



2025 Humphrey Fellowship Enhancement Workshops

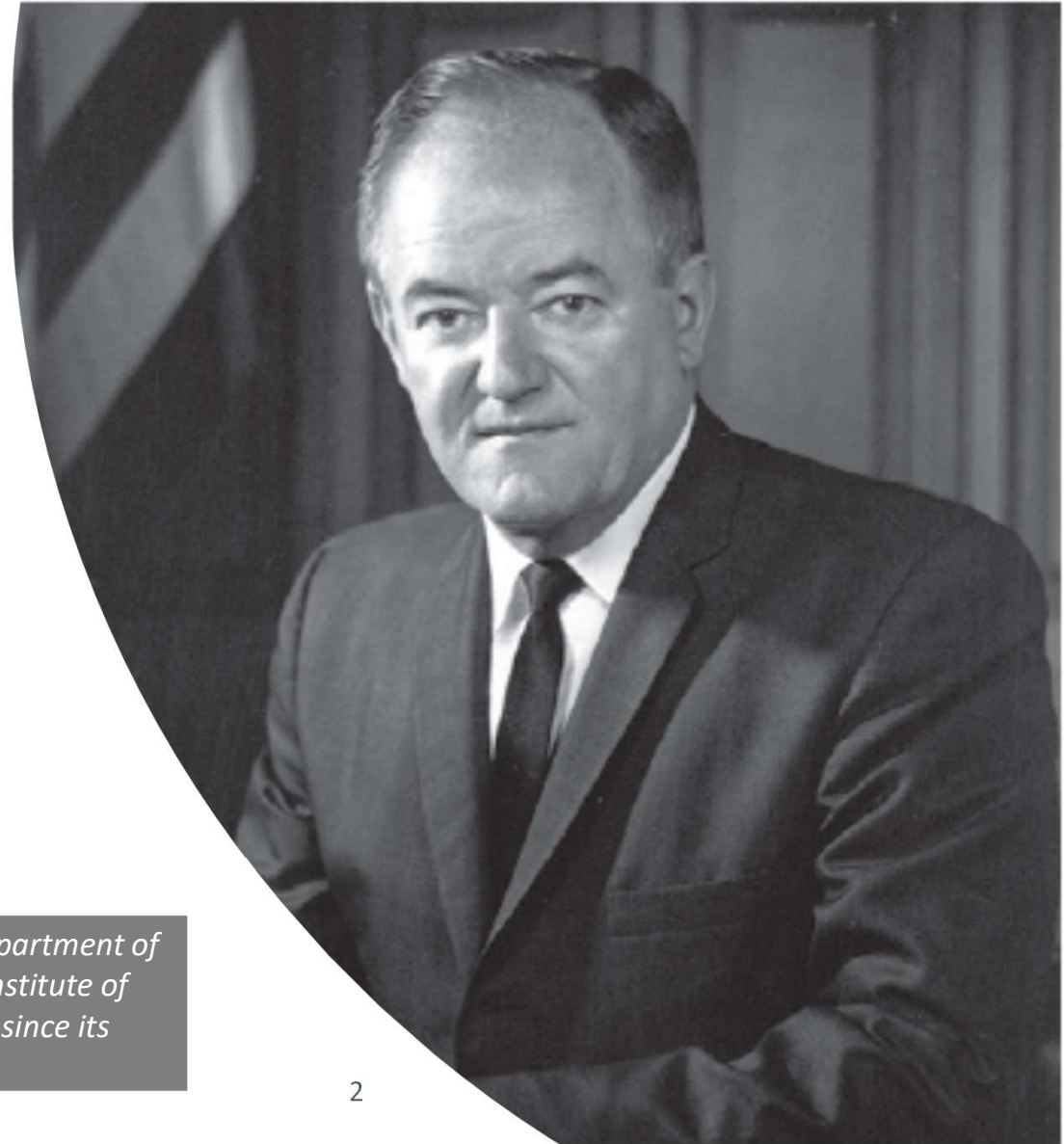
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Humphrey Fellowship Program
Institute of International Education (IIE)



Program Overview

The Hubert H. Humphrey Fellowship provides a year of non-degree graduate-level study, coupled with leadership and professional development, in the United States for young and mid-career professionals from designated countries undergoing development or political transition. Humphrey Fellows are selected for their leadership potential and commitment to public service.

