

## Hubert H. Humphrey Fellowship Program

Academic Year 2024-25

The Hubert H. Humphrey Fellowship Program brings accomplished young and mid-career professionals with demonstrated leadership potential to the United States for a year of non-degree graduate-level study, leadership development, and substantive professional collaboration with U.S. counterparts. By providing future leaders and policy makers with experience in U.S. society, culture, and professional fields, the program provides a basis for lasting, productive ties between Americans and their professional counterparts overseas. Fellows are nominated by U.S. Embassies based on potential for leadership and commitment to public service. The J. William Fulbright Foreign Scholarship Board (FFSB) reviews all recommended candidates for final approval. Primary funding for the Humphrey program is provided by the Department of State's Bureau of Educational and Cultural Affairs (ECA) from its Congressional appropriation for exchanges.

For 2024-2025 Hubert H. Humphrey Fellowship Program, Mission India is able to nominate up to six applicants from Bhutan who will compete with other nominees from around the world.

**The 2024-2025 application is now open in Slate. Applicants can access the application on the Institute of International Education (IIE) website at <https://apply.iie.org/huberthumphrey>. The deadline for submission of applications is Saturday, June 24, 2023. Applications must be complete for the candidate to be considered. TOEFL scores do not need to be present for an application to be considered complete. We plan to shortlist the eligible candidates by Friday, July 21. The interviews for the Final Selection will be on or around the week of August 7-11, 2023.**

### **Program Components:**

**a. Academic:** The Humphrey program is classified as a non-degree program by the Student and Exchange Visitor Information System (SEVIS). Humphrey Fellows cannot transfer from non-degree status to degree status under any circumstances. Humphrey Fellows pursue tailored study programs at participating host institutions, where the freedom from the requirements of a degree program gives each Fellow the flexibility to pursue a self-directed, individualized program. There is no provision for Fellows to request placement at a particular university. Approximately 13 campuses have been selected through a competitive process to host Fellows in groups with thematic and subject affinities. Each university is chosen based on institutional resources and the level of support and guidance it offers to the participants. Each campus has a designated faculty coordinator for academic and administrative support. In addition, faculty advisors also assist Fellows in pursuing balanced academic and professional programs.

**b. Professional:** Professional enrichment activities include professional visits, conferences, training programs, and a professional affiliation (work attachment). The professional affiliation provides firsthand exposure to an American work environment on a full-time basis for a minimum period of six weeks. Early in the academic year, each Fellow develops, with assistance from the local campus coordinator and faculty advisors, a detailed plan of practical professional activities geared to the Fellow's Humphrey program objectives.

### **Program Fields**

### **Human and Institutional Capacity:**

- **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 micro-finance in the public or private sector are also appropriate.

- **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.

- **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.

- **Technology Policy and Management**

Network administrators, engineers, and urban planners involved in formulating technology policy and planning and managing technological change and systems are suitable candidates in this field. Officials in the Ministry of Education and educators who teach technology and science in higher education institutions and can demonstrate leadership in curriculum development or administration in this field are also appropriate candidates.

### **Rights and Freedoms:**

- **Communications and 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 diplomacy, 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.

- **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 telecommunications law. Individuals engaged in legal and judicial reform and the administration of justice also are appropriate candidates.

### **Sustainable Lands:**

- **Agricultural and Rural Development**

Suitable candidates include individuals from the public sector, non-governmental organizations, and businesses 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.

- **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.

- **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.

### **Thriving Communities:**

- **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 community-based 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.

- **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). All Fellows in the Substance Abuse field will be part of the joint programming offered by NIDA.)*

- 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.

### **English Language Testing**

U.S. universities require current English language test scores for Humphrey candidates from all countries outside the English-speaking Caribbean. All nominees should take the TOEFL between May and September 2022. Applicants with TOEFL scores lower than 525 on the paper-based test (PBT) or 71 on the internet-based test (iBT) are not technically eligible for the regular Humphrey competition but may be eligible for the Long-Term English program.

**If at all possible, Humphrey Fellowship encourages candidates to take the Internet-based TOEFL exam (iBT).** However, if taking the TOEFL (or the IELTS) exam will not be a possibility for candidates in Bhutan, we have determined the official alternative testing option could be through Duolingo.

### **Duolingo English Test**

The [Duolingo English Test](https://englishtest.duolingo.com/scores) can be taken at home using a stable internet connection and a computer that has a front-facing camera, a microphone, and speakers. The results of the Test are typically available in less than a week, and scores can be compared to those of the TOEFL iBT here: <https://englishtest.duolingo.com/scores>. More information about the test, and test requirements, is available here: <https://englishtest.duolingo.com/>.

