

2022 Institute Partner Application Form

*Disclaimer: This document is for reference only, please submit your application online:
<https://mwfellows.info/InstituteRFA-Application>*

Section 1: Institute Themes

1. Please Indicate which Leadership Institute track you are applying to host. *
 - Leadership in Business
 - Leadership in Civic Engagement
 - Leadership in Public Management

2. The U.S. Department of State and IREX will place Fellows at Institutes based on Fellow interests in the subthemes below. The goal is to place each Fellow at an educational institution that has particular expertise/resources that match their interests. For this purpose, please check up to five subthemes from the list below in which your institution has expert faculty or strong campus/community resources. *
 - Agriculture/Rural Development
 - Architecture/Real Estate
 - Arts/Music/Culture/Fashion
 - Business & Entrepreneurship
 - Civic Education
 - Civil/Human Rights
 - Climate Change
 - Community Development
 - Countering Violent Extremism
 - Democracy and Governance
 - Disability Rights/Issues
 - Education
 - Energy
 - Engineering
 - Environment/Conservation
 - Gender-Based Violence
 - Government
 - Hospitality and Tourism
 - Journalism
 - Legal Practice/Justice
 - LGBTQI+ Issues
 - Manufacturing
 - Marketing/Advertising
 - Micro-Finance and Micro-Lending



- Nutrition
- Peacebuilding/Conflict Resolution
- Policy Advocacy
- Public Health
- Public Works (Utilities/Water/Waste Management)
- Religion
- Technology
- Transportation
- Vocational Training and Workforce Development
- Women's and Girls' Issues
- Youth

Section 2: Proposal Contact Information

3. Institutional Information. If you are submitting a joint application with another institution/organization, please designate one official entity as the lead administrator of the subaward and list that institution's information here. Then click "Add Another" to enter the required information for the secondary applicant.

Name of Institution/Organization:*

Name of Primary Contact:*

Title:*

Name of Department:*

Telephone:

Email:

Alternate Email:

Mailing Address:

Address Line 1:

Address Line 2:

City:

State:

ZIP Code:



4. How would you describe your institution's campus setting?
If you need help choosing from the options below, please visit the [National Center for Education Statistics searchable database](#) to look up your institution.
- Urban
 - Suburban
 - Town
 - Rural
5. Please select your institution type (check all that apply):
- Public educational institution (non-land-grant institution)
 - Public land-grant educational institution
 - Private educational institution
 - Community college
 - Non-governmental organization
 - Non-profit
 - Other: (please specify)
6. What type of degree does your institution provide?: *
- 2-year
 - 4-year
 - Non-degree granting organization
 - Other (please specify)
7. Is your institution recognized as any of the following types of minority-serving institutions (MSIs)?:
- Historically black college or university (HBCU)
 - Hispanic-serving institution (HSI)
 - Hispanic Association of Colleges and Universities (HACU)
 - Asian American and Pacific Islander-serving institution (AANAPISI)
 - Tribal college or university (TCU)
 - American Indian and Alaskan Native-serving institution (AIANSI)
 - Religiously-affiliated organization
 - Women's college or university
 - Does not identify as an MSI
 - Other (please specify)



8. Name and Title of Academic Director:

Email of Academic Director:

Please upload the resume/CV for your proposed Academic Director. *

File uploads may not work on some mobile devices.

9. Name and Title of Administrative Director: *

Email of Administrative Director: *

Please upload resume/CV for your proposed Administrative Director. *

File uploads may not work on some mobile devices.

10. Name and Title of Leadership Manager: *

Email of Leadership Manager: *

Please upload resume/CV for your proposed Leadership Manager. *

File uploads may not work on some mobile devices.

11. How did you hear about the Mandela Washington Fellowship's 2022 Request for Leadership Institute Applications? *

- The Mandela Washington Fellowship website
- My organization previously served as a Mandela Washington Fellowship Institute Partner
- My organization was previously involved with the Mandela Washington Fellowship in a different way
- Please specify:
- Through the African Studies Association
- Through the American Society for Public Administration (ASPA)
- Through the Association of Public Land-Grant Universities
- Through Mercy Corps
- Other:



Section 3: Institute Support and Logistics

Please make sure to reference university faculty, industry experts, community partners, and other local resources specific to your thematic track where relevant.

