



Strategies to Get Support & Make the Ask

Did you know that many institutions have pools of funds that go underutilized? Often, these funds can be used to support professional development for faculty and staff. However, these funds may not live in the international office.

Some examples of those individuals and offices that may be able to support your participation in the [Global Learning Launchpad](#) include:



Faculty Administrators: Deans, department chairs, and provosts



Education Abroad Adjacent Offices: High Impact Practices, internship, civic engagement or community-based learning, student affairs, undergraduate research, STEM education, DEI, etc.



Instructional Support Offices: Centers for instructional excellence

The key is to be strategic, patient, and persistent. If you know of others that have successfully requested support, consider having a conversation with them to learn about their experience and approach.

Check out the strategies on the back of this handout to learn strategies to support your pursuit of learning opportunities that foster your success as global educator-practitioner-scholar.

Making the Ask: Scan the QR code to access a letter template you can customize.





Develop Your Request for Support:



Assume you can be successful.

When budgets shrink, it is easy to assume that the answer will always be “no.” Resist carrying this mindset into the room. In truth, administrators are often looking to engage faculty in critical initiatives. Remember, many administrators were once in your shoes! Make your case and share your vision.

Know your context.

Is there an aspect of your department, school, organization, or institutional mission that your request aligns with? Is there a key initiative or accreditation visit on the horizon? How might your participation serve both your interests and advance institutional goals and priorities?

Be clear on how and why this opportunity aligns with your value commitments and career goals.

How does your interest in education abroad and participation in the program align with who you are as an educator, a scholar, or an administrator? How will your participation further your growth and development?

Have a plan.

Develop a list of potential supporters, and consider what your specific request is and what some shared objectives might be. Then, set up meetings with individuals on your list.

Stay the course.

Don't let one or two “no's” discourage you. It may take several asks or approaching different administrators before you receive support.

Make sure to follow up.

If your supporter says “yes,” then send an email to follow up and solidify the agreement.
If you receive a message of “maybe,” then send an email to formalize your request and provide additional information to strengthen your request.
If your supporter responds “no” or “not at this time,” send an email to thank them for their time and move on to the next individual on your list.

