

## **Blakemore Refresher Grants 2010 Grant Guidelines**

Blakemore Refresher Grants provide funding for short-term language study for periods of two months (minimum) or longer (but less than an academic year).

Grants are *highly* competitive. In 2009, we were able to fund less than 6% of applicants.

### **Eligibility Requirements**

To be eligible for a grant, an applicant must:

- Be a member of one of the following groups -
  - Former Blakemore Freeman Fellows;
  - Professors who are teaching in an Asian field at a university or college in the United States and post-doctoral professionals whose degree is in an Asian field;
  - Graduates of the regular academic-year programs at the Inter-University Center in Yokohama, Japan, the Inter-University Program for Chinese Language Studies at Tsinghua University in Beijing, China, and the International Chinese Language Program at National Taiwan University in Taipei, Taiwan.
- Be pursuing an academic, professional or business career that involves the regular use of a modern East or Southeast Asian language
- Have a college undergraduate degree
- Be at an advanced level in the language
- Be able to devote oneself exclusively to language study during the term of the grant; grants are not made for part-time study or research
- Be a U.S. citizen or permanent resident of the United States

"Professional or business career" includes, but is not limited to, careers in computer science, engineering, international business, journalism, law, medicine, NGO work, and teaching.

### **Eligible Languages**

Chinese	Vietnamese	Tibetan	Japanese
Indonesian	Thai	Korean	Khmer
Burmese	Malaysian		

Consideration will be given to other East or Southeast Asian languages on an individual basis. Grants will not be made for the study of Asian languages not in current use.

## **Selection Criteria**

- A focused, well-defined career objective involving Asia in which regular use of the language is an important aspect
- The potential to make a significant contribution to a field of study or area of professional or business activity in an Asian country
- Prior experience in the Asian country or involvement or participation in activities related to the country
- Good academic, professional or business background, appropriate to the career program

## **Application and Acceptance by Language Program**

It is the applicant's individual responsibility to apply to the language program which he or she lists on the Blakemore Refresher Grant application. The Foundation does not apply for the applicant. Applicants may list only one language program on the application.

## **Approved Language Programs for Japanese, Chinese & Korean**

Blakemore Refresher Grants will be awarded for advanced-level language programs in Asia that are a minimum of two months up to a period less than an academic year at:

- Inter-University Center for Japanese Language Studies in Yokohama, Japan (IUC)
- Inter-University Program for Chinese Language Studies at Tsinghua University (IUP)
- International Chinese Language Program at National Taiwan University (ICLP)
- Tutorials in those countries where there are no advanced-level structured programs

## **Dates of Study and Deferral Policy**

Study must start between June of the year of award and May of the following year. No deferrals of grants will be permitted.

## **Residency Requirement**

Blakemore Refresher Grant Fellows are expected to remain in the study country during the entire period of their grant, except in the event of an emergency.

We encourage Blakemore Refresher Grant Fellows to use holidays and school breaks for modest travel within their study country and to use these opportunities to expand their language usage outside the classroom.

## **Conflicting Activities**

Blakemore Refresher Grant Fellows must devote full-time to language study and not engage in any conflicting activities during the period covered by their grant.

Part-time employment, teaching English, extensive research on a dissertation or involvement in other projects which could hamper full-time study is not permitted.

Recreational, educational or cultural activities which do not interfere with full-time study are encouraged, particularly during school and holiday breaks.

### **U.S. Income Tax Liability**

All grant funds from the Blakemore Foundation are taxable for U.S. income tax purposes unless the recipient qualifies for some type of exclusion or deduction.

The treatment of Blakemore language grants for tax purposes is the recipient's individual responsibility. No income tax is withheld from the stipend and grant recipients are responsible for making any required estimated tax payments. Please see IRS Publication 970 *Tax Benefits for Education* and Form 1040-ES for more information. Because of the variety of individual situations, we recommend applicants discuss their own individual case with a qualified tax advisor.

### **Amount of Grant**

Blakemore Refresher Grants are intended to cover basic expenses at a graduate student level necessary to pursue full-time language study in Asia, including tuition or tutoring fees, plus a stipend for travel, living and study expenses

The stipend for Blakemore Refresher Grants is paid periodically over the course of the grant and may be used for the following types of expenses:

- Round-trip airfare, economy class
- Books and study materials related to language program
- Housing/utilities
- Food and ordinary daily living expenses
- Local commuting
- Travel within country during holidays and school breaks
- Health insurance/medical evacuation insurance
- Immunizations appropriate for country
- Visa application fees
- Income taxes due on taxable portion of grant
- Other fees or expenses required by language program or approved by the Trustee

It is up to each Blakemore Refresher Grant Fellow to budget the stipend funds to cover necessary costs. Thus it is to his or her advantage to obtain as low an airfare as possible in order to have more funds for travel, books, etc. Stipend funds may not be used to cover expenses of an accompanying dependent.

*Unused stipend funds must be returned to the Foundation at the end of the grant.*

### **Grant Disbursement**

Tuition for the language program is covered in full by the grant and is paid directly to the language program by the Blakemore Foundation. Tutoring fees, if applicable, are reimbursed to the Blakemore Refresher Grant Fellow based on monthly expense reports and receipts.

The stipend for travel, living and study expenses is disbursed to the Blakemore Refresher Grant Fellow at intervals over the course of the grant. Adjustments to stipend may be considered if exchange rates or living expenses alter significantly during the period covered by the grant.

### **Required Reports**

A Blakemore Refresher Grant Fellow must submit a monthly financial report of expenditures of the stipend, and progress reports to the Foundation during the fellowship. A statement regarding the expenditure of the stipend on forms provided by the Foundation must be provided at the end of the grant. The Foundation must be provided with an official transcript from the language program at which the Fellow is enrolled for each academic period covered by a Blakemore Refresher Grant. The transcript should list courses taken and grades received or progress made.