Roman, Arial Narrow)** will not be accepted.

7. Student applicants must now upload transcripts into their student applications. The transcripts must be scanned into one document and then uploaded.

Applications for grants under this program must be submitted electronically using the G5 e-Application system, accessible through the Department's G5 site: www.G5.gov. If you need assistance, please contact the Help Desk, as noted on G5's homepage, or refer to the procedures and tips for applicants found in this application booklet.

You are reminded that the document published in the Federal Register is the official document, and that you should not rely upon any information that is inconsistent with the guidance contained within the official document.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1840-0005**. The time required to complete this information collection is estimated to average 24 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to DDRA Program IFLE/OPE. Department of Education, 400 Maryland Avenue, SW (1990 K St, NW, 6th Floor), Washington, DC 20202-4651.

Guidelines for Applicant Institutions

There are two parts to this application. The first part contains information and forms for the institution of higher education (IHE). The second part contains instructions and forms for the student applicants.

Although the DDRA program funds student research, the legal applicant is the institution, and if a grant is awarded, the institution is the legal grantee. Students are not able to apply for this funding independently. In order to apply for this program, it is necessary for the student and the institution to coordinate their activities and keep each other informed.

Applications must be submitted electronically via the U.S. Department of Education's (US/ED) G5 e-Application system. This system may be accessed at www.G5.gov. Both the student and the institution must complete their portions of the application correctly and submit via G5 e-Application. Students and Project Directors should read through the following guidelines and the information in this application package very carefully, especially the Closing Date Notice, and follow the instructions in order to submit a timely and complete application to US/ED.

The institution must appoint a Project Director. The Project Director is the individual at the institution who will actually submit the application to US/ED, and who will administer the grant and disburse funds, should any students at the university receive funding. This individual is usually someone in the office of the Dean of Graduate Studies or Student Affairs. It is not recommended that a student's advisor serve as the Project Director. There can be only one Project Director at an institution, and that person administers the grant and serves as the point of contact for all of that institution's fellows, regardless of research topic or discipline.

Responsibilities of the Institution's Project Director

The Project Director at the applying college or university is responsible for:

a) Registering as the Project Director for his/her university in the G5 e-Application system. **In order to obtain a password and login information, he/she must first send his/her contact information to ED staff by the date specified in the Closing Date Notice. If he/she fails to do this, he/she may not be able to access G5 e-Application and will not be able to transmit his/her institution's application package.**

b) Completing Item #22:
   1) Screen individual student applications in accordance with the institution's own technical and academic criteria and the program's eligibility requirements;
   2) Indicate institutional endorsement of each student application by checking the box adjacent to each student's name;
   3) Indicate, for each student, whether Human Subjects Research Clearance (IRB) will be required by checking "Yes" or "No". Be sure to include the required narrative for each project involving human subjects as indicated in question #3 on the ED Supplemental Information for SF 424.

c) Transmitting in a single submission all recommended individual Doctoral Dissertation Research Abroad applications, including the *Application for Federal Assistance* (SF 424), the *ED Supplemental Information for SF 424*, the *Assurances -- Non-Construction Programs* (ED Form 424B) *and* the *Certification Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements* to the U.S. Department of Education in accordance with the

guidelines published in the Closing Date Notice for new awards and contained in the transmittal instructions.

d) Announcing the preliminary results of the competition to individual applicants (i.e., candidate status, alternate status, non-selection). An executed copy of the Grant Award Notification between the U.S. Department of Education (ED) and the higher education institution listing fellowship holders and award benefits will constitute the official announcement of the award. The announcement will be made in September.

e) Administering the grant and disbursing funds.

Supplemental Instructions for the Application for Federal Assistance (SF 424)

The Federal forms that accompany this electronic submission MUST be filled out on paper and faxed to ED. Within 3 business days of the closing date, please print and complete the forms listed below, sign them, and fax them to US/ED's Application Control Center at (202) 245-6272.

The instructions for the items given below are to be used in conjunction with the general instructions contained in this application packet.

Item 1. Select *Application*.

Item 2. Select *New*.

Items 3 – 5a. Enter *N/A*.

Item 5b. Enter 84.022A

Item 6 Enter date received by state (if appropriate). Otherwise list date of submission.

Item 7 Enter *N/A*

Item 8. **A.** Enter the legal name of the institution of higher education.
B. Enter the tax identification number as assigned by the Internal Revenue Service.
C. Provide the institution's Data Universal Numbering System (D-U-N-S) number. You can obtain your D-U-N-S number at no charge by calling 1-866-705-5711 or by completing a D-U-N-S Number Request Form. The form can be obtained via the Internet at the following URL: http://www.dnb.com
D. Enter the address of the institution of higher education.
E. Enter the organizational unit that will undertake the funding activity
F. Enter the name of the Project Director. The Project Director should be the higher education institution's representative who will be responsible for the daily administration of the program while the researcher is overseas. Enter the title, organizational affiliation, telephone and fax numbers and e-mail address of the Project Director.

Item 9. Select *H – Public/State Controlled IHE* or *O – Private IHE.*

Item 10. Enter *US Department of Education*.

Item 11. Enter *84.022A, Fulbright-Hays Doctoral Dissertation Research Abroad Program*.

Item 12. Enter **ED-GRANTS-051412-002**, *Fulbright-Hays Doctoral Dissertation Research Abroad Program*.

Item 13. Enter *N/A*.

Item 14. Enter *N/A*.

Item 15. Enter *Fulbright-Hays Doctoral Dissertation Research Abroad Program*.

Item 16. **A.** Enter the congressional district for the applicant institution; **B.** Enter *N/A*.

Item 17. **A.** Enter 10/1/2012.
B. Enter 03/31/2014.

Item 18. Enter the total amount requested (the sum of all the student applicants' requests).

Item 19. Check *C. Program is not covered by E.O. 12372*.

Item 20. Self-explanatory.

Item 21. Self-explanatory – to be completed by institution's Authorized Representative.

Item 22. This item will populate automatically when student applicants submit their applications in G5 e-Application. To view a student's application, click on that student's name.

The Following Forms can be Found in the Standard Instructions and Forms Section:

ED Supplemental Information for SF 424

Assurances -- Non-Construction Programs (SF 424B)

One copy of this form must be completed by the authorized representative of the college or university and accompany SF 424.

Certification Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (ED Form 80-0013)

One copy of this form must be completed by the authorized representative of the college or university and accompany SF 424.

Disclosure of Lobbying Activities (SF-LLL)

One copy of this form must be completed by the authorized representative of the college or university and accompany SF 424, if applicable.

