



AMERICAN PUBLIC WORKS ASSOCIATION

Your Comprehensive
Public Works Resource

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Jennings Randolph International Fellowship Program

Funded through Eisenhower World Affairs Institute

CALL FOR APPLICANTS FOR 2012 JENNINGS RANDOLPH INTERNATIONAL FELLOWSHIP PROGRAM (Mexico and New Zealand)

The APWA International Affairs Committee is pleased to announce the call for applicants for the 2012 Jennings Randolph International Fellowship Program. In 2011, four APWA members were funded for study tours in Australia, Mexico, and the Slovak and Czech Republics.

It is the intent of the International Affairs Committee (IAC) to award fellowships each year for APWA members to travel to countries with which APWA has formal international partnerships with other public works associations.

Applications are now being accepted for 2012 for the following locations:

- ICLEI-Mexico – generally one national conference and two-three regional conferences during the year
- Association of Local Government Engineering New Zealand Incorporated (INGENIUM – New Zealand) – June 2012

To be eligible for 2012 fellowships, **applications must be received at APWA headquarters by midnight on November 15, 2011.** The successful applicant(s) will be notified by the end of January 2012.

To access the Jennings Randolph Fund Guidelines and the application form, click on this link (<http://www.apwa.net/About/International/>) or contact Gail Clark at 202-218-6732 or gclark@apwa.net.

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Guidelines Revised June 2011

“Public works is a powerful instrument
for understanding and peace.”

-Jennings Randolph

(West Virginia Senator, 1932-1985, known as the “Dean of Public Works Legislators”)

Jennings Randolph International Fellowship Program Guidelines

Purpose

The Jennings Randolph International Fellowship Program was established at the Eisenhower World Affairs Institute in May of 1987 and is administered by the American Public Works Association. The APWA International Affairs Committee annually solicits and reviews proposals and makes a recommendation to the Eisenhower Institute for those fellowships to be awarded in any given year. The Institute reviews and, if appropriate, approves the recommendations. The fellowship supports participation at a public works conference of one of our international partners and a public works study tour in that country.

The mission of the Eisenhower Institute is to advance Former President Dwight D. Eisenhower's intellectual and leadership legacies in foreign and domestic policy through: a rigorous pursuit of facts; the encouragement of reasoned and respectful debate; and the quest for outcomes that serve the American people while promoting justice and international peace.

In making the program available, APWA hopes to further its international principles:

- To provide an opportunity for individuals to broaden their knowledge and exchange experiences and information on trends and advances in public works, through direct contact with APWA international partners.

- To promote friendship and understanding among public works staff on an international basis.
- To provide a venue for the exchange of information between APWA and our international partner countries. Currently, these countries are: Australia, the Czech Republic, Mexico, New Zealand and the Slovak Republic.

The Jennings Randolph program has been in place since 1988.

The following are several names of the recipients and the topics that have been previously explored:

- 2006: Patricia Bugas-Schramm, "Methods for assessing risk in funding public infrastructure needs" in New Zealand.
- 2006: Julio C. Fuentes, "Implementing short-term traffic engineering methods along a congested corridor" in Mexico.
- 2007: Williard A Bruce, "Waste management/waste disposal legislation, regulation and practices" in Slovak and Czech Republic.
- 2009: Tricia Aragon, "Public works role in mitigating construction impacts of private development" in New Zealand.

Eligibility

Any individual may apply for this stipend.

However, members of the APWA International Affairs Committee (IAC), sub-committees and task forces of IAC and may not apply during their term of office. APWA National Officers and Board of Directors may not apply for a five year period following their APWA Board participation.

Leadership experience in an association related to the practice of public works is a bonus if two or more proposals are determined to be of equal desirability and sufficient funding is not available to support both applicants.

Selection

Recipients will be selected based on the funding available, thoroughness and completeness of the application and supporting documents, the appropriateness of the topic of study and the relation of the topic to public works and how well developed the goals and objectives of the study are identified and developed.

Selection Criteria and Process

The basic mission of the program is as follows:

Recipients will present public works/ infrastructure related papers at APWA's international partnership countries' public works related conferences; coupled with a one-week or more extended study tour of public works facilities in that country; and a paper regarding that tour presented at the next available APWA Congress and other professional organizations; and preparation of an article in the APWA Reporter.

