



# FULBRIGHT FINLAND TRAVEL GRANTS FOR INSTITUTIONAL PARTNERSHIP BUILDING

## CHECKLIST

*PLEASE SEND ALL REQUIRED DOCUMENTS TO THE FULBRIGHT FINLAND FOUNDATION BY MARCH 3, 2019.*

- Complete application (including this checklist and application form)
- Curriculum Vitae
- Recommendation from home institution
  - *For example, from the Dean of the Faculty, Head of Department, or other as appropriate.*
- Invitation from the U.S. host institution
- I have confirmed from the host institution all additional requirements (if any) for visitors (including insurance, registration process for visitors, etc.)
- I am able to take part in an interview at the Fulbright Finland Foundation on April 11, 2019.
  - *Applicants who pass the first stage of reviews will be invited to interview in Helsinki.*
  - *All interviews are held on the same day and there is no possibility for an online interview.*
- I am able to participate in the Fulbright Finland Foundation pre-departure orientation on May 14, 2019.
- I certify that I have determined the visa requirements for my proposed visit and understand that I am responsible for applying for a visa to the United States if it is required for my visit.
  - *Please note the home residency requirements on the J-1 visitor visa, if applicable.*

**I have ensured 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 March 3, 2019.**

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*Date & Signature*

*Name in block letters*

All items must be in English. Please type or print legibly.

## PERSONAL DETAILS

*First name(s)* \_\_\_\_\_ *Last name* \_\_\_\_\_

*Date and place of birth (MM/DD/YY)* \_\_\_\_\_ *Finnish social security number/technical identification number* \_\_\_\_\_

*Country(ies) of citizenship* \_\_\_\_\_

Do you have permanent residency in the United States?  No  Yes

Has your visa application to the U.S. ever been refused?  No  Yes

*Home address* \_\_\_\_\_ *City* \_\_\_\_\_

*ZIP* \_\_\_\_\_ *State / County* \_\_\_\_\_ *Country* \_\_\_\_\_

*Phone* \_\_\_\_\_ *E-mail* \_\_\_\_\_

## PROFESSIONAL AND EDUCATIONAL BACKGROUND

*Current position, responsibilities, and institutional affiliation in Finland*

*Highest degree completed and completion year*

*The name of your academic discipline or field (in English and Finnish)*

## PROPOSED VISIT TO THE UNITED STATES

*Official name of the host institution in the U.S. you are planning to visit*

*(An invitation must be attached.)*

*The concrete goal/purpose of the visit (e.g. negotiating a new agreement, renewing terms of an existing agreement)*

*Dates for visit to the U.S.* \_\_\_\_\_

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## DESCRIPTION OF ACTIVITIES FOR THE VISIT

*Please list the concrete activities planned for your visit to the United States.*

*Please describe the joint pre-planning of the visit with the host institution and possible earlier collaboration that may have already taken place and/or will take place prior to the visit.*

*How will you continue collaboration with the host organization after the visit?*

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## BENEFITS OF THE VISIT

*Please list the benefits of the visit for your home institution. Why is this visit of key importance to your home institution?*

*As this grant is intended for strengthening the Finnish-North American collaboration, please list the ways in which the visit will initiate and/or advance institutional partnerships between your Finnish home and U.S. host institution and cooperation between Finland and the U.S.*

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## SHARING INFORMATION ABOUT FINNISH-U.S. FULBRIGHT OPPORTUNITIES

*One of the important roles of the grantee is to be an Ambassador of Finland and the Fulbright Finland Foundation. Please list how you would share information about Finnish-U.S. Fulbright opportunities and Fulbright Finland programs at your home and host institutions and, if applicable, beyond.*

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## TRAVEL COSTS

*Please provide an itemized list of travel and accommodation costs for your visit.*

**Total funding applied for from Fulbright Finland:** \_\_\_\_\_

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## OTHER COSTS

*Please provide a total budget of all other costs (excluding travel and accommodation costs) for your visit.*

*How will you fund the costs of your visit to the United States beyond the Fulbright Finland grant?*