

The Vietnam Education Foundation

2009 Annual Report to the Board of Directors

Reporting Period: *October 1, 2008, to September 30, 2009*

To: The Board of Directors, Vietnam Education Foundation

From: The Executive Director, Vietnam Education Foundation

Date: July 31, 2010

This report is submitted to the VEF Board of Directors to assist in fulfillment of Sec. 209. (b) of P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000.

LETTER FROM THE EXECUTIVE DIRECTOR

Dear VEF Board of Directors,

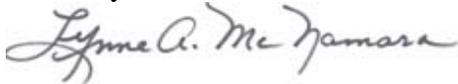
I am proud to present the sixth Annual Report, entitled *The Vietnam Education Foundation 2009 Annual Report to the Board of Directors*. This Annual Report presents the significant activities and achievements of the Vietnam Education Foundation (VEF) for the one-year period from October 1, 2008, to September 30, 2009. Serving as an important historical record and informative summary, this year's Report follows in a similar format as the previous Annual Reports, which are available at the VEF website (www.vef.gov) and are entitled as follows:

1. *Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2002, to September 30, 2004
2. *Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2004, to September 30, 2005
3. *2006 Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2005, to September 30, 2006
4. *2007 Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2006, to September 30, 2007
5. *The Vietnam Education Foundation 2008 Annual Report to the Board of Directors*. Reporting Period: October 1, 2007, to September 30, 2008

As a note on procedure, the first four reports were prepared by VEF staff and presented to the VEF Board of Directors, who provided the report, after their review, as the Annual Report to the President of the United States, the Committee on Foreign Relations of the U.S. Senate, and the Committee on International Relations of the U.S. House of Representatives, now known as the Committee on Foreign Affairs of the U.S. House of Representatives. Starting with last year's 2008 Annual Report, the Board of Directors requested that the Annual Report be provided as a report to the Board from the Executive Director. Then, the Board of Directors would provide the Annual Report to the President and to Congress, as is stipulated in the VEF legislative act.

I wish to acknowledge the important contributions to the 2009 Annual Report of the VEF staff in Hanoi and in the United States, who provided data and summary information within the text as well as comprehensive tables and select documents in the appendices. I am deeply grateful for their continuous assistance to me, their constant willingness to reply to my detailed queries, their timely efforts, and their never-ending patience as I edited and finalized this document. The 2009 Annual Report could not have been completed without the VEF Team. Thank you!

Sincerely,



Lynne A. McNamara, Ph.D.
Executive Director

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EXECUTIVE SUMMARY

The Vietnam Education Foundation (VEF) has demonstrated its organizational and management capabilities through positive program outcomes during the reporting period of this sixth Annual Report, from October 1, 2008, through September 30, 2009.

VEF is governed by a thirteen-member Board of Directors, which consists of two U.S. Senators, two U.S. Representatives, three U.S. cabinet members, and six members from the U.S. citizenry appointed by the President of the United States. The Board appoints an American Executive Director to oversee VEF operations conducted through two highly coordinated offices: (1) the U.S. Headquarters office, consisting of four U.S. federal government employees; and (2) the Hanoi Field office in Vietnam, consisting of eight Vietnamese employees.

VEF has **operated within budget** this year, as it has each year. VEF receives \$5 million annually from the Vietnam Debt Repayment Fund. As of the end of fiscal year 2008, VEF had a positive balance of **\$4,235,091** due to the carryover amount from previous fiscal years along with savings achieved by VEF. Thus, VEF had a total of **\$9,235,091** available for obligations in **Fiscal Year (FY) 2009**. To achieve its goals for FY 2009 (October 1, 2008 – September 30, 2009), VEF had an approved **budget of \$6,978,608**. For FY 2009, VEF received an **unqualified audit opinion**, which is the best opinion available. This demonstrates that VEF is managing its funds in an appropriate and responsible manner.

Because of the VEF enabling legislation, VEF activities focus only on the sciences (natural, physical, and environmental), engineering, mathematics, medicine, and technology (including information technology). Educational exchange activities are conducted generally as part of one of the following VEF programs:

1. **Fellowship Program**, which sends Vietnamese nationals to the United States for graduate study;
2. **Visiting Scholar Program**, which supports Vietnamese nationals, who already hold a doctorate, to further develop their professional skills via studies, research, and/or observational activities at leading U.S. academic institutions; and
3. **U.S. Faculty Scholar Grant Program**, which supports American professors to teach courses at Vietnamese institutions for one to two semesters by teaching on-site in Vietnam or by teaching via interactive, real-time videoconferencing from the United States.

The primary educational exchange activity for VEF is the **Fellowship Program**. Since the beginning of operations in 2003 and as of September 30, 2009:

- ✓ VEF has selected and placed a total of **306 outstanding Vietnamese nationals** in science and technology at **69 top university graduate programs** across the United States.
- ✓ Most pursue a doctorate degree while some pursue a master's degree.
- ✓ The major fields of study are divided between Sciences and Engineering.
- ✓ About one quarter of VEF Fellows are female.
- ✓ To date, **78 Fellows have received degrees**:
 - 35 doctorates

- 43 master's
- ✓ **227 Fellows were enrolled at 57 U.S. universities.**

VEF has established cost-sharing agreements with **107 leading U.S. research universities**, which constitute the **VEF Alliance**—a cooperative relationship between VEF as the funding agency and the U.S. university as the academic host of VEF Fellows. Such cost-sharing allows for VEF to increase the number of Fellowships provided each year.

To prepare the new Fellows and Visiting Scholars for success, VEF organizes a **Pre-Departure Orientation** (PDO) prior to their departure from Vietnam and an **Annual Conference** in the United States, both of which provide important opportunities for the Fellows and Visiting Scholars to network. Through these activities, VEF continues to help build a spirit of community, solidarity, and professionalism among its Fellows and Visiting Scholars in order to help them sustain professional and personal support systems while in the United States and when they return to Vietnam. VEF also has funded competitive **grants for Fellows**:

1. To present at professional conferences; and
2. To teach, do research, or work in Vietnam before returning permanently.

As the VEF flagship activity, the VEF Fellowship Program continues to be highly successful in its recruitment and selection process as well as in its university admissions and financial arrangements. VEF independently manages all immigration and financial matters, thus providing greater control and quality outcomes. With continuity of programmatic efforts and well-organized systems and management, the Fellowship Program is on an extremely firm footing and is recognized by U.S. universities and Vietnamese entities as a high quality program.

The request from the Ministry of Education and Training (MOET) for VEF to assist its government-funded scholarship program, known as the Vietnam International Education Development Program (VIED), is a remarkable indicator of the success of the VEF Fellowship program. VEF fulfilled the MOET request:

1. By providing training for MOET staff on developing an application and selection process, which emulates that of VEF;
2. By including MOET scholarship candidates in the VEF interview scheme; and
3. By inviting the MOET scholarship recipients to attend the VEF orientation on how to apply to U.S. universities.

In addition to the well-recognized Fellowship Program, VEF provides a short-term, post-doctorate level program for Vietnamese nationals to go to the United States. The VEF **Visiting Scholar Program**, launched in February 2007, has brought **26 top-level Vietnamese post-docs to 21 major U.S. universities**.

The Visiting Scholar program consists of:

- ✓ Individualized post-doctoral professional development program of formal studies, research, and/or observational activities, which are designed by the Visiting Scholar and may include coursework, workshops, seminars, laboratory or field research, or other types of activities
- ✓ 5 – 12 months at a leading U.S. university

- ✓ Training of Trainers (TOT) element, requiring the Visiting Scholar, as a trainer, to return to Vietnam and use the knowledge gained to train others
- ✓ Three cohorts to date, totaling 26 Visiting Scholars:
 - 2007 cohort: 12 Visiting Scholars
 - 2008 cohort: 7 Visiting Scholars
 - 2009 cohort: 7 Visiting Scholars

To further support their endeavors, VEF provides **grants for Visiting Scholars** for:

1. Purchases related to their professional development, such as equipment, books, and professional memberships
2. Professional conference attendance
3. Professional development training

Besides sending Vietnamese nationals to the United States for graduate education and for post-doctoral professional development, VEF also selects American citizens to teach at Vietnamese universities. VEF launched the **U.S. Faculty Scholar Grant Program** in December 2007. American professors teach for one to two semesters either on-site in Vietnam or via videoconferencing from the United States. Two cohorts, totaling **7 American Faculty Scholars**, have been selected to date:

- 2008 cohort: 4 Faculty Scholars
- 2009 cohort: 3 Faculty Scholars

In addition to having Americans teach at Vietnamese universities, VEF also arranges for American experts, who are sponsored by VEF to visit Vietnam, to lecture in their field at Vietnamese academic institutions. Furthermore, VEF has been involved in special projects, such as the **Vietnam OpenCourseWare** project, bringing open educational resources to Vietnam. These activities help to strengthen Vietnam's internal capacity in science and technology and are considered part of the VEF efforts in **capacity building for Vietnam**. For the academic lecture program for this reporting period, VEF arranged the following:

- ✓ **8 American scientists/experts**, representing 8 U.S. universities.
- ✓ **16 lectures** presented at 10 Vietnamese host academic institutions or organizations.

During this reporting period there were several changes in **VEF personnel**, resulting in the following appointments:

1. For the U.S. Office:
 - ✓ Program Officer
 - ✓ Administrative Assistant
2. For the Hanoi Field Office:
 - ✓ IT and Data Technician

To further staff development, VEF conducted its **annual VEF staff retreat** in August 2009 in Nha Trang, Vietnam, which included staff training, an analysis and debriefing of the recent VEF program activities, and one day of experiential team-building activities.

Despite the physical distance and time difference between the United States and Vietnam, the **two offices function exceptionally well** together. Daily communication is conducted via emails, conference calls, direct phone calls, and Skype chat and calls. The U.S. senior staff establishes strategies, finalizes policies and procedures, and reviews and concludes final documents. The Hanoi staff manages the logistics for VEF activities in Vietnam and assists with arrangements for activities in the United States, all with oversight and approval by the U.S. office. VEF activities are completed with great success, as the VEF management remains strongly focused on quality, efficiency, and performance.

In conclusion, through its high-quality activities and programs organized and managed by highly capable staff, VEF continues to build a solid record of success while keeping within budget requirements. Besides building fundamental relationships between VEF Fellows, as Vietnamese emerging scientists, and Visiting Scholars and Faculty Scholars as seasoned professionals, VEF is also building important relationships between U.S. and Vietnamese academic institutions and faculty. Importantly, the long-term benefits of VEF efforts will steadily grow as more VEF Fellows graduate and return to Vietnam. In the meantime, VEF Visiting Scholars are abroad for no more than a year. Thus, the Visiting Scholars have a more immediate impact on Vietnam as they bring back their American experience and professional expertise and as they build on their newly developed relationships with U.S. universities. Similarly, the VEF U.S. Faculty Scholar Program has more immediate impact because American professors teach at Vietnamese universities for up to one year and, as required in their grant proposal, must establish long-term relationships between their U.S. home institution and their Vietnamese host institution. Finally, VEF continues to contribute to the development of science, engineering, and technology in Vietnam by providing lectures by American experts sponsored by VEF and by contributing significantly to the Vietnam OpenCourseWare project, all of which are part of the VEF capacity building efforts for Vietnam.

At the international political level, VEF can be seen as an **effective foreign policy tool** to promote U.S. national interests regarding Vietnam by bringing Vietnam and the United States closer together through educational exchange. Importantly, VEF has established excellent relationships with Vietnamese government entities. Thanks to the highly-qualified Vietnamese and Americans involved in VEF programs, U.S. and Vietnamese universities, departments, and faculty members have come to know more about each other, boosting better understanding between these bilateral academic communities. VEF can continue to move forward confidently as a high quality, well-respected, internationally-recognized educational exchange program that serves as a catalyst for superb development of science, engineering, and technology in Vietnam and as a catalyst for the continual expansion of positive relationships between the people of the United States and Vietnam.

2009 Annual Report
The Vietnam Education Foundation
Reporting Period: October 1, 2008, to September 30, 2009

INTRODUCTION

The Vietnam Education Foundation (VEF), an independent federal agency created by the U.S. Congress in December 2000, has demonstrated its organizational and management capabilities through positive program outcomes during this sixth reporting period from October 1, 2008, through September 30, 2009. By law, VEF is governed by a thirteen-member **Board of Directors** ([Appendix 1, Vietnam Education Foundation Board of Directors](#)) including two U.S. Senators and two U.S. Representatives, who have six-year non-renewable appointments; the Secretaries of State, Treasury, and Education, all of whom have ongoing appointments on the Board; and six Presidential appointees, selected from the U.S. citizenry, on three-year renewable terms.

As of September 30, 2009, the four **U.S. congressional appointees** remained the same: Senators Jim Webb and David Vitter and Congressmen Earl Blumenauer and Joseph R. Pitts. The three **U.S. cabinet-level appointees** changed after the administration transition in January 2009: Secretary of Education Arne Duncan; Secretary of State Hillary Rodham Clinton, and Secretary of the Treasury Timothy F. Geithner. The congressional and cabinet-level members of the Board typically appoint a designate on their behalf to represent them. The four **U.S. Presidential appointees** sitting on the Board as of September 30, 2009, were the following: Stephen F. Maxner, Ph.D., serving as Chairman of the Board of Directors, Viet D. Dinh, Elizabeth Dugan, and Christopher J. Fussner. The fifth and sixth Presidential appointee positions were unfilled as of September 30, 2009.

The Board appoints an American citizen as Executive Director to oversee VEF operations conducted through two highly coordinated offices: (1) the U.S. headquarters office, consisting of four U.S. federal government employees; and (2) the Hanoi Field office in Vietnam, consisting of eight Vietnamese employees. The programs have been managed successfully within budget, under the expertise of highly capable **VEF staff** ([Appendix 2, Vietnam Education Foundation Staff](#)),

Funded by Vietnam's debt repayments to the United States, VEF focuses on **educational exchange activities**, as mandated in the VEF enabling legislation, only in the sciences (natural, physical, and environmental), engineering, mathematics, medicine, and technology (including information technology). VEF activities include bilateral flow of intellectual talent by bringing qualified Vietnamese nationals to the United States for graduate studies through the VEF Fellowship Program and for post-doctorate professional training and development through the Visiting Scholar Program and by selecting qualified Americans through the U.S. Faculty Scholar Program to teach at Vietnamese universities where they also provide their overall expertise and assistance. By signed agreement with each Fellow and Visiting Scholar and with the assistance of J-visa immigration requirements, VEF requires the Vietnamese nationals to return to Vietnam after completing their programs in the United States. These significant educational exchange programs are underway while VEF also helps to build the internal capacity of Vietnam through a limited number of specific projects.

FINANCE AND ACCOUNTING

Financially, VEF has **operated within budget** this year as it has in all previous years. VEF receives \$5 million annually from the Vietnam Debt Repayment Fund, to which the Vietnamese government repays debts owed to the United States. Through the end of fiscal year 2009, VEF continues to show a positive balance due to the carryover amount from previous fiscal years along with savings made by VEF. Any balances are expected to become obligated during the life-cycle of VEF as VEF continues to manage its programs and implement or conclude its various projects, while costs continue to increase as a result of annual inflation.

As of the end of fiscal year 2008, VEF had a positive balance of **\$4,235,091** due to the carryover amount from previous fiscal years along with savings achieved by VEF. Thus, VEF had a total of **\$9,235,091** available for obligations in Fiscal Year (FY) 2009. VEF had a **budget of \$6,978,608 for FY 2009**, encompassing October 1, 2008, to September 30, 2009 ([Appendix 3, Fiscal Year 2009 Budget Approved by the VEF Board of Director](#)), which was approved by the VEF Board of Directors. Of this total, **\$4,564,539** was allocated as direct costs related to VEF educational exchange programs and capacity building projects.

VEF continues to maintain a conservative and disciplined approach to budgetary matters. Regarding oversight of VEF's financial condition as per the requirements of the U.S. Federal Government Office of Management and Budget (OMB), an **annual financial audit** was performed by Martin & Wall, P.C., Certified Public Accountants, located in Washington, D.C. The FY2009 independent auditors' report ([Appendix 4, Auditor's Report \(FY2009\), including VEF Financial Statements](#)) stated the following positive results:

- *The financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles.*
- *No material weaknesses in internal control over financial reporting (including safeguarding assets) and compliance with laws and regulations.*
- *No reportable noncompliance with laws and regulations we tested.¹*

Attached to the auditors' report and included in Appendix 4 herein are the following VEF financial statements, which are part of the auditors' report package:

1. Balance Sheet (As of September 30, 2009 and 2008)
2. Statement of Net Cost (For the Years ended September 30, 2009 and 2008)
3. Statement of Changes in Net Position (For the Year ended September 30, 2009)
4. Statement of Changes in Net Position (For the Year ended September 30, 2008)
5. Statement of Budgetary Resources (For the Years ended September 30, 2009 and 2008)

In addition to the annual financial audit, upon the request of the U.S. Congress, the Government Accountability Office (GAO) conducted an audit of VEF beginning in March 2009, looking

¹ Quoted from page 1 of the *Independent Auditors' Report* (Appendix 4).

specifically at the VEF infrastructure, organization, finances, and management, both in the United States and in Vietnam. Results of the review were published in spring 2010 after the GAO team completed the review of VEF.

During FY 2010, VEF expects to receive its full funding amount of \$5.0 million and to have a total of **\$7,256,483** available for obligations in FY 2010. This is calculated by adding the \$5 million appropriated funds to the expected carryover amount from previous fiscal years of **\$2,256,483**. VEF had an approved **FY 2010 budget of \$5,615,754**, authorized by the VEF Board of Directors at its July 17, 2009, Board meeting. Of the total obligations, **\$2,133,000** was obligated for the estimated 2010-2011 academic year costs for VEF Fellows while **\$3,482,754** was obligated for the other VEF educational exchange programs and operations. VEF must pay to a host university a grant of \$27,000 for each of the first two years of graduate school for each new Fellow because of the fixed cost-sharing arrangements with U.S. universities. The university supplements this VEF grant in order to cover all required academic and living expenses.