The Humphrey Fellowship Program is sponsored by the U.S. Department of State Bureau of Educational and Cultural Affairs (ECA). The Institute of International Education (IIE) has administered the program since its inception.



Eligibility

The Humphrey Fellowship is a professional development program, not a scholarship. In order to qualify, Fellows must meet the following basic eligibility criteria:

- undergraduate degree (first university or Bachelor's)
- minimum of five years of full-time, professional experience
- limited or no prior experience in the United States
- demonstrated leadership qualities
- a record of public service in the community
- English language ability*

*Fellows who are otherwise strong Humphrey candidates but need improved English to benefit fully from the Humphrey experience participate in intensive English language training before the start of their Humphrey Fellowship Program.





Fields of Study for Humphrey Fellows

- ▶ A commitment to public service is the common denominator for Humphrey Fellows, who work in a diverse range of professional fields in the public, private and nonprofit sectors.
 - ▶ Public Policy Analysis and Public Administration
 - ▶ Economic Development
 - ▶ Communications/Journalism
 - ▶ Law and Human Rights
 - ▶ Natural Resources Management and Sustainability
 - ▶ Urban and Regional Planning
 - ▶ Public Health
 - ▶ Education
- ▶ For more information on Fields of Study, you may visit the Humphrey Fellowship website.



Key Fellowship Component: Enhancement Workshops

During the Humphrey Fellowship Program, mid-career Fellows from over 90 countries may choose to participate in thematic or skill-building Enhancement Workshops.

- ▶ Thematic workshops have a broad focus on a critical global issue:
 - ▶ Expands the Fellows' expertise around the chosen topic
 - ▶ Helps develop their leadership skills in content-rich exercises and discussions.
- ▶ Skill-building workshops equip Fellows with practical skills essential for success in the 21st century workplace:
 - ▶ Positions Fellows to influence decision-making and policy development within their professional fields in their home countries



Eligible Workshop Host Organizations:

- ▶ The following organizations are eligible to apply for this opportunity:
 - academic institutions, including two and four-year colleges and universities
 - non-profit organizations
 - for-profit organizations, including corporations and individual consultancies
 - state and local government institutions

- ▶ U.S. federal government entities are not eligible to apply.



Objectives:

- ▶ Enhancement Workshops offer Humphrey Fellows opportunities to:
 - Explore critical topics related to U.S. foreign policy priorities
 - Discuss major challenges facing the developing world and their home contexts
 - Gain practical professional skills in key thematic areas and develop leadership competencies
 - Enhance knowledge of the diversity of the U.S. and global society
 - Expand professional networking with American peers and policymakers
 - Interact with Fellows in other professional fields and from other campuses



Potential Topics Might Include:

- Environmental Sustainability, to include global issues related to climate change, food security, natural resource management, or conservation;
- Digital Transformation and Emerging Technology, to include themes related to digital governance, digital justice, AI ethics, or transparency/accountability in technology management;
- Advancing a Resilient Information Environment, to include content on promoting digital literacy, enhancing cybersecurity, championing press freedom, or countering mis/disinformation.
- Practical AI Applications, to include hands-on skill-building sessions on AI tools/prompts for communications, productivity, research, and data analysis, or sector-specific AI applications for policymaking and management



Role of the Contracting University/Organization:

- Design a 3-5 day workshop to be held in either February or March 2025 for approximately 30-40 Humphrey Fellows that is either *thematically-centered* on one critical global topic OR *focused on the development of specific professional skills*.
- Previous Enhancement Workshops have covered critical professional skills like strategic negotiation, crisis management, and design thinking, and explored global issues such as food security, climate change, inclusive development, economic empowerment, and human rights.



