# 2022 Global Field Experience Financial Award (GFEFA) Application for Funding

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|---|---|
| **Record:** Unassigned | Registrant Name or Email Address |

Thank you for your interest in the Global Field Experience Financial Award!

At present, Emory University permits sponsored international travel for graduate students for whom travel is essential to their academic progress. The latest guidance, which is subject to change, can be found here: Emory University Travel Policy (11.01.2021).

GFEFA proposals are being accepted for international, domestic and virtual experiences. If you are submitting a proposal for an international experience, you will be prompted to offer a detailed contingency plan for completing your project in the event travel abroad is restricted.

**Before pursuing this application process, please do the following:**

- Bookmark the Emory Forward website to remain current on the latest health and safety guidelines.

- Review the GFE website and familiarize yourself with the requirements of the program.

- Request that your faculty guide complete the endorsement confirmation form by March 1, 2022 in order for your application to be considered complete.

The deadline for completing the application for funding is
**Tuesday, March 1, 2022 at 11:59PM EST.**
The application system will automatically close after this date and time.

Questions? Contact Us.

Deb McFarland: dmcfarl@emory.edu
Gerald Clay: gerald.clay@emory.edu
General GFE Inquiries: gferequests@emory.edu

## CONTACT INFORMATION

First Name

Last Name

Emory Student ID (7 digits)

Net ID (e.g. ESMITH, AGARCI27)
*Information needed to facilitate adding you to the pre-departure modules.*

Academic Department

Concentration (if applicable)

Cell Phone Number (U.S.)

Emory Email Address

Non-Emory Email Address

## Video + Social Media Contact Information

Zoom Personal Link or ID Number

Skype

WhatsApp

Other (Please Specify)

## Emergency Contact Information

Emergency contacts must have authority to make legal and healthcare decisions for you in the event of an accident or medical emergency. For example, parents, spouses, siblings, and other legally authorized persons. Please list at least two contacts.

**PRIMARY EMERGENCY CONTACT INFORMATION**

First and Last Name

Relationship
[ ⌄ ]

Cell Phone Number

☐ Click here if alternate number is the same as cell phone number.

Alternate Phone Number

**SECONDARY EMERGENCY CONTACT**

First and Last Name

Relationship
[ ⌄ ]

Cell Phone Number

☐ Click here if alternate number is the same as cell phone.

Alternate Phone Number

**PROJECT INFORMATION**

## Project Title

## Location

Select the setting in which your field experience will take place.
○ International
○ Domestic
○ Virtual

## Academic & Experiential Background

Length of proposed field experience (minimum of 6 weeks required)
[ ⌄ ]

Name of RSPH Faculty member offering guidance of your GFEFA Application (must be RSPH Faculty or Adjunct Faculty)

Department of RSPH Faculty member offering guidance:
[ ⌄ ]

How will you use this GFE?
[ ⌄ ]

Prior classes taken, or to be taken before fieldwork, relevant to your methodology (please list):

Prior experiences relevant to your proposed summer field experience:

How did you find this field experience opportunity?

**FIELDWORK TOPIC**

Select all that apply:
- ☐ Behavior change
- ☐ Community Health and Development
- ☐ Emergency preparedness and Humanitarian relief
- ☐ Environmental health
- ☐ Gender Based Violence
- ☐ Health care systems
- ☐ Immunizations/Vaccinations
- ☐ Infectious Diseases (Specify)
- ☐ Maternal, Newborn and Child health
- ☐ Mental Health
- ☐ Non-Communicable Diseases (Specify)
- ☐ Sexual and Reproductive Health
- ☐ Water Hygiene and Sanitation
- ☐ Other (Specify)

**METHODS & TOOLS USED**

Select all that apply:
- ☐ Quantitative
- ☐ Qualitative
- ☐ Case Study
- ☐ Other (Specify)

**FIELDWORK PURPOSE**

What is the main activity you will be doing during your field experience?
- ☐ Community Assessment
- ☐ Data Collection
- ☐ Education
- ☐ Evaluation
- ☐ Monitoring and evaluation
- ☐ Program Development
- ☐ Program Implementation
- ☐ Surveillance
- ☐ Other (Specify)

**FIELD SITE INFORMATION**

Contact Information

Name of Host Organization

Below, share the name, title and contact information of the partner you will be working with or have been in communication with at the host organization.