To assist in financial matters, VEF **contracts the U.S. General Services Administration (GSA)** to carry out essential support functions, including human resources and payroll for the U.S. office staff, accounting, and legal services. VEF uses accrual accounting in accordance with the U.S. Office of Management and Budget (OMB) policies on federal government financial management. Using this accounting method, revenues are recognized when earned, and expenses are recognized when a liability is incurred, without regard to receipt or payment of cash.

VEF EDUCATIONAL EXCHANGE PROGRAMS

Highlighting VEF's educational exchange efforts are the following activities:

1. **Fellowship Program**, sending Vietnamese nationals to the United States for graduate study;
2. **Visiting Scholar Program**, supporting Vietnamese nationals, who already hold a doctorate, to further develop their professional skills via studies, research, and/or observational activities at leading U.S. academic institutions; and
3. **U.S. Faculty Scholar Grant Program**, providing grants to American professors to teach courses at Vietnamese institutions for one to two semesters by teaching on-site in Vietnam or by teaching via interactive, real-time videoconferencing from the United States.

To keep track of the details of each Exchange Visitor's personal, academic, and immigration information that is relevant to VEF activities, the VEF IT staff in Hanoi have developed over the years a very efficient tool for online use, referred to as the VEF **Online Management System (OMS)**. VEF includes at the OMS all relevant forms and policies accessible to the Exchange Visitors once they have been selected. In addition, the administrative section of the OMS, which is only visible to VEF staff, serves as an efficient means to store relevant information about the Exchange Visitors and U.S. universities. The OMS is seen by multiple external organizations, including the U.S. Embassy in Vietnam, as an effective, creative, and highly useful information management tool.

FELLOWSHIP PROGRAM

The flagship VEF program, serving as the primary educational exchange activity for VEF, is the VEF Fellowship Program, focusing on graduate education in the fields supported by VEF. Since the beginning of the Fellowship Program in 2003, VEF has selected and placed a total of **306 outstanding Vietnamese nationals at 69 top graduate schools across the United States**. These Fellows were chosen from a large pool of Vietnamese applicants through a competitive, and transparent process. VEF engages the National Academies of the United States to assist in the selection process. Final selection is based on the applicant's academic background and skills as well as potential to contribute to the scientific and technological development of Vietnam.

TOTAL NUMBER OF VEF FELLOWS

To date, the community of 306 VEF Fellows placed in U.S. universities consists of **seven cohorts**. Identified by the academic year during which the Fellows began their U.S. university studies, the VEF Fellowship cohorts consist of the following groups:

1. 2003 cohort: 19 Fellows
2. 2004 cohort: 82 Fellows
3. 2005 cohort: 51 Fellows
4. 2006 cohort: 37 Fellows
5. 2007 cohort: 40 Fellows
6. 2008 cohort: 38 Fellows
7. 2009 cohort: 39 Fellows

A higher number of Fellows than usual were accepted for the 2004 cohort, due to the large amount of funds that were available after the VEF legislation was enacted in 2000. These funds had not been used because operations did not start until 2003. Since operations began, the average number of Fellows selected per year has been 44 (306 Fellows/7 cohorts). Due to limited funds and expanding programs, funding has allowed for no more than 40 Fellows to be selected each year. This number may be reduced in the future because of increasing costs and potential emphasis on other VEF programs since the legislated funding remains constant, unless fundraising and cost-savings create additional money available for VEF.

While 40 Fellows have been selected each year since 2006, the final numbers in cohorts 2006, 2008, and 2009 are lower because Fellows have dropped out for personal or other reasons, i.e., receiving another scholarship or other funding. VEF has a backup for filling vacancies (Process B) through early April. However, VEF Fellowships that become vacant after April cannot be filled by Process B candidates because these candidates have already been notified by VEF of their status by mid-April since U.S. universities by mutual agreement make final funding commitments to applicants by April 15. Therefore, Process B candidates would have already notified the U.S. university that they did not receive a VEF Fellowship, and thus supporting funds from VEF.

GRADUATES

Most VEF Fellows are in Ph.D. programs, requiring generally 5 years for completion. While some

Fellows may need more time to complete their doctorates, VEF urges completion within a five-year timeframe. As all Fellows are on J-visas, they are eligible for Academic Training in the United States, which provides real work experience that is directly related to one's field of study. VEF encourages Fellows to pursue Academic Training (AT) after completion of their degree. Fellows completing a master's degree are eligible for up to 18 months of AT, while Fellows in cohorts 2003-2009 completing a doctorate are eligible for up to 36 months of AT. Beginning with the 2010 cohort, the maximum AT allowable by VEF is 18 months, which was decided by the Board of Directors as a means to urge an earlier return to Vietnam.

As of September 2009, **78 of the 306 VEF Fellows have completed graduate degrees**: 35 doctoral degrees and 43 master's degrees ([Appendix 5, Graduates as of September 2009](#)). To summarize the status of these 78 graduates:

- ✓ **Twenty (20)** are continuing their academic program in the United States by pursuing Academic Training (AT) under VEF visa sponsorship.
- ✓ **Forty-nine (49)** graduates have returned to Vietnam:
 - Twenty-seven (27) are working in the corporate sector.
 - Four (4) have positions involved in research.
 - Nine (9) are involved in university teaching.
 - One (1) heads his own private company.
 - One (1) is working freelance.
 - Seven (7) have recently returned to Vietnam.
- ✓ **Five (5)** graduates have progressed to other master's degrees or doctoral programs in the United States, but with other sources of funding.
- ✓ **Four (4)** are working outside of Vietnam.

ACADEMIC YEAR 2009-2010

As of the fall 2009, **227 VEF Fellows were enrolled** in graduate programs in the United States ([Appendix 6, VEF Fellows Enrolled in U.S. Universities](#)).

- These 227 Fellows of cohorts 2003 through 2009 were attending **57 top-level U.S. universities** ([Appendix 7, U.S. Universities and Departments of VEF Fellows Enrolled](#))
- Most Fellows (**96%**) are pursuing a doctorate degree while some (4%) are pursuing a master's degree.
- **Females number 29% and males 71%.**
- The major fields of study are **Sciences (60%) and Engineering (40%)**.
- Within those broad groupings are the following specific fields, listed according to the percentage of Fellows in each general field, from highest to lowest:
 - Computer Science (19%)
 - Electrical Engineering (17%)
 - Biological/Life Sciences (11%)
 - Public Health (8%)
 - Chemistry (7%)
 - Mathematics (6%)
 - Environmental Engineering (6%)
 - Civil Engineering (5%)

- Mechanical Engineering (5%)
- Physics (5%)
- Agricultural Science (3%)
- Chemical Engineering (3%)
- Other Fields (5%):
 - Aerospace Engineering
 - Biomedical Engineering
 - Computer Engineering
 - Earth, Ocean, and Atmospheric Sciences
 - Industrial Engineering
 - Materials/Metallurgical Engineering
 - Solid and Water Resource Engineering

PRE-DEPARTURE ORIENTATION

To help with the success of new VEF Fellows and to meet the requirements of the U.S. Department of State Exchange Visitor Program, VEF provides a **Pre-Departure Orientation (PDO)** for all VEF Fellows prior to their departure from Vietnam. The PDO is considered an important step in facilitating the new Fellows' transition to American culture and to U.S. campus life. VEF organizes the intensive PDO in two sections:

1. A team-building event focusing on challenging outdoor experiential activities
2. Formal interactive presentations focusing on cultural and academic issues

For the 2009 cohort, VEF organized the PDO in Dalat and Ho Chi Minh City, Vietnam, from June 4-9, 2009 ([Appendix 8, Pre-Departure Orientation: Outdoor Team-building and Interactive Presentations](#)). Commencing with the **team-building event** held at Tuyen Lam Lake in Dalat, the first three days consisted of outdoor games and activities organized by Embers Ltd., an American company contracted by VEF, with extensive experience providing such training in Vietnam. Through physical activities, the Fellows were able to experience in a non-intellectual way the following challenges, preparing them better for real-life situations in the United States:

- ✓ How to achieve success consistently
- ✓ How to engage quickly in a new experience
- ✓ How to manage time effectively
- ✓ How to work together cooperatively

The PDO experiential activities were organized to give the Fellows self-confidence in situations that imitate elements encountered in the transition to a new culture and environment and that mirror conditions in the highly competitive American academic environment.

The final three days of the PDO were held at the New World Hotel, Ho Chi Minh City. VEF invited select Alumni and current Fellows, who were in Vietnam, to join this section of the PDO to share their experiences. This dynamic **cultural and academic portion** of the orientation consisted of interactive presentations, lectures, and discussions, which included the following topics:

- Academic life (campus orientations, language assistance, course choices, grading, advisers, graduate assistantships, and planning toward a thesis/dissertation)
- Campus life (housing, health and well-being, social life, travel, and banking accounts)

- Cultural differences
- Funding
- Regulations for J-visa holders
- VEF policies

2010 COHORT SELECTION

To apply for a Fellowship, VEF provides two different paths, Process A and Process B, as described in the announcement for the 2010 Fellowship Program ([Appendix 9, Announcement of VEF Fellowship Program 2010](#)). As with all VEF Fellowships, the VEF Board of Directors must approve all final Fellowship recipients. The following describes the Fellowship selection process for the seventh cohort of Fellows to begin in fall 2010. These Fellows are known as cohort 2010.

Vietnamese nationals, who have not yet applied to a U.S. university, may apply for a VEF Fellowship through **Process A**, which begins nearly two years before potential enrollment and involves the following:

- Submission to VEF of standardized test scores, including the Graduate Record Exam (GRE) and evidence of English language competence, such as the Test of English as a Foreign Language (TOEFL)
- Technical review of the application by the National Academies under contract with VEF
- Oral Exam/Interview Orientation, conducted by VEF for finalists to be interviewed
- Oral Exam/Interview conducted in Vietnam by American scientists and engineers, organized by the National Academies (one year before intended U.S. university enrollment)
- University Application Orientation, conducted by VEF for nominees¹
- Financial support from VEF for the following:
 - Review of a standard essay to be submitted to U.S. universities
 - Submission of standardized score reports for up to five U.S. universities
 - Application fees for up to five U.S. universities that are not members of the VEF Alliance (described below)

With such support from VEF related to university applications, Process A nominees submit their applications on their own to U.S. universities.

The second path for a VEF Fellowship is through **Process B** and is for Vietnamese nationals, who have succeeded in gaining admission to a leading U.S. university on their own without prior reviews and interviews conducted and organized by the National Academies. Process B involves the following:

- Submission of completed VEF application and U.S. university admission letter
- Technical review of the application by the National Academies under contract with VEF
- Phone interview by select staff of VEF and the National Academies

¹ Top interviewees, who are recommended by the American panelists to receive a VEF Fellowship, are considered *nominees*, as they have been nominated for a Fellowship, but they still need to be admitted to a U.S. university before they are approved as a VEF Fellow.

The final list of Fellowship candidates includes both nominees from Process A, who have received university admissions, and finalists from Process B. This list is presented to the VEF Board of Directors for their final approval of Fellowship recipients during the April Board meeting before the fall term in which the new Fellows would enroll.

For the **Oral Exam/Interview Mission**, held in Vietnam in August 2009, the 2010 VEF Fellowship **selection review panels consisted of 12 American scientists/experts** ([Appendix 10, U.S. Review Panels for VEF Oral Exam/Interview Mission](#)), who served as examiners to recommend Fellowship finalists. The intensive 45-minute individual interview is conducted entirely in English by two panelists, who must unanimously agree on each recommended candidate.

Eighty-one (81) finalists were invited to interview for the 2010 VEF Fellowship Program, out of 449 initial registrants, who started the application process in the fall of 2008. Of these 81, 12 did not submit the final required documents and 1 dropped out because she received another scholarship. In the end, 68 individuals completed the Oral Exam/Interview. The top 40 interviewees were recommended to receive VEF Fellowships to begin graduate studies in the fall of 2010.

At the request of the Vietnamese **Ministry of Education and Training (MOET)**, VEF included in the VEF interview process 20 MOET **Vietnam International Education Development (VIED)** candidates, who met the minimum qualifications for an interview as determined by the National Academies. Sixteen (16) out of 20 VIED candidates interviewed were recommended for graduate study in the United States. They were provided letters of recommendation, signed by the U.S. interviewers and portraying the MOET and National Academies logos, to add to their application portfolios for U.S. universities. Both the National Academies and the interviewers volunteered their time for these additional reviews while VEF personnel organized the arrangements in concert with VIED staff.

TRAVEL AND CONFERENCE GRANTS

VEF provides competitive grants as incentives for the Fellows to develop and maintain professional relationships in Vietnam, to develop professional presentation skills, and to establish networks in one's field. These grants are offered as a benefit to the VEF Fellows presently enrolled in U.S. universities.

Through the VEF *Travel Grant for Teaching, Research, and Professional Work* in Vietnam, VEF provides \$1,400 to Fellows toward expenses related to such endeavors. This grant is one means of encouraging Fellows to maintain close professional ties with Vietnam and, thus, to return to Vietnam at the end of their academic program in the United States and to be prepared to contribute more immediately to the development of Vietnam upon their return.

A total of 18 Travel Grants were awarded during this reporting period ([Appendix 11, Travel Grants](#)). Nine (50%) of these Travel Grants were issued for research while six (33%) were issued for teaching, and the remaining three were granted as follows: 1 for professional work, 1 for both teaching and research, and 1 for both professional work and research. The majority of Fellows (17:

94%), who were awarded Travel Grants, are pursuing doctoral degrees, while one of the awardees is pursuing a master's degree. More grants (16: 89%) were awarded to males while two (11%) of the awardees were female.

The VEF *Conference Grant* is a means of professional development intended to encourage VEF Fellows to present their academic work and research at leading professional conferences in their field. As a result, VEF Fellows have the opportunity to network with other scientists in their field and to become more recognized professionally.

For FY 2009, 34 Conference Grants of \$1,500 each, to be applied toward conference expenses, were awarded to Fellows whose papers were accepted as presentations ([Appendix 12, Conference Grants](#)). This year more Conference Grants were awarded for conferences in the United States (62%) than in other countries (38%). Besides presenting in the United States at 21 conferences, Fellows also gave presentations in the following 9 countries at 13 conferences (the number of conferences in each country is in parentheses):

- Canada (2)
- China (2)
- Germany (3)
- Mexico (1)
- South Africa (1)
- Spain (1)
- Switzerland (1)
- Taiwan (1)
- Vietnam (1)

The most highly-represented field among the 34 conference presentations was Engineering (62%) with 21 conference presentations followed by Computer Science (24%) with 8 presentations while other fields were less represented (the number of conferences is given in parentheses):

- Chemistry (2)
- Mathematics (2)
- Biological/Life Sciences (1)
- Physics (1)

OPERATIONS AS A SPONSOR OF AN EXCHANGE VISITOR PROGRAM

VEF is a designated sponsor of the Exchange Visitor Program No. G-3-10180, for which VEF received initial approval on February 10, 2005. To manage the Exchange Visitor operations, VEF has a full-time Program Officer, housed in the U.S. Headquarters, serving as the official Responsible Officer (RO). The role involves managing all matters related to immigration and visas for Vietnamese nationals, who are Exchange Visitors under VEF sponsorship.

The Program Officer regularly uses the U.S. government Student and Exchange Visitor Program (SEVP) web-based technology, known as the **Student and Exchange Visitor Information System (SEVIS)**, which tracks and monitors VEF Fellows, Visiting Scholars, and their dependents throughout the duration of their approved program in the United States. SEVIS is under the authority

of the U.S. Immigration and Customs Enforcement (ICE), a federal government agency in the U.S. Department of Homeland Security (DHS).

VEF ALLIANCE AND VEF FINANCIAL SUPPORT

In 2005, VEF conducted a major campaign to establish cost-sharing agreements with U.S. universities to host VEF Fellows in order to achieve the cost-sharing mandate of the VEF legislation. This community of academic institutions, known as the **VEF Alliance**, consists of leading U.S. universities that share in the VEF mission and that benefit from its success. As of September 2009, the VEF Alliance consisted of **107 leading American universities** ([Appendix 13, VEF Alliance](#)).

The aim is for VEF to collaborate in finding and bringing the best scholars from Vietnam to the Alliance universities through the VEF Fellowship Program and, upon request, to introduce the U.S. universities to Vietnamese universities and other contacts in Vietnam. Institutions that sign the Memorandum of Understanding (MOU) agreement with VEF are designated as members of the VEF Alliance. While VEF targeted major research universities, any accredited U.S. university with graduate programs in fields supported by VEF may join the VEF Alliance.

To clarify VEF financial support to U.S. universities, VEF provided an explanatory letter of the **financial support provided to VEF Fellows** ([Appendix 14, Letter to Graduate Schools Summarizing Fellowship Support – 2009 Cohort](#)) for all nominees (final candidates for the 2009 Fellowship cohort) to submit to each U.S. university to which they applied during the fall of 2008 and early spring of 2009.

In brief, as a **cost-sharing arrangement**, VEF pays an annual grant of \$27,000 to the university for each Fellow for the first two years. In exchange, the university provides all required tuition, fees, health insurance, and a monthly stipend for each year. The stipend must be equal to what a typical graduate student in the specific department would receive. If the monthly stipend is not sufficient to cover required books and equipment, the university provides an appropriate supplementary allowance to the Fellow. By the third year of a graduate program, the Fellow is expected to be fully supported by the university through assistantships and/or other university funding.

In addition, VEF provides an annual professional development grant (PDG) to Fellows. As for the PDG funding in effect through the Academic Year 2008-09, for the third through the fifth years, VEF paid \$3,000 directly to a Fellow, who was supported fully by his/her university. However, as of fall 2009, the PDG was changed to \$1000 per year for up to 2 years for a Fellow in a master's degree program and up to 5 years for a Fellow in a doctoral program. All universities and Fellows were advised in advance of the change in PDG funding, approved by the VEF Board of Directors.

Furthermore, VEF provides additional financial support for each Fellow as follows:

1. All costs related to the Pre-Departure Orientation training conducted in Vietnam by VEF, costs for the visa application (if any), and costs for a physical exam and required inoculations, most of which are completed in Vietnam prior to departure to the United States.

