



Master's International Program Request for Proposals

New Graduate School Partnerships in the Areas of Agriculture, Business Development, Education, Environment/Natural Resources, and Public Health

DEADLINE: 5:00 p.m. Eastern Standard Time, April 11, 2008

In 1987, the Peace Corps established the Master's International (MI) program to meet two needs: the increasing demand from overseas for Peace Corps Volunteers with high levels of education and technical expertise; and the desire of universities to provide substantive, internationally focused experiences for their students.

MI serves to advance the goals of the Peace Corps under its charter: to help the people of interested countries in meeting their need for trained men and women; to help promote a better understanding of Americans on the part of the peoples served; and to help promote a better understanding of other peoples on the part of Americans. Since its inception in 1961, Peace Corps has enjoyed a productive and mutually beneficial relationship with institutions of higher education.

HOW THE MI PROGRAM WORKS

The MI program allows graduate students who are U.S. citizens an opportunity to combine their academic pursuits with a two-year Peace Corps tour of service. Typically, students complete all, or nearly all, academic work on campus, serve in the Peace Corps for twenty-seven months, then return to campus for a final term, thesis, professional project, or other culminating requirement for the master's degree. Participating graduate schools establish academic requirements and monitor their fulfillment. Each campus has an MI Coordinator(s) who oversees and directs the MI program, and is the primary point of contact on campus. The Peace Corps places students overseas in assignments that closely match the students' area of study. Upon completion of the master's degree program, MI graduates have the credibility that two years of solid professional experience brings in an increasingly competitive job market.

BENEFITS TO THE UNIVERSITY PARTNER

By partnering with the Peace Corps, graduate programs can offer students a low-cost, professionally relevant field experience in an international setting. Current MI campus coordinators say that their programs consistently attract motivated, high-achieving students who return to campus with knowledge and experience that enriches the learning environment. Finally, having an MI program serves to advance institutional initiatives in global and experiential education learning.

BENEFITS TO MI STUDENTS

MI students who become Peace Corps Volunteers receive the following educational, career, and financial benefits from the Peace Corps: foreign language, cross-cultural, and technical training; transportation costs to and from the country of service; a monthly allowance for living and housing expenses while in service overseas; medical and dental care; accrued annual leave; deferment of certain government education loans; a readjustment allowance of \$6,075 upon completion of service (which students often use to defray tuition costs); and career counseling and job search benefits specific to returned Peace Corps Volunteers.

PROPOSAL AND SELECTION

The Master's International proposal is a brief concept paper, which serves as an institution's official request to establish an MI program. **Applicants must address each section of the proposal guidelines to ensure a review of their proposal.**

ELIGIBILITY

In this request, the Peace Corps invites proposals from accredited U.S. institutions of higher education granting master's degrees in agriculture, business development, education, environment/natural resources, or public health.

The proposal must focus on at least one of the following areas:

- Agricultural studies that prepare students in the area(s) of applied agricultural science, farm management and agribusiness, or animal husbandry.
- Business or business development studies that prepare students in the area(s) of small business development, organizational development, non-profit management, municipal or regional planning, general management, or community economic development.
- Education studies that prepare students in the area(s) of primary teacher training, university English teaching, secondary math teaching, secondary science teaching, or secondary English teacher training.
- Environment/natural resource studies that prepare students in the area(s) of environmental education, sustainable natural resource management, environmental preservation, agro-forestry, soil conservation, ecology, or conservation biology.
- Public health studies that prepare students in the area(s) of public health education,

epidemiology, water quality management, communicable disease control, water-borne disease control, nutrition, or nursing.

Distance learning programs are not eligible. Programs outside of the categories listed above will not be reviewed as part of this Request for Proposals.

SUBMISSION

Proposals may be sent via post or express delivery and must be received by **5:00 p.m. EST, April 11, 2008. No exceptions will be granted.** (Fax or e-mail copies will not be accepted.) Please submit one original and two copies of the proposal. Due to federal mail irradiation procedures, U.S. mail deliveries may be delayed by three weeks or longer.

NOTE: Applicants must ensure that proposals follow the attached proposal template and address all questions. Please ensure that all responses are numbered to correspond with the template questions.

