

## **THE IIDA NPC SPENCER DE MILLE TRAVELING FELLOWSHIP**

The Spencer de Mille Traveling Fellowship was established with funds contributed by the IIDA Northern Pacific Chapter Knowledge Advancement Fund in honor of past president, Spencer de Mille. The fellowship is intended to support foreign travel undertaken to research new and innovative practices related to the built environment that will further the recipient's career goals and could have positive implications for the communities of the Pacific Northwest.

### **ELIGIBILITY**

- Applications are accepted from individuals who have been a Member of the IIDA Northern Pacific Chapter for three (3) consecutive years or more.
- Applicants can be of any IIDA membership category, so long as that membership remains in good standing.
- If the proposed travel will be done through an established program (such as Habitat for Humanity or similar), the proposal must reflect applicant's personal research objectives independent of the program objectives.
- Current IIDA NPC Board members are ineligible to apply.

### **ENTRY REQUIREMENTS**

- Completed Applicant Information form (attached)
- An 800-word proposal describing your objective for the trip, its relationship to your current work/career goals and it's relevance to the greater Pacific Northwest community.
- Two (2) letters of reference from an employer, former teacher, or colleague in support of proposal.
- An itinerary, including approximate travel dates
- An estimated budget

### **AWARD**

One fellowship award of \$5,000 may be awarded every 2 years, to the most qualified applicant, as deemed acceptable to the review committee. Applications will be due in the spring of every other year. The Award announcement will be made within one month of application deadline. The award will be disbursed prior to the recipient's need to confirm travel arrangements.

### **REAL TIME REPORTING REQUIREMENTS**

Traveler will have 12 months from the date of the award to complete the travel. Traveler will be expected to post a minimum of (5) real time blog entries or social media posts or podcasts (with relevant photographs and/or sketches) to an online media outlet of their choosing, as pre-approved by the Chapter.

## POST TRAVEL REQUIREMENTS

Upon completion of travel, the recipient of the award must provide a full written dissertation of the experience with supporting photographic and/or sketch documentation. Recipient will also be required to make an in-person presentation to the IIDA membership and the local design community. This presentation may be recorded and/or live-streamed to the chapter's members. The final deliverable should include:

- Brief explanation of the goals of the research trip, and it's personal relevance to the traveler.
- Outline of experiences, progress and conclusions.
- Description of how the resulting knowledge could have a positive impact on the design practice in the Pacific Northwest.

## SELECTION

The IIDA Northern Pacific Chapter has sole authority for granting the award. A jury will determine the recipient and their decision will be final. IIDA reserves the right to withhold the award if no applicants meet the criteria. All applications and supporting material become the property of the IIDA Northern Pacific Chapter.

## DEADLINE

Applications are due to IIDA NPC by **May 12, 2023**.

Completed application and requested attachments should be emailed directly to the IIDA Northern Pacific Chapter: [info@iida-northernpacific.org](mailto:info@iida-northernpacific.org).

Include 'TRAVELING FELLOWSHIP APPLICATION' in the subject line.

Questions can be directed to: [info@iida-northernpacific.org](mailto:info@iida-northernpacific.org).

## OTHER CRITICAL DATES

Award made on **June 9, 2023**.

Winner has one year to complete the travel - ending **June 9, 2024**.

Winner has 3 months to complete final paper and plan presentation (presentation dates slated for **September – October 2024**).

APPLICATIONS WILL BE AVAILABLE ON THE NPC WEBSITE IN **JANUARY 2023**.

## THE IIDA NPC SPENCER DE MILLE TRAVELING FELLOWSHIP APPLICATION FORM

*(This section to be completed by the applicant.)*

**Directions:** Please provide requested information on the following form and include attachments as directed. Please be sure your name appears on all pages.

### APPLICANT INFORMATION:

Full name:

Address:

Telephone:

Email:

IIDA membership category:

Employer:

Name of school(s) attended:

Graduation year:

Degree:

Citizenship:

Do you currently have a valid Passport:

### FINANCIAL & TIMETABLE INFORMATION (attach)

Please provide a detailed itinerary budget that shows estimates of expected travel costs, fees, living expenses, and supplies. Provide information on all resources available, including personal funds and other means of support or scholarships you are seeking.

### PERSONAL STATEMENT (attach)

Submit an essay of 800 words or less describing the travel objectives for which the fellowship will be used.

- State the goals and objectives of the travel, clearly explaining the subject matter to be studied
- Explain how the experience will advance your professional goals
- Explain how the resulting research may benefit communities in the Pacific Northwest
- Provide an itinerary including a schedule of activities

### LETTERS OF RECOMMENDATION (under separate cover)

Two letters of recommendation are required. Recommender can be an employer, teacher, colleague or similar, but must be a currently practicing member of the design profession.

Recommendations should be submitted directly from the recommender to IIDA and should include the following Recommendation Form. Letters of recommendation must be received no later than the general entry deadline.

## THE IIDA NPC SPENCER DE MILLE TRAVELING FELLOWSHIP LETTER OF RECOMMENDATION

*(This section to be completed by the applicant.)*

Name of applicant:

Name of recommender:

*(This section to be completed by recommender.)*

### TO THE RECOMMENDER

The above named applicant is applying for the Spencer de Mille Traveling Fellowship, which is offered by IIDA Northern Pacific Chapter. Please provide a candid evaluation of the applicant's past performance and promise for the future. Your comments may be written in the space below or on your organization's letterhead. Include attachments as necessary.

Please describe why the applicant should be selected and how the travel would benefit their professional goals and the community at large. Note the length of time and in what connection you know the applicant. Please include other personal observations that may be relevant.

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- [info@iida-northernpacific.org](mailto:info@iida-northernpacific.org).
- Include **"IIDA TRAVELING FELLOWSHIP"** and applicant's name in the subject line.
- Questions can be directed to: [info@iida-northernpacific.org](mailto:info@iida-northernpacific.org).