**2017-2018 HUBERT H. HUMPHREY FELLOWSHIP PROGRAM**

**FOR MID-CAREER PROFESSIONAL DEVELOPMENT IN THE UNITED STATES**

**PROGRAM OVERVIEW:**

* The Hubert H. Humphrey Fellowship Program brings accomplished professionals from designated countries around the world to the United States at a mid-point in their careers for a year of practical, professional development experiences and non-degree academic study.
* The Humphrey Program was initiated to honor the memory and accomplishments of the late Senator and Vice-President, Hubert H. Humphrey. Fellows are selected through a competitive process based on their potential for leadership and commitment to public service in the public or private sector.
* Fellows are placed at designated host universities to take advantage of academic, professional, and leadership enhancement activities offered by the campus setting.
* Programs are designed to include various combinations of course work, independent projects, internships, consultations with U.S. faculty or experts, field trips, special seminars, and a professional affiliation. The professional affiliation provides first-hand exposure to an American work environment on a full-time basis for a minimum period of 6 weeks. Under the guidance of a designated faculty advisor, Fellows plan programs that best suit their individual career development needs. Since the Humphrey Program is a non-degree program, Humphrey Fellows cannot transfer from the Humphrey Program to degree status in any program.

**PROGRAM FIELDS**: The programs arranged for Humphrey Fellows are related to one of the following fields. **Please note that applicants from Egypt can only apply in one of the following fields:**

1. **Agricultural and Rural Development**
2. **Communications/Journalism**
3. **Economic Development**
4. **Educational Administration, Planning and Policy**
5. **Finance and Banking**
6. **Higher Education Administration**
7. **Law and Human Rights**
8. **Natural Resources, Environmental Policy and Climate Change**
9. **Urban and Regional Planning**
10. **Public Health Policy and Management**
11. **Public Policy Analysis and Public Administration**
12. **Substance Abuse Education, Treatment and Prevention**

The university programs do not address themselves to the scientific or technical aspects of these fields, but rather to broad policy-making and problem-solving issues.

##### ELIGIBILITY CRITERIA: The program is designed to meet the requirements of policy-makers, planners, administrators, and managers who have a public service orientation, are committed to their country’s development and have demonstrated leadership potential.

* **Egyptian Nationality**: holders of a U.S. citizenship or a green card are NOT ELIGIBLE to apply for the program.
* **Bachelor degree** in an appropriate field of study. There should be evidence that the candidate's academic background is strong, both in terms of the type of academic preparation and the level of achievement, to enable the person to successfully undertake graduate-level study at a major U.S. University.
* **Mid-career professionals** in management or leadership positions with potential for professional advancement.
* Candidates should be **policy rather than research or technically oriented**, with at least five years of substantial and progressive professional experience.
* **Fluency in spoken and written English with a minimum valid Local TOEFL score of 525 Paper-Based (PBT), or 195 Computer-Based (CBT), or 71 Internet-based (IBT) or IELTS 6.** Applicants must submit a valid institutional TOEFL or IELTS score by the **July 12 deadline**. **Absence of a local TOEFL score at the time of application could jeopardize the chance of obtaining a Fellowship.** A TOEFL score is valid for two years and exams are held at AMIDEAST (located at38 Mohie El Din Abou El Ezz Street, Dokki or 15 Abdel Hamid El Abbady Street, Roushdy, Alexandria, General Tel: 19263) or any of the ETS approved centers listed below

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| Center | Designated Governorates |
| American Canadian Center  | Menoufia , Kafr El Sheikh, Qalubiya, and Gharbia. |
| Beni Suef University | Beni Suef |
| Mansoura University | Dakahlia  |
| Nile Academy | Mansoura and Damietta |
| MASRYA | Sohag, Assiut, New Valley, Qena, Luxor, & Aswan. |

* **Long-Term English (LTE) language training:** Excellent candidates who meet all Humphrey program requirements, including leadership ability and commitment to public service, but lack the necessary language skills are encouraged to apply. If nominated and selected they will travel to the U.S. for an intensive 20-25 week pre-academic program to improve their language skills.

**A minimum valid Local TOEFL score of 450 Paper-Based (PBT) is required.**

* **Qualified women** are encouraged to apply.
* Currently employed with an assurance of re-employment after completion of the Humphrey Program.

