2017 Host Institute Program Agenda Guidelines

The program agenda is designed to give IREX and the U.S. Department of State an idea of the structure and content of the proposed Mandela Washington Fellowship Institute. Please do NOT list a daily agenda, but rather outline the framework and the overall themes and ideas that will be developed and implemented over the course of the proposed Institute. The program agenda overview should walk readers through a Fellow’s experience in the program and clearly highlight the learning objectives for each week of the Institute. Your total overview may not exceed 6 pages.

Note: Universities applying to host more than one Institute must create a separate program agenda overview for each proposed Institute.

Please include the following information in your program agenda overview:

- Institute Overview
- Institute Objectives and Goals
- Weekly or Thematic Unit Overview: including the topics covered and their relevance to the Institute’s theme or sub-theme, as well as the thematic learning objectives or goals
- Summaries of the following Key Program Components:
  - **Practical Academic Sessions**: Consist of an integrated series of highly interactive learning experiences including seminars, group discussions, skills-building exercises, experiential activities, and assignments. Sessions should expose Fellows to a variety of presenters with diverse backgrounds, viewpoints, and occupations and facilitate opportunities for Fellows to create connections between American examples and their experiences in their home countries.
  - **Site Visits**: Provide an important form of experiential learning and are most successful when they complement the thematic structure and/or are preceded by an academic session to provide background and context. These visits offer Fellows critical insight on how Americans deal with challenges, both successfully and unsuccessfully. They also serve as introductions to a broad network of Americans whose work might have applicability in the Fellows’ home countries.
  - **Leadership Training**: Equips Fellows with additional leadership skills to enhance their leadership capacity in their home communities. The specific leadership model approach is determined by the Institute, but sessions should be creative, interactive, and team-oriented. Practical group exercises, self-reflection, and skills development are also important components of leadership training.
  - **Community Service**: Exposes Fellows to America’s service culture while at the same time providing another touch point for how Americans address challenges. These activities also allow Fellows to work with Americans from a variety of backgrounds toward a common goal.
- **Cultural Exchange**: Promotes a primary goal of the Mandela Washington Fellowship which is to increase mutual understanding between the countries of Sub-Saharan Africa and the United States. While practical academic and leadership activities form the basis of the program, scheduled cultural, civic, and social interactions with Americans play an important role in ensuring strong understanding between Fellows and Americans.

- **Networking Opportunities**: Create additional linkages for Fellows to interact with and network with American professionals. This important component of the Fellowship should be incorporated throughout the six weeks through group networking events and receptions hosted by the Institute as well as securing invitations to preexisting networking opportunities in the local community.

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**Additional Institute Components**

The program agenda overview does not need to highlight all of the components below, but please keep these additional components in mind while initially conceptualizing the Institute.

- Initial and weekly orientations
- Peer collaborators
- Fellow feedback time
- Summit prep
- Unstructured/independent networking and reflection time
- Free time