2. All costs related to pre-academic English language training, if required by the University. Such English as a Second Language (ESL) courses must be conducted on the admitting university's campus during the summer prior to the first fall semester start date.
3. Economy-class airfare from Vietnam to the primary airport nearest the Fellow's University and return economy-class airfare to Vietnam at the end of the Fellow's academic program.
4. Settling-in allowance of \$500 given directly to the Fellow during the VEF Pre-Departure Orientation in Vietnam to help cover personal incidental expenses in the United States.
5. Temporary medical emergency insurance for 30 days, which begins on the day of the Fellow's departure from Vietnam.
6. All costs related to the VEF Annual Fellows and Scholars Conference in the United States.

For universities that are **not members of the VEF Alliance** and that admit a VEF Fellow, VEF requires the **same funding arrangements** as for an Alliance school. With cost-sharing in place as a fixed funding mechanism and with clear parameters regarding other funding provided by VEF to the Fellow, VEF can confidently project the financial costs for the Fellowship program.

GRANT LETTER FOR VEF FELLOWS

VEF issued to each new Fellow a comprehensive **grant letter** for 2009 ([Appendix 15, Terms and Conditions of the Fellowship Grant: Cohort 2009](#)), covering the duration of each individual's academic program in the United States. The obligations of the Fellow are detailed in the grant letter agreement with VEF, which is initialed throughout and signed by each Fellow to acknowledge his/her understanding and acceptance of the terms and conditions of the Fellowship grant. The grant letter serves as an important reference for the requirements of the Fellowship and includes the Fellow's specific obligation to return to Vietnam along with their dependents at the completion of the Fellow's academic program.

ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE

VEF continues to build a spirit of community and solidarity among VEF Fellows to help them sustain professional and personal ties while in the United States and when they return to Vietnam. Separately, the VEF Fellows and Scholars Association (VEFFA), created and maintained by VEF Fellows as a 501c3, helps to build the Fellowship community as an ongoing not-for-profit organization. The primary VEF effort is the VEF Annual Conference, organized with the assistance of the National Academies. The Conference allows VEF and its Fellows, Visiting Scholars, and U.S. Faculty Scholars to interact with each other and with the U.S. scientific community.

The sixth **VEF Annual Fellows and Scholars Conference** took place in Washington, D.C., January 3-5, 2009 ([Appendix 16, 6th Annual VEF Fellows and Scholars Conference](#)). The conference offered opportunities for professional career development, networking, and scientific discussion. The gathering also provided casual interaction through optional recreational activities and through a Gala Dinner that included cultural entertainment and awards organized by the Fellows. The comprehensive conference agenda included the following:

- Remarks by the Vice Minister of the Vietnamese Ministry of Science and Technology, which included a statement from the Vietnamese Ambassador to the United States

- Motivational talks by U.S. and Vietnamese leaders in the corporate, entrepreneurial, and academic sectors
- Sessions on returning to Vietnam, entitled *All the Ways Home*
- Lunch discussions for VEF U.S. Faculty Scholars to meet with VEF Fellows and Visiting Scholars
- *Scientific Sessions*, bringing Fellows and Visiting Scholars together in the same fields to present and discuss their research activities
- Forum with members of the VEF Board of Directors
- Job Fair
- VEF Fellows and Scholars Association (VEFFA) Roundtables and VEFFA Business Meeting

Notable was the **Job Fair** as it was the second year that VEF organized the event for the Annual Conference. VEF invited corporate entities doing business in Vietnam and Vietnamese academic institutions to attend the Annual Conference, give a presentation, and have a separate table in order to display materials and have discussions with conference participants. Organizations were invited to discuss their company or institution, including working conditions and future job opportunities for returning Fellows. The following eight organizations, were represented with a total of 18 individuals in their various delegations:

1. Can Tho University (CTU)
2. Hanoi University of Technology (HUT)
3. Ho Chi Minh City (HCMC) University of Technology (HCMUT), Vietnam National University-HCMC
4. Intel Corporation
5. International University (IU), Vietnam National University-HCMC
6. Ministry of Science and Technology (MOST)
7. National Center for Technological Progress (NACENTECH), MOST
8. National Foundation for Science and Technology Development (NAFOSTED), MOST

Also notable was the *All the Ways Home* session, which was organized for the second year at the conference and was designed to encourage significant discussions among the Fellows about their plans to return to Vietnam, including issues and concerns as well as solutions. To summarize break-out sessions, the Fellows, who served as leaders of broad subject-field groups, gave presentations about the group discussions. A panel of experts responded, representing the following sectors:

- ✓ VEF Board
- ✓ Vietnamese government
- ✓ Vietnamese overseas
- ✓ Vietnamese universities

The *All the Ways Home* presentations and panel discussion were webcast worldwide, so that the information was shared more broadly and so that the presenters and panelists could respond to questions submitted via the webcast.

SUMMARY

The **VEF Fellowship Program** continues to be highly successful in its recruitment and selection process as well as in its university admissions and cost-sharing financial arrangements. VEF independently manages all immigration and financial matters, thus providing greater control and quality outcomes. Through its various Fellowship activities, VEF continues to build a spirit of community and solidarity among its Fellows in order to help them sustain professional and personal support systems while in the United States and when they return to Vietnam. With continuity of programmatic efforts and very well-organized systems and management, the Fellowship Program is on extremely firm footing and is recognized by U.S. universities as well as by Vietnamese entities as a high-quality program.

VISITING SCHOLAR PROGRAM

The VEF Visiting Scholar Program is in its third year, having begun its first placements at U.S. universities during the Academic Year 2007-08. Its purpose is to provide Vietnamese nationals, who already hold a doctorate in fields supported by VEF, with short-term professional development opportunities at U.S. academic institutions.

The Visiting Scholar Program supports **post-doctoral professional development**, as described in the announcement to recruit the 2009 cohort ([Appendix 17, Announcement - Visiting Scholar Program for Cohort 2009](#)). The professional development may include studies, research, and/or observational activities at a leading U.S. academic institution. These **self-designed programs**, which are arranged under the guidance of U.S. professors serving as mentors, are between five and 12 months in length and may include formal courses, workshops, seminars, laboratory or field research, and other types of professional development activities. Upon returning to Vietnam, the Visiting Scholar must use the knowledge and skills acquired in the United States to train others. Thus, the Visiting Scholar Program is considered a training-of-trainers (TOT) program.

The U.S. National Academies assists in the extensive application and selection process of the Visiting Scholar Program. Selection of Visiting Scholar applicants is highly competitive and based on the following criteria, listed sequentially:

- ✓ Academic and professional merit of the candidate
- ✓ Quality of the proposed professional development program
- ✓ Expected outcomes
- ✓ Breadth of the proposed TOT activities upon return to Vietnam
- ✓ Potential of future contributions to Vietnam

NUMBER OF VISITING SCHOLARS

As of the fall 2009, VEF has awarded grants to **26 Visiting Scholars** whose fields of study mirror those supported by VEF. To date, the numbers of Visiting Scholars in each cohort are as follows:

1. 2007 cohort: 12 Visiting Scholars

2. 2008 cohort: 7 Visiting Scholars
3. 2009 cohort: 7 Visiting Scholars

Of the seven Visiting Scholars in the 2008 cohort, six had already returned to Vietnam by September 30, 2009, while one was scheduled to complete his program by the end of October 2009.

For the Academic Year 2009-2010, VEF awarded seven Visiting Scholar grants ([Appendix 18, VEF Visiting Scholars: Cohort 2009](#)). In Vietnam, the Visiting Scholars work as university lecturers, administrators, or as researchers at research institutes. The 2009 cohort of Visiting Scholars are in self-designed professional training programs at seven different U.S. universities and institutes. The majority (5) of these Visiting Scholars have training periods of 12 months, while one (1) has a program of 11.5 months and one (1) has a program of seven months. These Visiting Scholars are expected to finish their post-doctoral program in the United States by September 2010.

GRANT LETTER FOR VISITING SCHOLARS

VEF issued a **comprehensive grant letter** for each Visiting Scholar that specifies the duration of the training program and the obligations of the Scholar ([Appendix 19, Terms and Conditions of the Visiting Scholar Grant: Cohort 2009](#)). Serving as a reference for the specific terms of the Visiting Scholar Program, the grant letter is initialed throughout and signed by the Visiting Scholar to acknowledge the agreement with VEF. The letter also states the responsibilities of the Visiting Scholar, including the obligation for the Visiting Scholar and his/her dependents to return to Vietnam at the completion of the training program.

VEF provides the following **financial support** for the Visiting Scholar in cohort 2009:

1. Pre-departure health check in Vietnam and any vaccinations required by the U.S. host institution
2. Expenses to participate in the VEF Pre-Departure Orientation
3. Settling-In Allowance of \$500
4. Round-trip economy air ticket from Vietnam to the U.S. academic institution
5. Required health/medical insurance in the United States
6. Stipend of \$2300 per month to cover living expenses (i.e., lodging, meals, local transportation, and incidentals). The stipend is pro-rated for any partial month.
7. Professional Development Grant of \$300 per month to cover professional expenses, such as, books, journal subscriptions, professional memberships, and equipment
8. Expenses to attend the VEF Annual Fellows and Scholars Conference in the United States

PRE-DEPARTURE ORIENTATION AND ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE

To prepare the Visiting Scholars for their transition to the United States, VEF includes the new Visiting Scholars with the new Fellows in the **Pre-Departure Orientation** (PDO) described earlier herein, held in Vietnam in early June prior to their departure to the United States. The purpose of combining the post-doctorate Visiting Scholars with VEF Fellows is to begin important networking among Vietnamese scientists, which is expected to continue when both groups return to Vietnam.

Furthermore, while differences in age and professional position typically exist between the Visiting Scholars and Fellows, both groups will encounter many of the same situations when they pursue their programs in the United States.

During the outdoor team-building activities, the Visiting Scholars participate in the various events as do the Fellows. One goal of the team-building exercises is to break down perceived differences in age, gender, and socio-economic position, so that everyone can learn how to work as a team and contribute to the good of the group.

The Visiting Scholars also participate in the interactive lecture portion of the PDO. Since the Visiting Scholars are hosted on an American campus and are encouraged to engage with academic life as much as possible, the PDO helps the Visiting Scholars understand more about U.S. university life. Just as important are the lecture sessions on funding, the obligations of the VEF grant letter agreement, immigration regulations, the visa process, health and medical insurance, and cross-cultural differences.

To promote further networking and professional interaction, the Visiting Scholars participate in the **VEF Fellows and Scholars Annual Conference** (described earlier herein) while they are in the United States.

SUMMARY

The **Visiting Scholar Program** meets the VEF legislative mandate by responding to the establishment of the post-graduate program indicated in the legislation: ...*Vietnamese nationals can undertake graduate and post-graduate level studies in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology) in the United States.* Though the Visiting Scholar Program provides only a small number of grants each year, the program has a more immediate effect. Specifically, Visiting Scholars pursue their program in the United States for no longer than one year and must share their knowledge gained in the United States when they return to Vietnam, as required in the Training-of-Trainers component of the Visiting Scholar Program.

VEF considers the Fellows and Visiting Scholars as two closely-related groups of skilled scientists and professionals. They are not only instrumental in the continuing development of science and technology in Vietnam, but with their U.S. experience, they will also help to build the relationship between the United States and Vietnam. Fostering a strong community and on-going solidarity among the Fellows and Visiting Scholars is an extremely important goal. Such cooperative professional relationships are essential to moving Vietnam forward globally in the arenas of science, engineering, mathematics, medicine (including public health), and technology.

U.S. FACULTY SCHOLAR GRANT PROGRAM

The U.S. Faculty Scholar Grant Program fulfills the VEF legislative mandate as stated: ...*United States citizens can teach in the fields [supported by VEF] in academic institutions in Vietnam.* As a result, the U.S. Faculty Scholar Grant Program was developed with three main goals in mind:

- To help build capacity in Vietnam in science, engineering, mathematics, medicine, and technology through teaching and related research activities.
- To help Vietnamese institutions address specific educational needs, including curriculum development, integration of research opportunities, identification of student learning outcomes, and evaluation.
- To build positive relationships between U.S. and Vietnamese higher education institutions and faculty members that should lead to sustainable partnerships.

Funding of **up to \$55,000 for each grant** is available for five (5) Faculty Scholars each year. The applicant for the U.S. Faculty Scholar grant submits a proposal ([Appendix 20, Announcement: Call for Proposals for U.S. Faculty Scholar Grants, Academic Year 2009-2010](#)) to VEF through an online application. VEF engages the U.S. National Academies to help select the best-qualified U.S. Faculty Scholar applicants.

VEF provided the following **additional financial support** for the Faculty Scholars in cohort 2009:

1. Expenses to participate in the VEF U.S. Orientation before departure and in the Vietnam Orientation in Hanoi upon arrival.
2. Expenses to participate in the VEF Annual Fellows and Scholars Conference in January 2010.

The U.S. Faculty Scholar teaches one or more **courses in English** for a minimum of one term (fall and/or spring) and for a maximum of one year at the Vietnamese university or universities. The teaching can be either **on-site in Vietnam or by interactive, real-time videoconferencing** from the United States. In the latter case, the Faculty Scholar must visit the Vietnamese host institution(s) at the beginning and at the end of the course(s). The Vietnamese host institutions serve as the Vietnamese visa sponsor for the American Faculty Scholars. VEF serves as the organizer and sponsor for this project while the Vietnamese host institution(s) and the cooperating U.S. institution collaborate with the U.S. Faculty Scholar to execute a successful teaching program.

As of the fall 2009, VEF has awarded grants to **7 U.S. Faculty Scholars**. To date, the numbers of Faculty Scholars in each cohort are as follows:

1. 2008 cohort: 4 Faculty Scholars
2. 2009 cohort: 3 Faculty Scholars (2 grants)

2009 COHORT OF U.S. FACULTY SCHOLARS

As with all VEF Exchange Visitors, VEF provides a description of the terms and conditions of the grant for each Faculty Scholar, known as the **grant letter** ([Appendix 21, Terms and Conditions of the U.S. Faculty Scholar Grant: Cohort 2009](#)). The grant letter also serves as an agreement, initialed throughout and signed by the Faculty Scholar, to complete the teaching program and related plans,

as presented in the proposal approved by the VEF Board of Directors, and to abide by the final grant budget, as updated after discussions with the VEF Executive Director and Director of Finance, Accounting, and Administration.

A **Press Release** in August 2009 ([Appendix 22, Press Release – U.S. Faculty Scholars, Cohort 2009](#)) provided the public with brief details on the second group of VEF U.S. Faculty Scholars. The second cohort of U.S. Faculty Scholars is designated as cohort 2009 as their teaching will take place during the academic year 2009-2010. The 2009 cohort consists of three American professors: one is teaching on-site in Vietnam for the full academic year, beginning in August 2009, and two are receiving one VEF grant for team-teaching via videoconferencing during the spring term 2010.

The pre-departure **U.S. Orientation** for the 2009 cohort of U.S. Faculty Scholars was held on June 22, 2009, at the U.S. headquarters office. Topics included presentations by each Faculty Scholar on their teaching program; a discussion of individual experiences in Vietnam, providing insights on what to expect and how to handle various situations; a review of the U.S. Faculty Scholar grant letter *Terms and Conditions*; and a discussion of the financial arrangements for the grant. The arrival **Orientation in Vietnam** was held for the 2009 cohort on August 28 and September 1, 2009, in Hanoi at the VEF Hanoi Field office. U.S. Faculty Scholars were briefed further about teaching and living in Vietnam. In addition, to get further insights into Vietnam, the Faculty Scholars also met with representatives of the U.S. Embassy, with the Executive Director of the American Chamber of Commerce, and with representatives of the Vietnamese Ministry of Education and Training (MOET) and of the Ministry of Science and Technology (MOST).

SUMMARY

The U.S. Faculty Scholar Program is a successful educational exchange program in bringing high-level American professors, who are at least at the Associate Professor level or above, to teach at Vietnamese universities for at least one full semester. Through the efforts of the Faculty Scholars, VEF is building strong links between the higher education communities of the United States and Vietnam and, thus, is meeting the mission of VEF to build the relationship between the two countries.

CAPACITY BUILDING

To complement its educational exchange programs, VEF engages in a limited number of activities that build the scientific and technological capacity of Vietnam. VEF capacity building efforts focus on activities in the fields supported by VEF that build the relationship between U.S. and Vietnamese institutions and government entities and that strengthen the foundations in Vietnam for the return of VEF Fellows and Visiting Scholars to their home country. While some capacity building activities were meant to address the legislative mandate for Americans to teach at Vietnamese institutions, the U.S. Faculty Scholar Program now fulfills that part of the VEF legislation.

In the past, capacity building activities organized by VEF included seminars and workshops as well as research publications and special projects that involved, and/or were requested by, MOET and

MOST. During this reporting period, VEF was involved in two capacity building activities: (1) Lecture Program, consisting of lectures in Vietnam by U.S. experts sponsored by VEF; and (2) Vietnam OpenCourseWare Project, providing free online courses and content to the Vietnamese public. As VEF focuses on its exchange programs, the capacity building efforts naturally diminish due to limited funds.

LECTURE PROGRAM

VEF arranges for American experts, who are visiting Vietnam under VEF sponsorship, to give lectures at Vietnamese academic institutions or research institutes. The annual Interview Mission, also known as the VEF Oral Exam/Interview, is one of the major events sponsored by VEF that brings a number of U.S. scientists and engineers to Vietnam. These U.S. experts, who have been organized by the National Academies, serve on panels to interview finalists for the VEF Fellowship. While these distinguished U.S. visitors are in Vietnam, they volunteer to give public lectures in their field. VEF informs all Vietnamese academic institutions in Hanoi and in Ho Chi Minh City about the availability of these U.S. experts and provides abstracts of their presentations. In turn, the Vietnamese organizations contact VEF if they are interested, and VEF provides the logistical arrangements.

During the VEF Interview Mission in August 2009, **eight American professors**, representing eight different U.S. academic institutions, volunteered to give **16 lectures** at 10 Vietnamese host institutions and universities ([Appendix 23. Lectures by American Professors Visiting Vietnam](#)). VEF coordinates closely with the National Academies to assure the success of the Lecture Program.