**Special Eligibility Criteria for Substance Abuse Education, Treatment and Prevention:**

* Mid-career level in a university, non-governmental organization, government ministry, health care profession, or other drug abuse-related occupation
* Demonstrated research experience

**Ineligible candidates** include recent university graduates (even if they have significant positions), university teachers or academic researchers with no management responsibilities (except in the fields of Substance Abuse Education, Prevention, and Treatment), individuals who have attended a graduate school in the United States for one academic year or more during the seven years prior to August 2017; and individuals with other recent U.S. experience of any kind (more than six months during the five years prior to August 2017).  A candidate with recent third-country experience, especially in developed countries, may have a less compelling need for the Humphrey Program than a candidate who has never had a significant professional opportunity abroad.

**DURATION OF GRANT:** The program arranged for Humphrey Fellows extends **from August or early September to the following June**. Applicants who need additional English training may be required to arrive in the United States **as early as April for intensive language study** before beginning their regular university program. Candidates must be able to participate in the full period of the English and/or university programs.

**NONDEGREE STATUS:** The program designed for Humphrey Fellows does not result in the awarding of a degree. While Fellows are able to enroll in courses relevant to their professional interests, **the Humphrey Program is not appropriate for those who wish to concentrate on academic work required for a U.S. degree. Humphrey Fellows cannot transfer from non-degree status to degree status under any circumstances.** Humphrey Fellows spend a considerable portion of their time engaged in off-campus activities such as internships, field trips, workshops, and special projects that give them practical experience in their professional fields. Fellows who successfully complete the program are awarded a Certificate of Participation.

**FINANCIAL PROVISIONS:** The Humphrey Fellowship provides a monthly maintenance allowance, a book and supplies allowance, tuition and fees when applicable, round-trip international travel to the host institution (and to the Fellow’s English-language training program when applicable) and domestic travel to Washington, D.C. for a special seminar. Supplementary funds are provided for professional activities such as field trips or attendance at conferences. **Humphrey Fellowships are not renewable.**

Humphrey Fellows should plan to bring with them some personal funds to cover incidental expenses not covered in the grant. **Humphrey Fellowships do not include funds for dependents (family members)**. Humphrey Fellows are responsible for providing travel, insurance, and financial support for any dependents accompanying them in the United States. **Please note that English and orientation centers cannot accommodate dependents. Therefore, dependents should not arrive in the United States until the Fellows are settled in their academic year programs and have secured housing (at least 30 days after the Fellow’s arrival) at the host campus.**

**Field of Study Descriptions**

• **Agricultural and Rural Development**

Suitable candidates include individuals from the public sector, non-governmental organizations, and business focused on agricultural and food system development and/or rural development. The field includes, but is not limited to, the following areas of specialization: food security, sustainable farming systems, agricultural research, extension management, agricultural marketing and value chain management, post-harvest technology and food safety, trade and food policy, and rural livelihood enhancement.

• **Communications/Journalism**

Appropriate candidates include those using media in all its current forms to facilitate global

development for their country. Journalists in this field could work for private media outlets or state run public broadcasters with a focus on independent reporting and transparency. Journalists can work in any platform (print, broadcast, online) using digital and social media tools to cover a wide variety of subject beats, including, but not limited to public affairs, arts and features, social issues, business news and investigative topics. Other individuals might manage the public or internal communications for non-governmental organizations, for state-run media, governmental agencies and private business enterprises.

• **Economic Development**

This field may be interpreted very broadly. Suitable candidates include policy makers and

administrative managers focusing on contemporary development issues including population

growth, agriculture and industrial development, poverty and income distribution, labor markets, and foreign trade. Individuals who are working in the fields of sustainable development and microfinance in the public or private sector are also appropriate.

• **Educational Administration, Planning and Policy**

Individuals who are contributing to national or regional education planning, policy development and implementation make good candidates. University professors with an exclusively academic focus are not suitable; however, university professors in administrative or policy-making positions are eligible. Candidate profiles also include those focused in the more technical areas of education: curriculum development, instruction and learning assessment techniques, program design and adult learning, teacher training, and the use of technology in higher education. These individuals may be teachers if they also have additional responsibilities in the areas above.

• **Finance and Banking**

Suitable candidates include individuals who are involved in the management of financial institutions, the regulation of depository institutions and securities, transnational lending and trade financing, or public-private partnerships. Corporate financial managers and analysts are appropriate if they are interested in and able to convey how their work will impact the development of the country. Individuals in this field are not suitable for the Humphrey Fellowship Program if they are primarily concerned with expanding a corporate entity’s market share.

