The Three Boxes

Abstract/Summary of Proposal*

1750 character limit.

Prepare an executive summary detailing the what, where, and why of your proposed project. If you are proposing the pursuit of a graduate degree program, summarize the program and relevance to your career/education plans.

Host Country Engagement*

1750 character limit.

A key purpose of the Fulbright program is to be a cultural ambassador while living abroad. How will you engage outside of the workplace to fulfill this mission? In what ways do you plan to share your culture and values in your host community? Provide specific ideas.

Plans Upon Return to the U.S.*

850 character limit.

Describe your career and/or educational plans after completing a Fulbright grant.
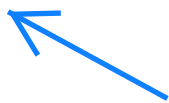
To answer this question I suggest you NOT focus on jobs you hope hold. Instead focus on how the Fulbright will help you make the contributions you intend to author. What will you do in 10 years that will repay Fulbright's investment now?

Statement of Grant Purpose*

This 2-page document outlines the Who, What, When, Where, Why, and How of what you are proposing for your Fulbright year. If you are pursuing a research project, developing a strong, feasible and compelling project is the most important aspect of a successful Fulbright application.

The first step is to familiarize yourself with the award summary for your host country and selected award in order to verify the type of grant you can propose. Depending on the country and award, applicants may also propose to complete a graduate degree program. Some countries have specific arrangements or named awards for graduate study and applicants may propose to complete a graduate degree program. In this case, applicants should focus on demonstrating the reasons for pursuing the proposed program at a particular institution in the host country.

Whether you are applying for a research project or a degree program, the proposal should indicate a clear commitment to the host country community and a description of how you will engage with it.

Develop an intellectually-compelling and feasible project or justification for pursuing a graduate degree program: This is the most important factor in presenting a successful application. The first step is to familiarize yourself with the award summary for the country and program to which you are applying. You should ensure that your Statement of Grant Purpose fits the program guidelines for the host country and award.

For applicants proposing independent study/research projects, address the following points:

- With whom do you propose to work?
- What do you propose to do?
- What is innovative about the research?
- What are the specific research goals and methodologies?
- What is important or significant about the project?
- What contribution will the project make toward the Fulbright goal of promoting cultural exchange and mutual understanding?
- When will you carry out the project? Include a feasible timeline.
- Where do you propose to conduct your study or research? Why was this location(s) chosen?
- Why do you want to undertake this project?
- What are your qualifications for carrying out this project?
- Why does the project have to be conducted in the country of application?
- How will your project help further your academic or professional development?
- How will you engage with the host country community? Give specific ideas for civic engagement.

Design a feasible project: You must demonstrate that your research strategy is viable, including its content, methodology, and time frame.

Address the following points:

- How will the culture and politics of the host country impact the work?

- Will the resources of the host country support the project?

- Have you developed a connection with a potential adviser in the host country who has knowledge of the research topic and access to other appropriate contacts in the field?

- Do you have the requisite academic/field-specific background to undertake the proposed research?

- Do you have sufficient language skills for the project being proposed and to serve the basic purposes of the Fulbright Program? If not, how will you accomplish these goals? You should consider that, even if a country indicates that English will be sufficient for carrying out the proposed project, for purposes of Community Engagement, at least a basic level of language skill should be obtained prior to leaving the United States for the host country.

- What are your plans for improving your language skills, if they are not adequate at the time of application?

- Are there any possible feasibility concerns that the project could provoke?

For applicants proposing to enroll in graduate degree programs, address the following points:

- Why do you want to pursue the proposed program in the country to which you are applying?

- What are your reasons for selecting a particular institution?

- Do you have the requisite academic/field-specific background to undertake the proposed program?

- Why do you want to gain a better understanding of the peoples and cultures of your host country? Please demonstrate a commitment to the community through volunteer and extra-curricular activity.

- Do you have sufficient language skills to successfully complete the program?

- Do you have the flexibility and dynamism necessary for active involvement in the host country?

Candidates applying through U.S. institutions are urged to consult professors in their major fields or faculty members with experience in the host country, as well as their Fulbright Program Advisers, about the feasibility of their proposed projects. At-Large applicants should consult qualified persons in their fields.