SELECTION CRITERIA

Up to eight (8) universities will be selected, based on the following criteria:

- Correspondence of the proposed academic programs to the targeted programmatic needs of the Peace Corps, exclusively in the fields of agriculture, business development, education, environment/natural resources, and public health;
- Evidence of the university's potential to support recruitment of Peace Corps applicants, including its record of producing Peace Corps applicants in the past three years;
- Evidence of institutional support for the program;
- Evidence of sufficient institutional capacity for effective program administration;
- The university's ability to offer financial support and academic credit for Peace Corps service to MI students;
- Potential of the university's location to contribute to a balanced geographic distribution of MI programs among the Peace Corps' 11 U.S. recruitment regions;
- Soundness of program conception;
- Soundness of planning for program monitoring and evaluation.

NOTIFICATION

The Master's International staff at Peace Corps Headquarters will confirm receipt of proposals by e-mail, and will notify institutions selected for final consideration in June 2008.

ESTABLISHMENT

A draft Memorandum of Cooperation (MOC) for review and approval by appropriate university officials will follow notification of selection. The MI Program Manager will finalize the MOC, arrange for the signing of the agreement by the Peace Corps Director, and send the MOC to the university for countersigning by the president or other designated university official. The full execution of the MOC by all parties establishes the new program. The signed MOC serves as the formal record of understanding between the Peace Corps and the partner university.

CONTACT

Information on existing MI programs can be found at www.peacecorps.gov/masters.

Questions related to the submission of a proposal should be directed to the MI staff at 800.424.8580 ext. 1812 (202.692.1812) or mastersinternational@peacecorps.gov.

TITLE PAGE

PROPOSAL FOR A PEACE CORPS
MASTER'S INTERNATIONAL PROGRAM IN
[program subject area(s)]
[degree(s)]
at [NAME OF INSTITUTION]

For Peace Corps Assignments in
[AGRICULTURE], [BUSINESS DEVELOPMENT], [EDUCATION],
[ENVIRONMENT/NATURAL RESOURCES], [PUBLIC HEALTH]

Submitted by
Name, Title
Address
Telephone number
Fax number
E-mail address
Date

[Peace Corps Regional Recruitment Office]

PROPOSAL TEMPLATE
SUBMISSION DEADLINE: 5:00 p.m. EST, April 11, 2008

TITLE PAGE: (Refer to sample on page 4)

Proposal for a Peace Corps Master's International program in _____.
Please include name of institution, department(s), and degree(s) conferred.

Peace Corps assignment area(s) for which participants may qualify: _____.
Please name the Peace Corps program area(s) (i.e. agriculture, business development, education, environment/natural resources, public health) for which participating students may qualify. For information about Peace Corps assignment areas, please visit our website at www.peacecorps.gov/assignments.

Submitted by _____.
The proposal must be submitted under the dean's signature and another university official with fiduciary authority. Please include name, title, address, phone number, fax number, and e-mail address of person(s) submitting.

Peace Corps Regional Office: _____.
Please name the Peace Corps Regional Office that corresponds to your state. A list of Regional Offices can be found on the Peace Corps website at www.peacecorps.gov/recruit.

Date of submission: _____

PROPOSAL NARRATIVE:

I. RATIONALE

Briefly state the reason(s) why your institution seeks to affiliate with the Peace Corps MI program.

II. DESCRIPTION OF THE ACADEMIC PROGRAM

- A.** List the degree(s) that would be offered through your MI program. Describe the proposed academic courses and other components required for the degree(s) in the area(s) proposed for the MI program. Is there a foreign language requirement for admission to the graduate program? If so, please specify. Identify the location of the program within the university (college, department, unit, etc.). Provide the number of total credit hours for core subjects and approved electives.
- B.** In what specific ways would students' academic experiences in the proposed program prepare them for Peace Corps service?

- C. Upon receiving a master's degree, what types of employment have graduates of your program typically found?

III. DESCRIPTION OF THE UNIVERSITY AND STUDENT BODY

- A. Provide a brief profile of the university, including historical development, size, accreditation information, geographic setting/location, and the institutional mission. If there are any university-wide or relevant department international initiatives, provide brief details.
- B. Describe the graduate student population in the proposed program: What percentages are full-time and part-time students? What percentages are mid-career and recent undergraduates? What percentage of the students receive financial support? What percentage of graduate students currently enrolled are U.S. citizens?