If you require coupons for the Duolingo English Test because the TOEFL (or IELTS) exam will not be available for your candidates, please reach out to the Public Diplomacy Section of the U.S. Embassy in New Delhi as soon as possible. Duolingo English Test coupons differ from TOEFL vouchers in that they are pre-paid; thus, only the number of coupons *that will actually be used* should be requested (and not to exceed the number of TOEFL vouchers provided). If a candidate takes the Duolingo English Test, they cannot later take the TOEFL exam utilizing the vouchers – only one English proficiency exam can be paid-for by the Humphrey program per candidate, per application cycle.

**Note:** We do not require English proficiency test scores to be present at the time a candidate submits their application in Slate. We expect test scores to be submitted by the time of nomination (October 1, 2023).

### **An Update About TOEFL Paper-delivered Testing (TOEFL rPDT)**

If your country only has access to the paper-delivered TOEFL (rPDT), we strongly recommend you consider the above option through Duolingo instead.

### **The Application**

Interested applicants complete the application here: <https://apply.iie.org/huberthumphrey>.

The following documents may be uploaded to the online application by applicants.

- Transcripts and diplomas (including course listings and grades received) for each higher education degree received. Transcripts not in English should include an English translation.

The following should be uploaded directly by recommenders.

- Recommendation forms and letters

### **Application Completeness & Eligibility of Applicants**

While reviewing applications in preparation for submission, applicants must ensure all sections of the application are complete.

#### **Completeness**

Applications must contain:

- Complete answers to all required questions; essay responses must thoroughly address the prompt.
- Two letters of reference; one must be from the applicant's current employer.
- Official transcripts in English: Ensure all transcripts uploaded by the applicant are official, valid documents. Transcripts must list courses taken and grades received. Diplomas need only be uploaded if the transcript does not show proof that the degree was obtained.

#### **Eligibility Criteria**

Candidates meeting any of the following criteria are ineligible for the Humphrey Fellowship.

- Individuals without a first university degree.
- Individuals with fewer than five years of full-time professional experience beyond attainment of a first university/undergraduate degree prior to August 2023.
- University teachers with no management or policy responsibilities, except for teachers of English as a foreign language and specialists in substance abuse 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 2023.
- Individuals who have had more than six months of U.S. experience during the five years prior to August 2023.
- Individuals with dual U.S. citizenship or U.S. permanent resident status.

#### **Primary Eligibility Criteria**

Candidates who possess the following qualifications stand the best chance of being selected.

##### **• Leadership Ability**

Successful candidates should have achieved positions of significant responsibility at the national, regional, or local level and show clear promise to assume greater future leadership roles.

##### **Commitment to Public Service**

Candidates' careers must reflect a present and future commitment to public service, broadly defined, in the public, NGO, or private sector of their home country.

##### **• Candidate's Objectives and Program Plan**

The candidate's stated objectives should be consistent with the overarching goals of the Humphrey Program. This program is not designed for applicants wishing to complete a degree or pursue research within traditional academic disciplines. The selection committee is looking for evidence of the candidate's seriousness of purpose and commitment to broaden, deepen, and enhance his or her ability to contribute professionally to the development of his or her country. A candidate whose statements focus primarily on how the program will benefit his or her individual career is less likely to be selected by the DC-based review panels.

Additionally, the candidate's program plan, career goals, and personal statements must be clear, explicit, and well thought through. The professional component of the Humphrey Program differentiates it from other exchange programs. Early in the academic year, each Fellow, with the host university's assistance, develops a plan carefully geared to his or her training needs, including both academic work and professional experiences. Ideal candidates should be interested in and willing to devote time to professional activities, including a professional affiliation (a work attachment lasting a minimum of six weeks) with a relevant U.S.-based organization.

Another important aspect of the Humphrey Program is the Fellow's role as a resource at the university and in the community in increasing international understanding. Interest in a broad range of activities both on-campus and off makes the most rewarding year for Fellows.

#### **• Professional Qualifications**

The nature and quality of the candidate's professional experience should be commensurate with the type of training and study experience he or she seeks. Candidates should be policy makers, managers, and/or administrators, not technicians or (with the exception of substance abuse candidates) researchers.

Candidates should be currently employed and have the backing of their employers; they should discuss their training plans with their supervisors to make sure they will be able to obtain a leave of absence for a period of 10-15 months.