A complete institutional application to the Doctoral Dissertation Research Abroad Program is the sum of all completed student applications, plus the Application for Federal Assistance (SF 424), the ED Supplement to the 424, the *Assurances -- Non-Construction Programs* (SF 424B); *Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters*; *Drug-Free Workplace Requirements*; and *Disclosure of Lobbying Activities* (if applicable). University Project Directors must submit the application to the U.S. Department of Education via G5 e-Application, in accordance with the guidelines published in the Closing Date Notice. **Failure to meet the deadline published in the *Federal Register* will mean rejection of the application without consideration. There is no appeal of this requirement.**

OMB No. 1840-0005
Exp. Date 7/31/2013

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1840-0005** The time required to complete this information collection is estimated to average 25 hours for the student respondent and 25 hours for the project director per response, including time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimates or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: DDRA Program, IEPS/OPE, U.S. Department of Education, 400 Maryland Avenue, S.W., (1990 K Street, N.W. 6th Floor) Washington, DC 20202-4651.

Guidelines for Students

There are two parts to this application. The first section contains information and forms for the institution of higher education (IHE). The second section contains instructions and forms for the student applicants.

Although the DDRA program funds student research, the legal applicant is the institution, and if a grant is awarded, the institution is the legal grantee. Students are not able to apply for this funding independently. In order to apply for this program, it is necessary for the student and the institution to coordinate their activities and keep each other informed.

Applications must be submitted electronically via the U.S. Department of Education's (US/ED) G5 e-Application system. This system may be accessed at www.G5.gov. Both the student and the institution must complete their portions of the application correctly and submit via G5 e-Application. Students and Project Directors should read through the following guidelines and the information in this application package very carefully, especially the Closing Date Notice, and follow the instructions in order to submit a timely and complete application to US/ED.

The institution must appoint a Project Director. The Project Director is the individual at the university who will actually submit the application to US/ED, and who will administer the grant and disburse funds, should any students at the university receive funding. This person is usually someone in the office of the Dean of Graduate Studies or Student Affairs. It is not recommended that a student's advisor serve as the Project Director. There can be only one Project Director at an institution, and that person administers the grant and serves as the point of contact for all of that institution's fellows, regardless of research topic or discipline.

A student should:

- Read the entire application package carefully.
- Contact his/her university's Project Director as soon as possible, to inform him/her that he/she will be submitting an application.
- Register in the G5 e-Application system as a student, and construct his/her application.
- Be sure to initiate the e-mails to his/her references as early as possible, to avoid last minute delays. Remind his/her reference writer of the internal deadline set by the institutional project director.
- Submit his/her completed application via the G5 e-Application system well in advance of the Closing Date. (It is a good idea for a student to contact the Project Director and let him/her know when the student has submitted his/her application)
- Confer with the Project Director before the Closing Date to ensure that all portions of the application were submitted successfully, and no changes need to be made.
- Prepare the required narrative, if the project involves Human Subjects Research and/or requires IRB approval, and submit the narrative to the Project Director well in advance of the Closing Date. The instructions regarding Human Subjects Research are located in the Instructions for ED Supplemental Information for SF 424. The student must then submit their narrative to their Project Director for uploading into the application.
- Up-load a scanned copy of their transcript into G5 e-application.

Program Objective

Section 102(b)(6) of the Mutual Education and Cultural Exchange Act of 1961 (Fulbright-Hays Act) has as its objective the promotion, improvement, and development of modern foreign languages and area studies throughout the educational structure of the United States. To help accomplish this objective the Doctoral Dissertation Research Abroad Program provides opportunities for scholars to conduct research overseas in the field of modern foreign languages and area studies.

For the purpose of these programs, area studies is defined as a program of comprehensive study of the aspects of a society or societies, including the study of their geography, history, culture, economy, politics, international relations, and languages.

Research overseas means research outside the United States and its territories. Research will not be funded in countries in which the United States has no diplomatic representation or which are specifically excluded in the Notice of Closing Date contained in this application.

For a complete description of the program, consult the US Department of Education Regulations 34 Code of Federal Regulations Part 662.

Eligibility Requirements

To be eligible to receive a fellowship under the DDRA Program, a student must:

1. (a) Be a citizen of the United States; or
   (b) Be a permanent resident of the United States;
2. Be a graduate student in good standing at an eligible institution of higher education and who, when the fellowship period begins, has been admitted to candidacy in a doctoral degree program in modern foreign languages and area studies at that institution;
3. Plan a teaching career in the United States upon graduation, or who plan to apply language skills (in world areas vital to US national security) and knowledge of these countries in the fields of government, international development, and various professions; and
4. Possess adequate skills in the foreign language(s) necessary to carry out the dissertation research project.

Note: Students may not accept certain grants in the same fiscal year that they receive a US/ED Fulbright-Hays grant. If a student accepts both a US/ED Fulbright-Hays grant and another grant, it may be necessary for the student to choose which grant to accept, or to negotiate a cost-sharing arrangement, so that funding is not duplicated. Student applicants who have received support for more than 6 months under the DDRA Program are not eligible to re-apply.

Instructions for Students - Fulbright-Hays Application Form

In order that each individual applicant is properly evaluated in accordance with the published procedures, eligibility requirements, and evaluation criteria, each individual scholar applying for the Fulbright-Hays fellowship must complete this electronic form.

Item 1-4: Self-explanatory

Item 5: Select the name of the institution through which you are applying. If your institution does not appear on this drop-down list, please contact your project director. Only institutions whose project directors have registered in G5 e-Application appear on this list. Please ensure that you choose the right campus (i.e., University of Texas at Austin, University of Texas at Brownsville, etc.). A student planning to conduct dissertation research must apply to the DDRA Program through the university in which he/she or she is enrolled in a doctoral program.

Items 6-7: Self-explanatory

Item 8: Indicate all countries in which you plan to conduct research with Fulbright-Hays Doctoral Dissertation Research Abroad support. If successful, these are the only countries you will be approved to conduct research in.

Item 9: Indicate all foreign languages to be used in your research during the fellowship period and obtain a completed *Fulbright-Hays Foreign Language Reference Form* for each foreign language listed. If English or your native tongue is the language of research, you must list it here, but a Foreign Language Reference Form is not required. Please see criteria 3 under Qualifications of the Applicant.

Item 10: Indicate the start and end dates for conducting your research under the fellowship. Activation of the award may be as early as October 1, 2012 for students, provided: a US/ED Grant Award Notification

has been executed; travel has been approved; the appropriate research clearances and research visas have been secured by the individual scholar; and, if requested, human subject research clearance has been obtained. All research and travel must be completed by March 31, 2014. Graduate students may receive fellowships for a period of 6 to 12 months for full time doctoral dissertation research abroad. Fellowships are not renewable.