APWA anticipates that the following terms and conditions will be met:

- The study tour should last approximately two weeks with up to one week spent participating at the host Conference through presentation of a public works/infrastructure related paper and a further week spent studying a particular aspect of public works in that county. The extended week may be scheduled either prior to or following the Conference, depending on the scheduling and requirements of the study tour. "Job shadowing" during a portion of the tour is encouraged.
- The study topic will be mutually relevant to the specific country and APWA members.
- The reimbursement provided will generally cover the airfare expenses.
- The registration fee for the host conference will be complimentary.
- Respective APWA international partnership task forces will have oversight of the study program, however, the selected recipient and the counterpart country will design the specific program. Arrangements may be made to visit other cities/ programs in the host's country.
- The participant will hold an educational session at the next available APWA Congress to present how the exchange contributed to the participant's professional development and what impact management policies and innovations learned abroad will have on the participant's local government.
- The participant will prepare an article for the APWA Reporter within the year following the study tour, describing the objectives for the tour and the lessons learned.
- All costs beyond the amount of the reimbursement associated with other activities including additional travel and accommodation will be paid by the participant or an outside funding source secured by the participant.
- Costs for any additional family members travelling with the participant will be borne by the participant.
- Participants will be presented with a certificate at the following year's APWA Congress and will be recognized at the International Reception at that Congress.

Selection Process

The selection process and criteria that will be used to make the final selection(s) is as follows:

1. The application and supporting documentation will be reviewed for the following:
 - a. Completeness and accuracy of the application
 - b. Relevance of the topic for the specific country.
 - c. Relationship of the study to public works
 - d. The application meets the purpose of the program

Any proposals failing to meet the above criteria will be eliminated from further consideration.

2. Proposals meeting the foregoing criteria will be reviewed by the International Affairs Committee using a rating system to evaluate the proposal as objectively as possible. The criteria to be evaluated includes:
 - a. The study objectives are clearly identified, feasible and well developed.
 - b. The presentation proposed is appropriate for the study tour.
 - c. The study tour will advance international objectives and the international mission of APWA.
 - d. The study relates well to the background and career of the individual.
 - e. The theme of the study is relevant and is consistent with public works interests and issues in the United States and/or Canada and the country to be visited .
 - f. The extent to which the proposal is well thought out and clearly understood.
 - g. If similar proposals are submitted,

the committee will select the proposal that best meets the selection criteria.

h. Other information may be relevant, especially if more than one proposal is determined to be of equal desirability and sufficient funding is not available to support both applicants. In that case, the following information will be considered to assist in making the final decision:

- Prior international experience
 - Language skills appropriate for the country of choice
 - A demonstrated depth of knowledge or expertise in the particular field of study
3. Applications will be reviewed by the APWA International Affairs Committee, with the top one (or possibly two) recommendations for each selected country forwarded to the Eisenhower Institute (EI).
4. If deemed necessary by the Committee, a follow-up telephone call interview may be scheduled with the individual applicants prior to submitting the final recommendation(s) to the Eisenhower Institute.
5. The Grants Committee of the Eisenhower Institute Board of Directors will select the final winner(s).

Fellowship Awards

The Jennings Randolph Fellowship will be awarded on the basis of the funding that is available each year. Depending on available funding, some years may result in the award of more than one fellowship.

Partner national conferences are generally held as follows:

- Slovakia Public Works Association (SPWA) and Czech Republic Public Works Association (CZPWA) - are held annually.
- Asociacion de Municipios de Mexico, A.C. (AMMAC) – is held annually.
- Institute of Public Works Engineering Australia (IPWEA) – is held every odd year.
- Association of Local Government Engineering New Zealand (INGENIUM) – is held annually.

The actual dates and locations will vary from year to year. The recipient's schedule must be flexible in order to accommodate the program schedules for each specific fellowship.

At this time, it is the intention that fellowships will be awarded for attendance at the Australian, New Zealand and Slovak Republic/Czech Republic conferences every second year and the AMMAC conference annually.

Reimbursements granted for travel to our partner countries are limited to a maximum of \$2,500.00 (USD) to assist with travel costs and other expenses that may be covered.

No specific monetary match is required of the participant other than through an in-kind match of use of annual leave or an employer granting leave with or without pay for this study tour. However, participants should expect to bear some personal costs beyond the travel allowance provided.

The reimbursements will be made by APWA in full in the form of a travel allowance. APWA will require a completed APWA "Travel Voucher" form and original receipts documenting the use of the allowance no later than December 15 in the year of the fellowship. If the receipts equal or exceed the amount of the stipend, APWA will not be required under IRS regulations to issue a 1099-MISC form.

In the event the recipient does not submit a travel voucher and original receipts the recipient will receive a 1099-MISC for the entire amount of the stipend.

Recipient Responsibilities

1. Each participant must propose a topic of study related to public works which will be presented at the partner's conference; such subject based on their own choice or that of their employing organization.
2. Each participant must complete and submit an application and supporting documents in the format prescribed by APWA by the published deadline.
3. Each participant must complete a budget and tentative schedule for the trip, including any other sources of funding for costs not covered by

the fellowship.