SPECIAL PROJECT: VIETNAM OPENCOURSEWARE

In 2005, VEF initiated the Vietnam OpenCourseWare (VOCW) project in cooperation with the Ministry of Education and Training, with the aim of bringing the highest quality, most up-to-date teaching and learning materials from the leading universities in the world to Vietnam. Throughout Vietnam, VEF facilitated the use of the highest-quality Open Educational Resources (OER) available worldwide, including 1800 courses available through the Massachusetts Institute of Technology (MIT) OpenCourseWare (OCW), while using Rice University's Connexions software as the online course platform. During this reporting period, four key activities were the focus of VEF: (1) resolving the technical issues of the Connexions software on the VOCW servers; (2) porting the Creative Commons¹ licenses into Vietnamese; (3) enriching the content at the VOCW website; and (4) preparing for the 2010 Annual OpenCourseWare Consortium (OCWC) Global Meeting in Vietnam in May 2010.

After the launch of the VOCW website (www.vocw.edu.vn) in December 2007 until the end of this reporting period in September 2009, 1163 modules and 225 courses were made available for free access on the VOCW website. To add to the VOCW content, VEF financially supported top Vietnamese faculty members to develop quality courses in Biotechnology, Computer Science, and

¹ Creative Commons (<http://creativecommons.org/>) is an international organization whose activities include assistance in establishing ways to protect intellectual property rights of open courseware authors.

Electrical Engineering. These courses were then evaluated by U.S. professors before they were uploaded to the VOCW website. At the end of this project, **18 courses were completed** and uploaded to the VOCW website ([Appendix 24, VOCW Courses Sponsored by VEF in Biotechnology, Computer Science, and Electrical Engineering](#)).

Demonstrating the interest in OCW, the VOCW website attracted more than **100,000 unique visitors** per month ([Appendix 25, Statistics on the VOCW Website Access](#)). As of September 30, 2009, a total of 29 Vietnamese universities were members of the VOCW Consortium ([Appendix 26, VOCW Consortium of Vietnamese Universities](#)). To be a member of the Consortium, these universities have done the following:

- ✓ Configure their own servers to interface with the VOCW server.
- ✓ Provide technical staff to manage the cache server.
- ✓ Assign IT experts to be trained by VEF on how to provide technical support for faculty members using the VOCW website and uploading their modules and courses.
- ✓ Designate faculty members to learn how to create courses for VOCW.

In an effort to increase the number of users of the VOCW website, VEF placed a cache server in the Ministry of Science and Technology (MOST) Vietnam Research and Education Network (VinaREN), which is a very high bandwidth network and was especially established to support research and education in Vietnam.

The software at the VOCW website was not as updated and advanced as that at the Connexions website (<http://cnx.org>). With the advice of officials at Connexions, VEF decided to migrate the courses and the modules on the VOCW website to the Connexions site. Eventually, the branded VOCW website in Vietnamese at the Connexions website would replace the Connexions software at the VOCW website. This process would bring the following benefits:

1. The expanded VOCW website, developed further in Vietnamese, would be more friendly to Vietnamese users.
2. The improved VOCW website would offer faster, more stable, quality access through the Connexions servers to the courses, which are developed with Connexions software.
3. The number of modules and courses available for Vietnamese users would be much richer as the content would be published on the much broader Connexions website.
4. The content that has been published through the Connexions software at the VOCW website would be more widely recognized world-wide because of its availability at the Connexions website.

As an integral part of the VOCW program, in order to protect the intellectual property of content developers, VEF worked with **Creative Commons** International (CCi) and contracted with D&N International (D&N), a Vietnamese law firm, to create Vietnam jurisdiction-specific licenses from the generic Creative Commons (CC) licenses. While this project specifically relates to the VOCW effort, the CC licenses have a much broader impact as they are applicable to all creative and artistic work. As of the end of this reporting period, the CC project was in the public discussion stage and was expected to be launched in May 2010.

As a member of the OCW Consortium (OCWC), VEF attended the OCWC Global Meeting, Open Education Conference 2009, in Monterrey, Mexico, in April 2009 and gave a presentation on the VOCW project.

Recognizing the success of the VOCW project, Vietnam was selected by the OCW Consortium to host the 2010 Annual OCWC Global Meeting ([Appendix 27, Press Release: OCWC Global Meeting](#)), and VEF was asked to be the local host of the event. VEF then proceeded to ask MOET to serve as co-host. In order to prepare for the event, Dr. Gary W. Matkin, Treasurer of the OCWC, visited Hanoi in March 2009, meeting with MOET and VEF to discuss the venue, the general program, and the potential theme of the Global Meeting. To follow up, Ms. Meena Hwang, OCWC Communications Director based in Seoul, Korea, worked closely with VEF as well as MOET to prepare the local arrangements for the OCWC Global Meeting to take place in May 2010 in Hanoi, Vietnam.

VEF played a major role in developing the VOCW project because the outcomes were considered beneficial to VEF Fellows and Visiting Scholars, returning to Vietnam. In essence, the VOCW project has introduced to the Vietnamese government and to Vietnamese academic institutions the concept and availability of open educational resources. These constituencies have a significant role in the development of knowledge for the Vietnamese people. As a result of the VOCW project, the people of Vietnam will be better-positioned to have general access to open educational resources that are available worldwide and, more immediately, to open courseware available at the VOCW website.

VEF ALUMNI CONFERENCE

As of the fall 2008, 38 VEF Exchange Visitors, including 27 Fellows and 11 Visiting Scholars, had completed their programs in the United States and had returned to Vietnam. To begin to address the needs of the VEF Alumni, VEF organized the **1st VEF Alumni Conference** with the intent to develop further the connections among the VEF Alumni, to strengthen their ties to the larger VEF family, to acknowledge their accomplishments, and to expand their engagement with the corporate, academic, and government communities in Vietnam.

The first VEF Alumni Conference took place at the Vietnam National University of Hanoi on December 12, 2008, and had as its theme, *Opportunities and Challenges* ([Appendix 28, 1st VEF Alumni Conference](#)). Among nearly 70 attendees, the Conference attracted 30 VEF Alumni, of whom 21 were past Fellows and 9 were past Visiting Scholars. The Conference highlighted the achievements and potential contributions of the VEF Alumni, identified the most significant means to prepare other Fellows and Visiting Scholars to return to Vietnam, and illuminated how best to apply one's experience in the United States to the Vietnamese environment.

Discussion panels addressed the following topics:

1. Funding Opportunities from Government and Non-Government Organizations
2. Mentors and Research Advisors -- Alumni Ties
3. Opportunities and Challenges in Industry and in Entrepreneurial Endeavors

4. Research & Academia: Challenges and Opportunities
5. Training of Trainers (TOT)

Besides the VEF Alumni, participants included representatives from the U.S. Embassy, the Ministry of Science & Technology (MOST), and the Ministry of Education and Training (MOET). Select representatives from academic institutions and corporations in Vietnam gave presentations about working conditions and job opportunities. Specific entities represented included the following:

1. Can Tho University
2. Hanoi University of Agriculture
3. Hue University
4. National Foundation for Science and Technology Development
5. Petro Viet Nam
6. Saigon Investment Group
7. Tan Tao Investment Industry Corporation Fund for the Future Tan Tao Industrial Park
8. Thanh Tam Foundation
9. Vietnam National University Hanoi

To encourage the continued involvement of U.S. mentors and research advisors, VEF provided a limited number of grants for project-oriented discussions with VEF Alumni ([Appendix 29, Announcement of VEF Grants to U.S. Mentors of Visiting Scholars and to Research Advisors of VEF Fellows](#)). While the U.S. mentors and advisors were obliged to participate in the Alumni Conference, the VEF Alumni also arranged for them to give presentations at the Alumni's Vietnamese institutions, focusing on research, curriculum, and joint training activities. The following three American professors were given grants of \$4000 each to join the VEF Alumni Conference and to engage in further academic activities and discussions while in Vietnam:

1. Dr. Hasan Davulcu, Arizona State University
Field: Computer Science and Engineering
2. Dr. Rena Sue Day, University of Texas at Houston
Field: Public Health
3. Dr. Seymour Dean Van Gundy, University of California, Riverside
Field: Nematology

MANAGEMENT AND ADMINISTRATION

VEF operates with its headquarters in the United States and with a Field Office in Vietnam. The U.S. office staff are U.S. federal government employees, while the Vietnam office staff are not and are seconded to VEF via a third-party Vietnamese human resources agency that serves as their employer and is contracted by VEF. As a U.S. federal government agency, VEF can only hire U.S. citizens in permanent positions. The third-party contractor arrangement has worked well for VEF as the company is responsible for compliance with Vietnamese labor law and taxes and for payments to the VEF Vietnamese staff of salary, bonuses and awards, and benefits, which are charged back to VEF under strict contractual arrangements. To maintain a strong, cooperative staff, an annual retreat is planned in Vietnam to bring both offices together.

U.S. HEADQUARTERS OFFICE

Located in the metropolitan Washington, D.C., area as mandated by the VEF enabling legislation, the VEF U.S. headquarters office is in Arlington, Virginia, thus allowing easy access to congressional and cabinet level members of the VEF Board of Directors and to other significant entities located in the U.S. Capitol.

Staff continuity is important to VEF management and to the success of VEF programs and operations. To that end, VEF ensures that roles and responsibilities are backed-up by cross-tasking and cross-training of staff, by inclusive communications and team work, and by assuring that personnel within VEF or in external contracted organizations are capable of covering necessary activities in the absence of critical staff. As is usual in any organization, personnel changes occur for a variety of reasons. During this reporting period, the following personnel changes occurred in the VEF U.S. office, while operations continued successfully and uninterrupted:

1. In January 2009, Ms. Sandarshi Gunawardena, as a new employee, was appointed to the position of Program Officer, replacing Mr. Joseph MacAde.
2. In February 2009, Dr. Lynne A. McNamara, as a long-term VEF employee, was appointed Acting Executive Director after Dr. Toi Van Vo completed his two-year term as Executive Director.
3. In July 2009, Ms. Suzanne Michaels, as a new employee, was appointed to the position of Administrative Assistant, replacing Ms. Melissa Lento, who resigned.

HANOI FIELD OFFICE

The VEF Field Office in Vietnam is located separately from, and functions independently of, the U.S. Embassy in Hanoi and the U.S. Consulate in Ho Chi Minh City. The VEF Field Office is located in a professional office building in Hanoi, allowing easy access to the Vietnamese, the primary populace served by VEF. The U.S. headquarters oversees and manages all personnel, financial expenditures, and operations of the VEF Hanoi Field Office.

During this reporting period, while operations continued successfully, the following personnel changes occurred in the VEF Hanoi office, which included title changes, new positions, and new personnel:

1. October 2008. Ms. Hanh Bui, as a new employee, was appointed Administrative Assistant and Assistant to the Country Director to replace Ms. Phuong Tran, who resigned in August 2008 to begin MBA studies in France.
2. December 2008. Mr. Minh Do, VOCW Program Manager, resigned. The VEF IT and Data Manager and the new VEF IT and Data Technician covered related responsibilities and the position was eliminated.
3. December 2008. Due to a strategic decision to focus more on exchange programs, VEF did not renew the two-year labor contract of Ms. Ly Huynh, Program Manager of the Science and Technology Capacity Building Program.
4. February 2009. Mr. Tu Ngo was promoted to IT and Data Manager with responsibilities for supervising the new IT and Data Technician.

5. February 2009. Ms. Binh Dang was promoted as Program Manager to take on more responsibilities: (1) for all three VEF exchange programs (Fellowship, Visiting Scholar, and U.S. Faculty Scholar Programs); and (2) for supervising two Program Assistants.
6. March 2009. Mr. Hung Do was appointed IT and Data Technician, a new position in the VEF Hanoi Field Office.
7. September 2009. Ms. Hanh Bui was promoted to Program Assistant after Ms. Le Nguyen resigned during the same month to accept another job.

STAFF DEVELOPMENT

VEF holds an **annual staff retreat** for three to four days following the summer Interview Mission (the Oral Exam/Interview of finalists for the VEF Fellowship) since all U.S. staff are in Vietnam at that time. The retreat allows for all U.S. and Vietnamese staff to gather together once a year to hold training sessions, conduct open discussions, evaluate programs and activities, and meet individually or in focus groups.

This year the staff retreat was held August 10-13, 2009, in Nha Trang, Khanh Hoa, Vietnam, and included the following, in sequential order:

- ✓ Evaluation of the overall management and execution of the 2009 Interview Mission
- ✓ Team building activities for all staff to better understand each other in a cross-cultural working context and to build up a stronger VEF team
- ✓ Planning for upcoming program activities
- ✓ Training on development of the content charts and tables for the Annual Report
- ✓ Discussions about better written and oral communication and about the culture of VEF

Each year, VEF **Hanoi staff members travel to the United States** for multiple purposes:

1. In January 2009, Dr. Phuong Nguyen, Ms. Binh Dang, and Ms. Le Nguyen assisted with the 6th Annual VEF Fellows and Scholars Conference; visited select U.S. universities, accompanied by Dr. Lynne McNamara; and met with U.S. staff at the U.S. headquarters.
2. From September 20 to October 12, 2008, Mr. Minh Do participated in the OpenCourseWare Consortium Meeting in Logan, Utah; worked with the Connexions team at Rice University; and participated in the Plone Conference in Washington, D.C.

As usual, the VEF **U.S. headquarters staff members travel to Vietnam** for several two to three week periods to oversee the administration of the Hanoi office and to develop and guide the management of VEF activities. To save money on travel, U.S. senior staff typically travel to Vietnam at the time of a scheduled activity, which allows for senior staff to participate in, and present at, the specific event.

SUMMARY

The **two VEF offices function exceptionally well** together, despite the geographical distance and temporal difference between the United States and Vietnam. Staff communicate daily via emails, phone calls, conference calls, and internet Skype chat and calls. The U.S. senior staff establish strategies, finalize policies and procedures, and review final documents. The Hanoi staff manage

VEF activities in Vietnam with oversight and approval by the U.S. headquarters office. Although there has been staff turnover, VEF management remains strongly focused on quality, efficiency, and performance.

RELATIONSHIPS WITH GOVERNMENT AND OTHER EXTERNAL ENTITIES

VEF continues to build relationships with various U.S. and Vietnamese government entities both in the United States and in Vietnam. In addition, VEF continues to build relationships with Vietnamese academic institutions as a result of the VEF exchange programs and other VEF activities. Furthermore, the VEF Hanoi Field Office receives various occasional visitors, including VEF Board members, representatives of U.S. universities, and guests from Vietnamese and U.S. government entities. The VEF Hanoi Field Office provides an excellent public presence in Vietnam for all VEF programs and efforts.

U.S. GOVERNMENT RELATIONS

VEF continues to expand its relationship with the U.S. Embassy in Vietnam and with congressional members in Washington, D.C. During this reporting period, the following meetings occurred:

1. December 2008. The VEF leadership, including Dr. Marilyn Pattillo, Dr. Stephen Maxner, Dr. Toi Vo, and Dr. Phuong Nguyen, met with **Public Affairs Officer (PAO)**, Mr. James Warren, at the first VEF Alumni Conference in Vietnam to update him on VEF activities. For the VEF Alumni Conference, **Deputy Chief of Mission**, Virginia E. Palmer, participated as a keynote speaker.
2. February 2009. For the VEF U.S. Faculty Scholar Orientation Meeting in Hanoi, Dr. Toi Vo, Dr. Lynne McNamara, Dr. Phuong Nguyen, and the first cohort of four U.S. Faculty Scholars for Academic Year 2008-2009 met with **U.S. Ambassador** Michael Michalak.
3. March, April, May 2009. In the United States, the VEF Acting Executive Director and staff of the U.S. VEF office met with **members of Congress** and also with staff of the **U.S. Senate Foreign Relations Committee** ([Appendix 30, 2009 Capitol Hill Meetings](#)). The purpose of these visits was to provide an update on the activities and accomplishments of VEF.
4. June 2009. For the VEF Pre-Departure Orientation (PDO), Mr. Kenneth Fairfax, **U.S. Consul General**, and other officers at the U.S. Consulate General in Ho Chi Minh City, gave presentations and/or remarks.
5. August 2009. **U.S. Ambassador** Michael Michalak gave remarks at the VEF Welcome Reception for U.S. professors, serving on interview panels during the VEF Interview Mission 2009.
6. August 2009. The VEF leadership, including Mr. Christopher Fussner, Dr. Lynne McNamara, and Dr. Phuong Nguyen, paid a courtesy visit to the **U.S. Ambassador** Michael Michalak and to the **Public Affairs Officer (PAO)**, James Warren.
7. August 2009. The second Cohort of VEF U.S. Faculty Scholars had meetings with the **PAO**, James Warren.

VIETNAMESE GOVERNMENT RELATIONS

In building the relationship with Vietnamese government entities, VEF meets regularly with contacts in the **Ministry of Education and Training** (MOET) as well as the **Ministry of Science and Technology** (MOST). Typically, major meetings are scheduled during the visits of the VEF Executive Director to Vietnam.

VEF has worked closely with MOET on several activities. To help the government achieve a high quality scholarship program, at the request of MOET, VEF has helped its government-funded scholarship program, known as the Vietnam International Education Development (VIED) Program, formerly known as the 322 scholarship program. VEF has done the following to assist MOET: (1) provided VIED with the VEF Online Management System software and trained VIED staff on developing an application and selection process, which emulates that of VEF; (2) included VIED scholarship candidates in the VEF interview scheme; (3) invited the VIED scholarship finalists to attend the VEF orientation on how to prepare effectively for the interview; and (4) invited the VIED scholarship recipients to attend the VEF orientation on how to apply to U.S. universities. Besides the activities associated with VIED, VEF worked extensively with MOET on the VOCW project as well as on preparations for the OCWC Global Meeting to be held in Hanoi, both of which are described earlier in this report.

