

Contact Information

Name

Job Title

Faculty/Area

KPU Email

Phone Number

Mailing Address

Have you received the
guard.me Global Mobility
Fund in the past? Yes
 No

If yes, define value
and project name

Employment Status

Proposed Project/Initiative

Project/Initiative Title

Location (Country and City/
Region)

Local Partners (if applicable)

Proposed Travel Dates
(MM/DD/YY to MM/DD/YY)

1. Project/Initiative Overview (i.e. Executive Summary) (1500 characters or less)

**2. How does the project/
initiative align with KPU's
[Academic Plan](#) and [Vision
2026](#)?**

(1000 characters or less)

**3. How will the project/
initiative directly benefit
students and drive
internationalization at KPU?**

(1000 characters or less)

**4. After completion and return
to Canada, how will you share
the knowledge obtained while
overseas? Please be as
specific as possible (i.e.
workshops, publishing
research paper, etc.)**

(1000 characters or less)

Proposed Budget

Flights	<input type="text"/>	
Per Diems/Meals (Days*KPU Rate)	<input type="text"/>	
Accommodation	<input type="text"/>	
Transportation (i.e. Airport transfers, in-country taxis, etc.)	<input type="text"/>	
Immunizations (if applicable)	<input type="text"/>	
VISA (if applicable)	<input type="text"/>	
Conference Fees (if applicable)	<input type="text"/>	
Other Expense #1	<input type="text"/>	Amount <input type="text"/>
Other Expense #2	<input type="text"/>	Amount <input type="text"/>
Other Expense #3	<input type="text"/>	Amount <input type="text"/>

Total Expenses

If other fees should apply, please attach an excel sheet outlining additional budgets proposed

Other Revenue #1 Amount
(i.e. PD, KFA, etc.)

Other Revenue #2 Amount
(i.e. PD, KFA, etc.)

Total Other Revenue

Total amount request from the guard.me Global Mobility Fund (Max. \$4,000)

Dean or Direct Supervisor Approval

This application is **not** a [travel authorization form](#). It does not approve travel, PD time, or projects; please seek approval first from your Dean or direct supervisor prior to submitting this application.

As Dean's support is part of the requirement for this selection, upon the receipt of this application, we will also send an email notifying your Dean of your application.

I confirm, agree and acknowledge the statement above.

Name and Position of
Dean or direct supervisor

Comments (if applicable)

Donor Recognition & Appreciation

KPU International would like to acknowledge and recognize **guard.me International Insurance** as the donor for the Global Mobility Fund. In accepting the guard.me fund, you confirm and agree to provide a personal note of thanks to the donor. Faculty receiving the fund will be requested to give a statement or testimonial upon their return to be profiled on KPU International's communication channels.

I confirm, agree and acknowledge the statement above.

Acknowledgements

I confirm, acknowledge, and agree that I must comply with all statements presented in KPU's EMPLOYEE AGREEMENT AND ACKNOWLEDGEMENT FOR INTERNATIONAL MOBILITY form.

I confirm, acknowledge, and agree that all the funds provided by the Global Mobility Fund will only be used for the proposed initiative presented in this proposal.

I confirm, agree and acknowledge the statement above.

Applicant's Signature

Date

INTERNAL USE ONLY

KPU International Approval

Date