- Be clear and concise. The individuals reading the proposal want applicants to get to the point about the 'who, what, when, where, why and how' of the project. Avoid discipline-specific jargon.

- Organize the statement carefully.

- **Don't make reviewers search for information.** We urge you to have several people read and critique the Statement of Grant Purpose, including a faculty adviser, a faculty member outside your discipline, a fellow student, and/or a colleague.

1. Length is limited to a maximum of two single-spaced pages. Longer statements will not be presented to screening committees.
2. Do not include any bibliographies, publications, citations, etc. , except those that will fit in the two-page limit.
3. At the top of the first page, please include the following information:

   Line 1: STATEMENT OF GRANT PURPOSE
   Line 2: Your Name, Country of Application, Field of Study
   Line 3: Project Title as it appears on the Program Information section

   Example:
   STATEMENT OF GRANT PURPOSE
   Jane Smith, Country, Field of Study
   Project Title

4. On the second page of the Statement, enter the same information or just Last Name, Grant Purpose, Page 2
5. Before uploading, convert all documents to PDF.

Pay attention to the instructions for headers. The SGP and Personal Statement have different headers.

Personal Statement*

The statement should be a 1 page narrative that provides a picture of yourself as an individual. It should deal with your personal history, family background, <mark>influences</mark> on your intellectual development, the educational, professional, and cultural opportunities (or lack of them) to which you have been exposed, and the ways in which these experiences have affected you. Also include your special interests and abilities, career plans, and life goals, etc. It should not be a recording of facts already listed on the application or an elaboration of your Statement of Grant Purpose. <mark>Rather, it should be specifically related to you and your aspirations relative to the specific Fulbright Program to which you have applied.</mark>

PLEASE ADHERE TO THE FOLLOWING FORMAT INSTRUCTIONS

1. Length is limited to a maximum of one single-spaced page. Longer statements will not be presented to screening committees.
2. Use 1-inch margins and Times New Roman 12-point font.
3. See the host country Program Summary for translation instructions, if required.
4. Before uploading, convert all documents to PDF.
5. At the top of the page, please include the following information:

   Line 1: PERSONAL STATEMENT
   Line 2: Your Name, Country of Application, Field of Study or ETA

You should also provide more information on your planned Host Country Engagement(s). Providing details on why you pursue the freetime activities you list can help the selectors see you as a three-dimensional person.

General Comments from Prior Application Cycles

Following the Fulbright application review panels, I asked all interviewers to relate the most commonly observed problems on their panel. The following digest enumerates those comments. Curiously, this list is strikingly similar to lists from past years. Your awareness of these pitfalls at the beginning of your application will help you avoid them.

_____

1. **Clarify** your research question or agenda. Many, many applicants articulated their projects and presented themselves more effectively orally than in writing. Read your proposal aloud. This will help you identify the sections that don't work. (This was the **number one** comment!!)

2. Urgency -- Why do **YOU** <u>need</u> to go to this **COUNTRY** at this **TIME**?

3. **Weak writing in general**, but particularly in the introduction. Be succinct and use transparent organization to present your ideas clearly. Rid your writing of the passive voice. Also examine all words ending in "-ing" and "-tion" to see whether they can be turned into active verbs. Have agents accomplish actions in your proposal. Identify the problem that needs your attention.

4. All research must answer a simple, two-word question, "**So what?**" (Alt. "Who cares?") Dig to the heart of your project to discover what your research will contribute to your field, knowledge, and/or the world. Why do we *need* you to carry out this work? Most applicants were good and articulating "WHAT", moderately good and clarifying "HOW", but poor at saying "WHY".

5. Fix poorly developed **methodology**/research plan/timeline (this is a killer!).

6. **Scope** of project: overly ambitious or (less frequently) ridiculously narrow. Projects must be feasible (in a general sense) and achievable (in the time you have and with *your* skills and resources.) One interviewer seeks "a more simplified, focused, and detailed version of their vision." (Hint: A timeline often helps you trim/expand your project to a feasible size.)

7. Poorly developed link between your interests (who you are) and the project. (Hint: Fulbright funds not only good research, they fund good researchers. It is *very* important that <u>you</u> come through in the materials.) And so …….