As a follow-up to discussions between VEF and MOST during 2008, VEF worked closely with MOST to establish a pilot project to create funding opportunities that would be available for VEF Fellows and Visiting Scholars. VEF proposed that MOST Research Grants and Entrepreneurial Grants would be arranged through the newly created Vietnam National Science Foundation (VNSF) within MOST. While the pilot project was not finalized by MOST-VNSF, the discussions paved the way for further discussions regarding potential Vietnamese government grants that would be available to VEF Fellows and Visiting Scholars.

VIETNAMESE UNIVERSITY RELATIONS

VEF continues to build relationships with **Vietnamese universities**. As described earlier in this report, VEF arranges for visiting American scientists and experts to lecture at Vietnamese universities. In addition, VEF has trained staff at multiple universities around Vietnam in the use of the Rice University Connexions software, employed on the Vietnam OpenCourseWare website.

Notable also is the effort of the VEF Fellows and Scholars Association (VEFFA), which was established by VEF Fellows as an independent not-for-profit 501(c)(3) organization. With an initial grant from VEF, VEFFA arranged in the United States to collect donated scientific textbooks and research materials in English and to donate them to Vietnamese universities in order to establish a network of up-to-date engineering and science libraries for Vietnamese higher education. During this reporting period, VEFFA established the Vinh-VEFFA Library at **Vinh University** in October 2008 during a ceremony in which donated books were presented. This book project is a continuing effort of VEFFA, following the establishment of the Hanoi University of Technology (HUT)-VEFFA Library in June 2008.

CONCLUSION

Through its high-quality activities and programs under the direction and supervision of extremely capable staff, VEF continues to build a solid record of success while keeping within budget requirements. The Vietnam Education Foundation has created positive relationships between the United States and Vietnam in government and in academia. Besides building fundamental relationships between emerging Vietnamese scientists and U.S. academic institutions and faculty members, the long-term benefits of VEF efforts will steadily grow as more VEF Fellows graduate and return to Vietnam, as VEF Visiting Scholars return to their positions in Vietnam, and as U.S. Faculty Scholars build collaborative relationships between U.S. and Vietnamese academic institutions.

VEF is an effective foreign policy tool in promoting U.S. national interests regarding Vietnam, and in bringing Vietnam and the United States closer together. VEF can continue to move forward confidently as a high-quality, well-respected, internationally-recognized educational exchange program.

VEF is a catalyst for the strong development of science and technology in Vietnam and for the continual opening of positive relationships between the people of the United States and Vietnam.

* * * * *

APPENDICES

APPENDIX 1
VIETNAM EDUCATION FOUNDATION BOARD OF DIRECTORS
As of September 2009

Stephen F. Maxner, Ph.D. – Chairman
Director, Vietnam Center
Texas Tech University

Earl Blumenauer
U.S. Congressman

Hillary Rodham Clinton
U.S. Secretary of State

Viet D. Dinh
Professor of Law
Georgetown University Law Center

Elizabeth Dugan
Vice President for Programs
International Republican Institute

Arne Duncan
U.S. Secretary of Education.

Christopher J. Fussner
Owner, Founder
Trans Technology Pte Ltd..

Timothy F. Geithner
U.S. Secretary of Treasury

Joseph R. Pitts
U.S. Congressman

David Vitter
U.S. Senator

Jim Webb
U.S. Senator

APPENDIX 2
VIETNAM EDUCATION FOUNDATION STAFF
As of September 2009

Note: After listing the head of each office, the VEF staff is listed alphabetically by last name.

VEF U.S. Headquarters Office: Arlington, VA

Lynne A. McNamara, Ph.D.
Acting Executive Director

Sandarshi Gunawardena
Program Officer

Suzanne Michaels
Administrative Assistant

Lana DeFour Walbert
Director of Finance, Accounting, and Administration

VEF Vietnam Field Office: Hanoi

Phuong Nguyen, Ph.D.
Country Director

Hanh Bui
Program Assistant

Binh Dang
Program Manager

Hung Do
IT and Data Technician

Huyen Le
Deputy Director of Finance, Accounting, and Administration

Tu Ngo
IT & Data Manager

Mai Nguyen
Program Assistant

Administrative Assistant (position to be filled on October 1, 2009)

APPENDIX 3
FISCAL YEAR 2009 BUDGET APPROVED BY THE VEF BOARD OF DIRECTORS

Approved FY 2009 Budget		
TOTAL	\$6,978,608	100.0%
DIRECT	\$4,564,539	65.4%
University Expenses	\$2,608,000	
2004 Cohort Expenses (66 Fellows)	\$475,000	
2005 Cohort Expenses (49 Fellows)	\$0	
2006 Cohort Expenses (37 Fellows)	\$0	
2007 Cohort Expenses (40 Fellows)	\$0	
2008 Cohort Expense (39 Fellows)	\$1,053,000	
2009 Cohort Expense (40 Fellows)	\$1,080,000	
Annual VEF Conference	\$361,303	
Annual VEF Conference In January	\$361,303	
Fellows-Other	\$613,000	
Grants For Professional Conferences	\$45,000	
Grants To Teach/Do Research in Vietnam	\$42,000	
Professional Development Grants	\$498,000	
Graduates Returning to VN (20 Fellows)	\$28,000	
Nominees	\$16,112	
Nominees Application Expenses	\$16,112	
New Fellows Cohort 2009	\$111,000	
Travel to the United States (40 New Fellows)	\$58,000	
Settling-in Allowance (40 New Fellows)	\$20,000	
Health Checks (40 New Fellows)	\$12,000	
ESL Required By Universities (3)	\$21,000	
Pre-Departure Orientation	\$53,170	
Pre-Departure Orientation	\$53,170	
Applicants (Fellowship Program)	\$10,959	
Applicants - Preparation Expenses (University Vis	\$10,959	
Visiting Scholars -Others	\$417,912	
Visiting Scholars Program	\$417,912	
US Faculty Scholars	\$291,962	
US Faculty Scholars	\$291,962	
Alumni Conference	\$51,535	
Alumni Conference	\$51,535	
Vietnam Open CourseWare	\$29,586	
Vietnam Open CourseWare	\$29,586	

INDIRECT	\$ 926,104	13.3%
Contractual Services:	\$416,000	
National Academies	\$350,000	
Staff Training (ESL/Communication/IT)	\$62,000	
Professional Memberships (e.g. NAFSA)	\$4,000	
Travel:	\$503,149	
Summer Mission in Vietnam	\$261,211	
Emergency Travel Fund	\$75,000	
VEF Staff Retreat	\$18,000	
VEF Visits to Universities	\$13,838	
Staff Travel (DC and Hanoi)	\$120,000	
NAFSA Conference	\$8,000	
Travel Insurance	\$7,100	
Board Member Compensation:	\$6,955	
Board Members for VEF Business	\$6,955	
OVERHEAD	\$1,487,965	21.3%
Personnel Compensation:	\$669,802	
Permanent DC Staff	\$667,662	
Board Members for Board Meetings	\$2,140	
Contractual Services:	\$382,600	
Hanoi Staff Salaries	\$273,000	
General Services Administration (including legal)	\$56,000	
Audit	\$35,000	
Transcript Services	\$6,600	
Computer Tech Support	\$12,000	
Personnel Benefits/Leave Liability:	\$194,283	
Personnel Benefits	\$164,283	
Monetized Leave Liability	\$30,000	
Rent, Communication and Utilities:	\$144,000	
Rent/Utilities - DC	\$72,000	
Rent/Utilities - VN	\$54,000	
Communication (Cell Phones, edge card, FedEx)	\$18,000	
Supplies and Materials:	\$40,000	
Supplies/Materials - DC	\$20,000	
Supplies/Materials - VN	\$20,000	
Travel:	\$33,280	
Board Members to Quarterly Meetings	\$21,280	
Local Transportation (Taxis, Metro)	\$12,000	
Acquisition of Assets:	\$24,000	
Computers/Office Furniture	\$24,000	

APPENDIX 4
AUDITOR'S REPORT (FY2009), INCLUDING VEF FINANCIAL STATEMENTS



VIETNAM EDUCATION FOUNDATION
SPECIAL FUND

FINANCIAL STATEMENTS

As of and for the Years Ended September 30, 2009 and 2008

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Independent Auditors' Report

Board of Directors, Chairman, and Executive Director
Vietnam Education Foundation
Arlington, VA

In accordance with the Accountability of Tax Dollars Act of 2002, we are responsible for conducting audits of the Vietnam Education Foundation. In our audits of the Vietnam Education Foundation for fiscal years ended September 30, 2009 and 2008, we found

- the financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles,
- no material weaknesses in internal control over financial reporting (including safeguarding assets) and compliance with laws and regulations,
- no reportable noncompliance with laws and regulations we tested.

The following sections discuss in more detail (1) these conclusions, (2) our conclusions on Management Discussion and Analysis and other supplementary information, (3) our audit objectives, scope and methodology, and (4) agency comments and our evaluation.

Opinion on Financial Statements

The financial statements including the accompanying notes present fairly, in all material respects, in conformity with U.S. generally accepted accounting principles, the Vietnam Education Foundation's assets, liabilities, and net position as of September 30, 2009 and 2008; and net costs; changes in net position; and budgetary resources; for the years then ended.

Consideration of Internal Control

In planning and performing our audit, we considered the Vietnam Education Foundation's internal control over financial reporting and compliance. We did this to determine our procedures for auditing the financial statements and to comply with OMB audit guidance, not to express an opinion on internal control. Accordingly, we do not express an opinion on internal control over financial reporting and compliance or on management's assertion on internal control included in Management's Discussion and Analysis. However, for the controls we tested, we found no material weakness in internal control over financial reporting (including safeguarding assets) and compliance.

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A material weakness is a control deficiency that results in more than a remote likelihood that the design or operation of one or more internal controls will not allow management or employees, in the normal course of performing their duties, to promptly detect or prevent errors, fraud, or noncompliance in amounts that would be material to the financial statements. Our internal control work would not necessarily disclose all deficiencies in internal control that might be material weaknesses or other significant deficiencies.

Compliance with Laws and Regulations

Our tests of the Vietnam Education Foundation's compliance with selected provisions of laws and regulations for fiscal year 2009 disclosed no instances of noncompliance that would be reportable under U.S. generally accepted government auditing standards or OMB audit guidance. However, the objective of our audit was not to provide an opinion on overall compliance with laws and regulations. Accordingly, we do not express such an opinion.

Consistency of Other Information

The Vietnam Education Foundation's Management's Discussion and Analysis, required supplementary information (including stewardship information), and other accompanying information contain a wide range of information, some of which is not directly related to the financial statements. We do not express an opinion on this information. However, we compared this information for consistency with the financial statements and discussed the methods of measurement and presentation with Vietnam Education Foundation officials. Based on this limited work, we found no material inconsistencies with the financial statements, U.S. generally accepted accounting principles, or OMB guidance.

Objectives, Scope, and Methodology

Vietnam Education Foundation's management is responsible for (1) preparing the financial statements in conformity with U.S. generally accepted accounting principles, (2) establishing, maintaining, and assessing internal control to provide reasonable assurance that the broad control objectives of the Federal Managers' Financial Integrity Act are met, and (3) complying with applicable laws and regulations.

We are responsible for obtaining reasonable assurance about whether the financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles. We are also responsible for (1) obtaining a sufficient understanding of internal control over financial reporting and compliance to plan the audit, (2) testing compliance with selected provisions of laws and regulations that have a direct and material effect on the financial statements and laws for which OMB audit guidance requires testing, and (3) performing limited procedures with respect to certain other information appearing in the Annual Financial Statement.



In order to fulfill these responsibilities, we

- examined, on a test basis, evidence supporting the amounts and disclosures in the financial statements;
- assessed the accounting principles used and significant estimates made by management;
- evaluated the overall presentation of the financial statements;
- obtained an understanding of the entity and its operations, including its internal control related to financial reporting (including safeguarding assets), and compliance with laws and regulations (including execution of transactions in accordance with budget authority);
- tested relevant internal controls over financial reporting, and compliance, and evaluated the design and operating effectiveness of internal control;
- considered the design of the process for evaluating and reporting on internal control and financial management systems under the Federal Managers' Financial Integrity Act; and
- tested compliance with selected provisions of the following laws and regulations: the Anti-Deficiency Act; Provisions Governing Claims of the U.S. Government (31 U.S.C. 3711-3720E), including the Debt Collection Improvement Act of 1996 (DCIA), the Prompt Payment Act; the Pay and Allowance System for Civilian Employees as provided primarily in Chapters 51-59 of title 5, United States Code; the Civil Service Retirement Act, 5 U.S.C. Chapter 83; Federal Employee Health Benefits Act, 5 U.S.C. Chapter 89; Federal Employees Compensation Act (FECA), 5 U.S.C. Chapter 81; Federal Employee's Retirement System (FERS) Act of 1986, 5 U.S.C. Chapter 84; and the Vietnam Education Foundation Act, P.L. 106-554.

We did not evaluate all internal controls relevant to operating objectives as broadly defined by the Federal Managers' Financial Integrity Act, such as those controls relevant to preparing statistical reports and ensuring efficient operations. We limited our internal control testing to controls over financial reporting and compliance. Because of inherent limitations in internal control, misstatements due to error or fraud, losses, or noncompliance may nevertheless occur and not be detected. We also caution that projecting our evaluation to future periods is subject to the risk that controls may become inadequate because of changes in conditions or that the degree of compliance with controls may deteriorate. In addition, we caution that our internal control testing may not be sufficient for other purposes.

We did not test compliance with all laws and regulations applicable to the Vietnam Education Foundation. We limited our tests of compliance to selected provisions of laws and regulations that have a direct and material effect on the financial statements and those required by OMB audit guidance that we deemed applicable to the Vietnam Education Foundation's financial statements for the fiscal year ended September 30, 2009. We caution that noncompliance may occur and not be detected by these tests and that such testing may not be sufficient for other purposes.

We performed our audit in accordance with U.S. generally accepted government auditing standards and OMB audit guidance.



Agency Comments and Our Evaluation

In commenting on a draft of this report (see Appendix A), the Vietnam Education Foundation concurred with the facts and conclusions in our report.

Martin & Wall, P.C.

Washington, DC
November 16, 2009

**Vietnam Education Foundation
Balance Sheet
As of September 30, 2009 and 2008**

	2009	2008
Assets:		
Intragovernmental:		
Fund Balance With Treasury (Note 2)	\$ 5,011,456	\$ 4,871,928
Total Intragovernmental	5,011,456	4,871,928
Total Assets	\$ 5,011,456	\$ 4,871,928
Liabilities:		
Intragovernmental: (Note 3)		
Accounts Payable	\$ 13,832	\$
Other (Note 4)	4,120	
Total Intragovernmental	17,952	
Liabilities With the Public:		
Accounts Payable	204,042	58,926
Other (Note 4)	98,832	105,280
Total Liabilities With the Public	302,874	164,206
Total Liabilities	320,826	164,206
Net Position:		
Cumulative Results of Operations		
- Earmarked Funds (Note 6)	4,690,630	4,707,722
Total Net Position	4,690,630	4,707,722
Total Liabilities and Net Position	\$ 5,011,456	\$ 4,871,928

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements.

Vietnam Education Foundation
Statement of Net Cost
For the Years Ended September 30, 2009 and 2008

	2009	2008
Program Costs:		
Program A:		
Gross Costs (Note 7)	\$ 5,039,697	\$ 6,371,810
Net Program Costs	5,039,697	6,371,810
Net Cost of Operations	\$ 5,039,697	\$ 6,371,810

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements.

**Vietnam Education Foundation
Statement of Changes in Net Position
For the Year Ended September 30, 2009**

	2009			
	Earmarked Funds	All Other Funds	Eliminations	Consolidated Total
Cumulative Results of Operations:				
Beginning Balances	\$ 4,707,722	\$	\$	\$ 4,707,722
Budgetary Financing Sources:				
Transfers-In/Out Without Reimbursement	5,000,000			5,000,000
Other Financing Resources (Non-Exchange):				
Imputed Financing		22,605		22,605
Total Financing Sources	5,000,000	22,605		5,022,605
Net Cost of Operations (+/-)	5,017,092	22,605		5,039,697
Net Change	(17,092)			(17,092)
Cumulative Results of Operations	\$ 4,690,630	\$	\$	\$ 4,690,630
Budgetary Financing Sources:				
Net Position	\$ 4,690,630	\$	\$	\$ 4,690,630

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements.

**Vietnam Education Foundation
Statement of Changes in Net Position
For the Year Ended September 30, 2008**

	2008			
	Earmarked Funds	All Other Funds	Eliminations	Consolidated Total
Cumulative Results of Operations:				
Beginning Balances	\$ 6,051,111	\$	\$	\$ 6,051,111
Budgetary Financing Sources:				
Donations and Forfeitures of Cash and Cash Equivalents	10,000			10,000
Transfers-In/Out Without Reimbursement	5,000,000			5,000,000
Other Financing Resources (Non-Exchange):				
Imputed Financing		18,421		18,421
Total Financing Sources	5,010,000	18,421		5,028,421
Net Cost of Operations (+/-)	6,353,389	18,421		6,371,810
Net Change	(1,343,389)			(1,343,389)
Cumulative Results of Operations	<u>\$ 4,707,722</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,707,722</u>
Budgetary Financing Sources:				
Net Position	<u>\$ 4,707,722</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,707,722</u>

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements.