Item 11: Indicate the date on which you were or will be advanced to candidacy for a doctoral degree. An applicant must be advanced to candidacy by the time his/her or her overseas research begins, but not necessarily at the time of application.

Note: Fellowships are from 6 to 12 *consecutive* months in the field. Fellows may not leave their research sites for the duration of the research period, except in cases of family or medical emergencies. Fellows have 18 months in which to schedule their research periods. Family events such as weddings or anniversaries, or academic events such as conferences or presentations, should be taken into account by the fellow when planning his or her research.

Item 12: Self-explanatory

Item 13: If resident alien, provide Alien Registration Number, country of birth, and previous citizenship. Please refer to the program's citizenship requirements in the program-specific regulations.

Item 14: Self-explanatory

Item 15: Note that doctoral candidates planning careers other than teaching are eligible to apply.

Item 16: Self-explanatory

Item 17: Provide an abstract of no more than 120 words describing your proposed research including a summary of the research to be conducted as well as institutional and individual affiliations.

Item 18: Self-explanatory

Item 19: Indicate previous relevant foreign travel, period of stay and purpose (e.g., participation in an overseas language program) and specify all previous travel to the proposed host countries listed in item 8.

Items 20-21: Indicate whether you are in default on any U.S. Department of Education Student Financial Assistance loan, U.S. Department of Education grant or any other Federal loan.

Item 22: Indicate all previously held fellowships.

Item 23: Indicate current applications for other fellowships.

Item 24: Enter the name, address and telephone number of the physician or certified nurse practitioner, and the date of recent physical exam. This is to ensure that the applicant is physically capable of carrying out the proposed research project. Do not send a separate medical evaluation. Actual signatures may be requested at a later date.

Item 25a: List, starting with the airport closest to your address, all points of travel related to your proposed project departure from and return to the United States (e.g., Philadelphia, PA - London, UK – Johannesburg, SA - London, UK - Philadelphia, PA). The itinerary should not exceed a 12-month period and must include all countries for which a maintenance allowance is requested. All international travel estimates should be based on commercial high season rates for jet economy travel on U.S. flag carriers and should also include baggage fees. If approved in advance, international travel by automobile, train, or ship may be authorized in certain cases. The cost of travel by surface carrier may not exceed the cost of jet economy travel via the most direct route for the itinerary listed in the Grant Award Notification. Travel by sea also must be on a U.S. flag carrier. You will not be authorized to travel on grant funds until you have secured the appropriate "research" visas, research permission, and, if necessary, the appropriate affiliation with a host country institution. (Note: please see **Important Note Regarding Host Country Research Clearances**). All travel paid for with grant funds must be in accordance with the **Fly America Act** (International Air Transportation Fair Competitive Practices Act of 1974, PL 93-624, PL 96-192). This means that travel must be on American carriers wherever available, regardless of cost. In cases of "code-share" tickets between an American and an overseas carrier, the name and flight number of the American carrier, rather than those of the overseas carrier, must be displayed on the airline tickets. Travel must be approved by the Education Program Staff, US/ED before a fellow departs. No support for dependents' travel is provided.

Item 25b: Enter the maintenance stipend for all countries of research utilizing the information provided in the link to **Fulbright-Hays Maintenance Allowances.** Allowances from other than personal sources (e.g. fellowships) which duplicate benefits received under this program will be deducted from the

fellowship. Adjustments will also be made in cases where other organizations assume all or part of a fellow's maintenance costs.

Item 25c: A dependent means any of the following individuals who will accompany you to your research site and for whom you will be providing over 50 percent support during the entire overseas research period:

a. Spouse of program participant ; The word "marriage" means only a legal union between one man and one woman as husband and wife, and the word "spouse" refers only to a person of the opposite sex who is a husband or a wife. These definitions are found in 1 USC Section 7, commonly known as the "Defense of Marriage Act" and apply to all federal programs; or

b. Children unmarried and under 21 years of age.

Note: Dependents must accompany the researcher for the entire research period in order to be eligible for an allowance. Enter the dependents' allowance by referring to the **Fulbright-Hays Maintenance Allowances**.

Item 25d: Compute and justify in detail your needs for this allowance that may include expenses such as books, copying, tapes, film, travel within host countries, affiliation fees, etc. This allowance does not cover any visa fees, passport expenses, including photographs, equipment costs (laptops, digital cameras, recorders, etc.), research or transcription assistants, language tutoring, tuition or fees that might be required by the American grantee institution, or medical expenses such as malaria pills or vaccinations.

Item 25e: The Department of Education will include sufficient funds to enable an institution to purchase basic health and accident insurance for each student fellowship recipient only. The university may use its discretion whether to use a university-contracted carrier or a student-contracted carrier. Compute the amount requested utilizing group rates of university-contracted carriers for coverage overseas. The amount requested for insurance must be prorated to reflect only the student's time in the field.

Item 25f: Fixed $100 administrative fee paid to institution.

Item 25g: This will be the sum of 25a-f.

Item 26-27: Self-explanatory

Item 28: The curriculum vita must be uploaded into the G5 e-Application system. It should address those previously cited evaluation criteria focused on the qualifications of the individual applicant. You should list relevant course work dealing with your language and area studies specialization; indicate fellowships and honors received; describe your publications record and any other items which, in your opinion, give a panel of scholars a comprehensive view of your past achievements, ability to successfully complete the particular research described in this proposal, and overall promise as a teacher and/or research scholar

Item 29:

1. The application narrative must be uploaded as an attachment into the G5 e-Application system. **Please note the page limitations specified in the Closing Date Notice.** You should develop your application narrative taking into account the evaluation criteria provided in the sample Technical Review Form. It is advised that the applicant review the Technical Review Form provided and write their narrative in a way that answers all questions thoroughly. Do not leave out answers for any questions. Please note that in addition to language and area studies scholars, non-specialists are included in the evaluation process and that host country officials will review your application and ultimately decide whether research permission is granted. You may also wish to consider the following factors when developing your narrative:
    a. Host country political sensitivities and interests
    b. Host country visa requirements
    c. Feasibility of research
    d. Safety and security concerns
    e. The use of English that can readily be understood by well-educated non-specialists.