Contact Name (First and Last)

Contact Title

Contact Email

Contact Phone Number

Contact information for any other contact that you are working with:

Other Contact Name (First and Last)

Other Contact Email

## Language

Select the option that best describes the English language proficiency of your site contact.

[ ▼ ]

Select the primary language of the site's contact.

[ ▼ ]

Choose the primary language of the area in which you will conduct your GFE?
*If U.S. based, what is the primary language of the people who are intended to benefit from your project?*

[ ▼ ]

What is your proficiency in that language?

[ ▼ ]

## Site Support & Background

What contributions or support is the host organization providing, if any?

[                    ]

Have Emory students worked with your host organization previously?
○ Yes
○ No
○ I didn't check

Are other Emory students planning to work there in 2022?
○ Yes
○ No
○ I don't know

If your project is lab-based or consists only of data-analysis, please justify if travel is necessary or why the experience has to occur in-country? Reasons could include that data or samples are only available in that location. How will your outcomes benefit the people of that location?

[                    ]

**APPLICATION**

## Section I: Abstract

Provide an abstract of your project, which should include summary statements about your project's importance, objectives, methods and deliverables.

[                    ]

250 words remaining

## Section II: Detailed Narrative

**Essential background, context and motivation for the work that you will be doing.**

Please include information on the significance of the proposed work and why it is important to the specific community where/with whom you will be working and to the field of public health. This section should include a brief literature review. References/Citations should be uploaded as a separate file at the end of this application form and do not count toward the word limit. (500 words maximum)

[                    ]

500 words remaining

**Project Objectives**

Clearly identify your research question or project scope. Describe the objectives of your project. Use SMART objectives, that is, your objectives are Specific, Measurable,

Achievable, Realistic and Time-bound. Be sure to clearly define your specific role and responsibility in the project. If these are embedded in a larger project or a team, show the relationship and where your discrete project fits in the larger project. In addition, please describe what you hope to learn from your supervisor/site/colleagues and the local community. (500 words maximum)

500 words remaining

## Methods

What methods will you use to achieve the objectives of the project? Be specific. All applications are not necessarily research proposals, but you still must have methods to achieve your objectives.

Additional Guidance

- If you are not experienced and prepared in the methods you propose, are there other methods you might use to assist the organization and achieve your goals?

- If your project puts you or your beneficiary/target group at increased risk, you must detail how you will mitigate the risk (this includes physical risk but also emotional or stigma-related risk if working with certain topics and/or populations). If you are working with communicable diseases or a population experiencing an outbreak, you must include your Personal Protection in Outbreak (PPO) considerations.

- If you intend to conduct data collection, provide a copy of your instrument as an attached file. It may be in draft form. Explain how you will complete the instrument, the data collection process and the report. If you will conduct an evaluation, provide the evaluation instrument or plan. If you are going to participate in developing or implementing a training program, provide a draft curriculum. Include draft tools as attachments, indicating you will revise in-country based on input from your stakeholders.

- Committee concerns in the past have most often been in the areas of ethics and research methods. Please review your application carefully with a faculty mentor well in advance. For example, if you plan to conduct focus groups of adolescents in an STI clinic – what are the ethical implications and considerations regarding stigma, limits on confidentiality, working with minors, discussing sexuality, etc.

- Another area of committee concern has been insufficient details about the methods, please be sure to address these in this section if relevant: sample size should be specified; detail how data entry will occur, what is the plan for analysis?

350 words remaining

UPLOAD
Draft Project Documents
If you have more than one document, please merge into one file before uploading.

