To: Union College Faculty  
From: Lara Atkins, Director of International Programs  
Subject: Klemm Fund for International Study and Service  
Date: October 2, 2012

I am writing to request proposals for use of funds provided in association with the Professor Frederick A. Klemm and Eleanor G. Klemm Fund for International Study and Service. This inaugural offering of funds will provide opportunities for experimenting with possible longer-run uses of the Klemm Fund. This generous gift will support Union’s faculty and International Programs staff in identifying and designing high-quality international service experiences for students.

The Klemm Fund for International Study and Service has the primary goal of enhancing Union’s International Programs in ways that prepare Union College students to identify and pursue careers that have an international focus, including public service, work with non-governmental organizations, as well as private sector work. The Fund will promote cultural awareness and integration on the part of students as they learn more about the various ways in which work abroad can impact other people.

Funds can be used in the following ways:

- To facilitate faculty and student travel while on an International Program to meet people who may assist students in furthering their potential professional interests.
- To facilitate faculty planning for curricular components of International Programs that provide students with experiential learning that supports potential career interests.
- To facilitate bringing guests to an International Programs site to talk with students about possible careers.
- To facilitate bringing guests to campus from parts of the U.S. or abroad who have international careers to discuss their careers with any interested students, with a primary focus on assisting students who have studied abroad in developing plans to incorporate an international component in their career goals.
- To develop opportunities for students to gain expertise in how to learn from and interact with professional contacts abroad.

Funds can be spent on:

- Faculty and student travel
- Faculty summer stipends for preparation of opportunities for students
- Guest travel and honoraria
- Associated library and career center resources

Requests for funding will be considered starting January 7, 2013. Funds to be awarded during the current academic year total $25,000. Successful proposals will provide specific plans for use of the funds and will articulate expected outcomes. A budget for allocation of awarded funds must be included.

Proposals should consist of a completed application detailing activities that would be undertaken with Klemm fund support, along with a budget. Applications should be sent to me electronically at: atkinsl@union.edu. They will be reviewed by LCOSA and decisions should be made by February 1, 2013.