   Awards are not made to applicants planning to conduct research on topics that are determined to be politically sensitive or unfeasible by the US Embassy or Fulbright Commission in the host country. It should also be noted that the U.S. Department of Education will not submit to the host country "dummy" proposals (i.e., proposals that do not accurately reflect the research purpose in the hope of avoiding difficulties with host country acceptance of the proposal).
2. The bibliography must be uploaded as an attachment into the G5 e-Application system. **Please note the page limitations specified in the Closing Date Notice.**

3. Host country supporting materials must be uploaded as an attachment into the G5 e-Application system. Host country supporting materials refers to letters of invitation, affiliation, etc. Though not required for the application, this information only serves to strengthen an application. All host country supporting materials must be combined into one document for uploading into the G5 e-Application system.
4. Transcripts must be uploaded as an attachment into the G5 e-Application system. All transcripts must be combined into one document for uploading into the G5 e-Application system.

Instructions for Fulbright-Hays Foreign Language Reference Form

The language reference form, which is required for this program, should be completed by a specialist in the language. Student applicants must initiate an e-mail to their referring specialists via the G5 e-Application system. Upon receipt of this e-mail, the reference will be able to access the G5 e-Application system and complete the reference form. When the reference submits the form, it will automatically become part of the student's application, so that it is submitted to US/ED when the Project Director transmits the entire application package. All completed reference forms must be submitted to the Project Director for transmittal to US/ED via G5 e-Application. Do not submit your references directly to US/ED, as they will not be accepted or included with your application. **Please remind your reference writer to submit their form by the internal deadline set by your institutional Project Director.**

A completed reference for each language listed in item 9 of the *Fulbright-Hays Training Grants Application Form* must be submitted.

Instructions for Fulbright-Hays Graduate Student Reference Form

One of the three personal references must be obtained from the student's dissertation advisor. Student applicants must initiate an e-mail to their references via the G5 e-Application system. Upon receipt of this e-mail, the reference will be able to access the G5 e-Application system and complete the reference form. When the reference submits the form, it will automatically become part of the student's application, so that it is submitted to US/ED when the Project Director transmits the entire application package. All completed reference forms must be submitted to the Project Director for transmittal to US/ED via G5 e-Application. Do not submit your references directly to US/ED as they will not be accepted or included with your application. **Please remind your reference writer to submit their form by the internal deadline set by your institutional Project Director.**

Instructions for Assembly, Duplication and Transmission

You must check with your institution to determine if your institution will be submitting all applications via G5, as required in the Federal Register, or if it has been granted a waiver from that requirement. All of the institution's applications must be submitted in the same format.

Upon submittal via G5 e-Application, students' applications will become available to their university's Project Director for review and transmittal to the U.S. Department of Education. **Only the Project Director is able to submit the application to the U.S. Department of Education.** A completed student application should contain the items specified below:

- Fulbright-Hays DDRA Application Form
- Curriculum vita
- Application narrative
- Application bibliography
- One Fulbright-Hays Foreign Language Reference Form, for each language needed to conduct the research outlined, submitted by your referring specialist via G5 e-Application
- Three Fulbright-Hays Graduate Student Reference Forms submitted by your referring specialists via G5 e-Application
- Graduate Transcripts

- Any letters of affiliation you wish to include. Note: Letters of Affiliation must be uploaded to G5 e-Application. Letters of affiliation may not be mailed.

A complete institutional application to the DDRA Program is the sum of all completed student applications, plus the Application for Federal Assistance (SF 424), the ED Supplement to the 424, the *Assurances -- Non-Construction Programs* (SF 424B); *Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters*; *Drug-Free Workplace Requirements;* and *Disclosure of Lobbying Activities* (if applicable). University Project Directors must submit the application to the US/ED via G5 e-Application, in accordance with the guidelines published in the Closing Date Notice. **Failure to meet the deadline published in the Federal Register will mean rejection of the application without consideration. There is no appeal of this requirement.**

Important Note Regarding Host Country Research Clearances
When Fulbright Commissions or other overseas organizations apply for host country clearance for a DDRA fellow's project, US/ED expects that the organization will use the proposal submitted to USED by that fellow for the DDRA competition. It is not acceptable to "transfer" clearances from a project submitted under one program's competition to a project submitted under another program's competition, in order to expedite clearance. The project that we fund must be the one submitted to US/ED that was reviewed and scored by US/ED peer reviewers according to the DDRA program's selection criteria, and has undergone US/ED review procedures. This review process is the basis of US/ED funding decisions, which are approved by officials throughout the Department. US/ED understands that the proposals that students submit for other programs may be "basically" the same, but we simply do not have the ability to verify this. The proposals for other programs often have different page limits, requirements and selection criteria, resulting in an application that is really quite different from what was submitted to US/ED. US/ED can only be responsible for funding the projects submitted under the DDRA program.

USED urges fellows to begin the clearance process as soon as possible, and to understand that they may have to be flexible with regard to when they begin their research.

Important Note Regarding Host Country Visa Requirements
It is the applicant's responsibility to ensure that the research they propose can actually be carried out under the visa issued by the host country. Visa requirements change often and it is the applicant's responsibility to ensure the research proposes meets the requirements/limitations of the visa. Students should review the host country visa requirements BEFORE submitting their application.

INSTRUCTIONS FOR THE SF-424

This is a standard form required for use as a cover sheet for submission of pre-applications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the federal agency (agency). Required fields on the form are identified with an asterisk (*) and are also specified as "Required" in the instructions below. In addition to these instructions, applicants must consult agency instructions to determine other specific requirements.

