

2020 VREDENBURG TRAVEL FUND INFORMATION

ABOUT THE VREDENBURG TRAVEL FUND

The Vredenburg Travel Fund, sponsored by the Whiting School of Engineering (WSE), allows strong engineering students at Johns Hopkins to apply their engineering, technological, and applied science skills and training in an international setting. The funding encourages students to broaden their engineering experience through participation in international learning, investigation, and collaboration during a summer abroad experience.

Eligibility:

Current **engineering sophomores** and **juniors** may apply by proposing an international:

- Research project, service project, or internship (paid or unpaid)

Funding:

Projects can be funded to a **maximum of \$8,000**; the typical range of a Vredenburg Travel Fund is between \$5,000 and \$7,500 depending on the location of the experience. The funding is used to defray the costs of airfare, housing, food and other reasonable expenses associated with the international experience. Financial need will not be a factor in selection of the scholars and funding of the proposals. However, students with demonstrated financial need may be eligible for an additional stipend upon return.

APPLYING FOR THE VREDENBURG TRAVEL FUND

All applicants should review the information shared under the [Project Guidelines](#) section of this document and complete all of the items requested. Applicants are responsible for setting up their projects and making all of the necessary arrangements to go abroad. Applicants have the freedom to propose any project they choose, as long as it falls under the parameters of the project guidelines.

SPECIAL NOTE: WSE, in collaboration with the [Office of Study Abroad](#) (OSA), has exchange partnerships with certain international institutions. If you are thinking of seeking opportunities at the following institutions, you must only connect with them through the established programs below. (Applying to these programs **DOES NOT** take the place of having to submit this Vredenburg application. Applicants who want to be considered for Vredenburg funding will have to apply to both.)

- [Hopkins Summer Madrid \(Carlos III\) -- Engineering Research](#)
- [Hopkins Summer Shanghai \(SJTU\) -- BME Research](#)
- [Hopkins Summer Singapore \(NUS\) -- Engineering Research](#)
- [Hopkins Summer Switzerland \(EPFL\) -- Engineering Research](#)
- [Hopkins Summer Denmark \(DTU\) -- Summer University](#)

Selection Criteria:

The following factors will be taken into consideration when evaluating proposals:

- The amount of planning and details regarding project shared
- Firm commitment from the hosting organization/lab/company
- Academic component; impact on the applicant's engineering studies and future career plans
- Cultural component: rationale for choosing the location
- Level of faculty endorsement, sponsorship, or connection
- Academic record (3.0 or above preferred, but there is no set minimum GPA; however, students **must** be in good academic standing at the time of application.)

Timeline:

- **Wednesday, February 26, 2020**
 - Applications (all components) are due by 11:59 p.m. 2/26/20. **NO EXCEPTIONS.**
- **Friday, March 13, 2020** – All applicants notified of results by 5:00 p.m. (Decisions **will not** be shared earlier.)
- **Late March/Early April** – Budgets are reviewed and finalized

Applicants are encouraged to make *alternate* summer plans in the event that they are not selected to receive the Vredenburg Travel Fund.

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PROJECT GUIDELINES

General Project Guidelines:

- Projects must be a minimum of 8 weeks; recommended length is 8-10 weeks.
- No matter the type of project (research, service project, or internship) **an academic component related to engineering and/or the applicant's field of study must be evident.**
- Both paid and unpaid projects are acceptable. However, students who are paid for their summer work abroad will have the amount of their funding reduced.
- When writing your proposal, if you use information from other sources, make sure to give proper citation. Do not plagiarize material.
- Although not a technical report, do note that your submission should *not* be a creative essay; instead, it should have a professional tone.
- If your project changes before you leave the U.S. or once you arrive at your site, you MUST contact the Vredenburg Travel Fund committee and have your new project approved. If you fail to contact the committee, you risk losing your funding – including money you have already spent.

Research/Service Project Guidelines:

- If you produce any final report, publication, or presentation at the end of your experience, you should turn this in to the committee.

Optional Guideline:

- If your site supervisor provides you with an evaluation (in English), turn in a copy upon your return to campus.

Receiving credit:

- You may receive credit for your Vredenburg Travel Fund project/program as long as you are *not* paid and you have the support of your faculty advisor and, in the case of research or internships, a Hopkins faculty sponsor. If you intend to receive credit for your experience, you should fill out the necessary forms before you leave for the summer.

APPLICATION COMPONENTS

When submitting your application, the components below will be assessed; the % in () indicates the weight of that component:

1. A description of the activity. (25%) Include some background information on the organization. Be as specific about your proposed role as possible, including what steps you have taken in the planning process. Also, note why the project is of interest to you and what you hope to gain from the experience. (The explanation of the proposed project can be technical in nature.)
2. Academic/professional relevance. (25%) A statement of how this project will enhance your academic program at Johns Hopkins and/or impact your future career goals.
3. Cultural relevance. (10%) Why this location? Why is it of interest to you? Note, if your project involves traveling to a country in which you have previously lived, worked, traveled, or studied, you should briefly explain what makes this a new opportunity rather than a repetition of a previous experience.
4. A recommendation statement from a faculty member. (20%) Ask one faculty member (not a graduate student) from the Whiting School of Engineering or the School of Medicine to complete the **Faculty Recommendation Form**. You want someone who can speak to your attributes, skills, and character and provide support why the project would be a good experience for you. It is your responsibility to make sure the faculty recommendation is received by the application deadline.
5. Host commitment. (15%) Please have the hosting organization complete the **Host Commitment Form**. It is your responsibility to make sure the host commitment is received by the application deadline. If you are

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applying to a special program that has its own application process (e.g. EWH Summer Institute, NUS' SERIUS, DAAD/RISE, etc.) proof of your acceptance into the program **OR** proof that you will be notified of your acceptance by **March 20, 2020** can serve as your host commitment. It is **your** responsibility to make sure the Host Commitment information is submitted by the application deadline.

6. A proposed budget. (part of the 5% overall application presentation) Please use the included **Proposed Budget** worksheet.
7. Your resume. (part of the 5% overall application presentation)

Still have questions? Email Vredenburg@jhu.edu or stop by 125 Wyman Park Building for more assistance. Also, past recipients' email contact information is available on the Vredenburg webpage.