**Vietnam Education Foundation
Statement of Budgetary Resources
For the Years Ended September 30, 2009 and 2008**

	2009	2009	2008	2008
	Budgetary	Non-Budgetary Credit Program Financing Accounts	Budgetary	Non-Budgetary Credit Program Financing Accounts
Budgetary Resources:				
Unobligated Balance:				
Beginning of Period	\$ 4,235,091	\$	\$ 5,426,088	\$
Recoveries of Prior Year Obligations	547,854		2,190	
Budget Authority:				
Appropriations Received	5,000,000		5,010,000	
Spending Authority from Offsetting Collections (Gross):				
Earned				
Collected	831			
Subtotal	<u>\$ 5,000,831</u>		<u>\$ 5,010,000</u>	
Total Budgetary Resources	<u>\$ 9,783,776</u>	<u>\$</u>	<u>\$ 10,438,278</u>	<u>\$</u>
Status of Budgetary Resources:				
Obligations Incurred				
Direct	(Note 8) \$ 5,013,897	\$	\$ 6,203,187	\$
Subtotal	<u>\$ 5,013,897</u>		<u>\$ 6,203,187</u>	
Unobligated Balances				
Apportioned	4,221,193		4,232,901	
Subtotal	<u>\$ 4,221,193</u>		<u>\$ 4,232,901</u>	
Unobligated Balances - Not Available	548,685		2,190	
Total Status of Budgetary Resources	<u>\$ 9,783,776</u>	<u>\$</u>	<u>\$ 10,438,278</u>	<u>\$</u>
Change in Obligated Balances:				
Obligated Balance, Net:				
Unpaid Obligations, Brought Forward, October 1	\$ 636,838	\$	\$ 753,257	\$
Total, Unpaid Obligated Balance, Brought Forward, Net	\$ 636,838		\$ 753,257	
Obligations Incurred	5,013,897		6,203,187	
Gross Outlays (-)	(4,861,303)		(6,317,416)	
Recoveries of Prior-Year Unpaid Obligations, Actual (-)	(547,854)		(2,190)	
Obligated Balance, Net, End of Period:				
Unpaid Obligations (+) (Note 9)	241,578		636,838	
Total, Unpaid Obligated Balance, Net, End of Period	<u>\$ 241,578</u>	<u>\$</u>	<u>\$ 636,838</u>	<u>\$</u>
Net Outlays:				
Gross Outlays (+)	4,861,303		6,317,416	
Offsetting Collections (-)	(831)			
Net Outlays	<u>\$ 4,860,472</u>	<u>\$</u>	<u>\$ 6,317,416</u>	<u>\$</u>

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Vietnam Education Foundation (VEF), an independent establishment of the Executive Branch of the United States Government, is a special initiative created by the U.S. Congress in December 2000 under The Vietnam Education Foundation Act (Public Law 106-554). The VEF operates as an independent establishment of the Executive Branch under Section 104 of Title 5, United States Code. Funding sources include transfers in/out without reimbursement from other federal agencies, as part of United States-Vietnam Debt Repayment Agreement. Funding details are presented below under the subsection Revenues and Other Financing Sources.

VEF's purpose is to promote closer relations between the United States and the Socialist Republic of Vietnam. VEF does this by providing opportunities for Vietnamese nationals to pursue graduate and post-graduate studies in science and technology in the United States and for American citizens to teach in the same fields of studies in Vietnam. VEF's core activities are concentrated in two essential and complementary areas: (1) the selection and management of Vietnamese nationals for advanced graduate studies and professional training at top U.S. universities (Fellowship and Visiting Scholars Programs) in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology); and (2) the strengthening of Vietnam's capacity in science and technology, focusing on its teaching and research institutions (Capacity Building Projects).

In order to accomplish its mission, VEF has two offices: (1) the headquarters in Arlington, Virginia, established in March 2003, with four employees; and (2) the field office in Hanoi, Vietnam, established in November 2003, with eight employees. VEF provides annual reports on its activities to the President and also to Congress through the U.S. Senate Committee on Foreign Relations and the House Committee on Foreign Affairs.

VEF is governed by a Board of Directors, comprised of 13 members, who meet quarterly, together with the VEF U.S. headquarters staff. Six Presidential appointees serve as voting members of the Board. U.S. Government officials on the VEF Board of Directors are three U.S. Cabinet members, who serve as voting members of the Board: Secretary of State Hillary Rodham Clinton, Secretary of Education Arne Duncan, and Secretary of Treasury Timothy F. Geithner. Also among U.S. Government officials on the Board are four members of Congress, who serve as ex officio, nonvoting members, providing bipartisan representation from the Senate and the House of Representatives. According to the VEF Act, the two members of the Senate are appointed by the President pro tempore of the Senate, one of whom is appointed upon the recommendation of the Majority Leader and the other upon the recommendation of the Minority Leader, while the two members of the House of Representatives are appointed by the Speaker of the House of Representatives, one of whom is appointed upon the recommendation of the Majority Leader and the other upon the recommendation of the Minority Leader. The present Congressional members are U.S. Senators Jim Webb and David Vitter and U.S. Representatives Earl Blumenauer and Joe Pitts.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Presentation

These financial statements have been prepared from the accounting records of VEF in accordance with generally accepted accounting principles (GAAP), and the form and content for entity financial statements specified by the Office of Management and Budget (OMB) in OMB Circular No. A-136. GAAP for Federal entities are standards prescribed by the Federal Accounting Standards Advisory Board (FASAB), which has been designated the official accounting standards-setting body for the Federal Government by the American Institute of Certified Public Accountants.

OMB Circular No. A-136 requires agencies to prepare principal statements, which include a Balance Sheet, Statement of Net Cost, Statement of Changes in Net Position, and a Statement of Budgetary Resources. The Balance Sheet presents, as of September 30, 2009, amounts of future economic benefits owned or managed by VEF (assets), amounts owed by VEF (liabilities), and amounts, which comprise the difference (net position). The Statement of Net Cost reports the full cost of the program, both direct and indirect costs of the output, and the costs of identifiable supporting services provided by other segments within VEF and other reporting entities. The Statement of Budgetary Resources reports an agency's budgetary activity.

Basis of Accounting

Transactions are recorded on the accrual accounting basis in accordance with general government practice. Under the accrual basis of accounting, revenues are recognized when earned, and expenses are recognized when a liability is incurred, without regard to receipt or payment of cash.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

The most sensitive estimates affecting the financial statements are management's estimates of Other Liabilities with the Public for accrued funded payroll and benefits and unfunded leave. These estimates are based on application of federal employee benefits laws and agency policies related to payroll and leave. Additional details on accounting for personnel compensation and benefits are provided below.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Budgets and Budgetary Accounting

VEF follows standard federal budgetary accounting policies and practices in accordance with OMB Circular No. A-11, "Preparation, Submission, and Execution of the Budget," dated June 2008. Budgetary accounting facilitates compliance with legal constraints and controls over the use of federal funds. Each year, OMB apportions debt repayment funds to VEF's Fund Balance with Treasury to incur obligations in support of agency programs. For Fiscal Year (FY) 2009 and 2008, VEF is accountable for apportionment of no-year funds and no-year fund carryover. VEF recognizes budgetary resources as assets when cash (funds held by Treasury) is made available through warrants and when spending authority from the offsetting collection is incurred. VEF receives warrants as payments are received from debt repayments under the United States-Vietnam Debt Agreement, which is described more fully below.

Revenues and Other Financing Sources

VEF's authorizing legislation (P.L. 106-554), passed in December 2000, established the Vietnam Education Foundation as an independent agency of the Executive Branch, and appropriated the \$85 million in expected loan repayment from the Socialist Republic of Vietnam to the United States under the United States-Vietnam Debt Repayment Agreement to VEF.

VEF receives its funding from the repayment of outstanding loans paid by the Socialist Republic of Vietnam to the United States. These funds are paid into the Vietnam Debt Repayment Fund, which was the result of the United States-Vietnam Debt Agreement. The Socialist Republic of Vietnam makes its debt repayments to the U.S. Agency for International Development (USAID) and the U.S. Department of Agriculture (USDA). Under the terms of the Agreement, the Socialist Republic of Vietnam is obligated to pay the United States \$2.5 million each January and another \$2.5 million each July, totaling \$85 million from FY 2002-FY 2018. There is a schedule showing the portion of debt repayments to each agency.

USAID and USDA transfer debt repayments to an unavailable receipts account at the Treasury Department known as the Vietnam Debt Repayment Fund (account symbol 955365.001). January payments are transferred by March and July payments are transferred by September. It is not uncommon for these transfers to be delayed. Any amount of the loan repayment in excess of the \$5,000,000 is not to be used by VEF and is left in an Unapplied Receipt Account at Treasury.

P.L. 106-554 appropriated a total of \$85 million "non-expiring" funds to VEF, in increments of \$5 million per fiscal year, spanning FY 2002 – FY 2018, which is the expected amount of the loan repayments. VEF funds are "non-expiring." "Legally binding budgetary restrictions" are limited to not obligating or spending more than its Fund Balance with Treasury. VEF is a "non-appropriated fund."

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenues and Other Financing Sources (continued)

“Transfers in without reimbursement” are treated as earmarked funds and are subject to “apportionment” by the U.S. Office of Management and Budget (OMB) in order to add those amounts to VEF’s Fund Balance with Treasury. OMB issues “apportionments” equal to the actual receipt of funds, not the full amount of expected annual payments (which occurred in prior years). Earmarked funds are fund that are financed by specifically identified revenues, often supplemented by other financing sources, which remain available over time. These specifically identified revenues and other financing sources are required by statute to be used for designated activities or purposes, and must be accounted for separately from the federal government’s general revenues, per Statement of Federal Financial Accounting Standard (SFFAS) 27, *Identifying and Reporting Earmarked Funds*.

A second financing source for VEF consist of imputed financing sources which are costs financed by other Federal entities on behalf of VEF, as required by Statement of Federal Financial Accounting Standard (SFFAS) No. 5, *Accounting for Liabilities of the Federal Government*.

A third financing source for VEF is donations. A separate fund is established for fundraising private dollars, 929X. Contributions are tax deductible. Donors are legally prohibited from providing restricted grants.

Imputed Financing Sources

In certain instances, operating costs of the VEF are paid out of funds appropriated to other federal agencies. In accordance with GAAP, as outlined in guidance issued by the OMB, all expenses of a federal entity should be reported by that agency whether or not the agency will ultimately pay these expenses. Amounts for certain expenses of VEF, which will be paid by other federal agencies, are recorded in the Statement of Net Cost. A related amount is recognized in the Statement of Changes in Net Position as an imputed financing source. VEF records imputed expense and financing sources for employee retirement, insurance, and health benefit costs, which are paid by the Office of Personnel Management (OPM).

Personnel Compensation and Benefits

VEF has two categories of employees: U.S. government employees, who are based in the headquarters in Arlington, VA, and non-U.S. government employees, who are based in the field office in Hanoi, Vietnam. The non-U.S. government employees are paid through a third party and are not processed through payroll systems. The information below applies only to U.S. government employees.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Personnel Compensation and Benefits (continued)

Salaries and wages of employees are recognized as accrued payroll expenses and related liabilities as earned. These expenses are recognized as a funded liability when accrued. Annual leave is accrued as it is earned by employees and is included in personnel compensation and benefit costs. An unfunded liability is recognized for earned but unused annual leave, since from a budgetary standpoint, this annual leave will be paid from future appropriations when employees use the leave. The amount accrued is based upon current pay rates for employees. Sick leave and other types of leave that are not vested are expensed when used and no future liability is recognized for these amounts.

VEF's employees participate in one of two retirement programs, either the Civil Service Retirement System (CSRS) or the Federal Employees Retirement System (FERS), which became effective on January 1, 1987. VEF and its employees both contribute to these systems. Although VEF funds a portion of benefits under CSRS and FERS and makes the necessary payroll withholdings, it does not report assets associated with these benefit plans in accordance with SFFAS No. 5, "Accounting for Liabilities of the Federal Government."

For CSRS employees, VEF contributes an amount equal to 11.2% of the employees' basic pay to the plan. For FERS employees, VEF contributes an amount equal to 7% of the employees' basic pay to the plan.

Both CSRS employees and FERS employees are eligible to participate in the Thrift Savings Plan (TSP). The TSP is a defined contribution retirement plan intended to supplement the benefits provided under CSRS and FERS. For FERS employees, VEF contributes an amount equal to 1% of the employee's basic pay to the TSP and matches employee contributions up to an additional 4%. CSRS employees receive no matching contribution from VEF.

The U.S. Office of Personnel Management (OPM) is responsible for reporting assets, accumulated plan benefits, and unfunded liabilities, if any, applicable to CSRS participants and FERS employees government-wide, including VEF employees. VEF has recognized an Imputed Cost and Imputed Financing Source for the difference between the estimated service cost and the contributions made by VEF and its covered employees. The estimated cost of pension benefits is based on rates issued by OPM. Following guidance from the Department of the Interior Office of Financial Management.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Personnel Compensation and Benefits (continued)

Employees are entitled to participate in the Federal Employees Group Life Insurance (FEGLI) Program. Participating employees can obtain “basic life” term life insurance, with the employee paying two-thirds of the cost and VEF paying one-third. Additional coverage is optional, to be paid fully by the employee. The basic life coverage may be continued into retirement if certain requirements are met. OPM administers the FEGLI program and is responsible for the reporting of related liabilities. Each fiscal year, OPM calculates the U.S. Government’s service cost for the post-retirement portion of basic life coverage. Because VEF’s contributions to the basic life coverage are fully allocated by OPM to the pre-retirement portion of coverage, VEF has recognized the entire service cost of the post-retirement portion of basic life coverage as an Imputed Cost and Imputed Financing Source.

Fund Balance with Treasury

The U.S. Treasury performs cash management activities for all Federal agencies. Fund Balance With Treasury is the aggregate amount of the agency’s accounts with Treasury for which the agency is authorized to liquidate obligations, pay funded liabilities, and make expenditures. The fund balance is increased through the receipt of non-expenditure Treasury Warrants for appropriations, positive non-expenditure transfers, and other expenditure inflows of funds. The Fund Balance With Treasury is reduced through non-expenditure Treasury Warrants for recissions, negative non-expenditure transfers, disbursements, and other expenditure cash outflows of funds.

Property and Equipment

Property, plant, and equipment (PP&E) have been defined in the Federal Government as tangible items owned by the Federal Government and having an expected useful life of greater than two years. The following policies will be effective for PP&E:

PP&E will be reported at acquisition cost.

The capitalization threshold will be established at \$5,000 for assets with a useful life of 2 or more years.

For bulk purchases, items will be capitalized when the individual useful lives are at least two years and have an aggregate value of \$100,000 or more.

Acquisitions of P&E that do not meet the capitalization criteria will be recorded as operating expenses. General P&E consists of items that are used by to support its mission.

Depreciation on these assets were calculated using the straight-line method. Depreciation begins the month after the asset is placed in service.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment (continued)

Useful lives are as follows:

Equipment -	4 years
Furniture -	4 years

Maintenance, repairs and minor renovations are expensed as incurred. Expenditures that materially increase values, change capacities or extend useful lives will be capitalized.

The costs of any leasehold improvements financed with VEF appropriated funds will be capitalized if the total cost exceeds \$25,000. Construction costs will be accumulated as “construction in-progress” until completion and then transferred and capitalized as a “leasehold improvements” over 7 years or the remainder of the lease, whichever is less.

Internal use software development and acquisition costs of \$25,000 will be capitalized as “software development-in-progress” until the development stage is completed and the software is successfully tested. At acceptance, “software development-in-progress” costs are reclassified as “internal use software” and amortized using the straight-line method over an estimated useful life of 4 years. Purchased commercial software that does not meet the capitalization criteria will be expensed. Enhancements that do not add significant new capability or functionality will be expensed.

Prepaid and Deferred Charges

Payments in advance of the receipt of goods and services are recorded as prepaid charges at the time of prepayment and recognized as expenses when the related goods and services are received.

Liabilities

Liabilities represent amounts expected to be paid as the result of a transaction or event that has already occurred. Liabilities covered by budgetary resources are liabilities incurred which are covered by realized budgetary resources as of the balance sheet date. Available budgetary resources include new budget authority, spending authority from the offsetting collections, recoveries of unexpired budget authority through downward adjustments of prior year obligations, unobligated balances of budgetary resources at the beginning of the year. Unfunded liabilities are not considered to be covered by such budgetary resources. Examples of unfunded liabilities are actuarial liabilities for future Federal Employees’ Compensation Act payments. The Government, acting in its sovereign capacity, can abrogate liabilities arising from other than contracts.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Borrowings Payable to Treasury

VEF does not engage in Treasury Borrowing activities.

Contingencies

The criteria for recognizing contingencies for claims are (1) a past event or exchange transaction has occurred as of the date of the statements; (2) a future outflow or other sacrifice of resources is probable; and (3) the future outflow or sacrifice of resources is measurable (reasonably estimated). VEF recognizes material contingent liabilities in the form of claims, legal action, administrative proceedings and environmental suits that have been brought to the attention of legal counsel, some of which will be paid by the Treasury Judgment Fund. It is the opinion of management and legal counsel that the ultimate resolution of these proceedings, actions and claims, will not materially affect the financial position or results of operations.

Net Position

Net position consists of unexpended appropriations and cumulative results of operations. Unexpended appropriations represent amounts of budget authority to include unobligated or obligated balances not rescinded or withdrawn. Cumulative results of operations is comprised of the following: (1) the difference between revenues and expenses, (2) the net amount of transfers of assets in and out without reimbursement, and (3) donations, all since inception of the fund(s).

NOTE 2 – FUND BALANCE WITH TREASURY

Treasury performs cash management activities for all federal agencies. The net activity represents Fund Balance with Treasury. Fund Balance with the Treasury is the aggregate amount of funds in the agency's accounts with Treasury for which the agency is authorized to make expenditures and pay liabilities. The fund balance is increased when VEF receives transfers in without reimbursement as part of debt repayment and it is reduced by disbursements.

VEF's Fund Balance with Treasury is derived from repayment of outstanding loans by the Socialist Republic of Vietnam, which are appropriated to VEF in increments of \$5 million per fiscal year.

The table below displays the composition of Fund Balance with Treasury.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

NOTE 2 – FUND BALANCE WITH TREASURY (CONTINUED)

	2009	2008
A. Fund Balance with Treasury		
Special Fund	\$5,011,456	\$4,871,928
B. Status of Fund Balance with Treasury		
1) Unobligated Balance		
a) Available	4,221,193	4,232,901
b) Unavailable	548,685	2,190
2) Obligated Balance not yet Disbursed	241,578	636,838
Total	\$5,011,456	\$4,871,928 *

Rounding *

NOTE 3 – LIABILITIES NOT COVERED BY BUDGETARY RESOURCES

Liabilities of VEF are classified as liabilities covered or not covered by budgetary resources. As of September 30, 2009, they showed liabilities covered by budgetary resources of \$241,578 and liabilities not covered by budgetary resources of \$79,247. As of September 30, 2008, they showed liabilities covered by budgetary resources of \$106,204 and liabilities not covered by budgetary resources of \$58,001.

