When writing your project proposal, strive to address the following questions:

<table>
<thead>
<tr>
<th>WHERE</th>
<th>. . . do you want to go and why? (be specific about geographic locales, institutions you will visit or be affiliated with, etc. and your rationale for those decisions)</th>
</tr>
</thead>
<tbody>
<tr>
<td>WHEN</td>
<td>. . . do you want to go? (be specific as possible about arrival/departure dates and internal travel, e.g. if you are traveling within a country, how long you do intend to spend in each city?)</td>
</tr>
</tbody>
</table>
| WHAT        | . . . do you propose to do in your project?  
. . . questions will you seek to address? (provide 2-3 core questions?)  
. . . special skills or preparation do you have to undertake the project (e.g., languages, coursework, prior travel experiences, archival research experience, etc.)  
. . . challenges or difficulties do you anticipate your project will pose and how will you overcome them? |
| WHO         | . . . have you contacted at your destinations and have they agreed to help/host you?  
. . . have you consulted on the faculty that might serve as a mentor or advise you on this project? |
| HOW         | . . . did you select the project or the specific place where you will carry out the work?  
. . . will you find answers to your core questions (be specific as possible about methodology)?  
. . . is your approach to this topic different from others who may have worked on similar questions?  
. . . will the experience of this project serve to advance your personal, academic, or career goals?  
. . . will you document your experience (notes, journals, recordings, photography, drawings, etc.)  
. . . might you share the experience once you return? (publication, public talk, etc.) |
| WHY         | . . . is your project important or timely?  
. . . is this project important to you?  
. . . might this project be important to us? |

From Swarthmore College website, 2008