Item	Entry:	Item:	Entry:
1.	**Type of Submission:** (Required) Select one type of submission in accordance with agency instructions. • Pre-application • Application • Changed/Corrected Application – Check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this form to submit changes after the closing date.	10.	**Name Of Federal Agency**: (Required) Enter the name of the federal agency from which assistance is being requested with this application.
		11.	**Catalog Of Federal Domestic Assistance Number/Title:** Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
2.	**Type of Application**: (Required) Select one type of application in accordance with agency instructions. • New – An application that is being submitted to an agency for the first time. • Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision - Any change in the federal government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. A. Increase Award D. Decrease Duration B. Decrease Award E. Other (specify) C. Increase Duration	12.	**Funding Opportunity Number/Title:** (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
		13.	**Competition Identification Number/Title:** Enter the competition identification number and title of the competition under which assistance is requested, if applicable.
		14.	**Areas Affected By Project:** This data element is intended for use only by programs for which the area(s) affected are likely to be different than the place(s) of performance reported on the SF-424 Project/Performance Site Location(s) Form. Add attachment to enter additional areas, if needed.
3.	**Date Received:** Leave this field blank. This date will be assigned by the Federal agency.	15.	**Descriptive Title of Applicant's Project:** (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For pre-applications, attach a summary description of the project.
4.	**Applicant Identifier:** Enter the entity identifier assigned buy the Federal agency, if any, or the applicant's control number if applicable.		
5a.	**Federal Entity Identifier**: Enter the number assigned to your organization by the federal agency, if any.	16.	**Congressional Districts Of**: 15a. (Required) Enter the applicant's congressional district. 15b. Enter all district(s) affected by the program or project. Enter in the format: 2 characters state abbreviation – 3 characters district number, e.g., CA-005 for California 5th district, CA-012 for California 12 district, NC-103 for North Carolina's 103 district. If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. If nationwide, i.e. all districts within all states are affected, enter US-all. If the program/project is outside the US, enter 00-000. This optional data element is intended for use only by programs for which the area(s) affected are likely to be different than place(s) of performance reported on the SF-424 Project/Performance Site Location(s) Form. Attach an additional list of program/project congressional districts, if needed.
5b.	**Federal Award Identifier**: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned federal award identifier number. If a changed/corrected application, enter the federal identifier in accordance with agency instructions.		
6.	**Date Received by State:** Leave this field blank. This date will be assigned by the state, if applicable.		
7.	**State Application Identifier:** Leave this field blank. This identifier will be assigned by the state, if applicable.		
8.	**Applicant Information**: Enter the following in accordance with agency instructions:		
	a. Legal Name: (Required) Enter the legal name of applicant that will undertake the assistance activity. This is the organization that has registered with the Central Contractor Registry (CCR). Information on registering with CCR may be obtained by visiting www.Grants.gov.	17.	**Proposed Project Start and End Dates**: (Required) Enter the proposed start date and end date of the project.
	b. Employer/Taxpayer Number (EIN/TIN): (Required) Enter the employer or taxpayer identification number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.	18.	**Estimated Funding:** (Required) Enter the amount requested, or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.
	c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting www.Grants.gov.	19.	**Is Application Subject to Review by State Under Executive Order 12372 Process?** (Required**)** Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State.
	d. Address: Enter address: Street 1 (Required); city (Required); County/Parish, State (Required if country is US), Province, Country (Required), 9-digit zip/postal code (Required if country US).	20.	**Is the Applicant Delinquent on any Federal Debt?** (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of federal debt include; but, may not be limited to: delinquent audit disallowances, loans and taxes. If yes, include an explanation in an attachment.

<table>
<tr><td></td><td>e. Organizational Unit: Enter the name of the primary organizational unit, department or division that will undertake the assistance activity.

f. Name and contact information of person to be contacted on matters involving this application: Enter the first and last name (Required); prefix, middle name, suffix, title. Enter organizational affiliation if affiliated with an organization other than that in 7.a. Telephone number and email (Required); fax number.</td><td>21.</td><td>Authorized Representative: To be signed and dated by the authorized representative of the applicant organization. Enter the first and last name (Required); prefix, middle name, suffix. Enter title, telephone number, email (Required); and fax number. A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain federal agencies may require that this authorization be submitted as part of the application.)</td></tr>
<tr><td>9.</td><td>Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.

A. State Government
B. County Government
C. City or Township Government
D. Special District Government
E. Regional Organization
F. U.S. Territory or Possession
G. Independent School District
H. Public/State Controlled Institution of Higher Education
I. Indian/Native American Tribal Government (Federally Recognized)
J. Indian/Native American Tribal Government (Other than Federally Recognized)
K. Indian/Native American Tribally Designated Organization
L. Public/Indian Housing Authority

M. Nonprofit
N. Private Institution of Higher Education
O. Individual
P. For-Profit Organization (Other than Small Business)
Q. Small Business
R. Hispanic-serving Institution
S. Historically Black Colleges and Universities (HBCUs)
T. Tribally Controlled Colleges and Universities (TCCUs)
U. Alaska Native and Native Hawaiian Serving Institutions
V. Non-US Entity
W. Other (specify)</td><td></td><td></td></tr>
</table>

Instructions for U.S. Department of Education
Supplemental Information for the SF-424

1. Project Director. Name, address, telephone and fax numbers, and e-mail address of the person to be contacted on matters involving this application. Items marked with an asterisk (*) are mandatory.

2. Novice Applicant. Check "Yes" if you meet the definition for novice applicants specified in the regulations in 34 CFR 75.225 and included on the attached page entitled "Definitions for U.S. Department of Education Supplemental Information for the SF-424"). By checking "Yes" the applicant certifies that it meets these novice applicant requirements. Check "No" if you do not meet the definition for novice applicants.

This novice applicant information will be used by ED to: 1) determine the amount and type of technical assistance that a novice might need, if funded, and 2) determine novice applicant eligibility in discretionary grant competitions that give special consideration to novice applications. Certain ED discretionary grant programs give special consideration to novice applications, either by establishing a special competition for novice applicants or by giving competitive preference to novice applicants under the procedures in 34 CFR 75.105(c)(2). If special consideration is being given to novice applications under a particular discretionary grant competition, the application notice for the competition published in the Federal Register will specify this information

3. Human Subjects Research. (See I. A. "Definitions" in attached page entitled "Definitions for U.S. Department of Education Supplemental Information for the SF-424.")

3a. If Not Human Subjects Research. Check "**No**" if research activities involving human subjects are not planned at any time during the proposed project period. The remaining parts of Item 3 are then not applicable.

3a. If Human Subjects Research. Check "**Yes**" if research activities involving human subjects are planned at any time during the proposed project period, either at the applicant organization or at any other performance site or collaborating institution. Check "**Yes**" even if the research is exempt from the regulations for the protection of human subjects. (See I. B. "Exemptions" in attached page entitled "Definitions for U.S. Department of Education Supplemental Information for SF-424.")

3b. If Human Subjects Research is Exempt from the Human Subjects Regulations. Check "**Yes**" if all the research activities proposed are designated to be exempt from the regulations. Check the exemption number(s) corresponding to one or more of the six exemption categories listed in I. B. "Exemptions." In addition, follow the instructions in II. A. "Exempt Research Narrative" in the attached page entitled "Definitions for U.S. Department of Education Supplemental Information for the SF-424."

3b. If Human Subjects Research is Not Exempt from Human Subjects Regulations. Check "**No**" if some or all of the planned research activities are covered (not exempt). In addition, follow the instructions in II. B. "Nonexempt Research Narrative" in the attached page entitled "Definitions for U.S. Department of Education Supplemental Information for the SF-424."