12. Describe institutional support that will be present for the implementation of the 2022 Mandela Washington Fellowship. For example, from where will faculty and guest speakers be drawn? How will the senior administration be involved? What other staff will be available to support the Institute Directors and Fellows? (No word limit)*

Applicants should plan to include a broad range of faculty/staff and invited guests to offer Fellows Institute programming that incorporates a diverse range of U.S. perspectives on U.S.-Africa strategic topics and demonstrates diversity, equity, and inclusion (DEI) and access throughout the Leadership Institute.

13. Please attach a letter of support from your university or organization's senior leadership. *

File uploads may not work on some mobile devices.

14. Describe access to public transportation within your community and the ease with which Fellows can access areas of interest and shopping, including information on how local transportation is accessible to Fellows with disabilities. Additionally, please confirm that your transportation budget includes all airport transfers (from the nearest international airport when Fellows arrive and to the airport when Fellows depart for the Summit) and all transportation to and from site visits, cultural activities, and any other required program activities. (No word limit)*

15. Describe the housing proposed for Fellows, including details on shared common spaces and provisions for laundry and cleaning. Given that Fellows are mid-career professionals and due to the ongoing COVID-19 pandemic, single rooms for Fellows (defined as an individual bedroom with a door) are recommended for pandemic-related health and safety reasons. Suite arrangements with shared bathrooms and common spaces are permissible provided each Fellow has their own bed.. Please confirm that you will be able to provide all necessary bedding, towels, and basic sundries within your budget. (No word limit)*

In order to meet the stated priorities regarding inclusive programming for all Fellows, housing should be able to meet a wide range of needs, including Fellows who require ADA-compliant housing and Fellows who identify as non-binary.

16. Describe the proposed meal options for the Fellows. Depending on your institution's context, meals are typically provided through a combination of various means including campus meal cards, group meals, and monies provided directly to support grocery shopping or eating in local



restaurants (either through the institution or via an IREX-provided debit card). Please advise if Fellows will have access to fully-equipped cooking facilities and explain how Fellows will be able to get to a grocery store. (No word limit)*

17. Mandela Washington Fellows are covered under the U.S. Department of State's Accident and Sickness Program for Exchanges (ASPE) (<http://usdos.sevencorners.com/>), but a university health insurance or benefits plan to supplement ASPE may be provided as cost share. Please describe your staffing plan and confirm your willingness to support Fellow physical and mental health issues and medical emergencies, and adjust plans as needed should the ongoing COVID-19 pandemic affect programming. (No word limit)*
18. The Mandela Washington Fellowship strongly promotes the inclusion of Fellows with disabilities and seeks partner organizations that are committed to ensuring a high quality, inclusive program that will allow for a full and engaging experience for all Fellows. Please discuss your team's experience and capacity to provide accommodations for Fellows with disabilities during your Institute. Please also explain the support your institution can provide to your team to fully integrate individuals with disabilities into your programming, campus, and community. Direct program costs associated with disability accommodations will be paid directly by IREX and are not expected to be included in subaward budgets, although cost share is allowable and strongly encouraged. IREX will coordinate and pay directly for any accommodation needs during the Summit. (No word limit)*

Section 4: Institutional Resources and Past Experience

19. Describe your institution's experience designing and implementing short-term customized academic programs focused on experiential learning for adult learners. (No word limit)*
20. While it is anticipated that Fellows will learn from their hosts, it is also important that hosts learn from the Fellows. Please indicate how you anticipate your campus and community would benefit from hosting these leaders. (No word limit)*



Section 5: Acknowledgement and Commitment to Collaborative Programming Development

21. Due to the ongoing COVID-19 pandemic, selected Institute Partners must demonstrate the flexibility and responsiveness to adjust planning and programming as necessary to meet the needs of the Fellowship and individual Fellows. If selected as an Institute Partner, can you confirm your organization's willingness to remain flexible and responsive as outlined above? *

- Yes
- No

Section 6: Other Required Documents

22. Please upload the following documents:

Institute Narrative *

Please remember to use the required template. File uploads may not work on some mobile devices.

Budget Worksheet as an Excel file (.xls or .xlsx) *

Please remember to use the required template. File uploads may not work on some mobile devices.

Budget Narrative *

Please remember to use the required template. File uploads may not work on some mobile devices.

NICRA (if applicable) *

File uploads may not work on some mobile devices.