• **Higher Education Administration**

This field of study is intended for individuals who devote a significant portion of their professional life to policy formation, strategic decision-making, planning and management in higher education. Individuals holding administrative or policy-making positions at institutions of higher education, non-profit organizations or government ministries are eligible. Suitable candidates also include those focused on functional areas of higher education, such as curriculum design, techniques for instruction and learning assessment, vocational and life-long learning programs, and areas of higher education administration such as financial management, student affairs, academic affairs, business affairs, recruitment and admissions, development and alumni relations, and the use of technology in higher education. These individuals can be faculty at institutions of higher education if they also have significant additional responsibilities in the areas listed above.

• **Law and Human Rights**

Attorneys, judges, and human rights activists are the most suitable candidates in this field. The

range of law specializations is far reaching; some of the more common include: constitutional,

criminal, business, civil rights, family/child, alternative dispute resolution, international

humanitarian, international trade, international business, intellectual property, and telecomm-unications law. Individuals engaged in legal and judicial reform and the administration of justice also are appropriate candidates.

• **Natural Resources, Environmental Policy, and Climate Change**

Natural resource and environmental managers are appropriate candidates for this field. Policymakers working on the protection of natural resources, water quality, pollution control, land use, conservation, and environmental impact assessment also are suitable. Climate change is a critical emerging field open to professionals working in a range of disciplines, including policy development, clean technologies, carbon management, and response planning or adaptation to new climate patterns.

• **Public Health Policy and Management**

Physicians, clinicians with management responsibilities, health educators, and other practitioners

with policymaking responsibilities in this field are suitable candidates. Past Fellows’ interests have included: management of public health care organizations; health care delivery through communitybased organizations; reproductive, adolescent and child health; and epidemiology in public health practice. Candidates who are primarily practitioners in their field are not appropriate. For example, dentists whose program goals are to be more effective dentists in a clinical setting are not appropriate candidates for the program. Instead, dentists or other practitioners who are interested in acquiring skills and knowledge to become better administrators of public health programs, which might, for example, promote health education in their community or country, would be a better fit for the program.

• **Public Policy Analysis and Public Administration**

This field may be interpreted very broadly. Policy issues that past Fellows addressed have included: regional economic and workforce development planning, public management and leadership, financial management in public and non-profit organizations, poverty and inequality, gender, public finance and revenue administration, domestic and foreign development policies, political transition to market-based democracy, planning and the global knowledge economy and private sector development.

• **Substance Abuse Education, Treatment and Prevention**

Candidates in this field may be focused on problems of alcohol, drug and tobacco abuse as well as broader areas of public health that relate to substance abuse, such as HIV/AIDS, mental health, medicine, psychology, social work and counseling. Previous Fellows in the substance abuse field have come from schools and universities, community-based treatment and prevention programs, hospitals, criminal justice settings and local or national policy agencies. Fellows in this field will have access to strong university-based research programs as well as contacts with community, state and national professionals and provider groups working in substance abuse.

Humphrey Fellows who have a background and interest in research are also eligible to link more closely with the National Institute on Drug Abuse (NIDA), one of 27 research institutes and centers of the National Institutes of Health (NIH). Candidates for Humphrey Fellowships that may be selected for special funding by NIDA must meet all the regular selection criteria, including demonstrated potential for leadership and public service, but in addition show a strong commitment to research and the development of scientific links that will lead to on-going international collaborations with NIDA in the field of drug abuse prevention and treatment. All of the Fellows in the Substance Abuse field will be part of the joint programming offered by NIDA, even if they are not directly supported by this agency.

All candidates applying for fellowships in the field of drug abuse should fill out the special form for candidates in this field regardless of degree held, the number of their publications, or their research experience.

• **Urban and Regional Planning**

Appropriate candidates for this field include architects, engineers, planners, urban designers, urban economists and sociologists, and historic preservation specialists. The field of Urban and Regional Planning should be broadly interpreted to include the following: urban infrastructure, transportation policy and planning, water and sanitation, town and rural planning, land use and urban design, housing and real estate development, international and comparative planning, environmental protection and planning, ecological land development, public policy, social policy, urban redevelopment policy, economic development and planning, regional economic integration, economic conversion, urban finance management, and urban spatial analysis using geographic information systems.