3b. Human Subjects Assurance Number. If the applicant has an approved Federal Wide Assurance (FWA) on file with the Office for Human Research Protections (OHRP), U.S. Department of Health and Human Services, that covers the specific activity, insert the number in the space provided. **(A list of current FWAs is available at: http://ohrp.cit.nih.gov/search/asearch.asp#ASUR)** If the applicant does not have an approved assurance on file with OHRP, enter "None." In this case, the applicant, by signature on the SF-424, is declaring that it will comply with 34 CFR 97 and proceed to obtain the human subjects assurance upon request by the designated ED official. If the application is recommended/selected for funding, the designated ED official will request that the applicant obtain the assurance within 30 days after the specific formal request.

3c. If applicable, please attach your "Exempt Research" or "Nonexempt Research" narrative to your submission of the U.S Department of Education Supplemental Information for the SF-424 form as instructed in item II, "Instructions for Exempt and Nonexempt Human Subjects Research Narratives" in the attached page entitled "Definitions for U.S. Department of Education Supplemental Information for the SF-424."

Note about Institutional Review Board Approval. ED does not require certification of Institutional Review Board approval with the application. However, if an application that involves non-exempt human subjects research is recommended/selected for funding, the designated ED official will request that the applicant obtain and send the certification to ED within 30 days after the formal request.
No covered human subjects research can be conducted until the study has ED clearance for protection of human subjects in research.

Paperwork Burden Statement. *According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1894-0007. The time required to complete this information collection is estimated to average between 15 and 45 minutes per response, including the time to review instructions, search existing data resources, gather the data needed and complete and review the information collection. If you have any comments concerning the accuracy of the estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-0170. If you have comments or concerns regarding the status of your individual submission of this form write directly to: (insert program office), U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202.*

Definitions for U.S. Department of Education
Supplemental Information for the SF-424

Definitions:

Novice Applicant (See 34 CFR 75.225)

For discretionary grant programs, novice applicant means any applicant for a grant from ED that—

- Has never received a grant or subgrant under the program from which it seeks funding;
- Has never been a member of a group application, submitted in accordance with 34 CFR 75.127-75.129, that received a grant under the program from which it seeks funding; and
- Has not had an active discretionary grant from the Federal government in the five years before the deadline date for applications under the program. For the purposes of this requirement, a grant is active until the end of the grant's project or funding period, including any extensions of those periods that extend the grantee's authority to obligate funds.

In the case of a group application submitted in accordance with 34 CFR 75.127-75.129, a group includes only parties that meet the requirements listed above.

PROTECTION OF HUMAN SUBJECTS IN RESEARCH

I. Definitions and Exemptions

A. Definitions.

A research activity involves human subjects if the activity is research, as defined in the Department's regulations, and the research activity will involve use of human subjects, as defined in the regulations.

—Research

The ED Regulations for the Protection of Human Subjects, Title 34, Code of Federal Regulations, Part 97, define research as "a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research whether or not they are conducted or supported under a program that is considered research for other purposes. For example, some demonstration and service programs may include research activities.

—Human Subject

The regulations define human subject as "a living individual about whom an investigator (whether professional or student) conducting research obtains (1) data through intervention or interaction with the individual, or (2) identifiable private information." *(1) If an activity involves obtaining information about a living person by manipulating that person or that person's environment, as might occur when a new instructional technique is tested, or by communicating or interacting with the individual, as occurs with surveys and interviews, the definition of human subject is met. (2) If an activity involves obtaining private information about a living person in such a way that the information can be* ***directly or indirectly*** *linked to that individual, the definition of human subject is met* [Private information includes information about behavior that occurs in a context in which an individual can reasonably expect that no observation or recording is taking place, and information which has been provided for specific purposes by an individual and which the individual can reasonably expect will not be made public (for example, a school health record).]

B. Exemptions.

Research activities in which the **only** involvement of human subjects will be in one or more of the following six categories of ***exemptions*** are not covered by the regulations:

(1) Research conducted in established or commonly accepted educational settings, involving normal educational practices, such as (a) research on regular and special education instructional strategies, or (b) research on the effectiveness of or the comparison among instructional techniques, curricula, or classroom management methods. ***If an educational practice is being introduced to the site and is not widely used for similar populations, it is not covered by this exemption.***

(2) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless: (a) information obtained is recorded in such a manner that human subjects can be identified, directly or through identifiers linked to the subjects; and (b) any disclosure of the human subjects' responses outside the research could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation. ***If the subjects are children, exemption 2 applies only to research involving educational tests and observations of public behavior when the investigator(s) do not participate in the activities being observed.***

Exemption 2 does not apply if children are surveyed or interviewed or if the research involves observation of public behavior and the investigator(s) participate in the activities being observed. [Children are defined as persons who have not attained the legal age for consent to treatments or procedures

involved in the research, under the applicable law or jurisdiction in which the research will be conducted.]

(3) Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior that is not exempt under section (2) above, if the human subjects are elected or appointed public officials or candidates for public office; or federal statute(s) require(s) without exception that the confidentiality of the personally identifiable information will be maintained throughout the research and thereafter.

(4) Research involving the collection or study of existing data, documents, records, pathological specimens, or diagnostic specimens, if these sources are publicly available or if the information is recorded by the investigator in a manner that subjects cannot be identified, directly or through identifiers linked to the subjects. ***[This exemption applies only to retrospective studies using data collected before the initiation of the research.]***

(5) Research and demonstration projects which are conducted by or subject to the approval of department or agency heads, and which are designed to study, evaluate, or otherwise examine: (a) public benefit or service programs; (b) procedures for obtaining benefits or services under those programs; (c) possible changes in or alternatives to those programs or procedures; or (d) possible changes in methods or levels of payment for benefits or services under those programs. ***[The standards of this exemption are rarely met because it was designed to apply only to specific research conducted by HHS at the time the regulations were established. We will strictly construe this exemption because it was not intended to apply to ED research.]***

(6) Taste and food quality evaluation and consumer acceptance studies, (a) if wholesome foods without additives are consumed or (b) if a food is consumed that contains a food ingredient at or below the level and for a use found to be safe, or agricultural chemical or environmental contaminant at or below the level found to be safe, by the Food and Drug Administration or approved by the Environmental Protection Agency or the Food Safety and Inspection Service of the U.S. Department of Agriculture.

II. Instructions for Exempt and Nonexempt Human Subjects Research Narratives

If the applicant marked "Yes" for Item 3.b. of the U.S. Department of Education Supplemental Information for the SF 424, the applicant must attach a human subjects "exempt research" or "nonexempt research" narrative to the U.S. Department of Education Supplemental Information for the SF-424 form. If you have multiple projects and need to provide more than one narrative, be sure to label each set of responses as to the project they address.