Liabilities covered by budgetary resources is composed of Accounts Payable \$217,874, Employer Contributions and Payroll Taxes Payable \$4,120 and Accrued Funded Payroll and Leave \$19,585.

	2009	2008
With the Public		
Other	79,247	58,001
Total liabilities not covered by budgetary resources	79,247	58,001
Total liabilities covered by budgetary resources	214,254	106,204
Total Liabilities	\$293,502 *	\$164,206 *

* Rounding

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

NOTE 4 – OTHER LIABILITIES

As of September 30, 2009, other liabilities with the public consist of accrued funded payroll and leave of \$19,585 and unfunded leave in the amount of \$79,247. Other Intragovernmental liabilities consist of employer contributions and payroll taxes payable \$4,120.

	<u>With the Public</u>	<u>Non-Current</u>	<u>Current</u>	<u>Total</u>
2009	Other Liabilities	79,247	19,585	\$98,832
2008	Other Liabilities	58,001	47,279	\$105,280

	<u>Intragovernmental</u>	<u>Non-Current</u>	<u>Current</u>	<u>Total</u>
2009	Other Liabilities	0	4,120	\$4,120
2008	Other Liabilities	0	0	\$0

NOTE 5 – LEASES

Entity as Lessee:

VEF leases office space located at 2111 Wilson Boulevard, Suite 700 in Arlington, VA. The lease was entered into on March 17, 2003, and expires July 31, 2010.

VEF also leases office space at Unit No. 502, 5th Floor, Hanoi Towers, Hanoi, Vietnam. The lease was entered into on August 10, 2009, became effective September 1, 2009 and expires, August 30, 2011. The tenant may relinquish space upon six (6) months notice. Thus, at any time, the Board's financial obligation can be reduced to six (6) months of rent.

The following is a schedule of future minimum lease payments required by the leases above:

Year Ending September 30, 2010	\$ 97,645
2011	<u>49,610</u>
Total Future Lease Payments	<u>\$ 147,255</u>

NOTE 6 – EARMARKED FUNDS

Earmarked funds are funds that are financed by specifically identified revenues, often supplemented by other financing sources, which remain available over time. These specifically identified revenues and other financing sources are required by statute to be used for designated activities or purposes, and must be accounted for separately from the federal government's general revenues, per Statement of Federal Financial Accounting Standard (SFFAS) 27, *Identifying and Reporting Earmarked Funds*.

VEF's source of earmarked funds are the \$5 million per year from the Vietnam Debt Repayment Fund which is paid by the Socialist Republic of Vietnam and would be considered an inflow of revenue to the government. VEF's imputed financing are not considered earmarks.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

NOTE 6 – EARMARKED FUNDS (CONTINUED)

FY 2009	VEF Earmarked Funds	VEF Other Funds	Total Funds
Balance Sheet as of Sept. 30			
ASSETS			
Fund Balance with Treasury	\$ 5,011,456		\$ 5,011,456
Total Assets	<u>\$ 5,011,456</u>	<u>\$</u>	<u>\$ 5,011,456</u>
Intragovernmental Liabilities:			
Accounts Payable	\$ 13,832		\$ 13,832
Other Liabilities	\$ 4,120		\$ 4,120
Total Intragovernmental Liabilities	<u>\$ 17,952</u>	<u>\$</u>	<u>\$ 17,952</u>
Liabilities with the Public:			
Accounts Payable	\$ 204,042		\$ 204,042
Other Liabilities	\$ 98,832		\$ 98,832
Total Liabilities with the Public	<u>\$ 302,874</u>		<u>\$ 302,874</u>
Total Liabilities	<u>\$ 320,826</u>	<u>\$</u>	<u>\$ 320,826</u>
Cumulative Results of Operations	<u>\$ 4,690,630</u>		<u>\$ 4,690,630</u>
Total Liabilities and Net Position	<u>\$ 5,011,456</u>	<u>\$</u>	<u>\$ 5,011,456</u>
Statement of Net Cost For the Period Ended Sept. 30			
Gross Program Costs	\$ 5,017,092	\$ 22,605	\$ 5,039,697
Net Program Costs	<u>\$ 5,017,092</u>	<u>\$ 22,605</u>	<u>\$ 5,039,697</u>
Net Cost of Operations	<u>\$ 5,017,092</u>	<u>\$ 22,605</u>	<u>\$ 5,039,697</u>
Statement of Changes in Net Position For the Period Ended Sept. 30			
Net Position Beginning of Period	\$ 4,707,722		\$ 4,707,722
Non-Exchange Revenue			
Other Financing Sources			
Transfer In Without Reimbursement	\$ 5,000,000		\$ 5,000,000
Imputed Financing		\$ 22,605	\$ 22,605
Total Financing Sources	<u>\$ 5,000,000</u>	<u>\$ 22,605</u>	<u>\$ 5,022,605</u>
Net Cost of Operations	<u>\$ 5,017,092</u>	<u>\$ 22,605</u>	<u>\$ 5,039,697</u>
Change in Net Position	<u>\$ (17,092)</u>	<u>\$</u>	<u>\$ (17,092)</u>
Net Position End of Period	<u>\$ 4,690,630</u>	<u>\$</u>	<u>\$ 4,690,630</u>

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

NOTE 6 – EARMARKED FUNDS (CONTINUED)

FY 2008	VEF Earmarked Funds	VEF Other Funds	Total Funds
Balance Sheet as of Sept. 30			
ASSETS			
Fund Balance with Treasury	\$ 4,871,928		\$ 4,871,928
Total Assets	<u>\$ 4,871,928</u>	<u>\$</u>	<u>\$ 4,871,928</u>
Liabilities With the Public:			
Accounts Payable	\$ 58,926		\$ 58,926
Other Liabilities	\$ 105,280		\$ 105,280
Total Liabilities	<u>\$ 164,206</u>	<u>\$</u>	<u>\$ 164,206</u>
Cumulative Results of Operations	<u>\$ 4,707,722</u>		<u>\$ 4,707,722</u>
Total Liabilities and Net Position	<u>\$ 4,871,928</u>	<u>\$</u>	<u>\$ 4,871,928</u>
Statement of Net Cost For the Period Ended Sept. 30			
Gross Program Costs	\$ 6,353,389	\$ 18,421	\$ 6,371,810
Net Program Costs	<u>\$ 6,353,389</u>	<u>\$ 18,421</u>	<u>\$ 6,371,810</u>
Net Cost of Operations	<u>\$ 6,353,389</u>	<u>\$ 18,421</u>	<u>\$ 6,371,810</u>
Statement of Changes in Net Position For the Period Ended Sept. 30			
Net Position Beginning of Period	\$ 6,051,111		\$ 6,051,111
Non-Exchange Revenue			
Other Financing Sources			
Donations and Forfeitures of Cash	\$ 10,000		\$ 10,000
Transfer In Without Reimbursement	\$ 5,000,000		\$ 5,000,000
Imputed Financing		\$ 18,421	\$ 18,421
Total Financing Sources	<u>\$ 5,010,000</u>	<u>\$ 18,421</u>	<u>\$ 5,028,421</u>
Net Cost of Operations	<u>\$ 6,353,389</u>	<u>\$ 18,421</u>	<u>\$ 6,371,810</u>
Change in Net Position	<u>\$ (1,343,389)</u>	<u>\$</u>	<u>\$ (1,343,389)</u>
Net Position End of Period	<u>\$ 4,707,722</u>	<u>\$</u>	<u>\$ 4,707,722</u>

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

NOTE 7 – INTRAGOVERNMENTAL COSTS AND EXCHANGE REVENUE

	Total 2009	Total 2008
Program A		
Intragovernmental costs	108,814	97,833
Public costs	4,930,883	6,273,976
Total Program A costs	\$5,039,697	\$6,371,810 *

Rounding *

NOTE 8 – APPORTIONMENT CATEGORIES OF OBLIGATIONS INCURRED

VEF is subject to apportionment, but does not have reimbursable authority. Therefore, all obligations are direct in fiscal year 2009 and are Category B.

	Total 2009	Total 2008
Direct		
Category B	5,013,897	6,203,187
Total Obligations	\$5,013,897	\$6,203,187

NOTE 9 – UNDELIVERED ORDERS AT THE END OF THE PERIOD (NEED TO CORRECT FORMAT AND UDO BALANCE)

The amount of Unpaid Obligated Balance, Net, End of Period includes obligations relating to Undelivered Orders (good and services contracted for but not yet received at the end of the year) and Accounts Payable (amounts owed at the end of the year for goods and services received).

	Undelivered Orders	Accounts Payable	Unpaid Obligated Balance Net
2009		241,578	\$241,578
2008	530,633	106,205	\$636,838

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

**NOTE 10 – RECONCILIATION OF NET COST OF OPERATIONS (PROPRIETARY)
TO BUDGET (FORMERLY THE STATEMENT OF FINANCING)**

Liabilities not covered by budgetary resources total \$79,247 and the change in components requiring or generating resources in future period shows \$21,246. The \$21,246 is the net increase of future funded expenses – leave between appropriations of fiscal year 2008 and fiscal year 2009. Accrued funded payroll liability is covered by budgetary resources and is included in the net cost of operations. Whereas, the unfunded leave liability includes the expense related to the increase in annual leave liability for which the budgetary resources will be provided in a subsequent period.

	<u>2009</u>	<u>2008</u>
Liabilities not covered by budgetary resources	\$79,247	\$58,001
Change in components requiring/generating resources	\$21,246	\$33,493

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2009 and 2008

NOTE 10 – RECONCILIATION OF NET COST OF OPERATIONS (PROPRIETARY) TO BUDGET (FORMERLY THE STATEMENT OF FINANCING), CONTINUED

	2009	2008
<i>Resources Used to Finance Activities:</i>		
Budgetary Resources Obligated		
Obligations Incurred	\$ 5,013,897	\$ 6,203,187
Less: Spending Auth and Recoveries	<u>548,685</u>	<u>2,190</u>
Obligations Net of Offsetting Collections and Recoveries	<u>4,465,212</u>	<u>6,200,997</u>
Net Obligations	4,465,212	6,200,997
Other Resources		
Imputed Financing from Costs Absorbed by Others	<u>22,606</u>	<u>18,421</u>
Net Other Resources Used to Finance Activities	<u>22,606</u>	<u>18,421</u>
Total Resources Used to Finance Activities	4,487,818	6,219,418
<i>Resources Used to Finance Items not Part of the Net Cost of Operations</i>		
Change in Budgetary Resources Obligated for Goods Services and Benefits Ordered But Not Yet Provided	<u>(530,633)</u>	<u>(118,898)</u>
Total Resources Used to Finance Items Not Part of the Net Cost of Operations	<u>(530,633)</u>	<u>(118,898)</u>
Total Resources Used to Finance the Net Cost of Operations	5,018,451	6,338,316
<i>Components of the Net Cost of Operations that will not Require or Generate Resources in the Current Period:</i>		
<i>Components Requiring or Generating Resources in Future Periods:</i>		
Increase in Annual Leave Liability	<u>21,246</u>	<u>33,493</u>
Total Components of Net Cost of Operations that will Require or Generate Resources in Future Periods	<u>21,246</u>	<u>33,493</u>
Total Components of Net Cost of Operations that will not Require or Generate Resources in the Current Period	<u>21,246</u>	<u>33,493</u>
Net Cost of Operations	<u>\$5,039,697</u>	<u>\$6,371,810</u>

*Amounts may be off by a dollar due to rounding.

NOTE 11 – SUBSEQUENT EVENTS

In preparing these financial statements, management has evaluated events and transactions for potential recognition or disclosure through November 16, 2009, which is the date the financial statements were available to be issued.

APPENDIX A –
VIETNAM EDUCATION FOUNDATION COMMENTS ON
DRAFT AUDIT REPORT



2111 Wilson Boulevard, Suite 700, Arlington, VA 22201 • www.vef.gov • Phone 703-351-5053 • Fax 703-351-1423

Lynne A. McNamara, Ph.D.
Executive Director

Board of Directors

Stephen F. Maxner, Ph.D.
Chairman
Director, Vietnam Center
Texas Tech University

Earl Blumenauer
U.S. Congressman

Hillary Rodham Clinton
U.S. Secretary of State

Viet D. Dinh
Professor of Law
Georgetown University Law Center

Elizabeth Dugan
Vice President for Programs
International Republican Institute

Arne Duncan
U.S. Secretary of Education

Christopher J. Fussner
Owner, Founder
Trans Technology Pte Ltd.

Timothy F. Geithner
U.S. Secretary of Treasury

Joseph R. Pitts
U.S. Congressman

David Vitter
U.S. Senator

Jim Webb
U.S. Senator

November 16, 2009

Martin & Wall, P.C.
Andrew B. Martin, CFE, CPA
Managing Partner
1633 Q Street, NW
Suite 230
Washington, DC 20009

Dear Mr. Martin:

We have reviewed the draft audit report provided to us relating to your audit of Vietnam Education Foundation for the fiscal year ended September 30, 2009. We concur with the facts and conclusions in the draft report.

Sincerely,

Lynne McNamara, PhD
Executive Director

**APPENDIX 5
GRADUATES AS OF SEPTEMBER 2009 (78)**

Summary: 78 of the 306 VEF Fellows have completed graduate degrees: 35 doctoral degrees and 43 Master's degrees. **Twenty (20) are pursuing Academic Training (AT)** in the United States, which is employment in one's field, authorized by VEF. **Forty-nine (49) have returned to Vietnam:** twenty-seven (27) are working in the corporate sector; four (4) have positions in research; nine (9) are involved in university teaching; one (1) is heading his own private company; one (1) is working freelance; and seven (7) have just returned to Vietnam and have not finalized employment. **Of the remaining nine (9) graduates, five (5) have continued on to doctoral or master's degree programs in the United States with other sources of funding,** and four (4) are working outside of Vietnam.

In the table below, the Fellows' names are given in Vietnamese order: LAST (Family) name followed by Middle name(s) and finally by First (Given) name(s). The list in each section is organized alphabetically by Family name and then by Given name. Acronyms used for the degrees listed are as follows: DMD (Doctor of Dental Medicine), DPH (Doctor of Public Health), and PhD (Doctor of Philosophy).

#	NAME	G E N D E R	C O H O R T	University	Department	Degree	Term Graduated	Present Status
Graduates - Doing Academic Training (AT) in the United States (20)								
1	BUI My Hanh	F	2003	University of Pennsylvania	Public Health	DMD	Summer 2007	AT as a General Dentist Associate at Dentex Corporation from October 2008 to June 2010 and as a General Dentist at Pennridge Dental Associates from July 2008 to June 2010.
2	BUI Xuan Loc	M	2004	University of Illinois at Urbana - Champaign	Electrical Engineering	PhD	Summer 2008	AT as a Software Engineer at Airvana from October 2008 to September 2011.
3	DANG Dinh Thi	M	2003	University of Florida	Mechanical Engineering	PhD	Summer 2007	AT as a Postdoctoral Associate at Virginia Tech from December 2007 to July 2010.
4	DINH Huu Hai	M	2004	University of Michigan at Ann Arbor	Civil Engineering	PhD	Summer 2009	AT as an Engineer at Moffatt and Nichol from March 2009 to September 2010.
5	DUONG Thi Hao	F	2004	University of Texas at Houston	Public Health	DPH	Summer 2009	AT as a Data Analyst at University of Texas, School of Public Health from September 2009 to August 2010.
6	HA Huu Toan	M	2004	University of Texas at Houston	Public Health	DPH	Fall 2008	AT as a Postdoctoral Fellow at University of Texas, School of Public Health from December 2008 to December 2009.
7	HOANG Phuong Chi	F	2005	University of Texas at Austin	Environmental Engineering	PhD	Summer 2009	AT as a Guest Researcher at National Institute of Standards and Technology from May 2009 to May 2010.
8	HUYNH Kim Lam	M	2003	University of Utah	Chemistry	PhD	Spring 2007	AT as a Postdoctoral Fellow at Colorado School of Mines from July 2009 to June 2010.
9	KIEU Quoc Chanh	M	2003	University of Maryland at College Park	Earth, Ocean, and Atmospheric Sciences	PhD	Summer 2008	AT as a Postdoctoral Scholar at Pennsylvania State University from August 2009 to July 2010.

#	NAME	GE N D E R	C O H O R T	University	Department	Degree	Term Graduated	Present Status
Graduates - Doing Academic Training (AT) in the United States (cont.)								
10	LE Quang Nam	M	2004	New York University	Mathematics	PhD	Summer 2008	AT as a Ritt Assistant Professor at Columbia University from July 2008 to March 2011.
11	LE Hoang Tung	M	2003	Purdue University	Industrial Engineering	PhD	Summer 2009	AT as an Operations Research Developer at Deccan International from September 2009 to September 2011.
12	NGO Minh Duc	M	2004	University of Illinois at Urbana - Champaign	Mechanical Engineering	PhD	Summer 2009	AT as a Postdoctoral Scholar at California Institute of Technology from August 2009 to August 2010.
13	NGUYEN Kieu Cuong	M	2003	Brown University	Physics	PhD	Spring 2009	AT as a Visiting Fellow at National Institutes of Health (NIH) from April 2009 to October 2010.
14	NGUYEN Duc Dung	M	2003	Northeastern University	Electrical Engineering	PhD	Summer 2008	AT as a Visiting Research Assistant Professor at University of Illinois at Urbana-Champaign from June 2009 to June 2011.
15	NGUYEN Tri Dung	M	2004	Massachusetts Institute of Technology	Industrial Engineering	PhD	Summer 2009	AT as an Electrical Engineer at GT Solar from August 2008 to May 2010.
16	NGUYEN Thai Ha	M	2003	University of Illinois at Urbana - Champaign	Electrical Engineering	PhD	Summer 2007	AT as a Senior Research Engineer at Sony Electronics from October 2007 to May 2010.
17	NGUYEN Huu Quang	M	2006	University of Illinois at Urbana - Champaign	Electrical Engineering	Master's	Summer 2009	AT as a Visiting Research Associate at Coordinated Science Laboratory from May 2009 to February 2010.
18	NGUYEN Thanh Tuan	M	2004	University of North Carolina at Chapel Hill	Public Health	PhD	Summer 2008	AT as a Postdoctoral Fellow at USDA/ARS Children's Nutrition Research Center, Baylor College of Medicine, from August 2009 to August 2010.
19	PHAN Thi Thu Ha	F	2004	University of Texas at Houston	Public Health	DPH	Summer 2009	AT as a Postdoctoral Fellow at University of Texas School of Public Health, CITAR project, from June 2009 to May 2010.
20	VO Trung Dung	M	2005	University Of California at San Diego	Electrical Engineering	PhD	Summer 2009	AT as a Senior Research Engineer at Samsung Information Systems America from April 2009 to October 2011.