4. Each participant is required to participate in the partner's National Conference for its full duration plus a minimum of one-week of study either prior to or following the conference.
5. Each participant is required to address the partner's National Conference on the subject of their study.
6. Each participant is to prepare an article for the APWA Reporter on the study of the partner's public works project(s) within one year of return.
7. Each participant is to make a presentation at the next available APWA Congress on the study tour. The report/presentation should explain how the study tour contributed to the participant's professional development and what impact management policies and innovations learned in the host country will have on the participant's local government. Following the study tour, the participant is to complete a 100-300 word abstract of the proposed presentation to the APWA Congress in the format designated by the APWA Education Department.
8. Each selected participant will have responsibility for working with the host country and its respective APWA Partnership Task Force in developing a mutually agreeable program and arrangements.
9. Each participant shall bear all costs beyond the stipend provided.

Applications

Click here for a downloadable Word version of the application form:
www.apwa.net/JenningsRandolphApp

Applicants must complete and submit the application form in full. The information furnished in the application shall include the following:

- Identify the country desired to visit
- Name of individual, name of employer, title, office, employer and home addresses, telephone and fax numbers, e-mail address(es)
- Country of citizenship
- Education summary
- Career resume or curriculum vitae
- Language proficiency
- Employment history
- Professional activities
- Other interests/hobbies
- At least three references, including your supervisor, if appropriate, who are familiar with your background and work history
- A Study Project Description
 - This must be prepared on a separate sheet(s).
 - The description must contain 300-500 words that fully describes the study project you wish to take in the country identified.
 - Provide supporting data that explains how the study will be used.
 - Clearly state the objectives and issues you intend to address.
 - Briefly outline the presentation to be made to the selected partner conference.

Applications should be submitted (electronically is preferred) to APWA upon a call for applications once a year (generally in August), issued through the APWA Reporter and on the APWA InfoNOW Communities. All applications and materials are to be submitted to Gail Ann Clark, APWA International Affairs Committee Liaison at gclark@apwa.net.

If sending a hard copy, please mail eight copies to:

Gail Ann Clark
International Affairs Manager
American Public Works Association
1275 K Street, Suite 750
Washington, DC 20005

Submitted documents will not be returned.

This e-brochure is posted on APWA's website, www.apwa.net.

All applications must be received at APWA headquarters no later than midnight, EST on November 15, 2011. The successful applicant(s) will be notified within 90 days following the submittal deadline.



Jennings Randolph International Fellowship Program Application

Applications are now being accepted for 2012 for the following locations: ICLEI-Mexico Applications are now being accepted for 2012 for the following locations:

- ICLEI-Mexico – generally one national conference and two-three regional conferences during the year
- Association of Local Government Engineering New Zealand Incorporated (INGENIUM – New Zealand) – June 2012

Mail to: Mail to: Gail Ann Clark, International Affairs Manager
 American Public Works Association, 1275 K Street, Suite 750,
 Washington, DC 20005
 by November 15, 2011, 5:00 p.m EST;

or E-mail to: gclark@apwa.net
 (application should be an attachment to the e-mail);
 Or Fax to: (202) 218-6732

1. Name

2. Address **City** **Country** **Zipcode**

3. Office Phone **Home Phone** **FAX #** **E-mail Address:**

4. Country of Citizenship

5. Education: *List institutions attended beyond secondary (preparatory) school; include current registration in a degree program or professional enrichment course, special institute, etc.*

Institute Name	Location	Subject(s)	Dates (mo/yr) from-to
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Diploma/Degree/Certificate (yr.)

6. Language:

Speaking	Reading	Writing
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7. Employment: *List positions held (full time, part time); begin with current or most recent position; attach additional sheets if necessary.*

Employer	Address	Duties	Dates (mo/yr) from-to
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8. Restrictions or special requirements: *List any physical, dietary, or religious restrictions or special requirements relevant to your participation in this program.*

9. Professional activities: *List teaching and consulting work, if not a full-time occupation; major publications; membership in APWA.*

10. Other interests/hobbies:



Jennings Randolph International Fellowship Program Application

11. Study project description: *On a separate page, outline in some detail (300-500 words) the public works study project you wish to undertake in the country identified. Provide supporting data, as appropriate, to explain how the project's results will be used and objectives/issues you would like to pursue during the study tour on a particular public works defined topic.*

12. List three references, including your supervisor, who would encourage you in this venture:

Name and position	Address	Relationship
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Name and position	Address	Relationship
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Name and position	Address	Relationship
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"I acknowledge that I will need to bear costs beyond the travel allowance provided through the fellowship."

Signature of Applicant

Date