The Humphrey Program was originally designed with an assumption that the Fellows' salaries would be maintained while they are in the United States. Continuation of salary support is particularly important for Fellows who must support dependents whether at home or in the United States. In addition, continued salary support or approval of unpaid leave is often an indicator of future success in applying the benefits of a Humphrey Fellowship to the home country. If a candidate must resign from a position to accept the award, the ramifications should be seriously discussed with the candidate and his or her employer. If an employer cannot or will not guarantee a job until the Fellow returns, the Embassy will send a statement in lieu of the employer's leave of absence to explain these circumstances and to confirm its understanding of the Fellow's commitment to return home after completing the Humphrey year in the U.S.

#### **• Capacity to Benefit from the Program**

Candidates must have a minimum of five years of full-time professional experience beyond the university degree prior to August 2023 and a record of superior performance. Candidates should have taken advantage of training and professional development available in their home countries and should be at a point where they will derive maximum benefit from a year of non-degree study and professional enrichment in the U.S.

- **Need for the Program**

Candidates should indicate how they can benefit from the program in ways that they have not already experienced.

- **Personal Qualifications**

During their Humphrey year, Fellows are expected to be resourceful, display initiative, and be able to network diplomatically with U.S. organizations and professionals. Outgoing, self-directed, and confident individuals can take best advantage of the program. Persons needing substantial guidance and assistance will not fare well. Fellows will be placed in an environment where they must accept responsibility for the design and implementation of their own programs.

- **Academic Qualifications**

Candidates should have at least a first university degree (equivalent of a Bachelors or undergraduate degree). There should be evidence that the candidate's academic background is sufficiently strong to undertake graduate-level study at a major U.S. university.

- **Language Proficiency**

Candidates are expected to be proficient in English as measured by the Test of English as a Foreign Language (TOEFL).

The Humphrey Program offers a Long-Term English (LTE) language training opportunity to facilitate the participation of candidates from non-elite populations, rural areas, minority groups and others who may be excellent "Humphrey material" but are lacking the necessary language skills. LTE participants will be brought to the U.S. for an intensive 8-week pre-academic program to improve their language skills.

The Royal Government of Bhutan may facilitate the identification of up to three candidates for the LTE program in addition to their regular nomination quota of three. LTE candidates should meet all Humphrey Program requirements, including leadership ability and commitment to public service, but may have lower language proficiency than would normally be required.

### **Secondary Review Criteria**

- **Gender**

The Humphrey Program aims to achieve a balance between the number of qualified female and male participants. Recruitment of qualified women should be a priority, especially in countries with an acute need to promote new roles for women professionals. The program may be promoted in women's publications and organizations, and through alumni.

- **Age**

There is no age limit for the program; however, candidates under 30 need to clearly demonstrate the maturity and discipline needed to carry out a flexible, self-directed program. For candidates over 50, their potential to contribute in a substantial way to their profession upon return to their home country should be assessed and addressed. Persons whose careers have been interrupted for family or political reasons may also deserve special consideration.

### **Timeline for 2024-2025 Hubert H. Humphrey Fellowship Program**

May 29, 2023

Official launch of invitation to apply

June 28, 2023	Deadline for submission of applications
July 21, 2023	Shortlisting of applicants for final interviews
August 9, 2023	Interviews for final selection
September 2023	Deadline for nominees to take TOEFL
October 1, 2023	Deadline to submit nominations to IIE, Washington, D.C.
October-November 2023	Technical review of applications by IIE, Washington, D.C.
January-February 2024	Selections made by Humphrey board, Washington, D.C.
March 2024	Notification to selected candidates

### **Dependents**

Humphrey Fellows may bring dependents on J-2 visas to accompany them while in the United States if they meet all criteria described in this paragraph. All expenses for J-2 dependents must be covered by the Fellow. The Humphrey Fellowship stipend is not sufficient to support anyone in addition to the Fellow. Awards do not include an additional allowance for dependents. Candidates should be advised of the high cost of living in the United States if they are considering whether to have dependents join them. Dependents may not accompany Fellows to English language training under any circumstances.

Fellows who wish to have family members join them during all or part of their fellowship year must receive prior approval following a technical review of evidence that they have adequate personal funds to cover living expenses and dependents' health insurance and childcare. Health insurance for dependents is required and may cost USD 200 per month per dependent.

### **Medical Forms**

Medical exams are not required as part of the initial application process. It is not necessary to complete medical evaluation forms until a candidate is advanced to principal status following approval by FFSB in Washington, D.C.

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