**Fulbright Leaders for Global Schools
Travel Grant Program**

**Checklist**

Please send the complete application form, CV and leave approval form to the Fulbright Finland Foundation **by 10am on Thursday, August 17, 2023** via this SurveyMonkey:
<https://www.surveymonkey.com/r/FLGS-TG-applications>

For the letter of recommendation from an individual who knows you in a professional capacity, please send the following link to your recommender:
<https://www.surveymonkey.com/r/FLGS-travel-grant-recommendations>

[ ]  Complete Application (including this checklist and application form)

[ ]  Curriculum Vitae

[ ]  Leave approval form

[ ]  I am able to take part in an interview organized online by the Fulbright Finland Foundation on August 28, 2023.

[ ]  I am able to attend the pre-departure orientation organized online by the Fulbright Finland Foundation on September 8, 2023.

[ ]  I understand that I need to have a valid insurance, passport, and ESTA (Electronic System for Travel Authorization) if selected for the program. <https://esta.cbp.dhs.gov/esta/>. I will comply with any visa requirements, if applicable.

I confirm that my application includes all the documents listed above, and that I am available on the dates listed above. I understand that my application will not be reviewed if it does not fulfill all the requirements stated above by 10am on August 17, 2023.

Date: Click here to enter text.

Signature:

Name in Block Letters: Click here to enter text.

**Fulbright Leaders for Global Schools
Travel Grant Program Application**

General Information

1. First Name: Click here to enter text.

2. Middle Name: Click here to enter text.

3. Last Name: Click here to enter text.

4. Preferred Name: Click here to enter text.

5. Date of Birth (day/month/year): Click here to enter text.

6. Place of Birth: Click here to enter text.

7. Are You a Finnish Citizen or Permanent Resident:
 [ ]  Yes [ ]  No

8. Do You Have a Valid Passport:
 [ ]  Yes [ ]  No

9. Gender: Click here to enter text.

Contact Information

1. Email Address: Click here to enter text.

2. Alternate Email Address: Click here to enter text.

3. Phone Number: Click here to enter text.

4. Home Address: Click here to enter text.

5. Emergency Contact Name: Click here to enter text.

6. Emergency Contact Phone Number: Click here to enter text.

Employment Information

1. Job Title: Click here to enter text.

2. Name of the School/Educational Institution: Click here to enter text.

3. Institution Level (primary/middle/upper secondary): Click here to enter text.

4. Institution Address: Click here to enter text.

5. Institution Phone Number: Click here to enter text.

6. How many teachers and staff do you supervise directly or indirectly?
Click here to enter text.

7. How many total years have you worked as a full-time educational leader? Click here to enter text.

8. Please tell us briefly about your school and the community it serves:
 Click here to enter text.

9. Please describe briefly your current responsibilities:
 Click here to enter text.

10. I certify the above information is true. Should any changes to my employment or eligibility status occur, I will notify the Fulbright Finland Foundation within 30 days of the change taking place:
[ ]  Yes [ ]  No

Educational Background

1. The Name of Your Academic Field: Click here to enter text.

2. Highest Degree Completed and Completion Year: Click here to enter text.

3. Academic Institution: Click here to enter text.

Essay

1. Provide a summary of the development plan for your school (e.g. needs, goals, activities) if you were selected to participate in the Travel Grants Program (250 word limit)

2. Describe your professional goals as related to this program, and how your experiences and expertise support the objectives of the program (250 word limit)

3. How will your participation in the Fulbright Leaders for Global Schools Travel Grant Program benefit your school, municipality, or Finland? (250 word limit)

Other Applications and Participation

1. Have you previously participated in any of the Fulbright Finland Foundation’s grant programs?

 [ ]  Yes [ ]  No

 If yes, in which program? Click here to enter text.

2. Have you previously participated in an international professional development exchange program?

 [ ]  Yes [ ]  No

 If yes, which program? Click here to enter text.