IV. PROGRAM IMPLEMENTATION

- A. Describe the application process for prospective students. When are students notified of acceptance? Do you offer rolling admissions?
- B. How long would students be on campus prior to serving in the Peace Corps?
- C. How would the program maintain the MI students' interest and enthusiasm to pursue Peace Corps service?
- D. According to your academic calendar, in which month(s) would students most likely be available for overseas departure?
- E. How would the university process the students' registration while overseas?
- F. How many credits would be awarded for Peace Corps service?
- G. How would the Peace Corps experience be integrated into the students' academic program?
- H. What academic requirements would students be expected to meet while overseas?
- I. Upon completing Peace Corps service, what academic requirements would students need to meet to be awarded a degree?
- J. What measures would be taken to assure the Peace Corps that student Volunteers' academic responsibilities will not interfere with the performance of their Peace Corps duties?
- K. What would the contingency plan be for continuation of studies in the event that:

- A student is deemed medically, legally, or otherwise ineligible for Peace Corps service?
- A student must terminate his/her Peace Corps experience early for reasons outside of his/her control? What will happen to his/her financial aid?
- A student elects to terminate his/her Peace Corps service early? If the student is a financial aid recipient, what are the expectations to repay the aid?
- A student is administratively terminated by the Peace Corps while in-country?
- A student decides to extend his/her Peace Corps service?

V. PROGRAM ADMINISTRATION

- A.** Who would be dedicated to administering the program? Please provide a rationale for this decision.
- B.** What percentage of full-time employment would be dedicated to administering the MI program?
- C.** What will be done to ensure the viability of the MI coordinator position?
- D.** Describe your strategy for succession planning and sustainability of the program if unexpected staff changes occur. Will a deputy coordinator be identified?
- E.** What financial support would you provide MI students (while on campus and overseas)?
- F.** What kind of academic advising and other support can students expect while overseas?
- G.** How would the MI program be publicized? Please describe your promotion strategy to attract students to this program.
- H.** What relationship would key personnel have with those responsible for graduate admissions?
- I.** Are there undergraduate programs that would serve as “feeder programs” to the proposed MI program?

VI. PROGRAM GOALS AND EVALUATION

- A.** State the program’s goals, including a timeline projection for the recruitment and enrollment of students the Peace Corps can expect in the first three (3) years.
- B.** Describe the proposed program monitoring and evaluation process. How

would success of the MI program be measured? What self-assessment measures would be instituted? Who on your campus would conduct and report on program evaluation reviews, and how often would they be conducted?

- C. What is the optimal number of students you would want in the MI program at any one time?

VII. RECRUITMENT SUPPORT

- A. Describe the current relationship of your institution, if any, with returned Peace Corps Volunteers on your campus and/or in your local community.
- B. Describe the current relationship of your institution, if any, with the Peace Corps Regional Recruitment Office for your state.
- C. How would the MI campus coordinator assist the Peace Corps with recruitment events on campus?

APPENDICES:

A. KEY PERSONNEL

Please provide the name, title, position, address, phone, fax, and e-mail address for the key individuals involved in the establishment, implementation, and maintenance of the MI program on your campus. Briefly articulate each person's role.

Briefly outline existing faculty research or other initiatives, if any, being conducted in countries where Peace Corps currently has programs. (Please visit our website at www.peacecorps.gov/countries to view current countries of service.)

B. CURRICULUM

Please attach a list and a brief description of the proposed program courses. Identify the term(s) in which each course is offered.

C. TIMELINE

Please indicate when the MI program is likely to be initiated on your campus and when the first cohort of MI students will matriculate.

D. FINANCIAL AID OPPORTUNITIES

Please provide a list of current financial aid/support opportunities that would be available to prospective MI students.

E. SIGNED LETTERS OF SUPPORT

Please include two signed letters of support from university officials who will be responsible for fiduciary oversight, establishment, and implementation of the Peace Corps Master's International program (e.g., provost, dean, or vice-chancellor).

CONTACT AND SUBMISSION INFORMATION:

DEADLINE: 5:00 p.m. EST, April 11, 2008

MAILING ADDRESS: Paul D. Coverdell Peace Corps Headquarters
Master's International Program
Office of University Programs
1111 20th Street, N.W.
Washington, DC 20526

PHONE: 800.424.8580, ext. 1812 or 202.692.1812

E-MAIL: mastersinternational@peacecorps.gov