**APPLICATION GUIDELINES:**

* Please read the instructions for completing this application carefully before proceeding. Answer every question as completely as possible. All questions must be completed in English.
* **Please take special notice of question 13 within the application form, in which the question reads "Give a 50‐word summary of your proposed program plan**. This section is very important as members of the J. William Fulbright Scholarship Board read this summary and determine whether to approve Humphrey nominations. Please be sure to provide a succinct but substantive summary statement.
* Please pay special consideration when completing all narrative questions on the application form, including questions 20, 21, 22, 23, 24 and 25.

**Note:** Once you have submitted your application you will no longer have access to it or be able to view it.

**IMPORTANT NOTES: SUPPORTING DOCUMENTATION NEEDED TO COMPLETE YOUR APPLICATION**

**Your application is not considered a complete one until the Fulbright Commission in Egypt receives all your supporting documentation. The following HARD COPIES must be given to the Commission prior to or by the deadline on July 12, 2016 (Do not submit the application to IIE):**

1. One hard copy of the submitted online application form
2. Confirmation of application submission form
3. Valid minimum institutional (local) TOEFL score of 525 Paper-Based (PBT) from AMIDEAST, or 195 Computer-Based (CBT), or 71 Internet-based (iBT) or IELTS 6
4. For Long Term English candidates, valid minimum institutional (local) TOEFL score of 450 is required.
5. Two letters of reference, one of which must be from your immediate supervisor in your current position. The letters of reference should be written in English or should include an English translation
	1. 1st Letter of Reference (employer) (Pages 8 and 8A)
	2. 2nd Letter of Reference (academic/other) (Pages 9 and 9A)
6. Transcripts and Diplomas: This must include:
	1. 1st degree
	2. Translation
	3. 2nd degree (if applicable)
	4. Translation
	5. 3rd degree (if applicable)
	6. Translation

**Important Notes Regarding Transcripts and Diplomas:** Copies of complete and certified academic documents covering your entire period of study at universities or other postsecondary institutions, including advanced degrees. Arabic documents must be accompanied by complete English translations. To be considered official, each academic document must bear the seal of the issuing institution as well as the signature of its officials. Your academic documents must consist of:

* + An official transcript from each university or other post-secondary institution, listing the subjects you studied and the grades (marks) you received during each year of your enrollment. Include all postsecondary institutions you attended, even those from which you did not receive a degree or diploma
	+ An official certificate, or official evidence of each postsecondary or university degree, diploma, or certificate awarded to you
1. One passport size photo
2. Applicants in the field of Substance Abuse Education, Treatment and Prevention must **complete 5A**. Applicants in all other fields should not complete this form.

**Tentative dates and Time Frame for the Nomination Process:** The Nomination process consists of a technical and qualitative review. While the Fulbright Commission is the nominating agency, final selections will be made by the Humphrey Program Office, Institute of International Education (IIE), in the U.S.

Announcement of the Program: April 7, 2016

Deadline for submitting applications: July 12, 2016

Technical review of applications: August, 2016

Personal Interviews: September, 2016

Nomination: October, 2016

Announcement of final selection by IIE: March 2017

**Contact Information**: For inquiries, please contact the Binational Fulbright Commission’s US team at:

Telephone # (02) 33359717, or (02) 33357978 ext. 150 (working hours are Sundays through Thursdays, from 8:30 am to 4:30 pm.)

Address: 21 Amer Street, Messaha, Dokki 12311, Giza

Fax: (02) 37627346

E-mail: **USTEAM@bfce.eun.eg**

Website: www.fulbright-egypt.org

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| **Applicant Checklist** |
| PLEASE SAVE THIS FORM AND REFER TO IT BEFORE SUBMITTING YOUR APPLICATION!DEADLINE: JULY 12, 2016 |
| Hard Copy of the Submitted Online Application |  |
| Substance Abuse Field of Study form - **if applicable** |  |
| Valid Local TOEFL above 450 or equivalent IELTS |  |
| Copies of official certificates and diplomas with translations if necessary |       |
| Copies of official transcripts with translations if necessary |       |
| First Letter of Reference (from Current Employer) |       |
| Second Letter of Reference  |       |
| Confirmation of Submission Form |       |
| One passport size photo |       |