A. Exempt Research Narrative.

If you marked "Yes" for item 3.b. and designated exemption numbers(s), attach the "exempt research" narrative to the U.S. Department of Education Supplemental Information for the SF-424. The narrative must contain sufficient information about the involvement of human subjects in the proposed research to allow a determination by ED that the designated exemption(s) are appropriate. The narrative must be succinct.

B. Nonexempt Research Narrative.

If you marked "No" for item 3.b. you must attach the "nonexempt research" narrative to the U.S. Department of Education Supplemental Information for the SF-424. The narrative must address the following seven points. Although no specific page limitation applies to this section of the application, be succinct.

(1) **Human Subjects Involvement and Characteristics**: Provide a detailed description of the proposed involvement of human subjects. Describe the characteristics of the subject population, including their anticipated number, age range, and health status. Identify the criteria for inclusion or exclusion of any subpopulation. Explain the rationale for the involvement of special classes of subjects, such as children, children with disabilities, adults with disabilities, persons with mental disabilities, pregnant women, prisoners, institutionalized individuals, or others who are likely to be vulnerable

(2) **Sources of Materials**: Identify the sources of research material obtained from individually identifiable living human subjects in the form of specimens, records, or data. Indicate whether the material or data will be obtained specifically for research purposes or whether use will be made of existing specimens, records, or data.

(3) **Recruitment and Informed Consent**: Describe plans for the recruitment of subjects and the consent procedures to be followed. Include the circumstances under which consent will be sought and obtained, who will seek it, the nature of the information to be provided to prospective subjects, and the method of documenting consent. State if the Institutional Review Board (IRB) has authorized a modification or waiver of the elements of consent or the requirement for documentation of consent.

(4) **Potential Risks**: Describe potential risks (physical, psychological, social, legal, or other) and assess their likelihood and seriousness. Where appropriate, describe alternative treatments and procedures that might be advantageous to the subjects.

(5) **Protection Against Risk**: Describe the procedures for protecting against or minimizing potential risks, including risks to confidentiality, and assess their likely effectiveness. Where appropriate, discuss provisions for ensuring necessary medical or professional intervention in the event of adverse effects to the subjects. Also, where appropriate, describe the provisions for monitoring the data collected to ensure the safety of the subjects.

(6) **Importance of the Knowledge to be Gained**: Discuss the importance of the knowledge gained or to be gained as a result of the proposed research. Discuss why the risks to subjects are reasonable in relation to the anticipated benefits to subjects and in relation to the importance of the knowledge that may reasonably be expected to result.

(7) **Collaborating Site(s)**: If research involving human subjects will take place at collaborating site(s) or other performance site(s), name the sites and briefly describe their involvement or role in the research.

Copies of the Department of Education's Regulations for the Protection of Human Subjects, 34 CFR Part 97 and other pertinent materials on the protection of human subjects in research are available from the Office of the Chief Financial Officer, U.S. Department of Education, Washington, D.C. 20202-4331, telephone: (202) 245-8090, and on the U.S. Department of Education's Protection of Human Subjects in Research Web Site: http://www.ed.gov/about/offices/list/ocfo/humansub.html

NOTE: The **State Applicant Identifier** on the SF-424 is for State Use only. Please complete it on the SF-424 in the upper right corner of the form (if applicable).

Application for Federal Assistance SF-424

1. Type of Submission	2. Type of Application:	If Revision, select appropriate letter(s):
❍ Preapplication	❍ New	
❍ Application	❍ Continuation	Other (Specify)
❍ Changed/Corrected Application	❍ Revision	

3. Date Received:	4. Applicant Identifier:
Completed upon submission	

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

a. Legal Name:

b. Employer/Taxpayer Identification Number (EIN/TIN):	c. Organizational DUNS:

d. Address:

Street1:

Street2:

City:

County:

State:

Province:

Country:

Zip / Postal Code:

e. Organizational Unit:

Department Name:	Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	First Name:	Middle Name:
Last Name:		Suffix:

Title:

Organizational Affiliation:

Telephone Number:	Fax Number:

Email:

Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

10. Name of Federal Agency:

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

12. Funding Opportunity Number:

Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

15. Descriptive Title of Applicant's Project:

Attach supporting documents as specified in agency instructions.

Attachment:
Title :
File:

Attachment:

Title :
File:

Attachment:

Title :
File:

Application for Federal Assistance SF-424

16. Congressional Districts Of:

a. Applicant: b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

Attachment:

Title :
File:

17. Proposed Project:

a. Start Date: b. End Date:

18. Estimated Funding ($):

a. Federal	**$**
b. Applicant	**$**
c. State	**$**
d. Local	**$**
e. Other	**$**
f. Program Income	**$**
g. TOTAL	**$**

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

❍ a. This application was made available to the State under the Executive Order 12372
❍ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
❍ c. Program is not covered by E.O. 12372.
Process for review on

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

❍ Yes ❍ No
Please provide the explanation below.

21. By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

[ ] **** I AGREE**

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: First Name: Middle Name:

Last Name: Suffix:

Title:

Telephone Number: Fax Number:

Email:

Signature of Authorized Representative: Date Signed:

Application for Federal Assistance SF-424

Applicant Federal Debt Delinquency Explanation

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

SUPPLEMENTAL INFORMATION
REQUIRED FOR
DEPARTMENT OF EDUCATION GRANTS

1. Project Director:

Prefix: * First Name: Middle Name: * Last Name: Suffix:

Address:

* Street1:

Street2:

* City:

County:

* State: * Zip / Postal Code: * Country: **USA**

* Phone Number (give area code) Fax Number (give area code)

* Email Address:

2. Applicant Experience

Novice Applicant

❍ Yes
❍ No
❍ Not applicable

3. Human Subjects Research

Are any research activities involving human subjects planned at any time during the proposed project period?

❍ Yes
❍ No

Are ALL the research activities proposed designated to be exempt from the regulations?

❍ Yes Provide Exemption(s) #:
❍ No Provide Assurance #, if available:

Please attach an explanation Narrative:

Title :
File:

OPE- Fulbright-Hays Item #22

Name of Individual Applicants Last Name, First Name MI	Disciplines	Country(ies) of Research Use a semicolon to separate countries	Human Subjects Activities[1]	Amount Requested
			Total	$
Excluded Individuals				

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Standard Form 424B (Rev.7-97)

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
1. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), regarding labor standards for federally assisted construction sub-agreements.
2. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.
3. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
4. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
5. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
6. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
7. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 131 et seq.) pertaining to the care, handling, and treatment of warm

(h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

blooded animals held for research, teaching, or other activities supported by this award of assistance.

8. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
9. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
10. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signature of Authorized Certifying Representative: _____

Name of Authorized Certifying Representative:

Title:

Applicant Organization:

Date Submitted:

Section 427 of GEPA

NOTICE TO ALL APPLICANTS

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P. L.) 103-382).

To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

(1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.

(2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.

(3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email ICDocketMgr@ed.gov and reference the OMB Control Number 1894-0005.

Applicants should use this section to address the GEPA provision.

Title :

File:

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal Loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee or any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

APPLICANT'S ORGANIZATION

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix:	First Name:	Middle Name:
Last Name:	Suffix:	
Title:		
Date:		

Signature: _____ **Date:** _____

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

1. Type of Federal Action:
❍ Contract
❍ Grant
❍ Cooperative Agreement
❍ Loan
❍ Loan Guarantee
❍ Loan Insurance
❍ N/A

2. Status of Federal Action:

❍ Bid/Offer/Application
❍ Initial Award
❍ Post-Award
❍ N/A

3. Report Type:

❍ Initial Filing
❍ Material Change
❍ N/A

For Material Change only:
Year
Quarter
Date of Last Report

4. Name and Address of Reporting Entity:
❍ Prime ❍ Subawardee ❍ N/A
Tier, if known:
Name:
Address:
City:
State:
Zip: Zip+4:

Congressional District, if known:

5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:
Name:
Address:
City:
State:
Zip: Zip+4:

Congressional District, if known:

6. Federal Department/Agency:

7. Federal Program Name/Description:

CFDA Number, if applicable:

8. Federal Action Number, if known:

9. Award Amount, if known:
$

10. a. Name of Lobbying Registrant
(if individual, last name, first name, MI):

Address:
City:
State:
Zip: Zip+4:

b. Individuals Performing Services (including address if different from No. 10a)
(last name, first name, MI):

Address:
City:
State:
Zip: Zip+4:

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

*Name:
*Title:
*Applicant:
*Date:

Federal Use Only:

Authorized for Local Reproduction
Standard Form LLL (Rev. 7-97)

US Department of Education
Fulbright-Hays Doctoral Dissertation Research Abroad Program

1. Last Name First Name Middle Initial

2. Date of Birth:

3. Country of Birth:

4. Gender: ❍ M ❍ F

5. Name of US Institution of Higher Education:

6. Major Academic Discipline:

7. Language and Area Studies Specialization - Check One Area Only:

❍ Africa.AF ❍ Near East.NE ❍ Western Hemisphere.WH ❍ South Asia.SA ❍ Central/Eastern Europe and Eurasia.CEE ❍ Southeast Asia.SEA ❍ East Asia.EA

8. Country(ies) of Research: Use a semicolon to separate countries

9. Language(s) of Research:
   1. 2.
   3. 4.

10. Proposed Start Date of Research:

    Proposed End Date of Research:

11. Tentative Date Advanced to Candidacy:

12. Current Address:

    Address Line 1:
    Address Line 2:
    City:
    State: Zip/Postal Code: Zip+4:
    Country:
    Telephone #:
    E-Mail address:

13. Citizenship: ❍ United States ❍ Resident Alien
    Alien Registration No.:

14. Veteran's Status: ❍ Yes ❍ No

15. Career Goal: ❍ Teaching ❍ Other

16. Proposed Dissertation Title:

US Department of Education
Fulbright-Hays Doctoral Dissertation Research Abroad Program

17. Dissertation Abstract (no more than 120 words):

18. Name(s) of Accompanying Dependent(s) Relationship Age

19. Previous Overseas Travel:

20. Grant Refunds Due: ❍ Yes ❍ No

21. Default on Loans: ❍ Yes ❍ No

22. Previously Awarded Fellowships:
[ ] Fulbright-Hays Group Projects Abroad
[ ] Title VI FLAS
[ ] Jacob Javits
[ ] State Dept. / IIE Fulbright
[ ] Other (please specify)

23. Current Application for Other Fellowships:
[ ] Fulbright-Hays Group Projects Abroad
[ ] Social Science Research Council (SSRC)
[ ] Int'l Research and Exchanges Board (IREX)
[ ] Title VI FLAS
[ ] Jacob Javits
[ ] State Dept. / IIE Fulbright
[ ] NSEP / Academy for Educational Development
[ ] Other (please specify)

24. Certification
List date of physical. Enter the name of the physician or certified nurse practitioner who can testify that the candidate named in this application is physically and psychologically able to carry out all phases of the project as described in this proposal.

Name of Physician or Certified Nurse Practitioner: First Name Middle Last Name
Address Line 1:
Address Line 2:
City:
State: Zip/Postal Code: Zip+4:
Country:
Telephone #:
Date :

25. Budget Request:

a. International Travel and Baggage

Jet travel for the itinerary: **Amount($)**

b. Maintenance Allowance

City and Country	**No. of Months**	**Monthly Rate**	**Subtotal**

c. Dependent(s) Allowance:

1st Dependent

1st Dependent	**No. of Months**	**Monthly Rate**	**Subtotal**

Additional Dependents

	No. of Months	**Monthly Rate**	**Subtotal**

b. Project Allowance

Description Please list each item in your project allowance and its cost. Enter the total in the box to the right	**Amount($)**

e. Health and Accident Insurance (for fellow only)

f. Administration Fee to US Applicant Institution 100

g. Total

26. Student Certification

I certify that all information provided on this form is correct to the best of my knowledge.

First Name Middle Last Name

Name of Applicant:
Date:

27. Advisor Review

Date of Advisor's review of application.

First Name Middle Last Name

Name of Dissertation Advisor:
Title
Date

US Department of Education
Fulbright-Hays Doctoral Dissertation Research Abroad Program

28.	Curriculum Vitae:	File:
	Project Description: (Narrative Upload: typed essay may not exceed the limits specified in the Closing Date Notice in the Federal Register)	File:
	Bibliography:	File:
	Host Country Supporting Materials:	File:
	Unofficial Transcripts:	File:

OPE-Fulbright-Hays Graduate Student Ref Form(022) -

Name of Individual Applicant:	
Name of Institution:	
Countries of Research:	
Language(s):	
Proposed Project Title:	
*Referee Last Name:	
*Referee First Name:	
*Referee E-Mail Address:	

OPE-Fulbright-Hays Foreign Language Reference Form -

Name of Individual Applicant:	
Name of Institution:	
Countries of Research:	
Language(s):	
Proposed Project Title:	
*Referee Last Name:	
*Referee First Name:	
*Referee E-Mail Address:	