Key Parameters:

- Sessions should include content relevant for the developing world, including the barriers to inclusion for underrepresented groups.
 - Please include interactive presentations, case studies and activities that elicit discussions about both local and global concerns.
 - This will enable Fellows to frequently engage with each other and the presenters.
- All proposals must include an outline of the workshop agenda within the proposal, including activities, speakers, and sessions.
- Proposals must elaborate on how the workshop will broaden participants' thinking and provide them with experiences and information that will help them to connect to other professionals confronting similar challenges. **What skills and approaches will Fellows gain to address the issues explored in the workshop?**



Examples of Successful Enhancement Workshops:

- Thematic Workshop on Climate Policy and Adaptation Strategies:
 - Workshop held on-site at hosting university
 - University-led case studies and site visits provided depth and context to classroom instruction
- Skills-based Workshop on Leadership and Governance During Times of Crisis:
 - Workshop held on-site at hosting university
 - Activities-based, interactive sessions
 - Emphasized emergency management, practice-oriented crisis communications
 - Facilitators invited guest speakers and designed printed materials



Enhancement Workshops – Required Budget Proposal:

Content and cost will be the primary considerations for funding
Proposals must observe the following maximums:

- \$30,000 for a workshop that will take place within the United States
 - Does not include air travel and lodging for participants
 - Note participant support costs vs. non-participant support costs



HUMBERT H. HUMPHREY FELLOWSHIP PROGRAM							
Enter Host University Name:		Feb-April 2023 (3 months)		Jan-July performance period		Enter Number of Humphrey Fellows: 30	
No.	Budget Category	Description	HIE Funds Requested				
			General Program Costs	HIE Fellows (Participant Support Costs)	Total		
Direct Costs							
I Salaries							
		3 months	Level of Effort	Annual Salary			
Example Faculty/Staff 1:	Name	28%		\$140,000	\$ 9,800	\$ 9,800	
Example Faculty/Staff 2:	Name	28%		\$75,000	\$ 5,250	\$ 5,250	
Example Faculty/Staff 3:	Name	30%		\$50,000	\$ 9,750	\$ 9,750	
Subtotal - Salaries					\$ 15,050	\$ -	\$ 15,050
II Fringe Benefits							
Example Faculty/Staff 1:	Name		NICA Rate	Base			
Example Faculty/Staff 2:	Name			\$ -	\$ -	\$ -	
Example Faculty/Staff 3:	Name			\$ -	\$ -	\$ -	
Subtotal - Fringe Benefits					\$ -	\$ -	\$ -
III Travel and Transportation							
	Rate	Units		# of Nights/Days			
Example: Van rental for any transportation needs:	\$ 110.00	1		5	\$ 550	\$ -	\$ 550
Subtotal - Travel and Transportation					\$ 550	\$ -	\$ 550
IV Supplies							
	Rate	Units					
Supplies for Fellows (workbooks):	\$ 35.00	30			\$ 1,050	\$ 1,050	
Subtotal - Supplies					\$ 1,050	\$ -	\$ 1,050
V Other Direct Costs							
ex:	Rate	Units	number of days				
Guest speakers:	\$750	2	1		\$ 1,500	\$ 1,500	
Group meals and refreshments (in person only):	\$10.00	30	4.5		\$ 1,350	\$ -	
Zoom license/subscription (virtual only):	\$60.00	1	1	0	\$ 60	\$ -	\$ 60
Subtotal - Other Direct Costs					\$ 1,560	\$ 1,350	\$ 2,910
Subtotal - Direct Costs (I + II + III + IV + V)					\$ 17,160	\$ 2,400	\$ 19,560
VI Indirect Costs							
<i>Facilities and Administration</i>							
	NICA Rate	Base (MTDC)					
Indirect rate as per NICA:	0.00%	\$0.00			\$ -	\$ -	
Subtotal Indirect Costs					\$ -	\$ -	\$ -
TOTAL COSTS (Direct + Indirect)					\$ 17,160	\$ 2,400	\$ 19,560



Request for Proposals (RFP) Timeline:

Friday, August 8: Recording of this session is available

Please fill out this survey to register your interest if you haven't already:

<https://www.surveymonkey.com/r/QG98BZB>

Tuesday, September 3: RFP is released at <https://www.iie.org/get-involved/procurement-subaward-and-consultant-opportunities/solicitations-for-goods-and-services/>

Friday, October 18: Final deadline to submit questions related to this RFP

Friday, October 25: Answers to questions will be posted on iie.org at the link above

Friday, November 1: RFP officially closes, late submissions will not be accepted



Questions?