8. **DO NOT** reiterate your project proposal in your personal statement!! The personal statement is your chance to tell them what makes you tick, not plow the project field again.

9. **Organization**: Specifics over details; show don't tell; move from the general to the focused; introduction must captivate reader and give them reason to read on.

10. Lack of seriousness regarding foreign language. NB – Language is a key washout point in Fulbright. On every panel sits someone extremely proud of his/her language abilities and *unimpressed* with yours. You must get this person in your camp before you move forward.

11. Abstracts: DO NOT cut and paste from your first paragraph. Seek guidance is uncertain how to write a good abstract.

12. Avoid colloquial or overly flowery language in your proposal. You do not want to appear blasé, or "silly and pretentious."

U.S. STUDENT FULBRIGHT PROGRAM
Foreign Language Evaluation Form

Applicant Last Name	First Name	Grant Field

For Study in (country):

Language Evaluated:

Please comment on the applicant's present language ability in relation to the proposed project in each of the following categories. Based on ACTFL Proficiency Guidelines 2012.

ACTFL LEVEL	LISTENING	SPEAKING	READING	WRITING
None	○ None	○ None	○ None	○ None
Novice	○ Understands simple questions, statements, and frequently used commands	○ Communicates short messages on highly predictable, everyday topics	○ Understands key words and cognates from highly predictable texts	○ Writes in lists and notes, primarily by using words and phrases.
Intermediate	○ Understands simple conversation on familiar or everyday topics	○ Uses sentence-level language, typically in present time and on familiar topics related to daily life.	○ Understands information conveyed in simple, predictable, loosely connected texts.	○ Writes using basic vocabulary and structures to meet practical writing needs
Advanced	○ Understands conversation on a variety of general interest topics.	○ Engages in conversation in a clearly participatory manner, in the major time frames of past, present, and future.	○ Understands the main idea and supporting details of authentic narrative and descriptive texts.	○ Writes in narrative format, using major time frames of past, present, and future
Superior/ Distinguished	○ Understands speech on a wide range topics, including academic and professional discussions.	○ Communicates with accuracy and fluency in order to participate fully and effectively in conversations on a variety of topics.	○ Understands structurally complex texts from many genres dealing with a wide range of subjects.	○ Writes analytically on professional, academic and societal issues, moving toward the abstract.

Please indicate your general opinion of this applicant's ability in the language evaluated relative to the language level needed to carry out the proposed study or research project **OR** for English Teaching Assistantship applicants to engage in a local community where English is rarely spoken.

○ Will require considerable training before necessary competence can be obtained

○ Should be able to manage adequately after some additional formal language raining

○ Should be able to manage adequately after a short period of adjustment abroad

○ Should have no difficulty

Indicate briefly how the evaluation was determined. As space allows, also feel free to comment on applicant's language skills relative to the proposed project

Evaluator Name	Position or title	Date

Institution/Organization	City	State /Country

2024 Campus Committee Evaluation (CCE) Form

STUDY/RESEARCH

A Campus Committee Evaluation Form is required of all applicants applying through a U.S. institution. Consult the "Manual for Fulbright Program Advisers" for additional instructions. Use the TAB key to move between fields.

Name of Applicant:	Host Country:	Field of Study:

1. In what ways will the applicant's qualifications and experiences contribute to their success in carrying out or conducting the proposed project? Provide specific examples, if appropriate. (800 characters including spaces)

2. In what ways will the characteristics and personal attributes of the applicant enable them to be a positive representative of the United States and the Fulbright Program in their host community? Provide specific examples, if appropriate. (800 characters including spaces)

3. Describe the applicant's knowledge of the host country and ways the applicant has learned or is learning about the host country or region's culture, society, current events, and/or history. Provide specific examples, if appropriate. (800 characters including spaces)

4. Provide general comments regarding the applicant's suitability for the proposed grant (additional comments regarding academic and/or personal experience, maturity, adaptability, and flexibility welcome): (800 characters including spaces)

5. Does the Campus Committee endorse this candidate for a Fulbright grant? (Yes or No)

Individual Completing Form:	Position:	College/University:

Please limit each response to the character limits noted above. This document may not exceed 2 pages in total length.