[Choose File] No file chosen

## Deliverable(s)

Provide a detailed description of the deliverables that you will provide to the organization/community and how you plan to share this information with stakeholders. (Examples of deliverables include a final report, a curriculum, a training module, an evaluation, a research study manuscript, draft legislation or policy proposal, etc.

200 words remaining

## Learning Objectives and Career Goals Statement
What skills, knowledge and experience do you want to gain as a result of the project? How does this project relate to your career goals?

This is also the section where you would describe any previous qualifications (i.e. experience, language) that justify how you are the appropriate person to complete this project and describe how this experience will utilize your public health practice and any additional perspective.

Describe your previous training, coursework or other preparation (mentoring support from faculty experts; online course; etc.) in the specific methods to be utilized (survey research, interviews, focus groups, evaluation, curriculum development, needs assessment, etc.).

[ text area ]

200 words remaining

UPLOAD
CV/Resume
Be sure that the CV or résumé reflects the experience or qualifications indicated in your career goals section. You may seek assistance in advance from the Career Development team or one of the Career Development Ambassadors.

Choose File   No file chosen

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### Timeline

Global field experiences must be at least 6 weeks in duration. Describe your specific project plan for the time that you will be in the field as well as any additional preparations before departing and steps that you must complete upon your return.

As you prepare your timeline, consider the potential impact of the rainy season in some regions, the potential impact of Ramadan or other holidays or festivals in your host community; how long might it take to build relationships in-country to facilitate access to the populations on which your project depends? Be sure to include plans for sharing your findings while you are in-field and any necessary follow-up.

Create a GANTT chart and provide below.

UPLOAD
GANTT Timeline/Chart
When you upload your GANTT chart, if it is formatted as an Excel document, you will need to select "all files" from the drop-down menu by file name to see files formatted in Excel.

Choose File   No file chosen

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### Budget

GFE awards supplement the costs associated with your field experience, but funds do **not** cover all expenses.  Please detail the budget for your project and the expected source of funds for each expense.

Please be sure to include the following, as applicable:

- Airfare/travel expenses, if travel is permitted for summer of 2022.

  - Please note that RSPH will comply with the guidance outlined in the Emory University Travel Policy.
  - GFE Awardees are required to book airfare through the Emory Travel Authority and register with International SOS (ISOS)

- Supplemental health and travel insurance
- Quarantine costs for international travelers

  - Costs may include hotel, airfare charges for flight change, etc.

- Ground Transportation
- Living Expenses (housing, meals, etc.)
- Translation and transcription services
- Supplies, technology and other equipment

Your proposed budget has no bearing on how much money you will be awarded. Rather, it is required in order to indicate whether you have a realistic and feasible expectation of the monies necessary to engage in fieldwork.

UPLOAD
Budget

Choose File   No file chosen

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## Section III: Letter of Invitation

Upload a letter of invitation from the organization with which you will be affiliated during your summer field experience. It is important that a discussion of the following points and any necessary negotiations happen early during the program development stage and not merely as a technicality for the proposal submission.

**The letter should include:**

- Name and position of supervisor and/or mentor in the organization and the individual's contact details.

  - The letter must be signed by an official representative of the organization but if there is another representative who will serve as your main contact in the field, that information must also be included.

- Statement that the organization knows about and approves your project and the timing of your fieldwork.

- Statement of value that your project will have for the organization/community and any agreement of expectations for what you will provide as deliverables for your project or during your fieldwork.

- Support or resources the organization may be able to provide or that they are able to help identify (i.e. local transport, office space, translators, assistance finding housing)

  - This letter is intended to appropriately communicate expectations and available resources and does not serve as a guarantee that any support or materials will be provided upon arrival/during fieldwork.

- Statement of whether local IRB/ethics committee approval is required and if so, whose responsibility it is to complete this and when it will be submitted.

UPLOADS
1. Host Letter
2. References/Citations
3. Other Documents/Appendices

Host Letter
[ Choose File ] No file chosen

References/Citations
[ Choose File ] No file chosen

Other Documents/Appendices
[ Choose File ] No file chosen