

This form must be completed prior to the execution of any international, inter-institutional agreement between Central Washington University and one or more non-US government(s) and/or universities or other organizations domiciled outside the United States, regarding either 1) the use by representatives of the non-US government(s), university(ies) or other organizations of CWU's faculty, student, library or other research or instructional resources within the United States or 2) the deployment by CWU of faculty, student, library or other research or instructional resources outside the United States. After approval by the appropriate Colleges, please submit this completed form, except for the authorization section below, to the Office of International Studies and Programs, at the earliest date possible.

This will allow OISP to facilitate a preliminary review of this proposed agreement in relation to other international obligations of the University.

I. OVERVIEW AND APPROVALS

Name and Country of Non-US Institution: _____

Status: New Renewal Revised

Date: _____

Initiator(s): _____

Responsible College(s): _____

Approval/Signature(s) of College Dean(s) _____
(Indicates proposal should move forward through review process.)

OISP USE ONLY
OISP confirms that this agreement has passed the preliminary review, is consistent with University policy, and does not conflict with other known agreements. Based on this review, OISP recommends approval of the agreement.

FINAL APPROVAL

Department Chair(s)

_____	_____	_____
Name (Printed)	Signature	Date
_____	_____	_____
Name (Printed)	Signature	Date

Deans/Directors:

_____	_____	_____
Name (Printed)	Signature	Date
_____	_____	_____
Name (Printed)	Signature	Date

Provost

_____	_____	_____
Name (Printed)	Signature	Date

II. DETAILS

A. PARTIES TO THE AGREEMENT

Include unit name, project coordinator, project contacts addresses, phone, fax and e-mail. Please list as many as applicable. If necessary, please use additional pages.

CWU

Participating Domestic Institutions (other than CWU)
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Participating Non-US Institutions

B. TYPE OF AGREEMENT

Mark all that apply. (If more than one category applies, indicate the approximate weight in %).

- Student Study/Research Abroad _____ %
 - Undergraduate
 - Graduate
 - Exchange
 - General Mobility
- Faculty Study/Research Abroad _____ %
- Faculty Enrichment Project _____ %
- Other: _____ %

C. DURATION OF THE AGREEMENT, TERMINATION, AND CONDITIONS FOR RENEWAL

1. Duration: _____

If possible: Starting Date: _____ Ending Date: _____

2. Under what conditions (if any) may the agreement be terminated by one party prior to its ending date?

3. Does this agreement expressly provide for a possibility of renewal?

- a. Yes No
- b. If yes, please describe the conditions for renewal.

D. FINANCIAL CONSIDERATIONS

1. Are CWU or grant funds involved?
 - a. Yes No
 - b. If yes, please complete the following section.
2. Details of University/Grant Funds Involved

If both university and external funds are involved in any one line item, please indicate an estimated percentage for each source. In-kind contributions and fee waivers should also be indicated.

TYPE	AMOUNT (IN USD)	SOURCE
Tuition & Fees		
Stipends		
Salaries		
Clerical Support		
Benefits*		
Travel		
Advising		
Facilities		
Library		
Equipment		
Other*		
SUBTOTAL OF DIRECT COSTS		
Indirect Costs**		
TOTAL COSTS		

*On a supplemental sheet, please provide a breakdown and description of costs/funds included.

** E.g.: 51.5% of salaries or other specified percentage of direct costs, depending on funding agency. Please provide detail and explanation, if necessary, on a supplemental sheet. For questions regarding permissible indirect costs, please contact Julie Guggino (gugginoj@cwu.edu), Director of Research and Sponsored Programs, Graduate Studies & Research.