#	NAME	G E N D E R	C O H O R T	University	Department	Degree	Term Graduated	Present Status
Graduates - Returned to Vietnam (49)								
1	CAO Do Xuan Uyen	F	2005	Purdue University	Industrial Engineering	Master's	Summer 2007	Consultant, Technology Resources Vietnam, Ho Chi Minh City
2	DANG Van Chinh	M	2004	University of Texas at Houston	Public Health	PhD	Summer 2008	Researcher, Institute of Hygiene and Public Health, Ho Chi Minh City
3	DAU Hong Ngoc	M	2004	University of Illinois at Urbana – Champaign	Civil Engineering	Master's	Fall 2007	General Director, Total Building Systems, Ltd., Ho Chi Minh City
4	DINH Lan Phuong	F	2004	University of Illinois at Urbana - Champaign	Electrical Engineering	Master's	Summer 2007	Project Manager, International Relations Office, Saigon Post and Telecommunications Services Corporation, Ho Chi Minh City
5	DUONG Le Nam	M	2005	University of Illinois at Urbana - Champaign	Electrical Engineering	Master's	Fall 2008	Newly returned to Vietnam
6	LE Tien Dung	M	2005	University of Texas at Austin	Civil Engineering	PhD	Summer 2009	Newly returned to Vietnam
7	LE Thanh Nam	M	2005	New York University	Computer Science	Master's	Summer 2007	Vice Director, Mai Thu Printing Limited Company, Ho Chi Minh City
8	LE Quoc	M	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2008	Lecturer, Department of Computer Science, Hanoi University of Technology, Hanoi
9	NGO Duc Anh	M	2004	University of Texas at Houston	Public Health	DPH	Spring 2006	Research Fellow, University of Queensland in Hanoi
10	NGO Trung Thanh	M	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Fall 2006	Senior Software Engineer, Viet Phu Company, Ho Chi Minh City
11	NGUYEN The Anh	M	2004	Tufts University	Biomedical Engineering	Master's	Fall 2007	Project Manager, Vietnam Report Joint Stock Company, Hanoi
12	NGUYEN Thanh Binh	M	2005	Cornell University	Agricultural Sciences	PhD	Fall 2008	Researcher, Rubber Research Institute of Vietnam, Ho Chi Minh City
13	NGUYEN Ha Hue Chi	F	2007	Emory University	Public Health	Master's	Fall 2009	Newly returned to Vietnam
14	NGUYEN Truong Giang	M	2004	Carnegie Mellon University	Computer Science	Master's	Spring 2006	IT Officer, UNDP Viet Nam, Hanoi
15	NGUYEN Quy Ha	M	2007	Massachusetts Institute of Technology	Electrical Engineering	Master's	Fall 2009	Newly returned to Vietnam
16	NGUYEN Thanh Hai	M	2005	Rutgers University	Computer Science	Master's	Summer 2007	Expert, Petro Vietnam Automation and Information Technology Company, Hanoi
17	NGUYEN Thi Hong Hanh	F	2004	University of Georgia	Biological/ Life Sciences	Master's	Fall 2008	Environmental Activist, Green Peace, Hanoi
18	NGUYEN Viet Hung	M	2003	Arizona State University	Computer Science	PhD	Summer 2008	General Director - CEO, Petro Vietnam Automation and Information Technology Company, Hanoi
19	NGUYEN Cong Khanh	M	2004	Johns Hopkins University	Public Health	Master's	Spring 2007	Research Scientist, National Institute of Hygiene and Epidemiology, Hanoi

#	NAME	G E N D E R	C O H O R T	University	Department	Degree	Term Graduated	Present Status
Graduates - Returned to Vietnam (cont.)								
20	NGUYEN Thi Bich Lan	F	2004	University of Michigan at Ann Arbor	Industrial Engineering	Master's	Spring 2006	Industrial Engineer, Intel Products Vietnam, Ho Chi Minh City
21	NGUYEN Duy Long	M	2004	University of California at Berkeley	Civil Engineering	PhD	Fall 2007	Lecturer, Faculty of Civil Engineering, Ho Chi Minh City University of Technology, Vietnam National University, Ho Chi Minh City
22	NGUYEN Le Luc	M	2004	Rutgers University	Mathematics	PhD	Summer 2009	Lecturer, Department of Mathematics and Computer Science, University of Natural Sciences, Ho Chi Minh City
23	NGUYEN Thanh Nam	M	2006	Purdue University	Electrical Engineering	Master's	Fall 2008	Expert, Siemens Ltd. Vietnam, Hanoi
24	NGUYEN Tuan Nam	M	2004	University of California at Los Angeles	Computer Science	PhD	Spring 2009	Lecturer, Department of Computer Science, University of Natural Sciences, Vietnam National University, Ho Chi Minh City
25	NGUYEN Cong Nghia	M	2004	University of North Carolina at Chapel Hill	Public Health	PhD	Summer 2009	Doctor at Delivery Department, Hanoi Obstetrics and Gynecology Hospital, Hanoi
26	NGUYEN Thi Minh Nguyet	F	2004	University of Virginia	Computer Science	Master's	Summer 2007	Quality Assurance Engineer, freelancing, Hanoi
27	NGUYEN Thanh Son	M	2003	State University of New York at New Paltz	Computer Science	Master's	Fall 2005	CEO, EQuest Group, Hanoi
28	NGUYEN Thanh Son	M	2004	Massachusetts Institute of Technology	Physics	Master's	Summer 2009	Newly returned to Vietnam
29	NGUYEN Thi Thu Trang	F	2004	Tufts University	Biomedical Engineering	Master's	Summer 2007	Vice Managing Director, DDP Materials Company Ltd., Ho Chi Minh City
30	NGUYEN Quoc Viet	M	2003	Ohio University	Mathematics	Master's	Fall 2005	Senior Manager, Golden Bridge Financial Corporation, Hanoi
31	PHAM Thi An Chau	F	2005	Duke University	Earth, Ocean, and Atmospheric sciences	Master's	Summer 2007	Environmental Scientist, Center for Environmental Research and Education, Hanoi
32	PHAM Sy Minh Hoang	M	2005	University of California at Berkeley	Civil Engineering	Master's	Summer 2007	Senior Structural Engineer, CIENCO JSC 586, Da Nang
33	PHAM Tuan Le	M	2007	University of Texas at Austin	Civil Engineering	Master's	Summer 2009	Lecturer, Bridge Design Department, Hanoi University of Civil Engineering, Hanoi
34	PHAM Hong Phuong	M	2004	Stanford University	Chemical Engineering	Master's	Summer 2006	Chemical/Project Engineer, PetroVietnam General Services Joint Stock Corporation, Ho Chi Minh City

#	NAME	G E N D E R	C O H O R T	University	Department	Degree	Term Graduated	Present Status
Graduates - Returned to Vietnam (cont.)								
35	PHAM Thi Minh Tam	F	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2006	IT Project Manager, HSBC Bank, Ho Chi Minh City
36	PHAN Trieu Giang	M	2003	University of Hawaii at Manoa	Earth, Ocean, and Atmospheric sciences	PhD	Spring 2009	Lecturer, Faculty of Forestry, Nong Lam University, Ho Chi Minh City
37	PHAN Thi Thu Huong	F	2006	University of Massachusetts, Amherst	Computer Science	Master's	Spring 2009	Lecturer, Royal Melbourne Institute of Technology (RMIT) Vietnam, Ho Chi Minh City
38	TRAN Le Hong Du	M	2006	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2009	Lecturer, Department of Computer Science, University of Natural Sciences, Vietnam National University, Ho Chi Minh City
39	TRAN Dai Nghia	M	2003	University of Hawaii at Manoa	Environmental Engineering	PhD	Summer 2008	Lecturer, Thai Nguyen University of Economics and Business Administration, Thai Nguyen
40	TRAN Van Xuan	M	2004	University of Michigan at Ann Arbor	Mechanical Engineering	PhD	Fall 2009	Newly returned to Vietnam
41	TRINH Thi Kim Chi	F	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2007	Quality Assurance Leader, Add-on Development Company - A Denmark owned company, Hanoi
42	TRINH Thi Hoa	F	2004	University of Michigan at Ann Arbor	Environmental Engineering	PhD	Summer 2009	Science & Policy Analyst, Environmental Defense Fund, a U.S. Non-Governmental Organization, Hanoi
43	TRINH Van Thang	M	2004	University of North Carolina at Chapel Hill	Public Health	PhD	Summer 2007	Vice Director, Center for Promotion of Advancement of Society, Hanoi
44	VU Viet Anh	M	2004	Columbia University	Electrical Engineering	Master's	Fall 2006	Director, OC TECH Joint - Stock Company, Hanoi
45	VU Cao Dat	M	2005	Rutgers University	Computer Science	Master's	Summer 2008	Programmer, Sun Micro Systems Company, Ho Chi Minh City
46	VU Hoang Ha	M	2004	Carnegie Mellon University	Computer Science	Master's	Fall 2005	Analyst, VNDirect Securities Corporation, Ho Chi Minh City
47	VU Thi Hong Hung	F	2007	Clemson University	Biological/ Life Sciences	Master's	Spring 2009	Vice Director, Integrated Electronics and Communications Joint Stock Company, Hanoi
48	VU Chinh Thien	M	2004	University of Texas at Houston	Public Health	PhD	Summer 2009	Newly returned to Vietnam
49	VUONG Quang Khai	M	2005	Columbia University	Computer Science	Master's	Spring 2007	Product Manager, Vinagame, Ho Chi Minh City

#	NAME	G E N D E R	C O H O R T	University	Department	Degree	Term Graduated	Present Status
Graduates - Continuing on to U.S. Academic Programs with Other Sources of Funding (5)								
1	BACH Hung Nguyen	M	2003	Johns Hopkins University	Computer Science	Master's	Spring 2005	Continued on to Ph.D. program in Computer Science at Carnegie Mellon University, PA
2	LE Tung Linh	M	2007	Columbia University	Chemical Engineering	Master's	Summer 2009	Continued on to Ph.D. program in Chemical Engineering at Stevens Institute of Technology, NJ
3	NGUYEN Thu Ha	F	2007	Emory University	Public Health	Master's	Summer 2009	Continued on to Ph.D. program in Pharmaceutical and Biomedical Sciences at Georgia State University, GA
4	NGUYEN Manh Tuong	M	2003	University at Buffalo, the State University of New York	Computer Science	Master's	Spring 2005	Returned to Vietnam and worked as a Technical Consultant, Cisco Systems Vietnam until Fall 2008, when he returned to the United States to pursue an MBA with personal funding at the University of Chicago, IL
5	VU Toan Thang	M	2004	University of Michigan at Ann Arbor	Electrical Engineering	Master's	Summer 2006	Continued on to Ph.D. program in Electrical Engineering at Texas A&M University
Graduates - Working Abroad (4)								
1	HOANG Minh Duc	M	2004	Columbia University	Electrical Engineering	Master's	Summer 2006	Managing Director, Finmatech Ltd. Company, London, England
2	HOANG Manh Quang	M	2004	Princeton University	Mathematics	PhD	Summer 2009	Visiting Associate Professor, Department of Mathematics, University of Vlora, Albania
3	LA Nguyen Hung Chinh	M	2004	University of Illinois at Urbana - Champaign	Electrical Engineering	Master's	Fall 2007	Working at Intel Company, CA, USA
4	NGUYEN Thi Luong Y	F	2005	University of North Carolina at Chapel Hill	Public Health	Master's	Summer 2007	Monitoring and Evaluation Specialist, Elizabeth Glaser Pediatric AIDS Foundation, VA, USA

APPENDIX 6
VEF FELLOWS (227) ENROLLED IN U.S. UNIVERSITIES
As of Fall 2009

Most VEF Fellows (96%) are pursuing a doctorate degree while a few (4%) are pursuing a master's degree. Females number 29% and males 71%. The table below lists all VEF Fellows enrolled as of the Fall 2009 and includes their U.S. universities, degrees sought¹, and broad fields of study. Names are presented in Vietnamese order: Last (Family) name, Middle name, and First (Given) name.

The table is organized first alphabetically by the Fellows' last (family) names, then by their cohort year. Within each cohort grouping by last name, the Fellows are listed alphabetically by last name and then by first (given) name. A Fellow without a middle name is listed at the end of the alphabetical listing. The cohort designation indicates the fall that the Fellow began graduate school. The seven cohorts of VEF Fellows and their fall start dates are as follows: Cohort 1 (2003), Cohort 2 (2004), Cohort 3 (2005), Cohort 4 (2006), Cohort 5 (2007), Cohort 6 (2008), and Cohort 7 (2009). The Fellows of the same cohort are highlighted in the same color.

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
1	BUI	Cong	Thanh	M	University of Texas at Houston	DPH	Public Health	2004
2	BUI	Duy	Bach	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2005
3	Bui	Trung	Ngoc	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2005
4	BUI	Kien	Cuong	M	University of Iowa	PhD	Computer Sciences	2006
5	BUI	Quang	Vinh	M	Emory University	PhD	Public Health	2006
6	BUI	Nguyen	Dai	M	University of California at Berkeley	PhD	Electrical Engineering	2007
7	CAO	Duy Chi	Trung	M	University of Pennsylvania	PhD	Chemistry	2007
8	CAO	Duc	Nguyen	M	Purdue University	PhD	Computer Sciences	2008
9	CAO	Van	Son	M	University of Texas at Austin	PhD	Physics	2009
10	CHUNG	Bac	Ai	M	Columbia University	PhD	Civil Engineering	2006
11	DANG	Huy	Cuong	M	Brown University	PhD	Physics	2004

¹ Acronyms used for the degrees listed are as follows: DPH (Doctor of Public Health), MPH (Master of Public Health), and PhD (Doctor of Philosophy).

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
12	DANG	Thi La	Thu	F	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2005
13	DANG	Xuan	Ha	M	Virginia Polytechnic Institute and State University	PhD	Computer Sciences	2007
14	DANG	The	Hung	M	Columbia University	PhD	Physics	2007
15	DANG	Bac	Van	M	University of Massachusetts, Amherst	PhD	Computer Sciences	2008
16	DANG	Xuan	Hoang	M	University of Texas at Austin	PhD	Chemical Engineering	2009
17	DANG	Nguyen Doan	Trang	F	University of Michigan at Ann Arbor	PhD	Public Health	2009
18	DAO	Duc	Minh	M	Johns Hopkins University	PhD	Electrical Engineering	2009
19	DINH	Sy	Quang	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2005
20	DINH	Ba	Thang	M	University of Southern California	PhD	Computer Sciences	2006
21	DO	Tien	Anh	M	University of South Florida	PhD	Environmental Engineering	2004
22	DO	Ba	Thanh	M	University of Michigan at Ann Arbor	PhD	Materials/ Metallurgical Engineering	2004
23	DO	Trung	Thong	M	Johns Hopkins University	PhD	Electrical Engineering	2004
24	DO	Duc	Hanh	M	University of California at Berkeley	PhD	Mathematics	2005
25	DO	Dang	Khoa	M	University of Texas at Austin	PhD	Mechanical Engineering	2005
26	DO	Xuan	Quang	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2005
27	DO	Thanh	Dat	M	Michigan State University	PhD	Physics	2007
28	DO	Ngoc	Han	F	Michigan State University	PhD	Biological/Life sciences	2008
29	DO	Tien	Dung	M	University of North Carolina at Chapel Hill	PhD	Chemistry	2009
30	DOAN	Trung	Kien	M	Rensselaer Polytechnic Institute	PhD	Civil Engineering	2008
31	DUONG	Tuan	Hung	M	University of Illinois at Urbana - Champaign	PhD	Chemistry	2004

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
32	DUONG	Ngoc	Son	M	University of California at San Diego	PhD	Mathematics	2008
33	GIANG	Thanh	Ha	F	California Institute of Technology	PhD	Mechanical Engineering	2006
34	GIANG		Hoa	M	University of Pennsylvania	PhD	Biological/Life sciences	2006
35	HA	Manh	Hung	M	Case Western Reserve University	PhD	Materials/Metallurgical Engineering	2005
36	HA	Khanh	Linh	M	University of Utah	PhD	Computer Sciences	2005
37	HA	Anh	Duc	M	Boston University	DPH	Public Health	2006
38	HA	Thanh	Trung	M	University of Florida	PhD	Mathematics	2007
39	HAN	Huy	Dung	M	University of California at Davis	PhD	Electrical Engineering	2007
40	HAN	Thi	Binh	F	Georgia Institute of Technology	PhD	Computer Sciences	2009
41	HO	Thi Thu	Chung	F	University of Texas at Austin	PhD	Civil Engineering	2008
42	HO	Thi	Nhan	F	Michigan State University	PhD	Public Health	2009
43	HOANG	Kim	Chi	F	Iowa State University	PhD	Environmental Engineering	2004
44	HOANG	Thanh	Son	M	University of Texas at Austin	PhD	Chemical Engineering	2007
45	HOANG	Thanh	Tung	M	Florida State University	PhD	Chemistry	2009
46	HONG	Trung	Dung	M	Purdue University	PhD	Computer Sciences	2008
47	HUYNH	Tien	Phong	M	Rutgers University	PhD	Chemical Engineering	2004
48	HUYNH	Ngoc	Tuyen	M	University of Texas at Austin	PhD	Computer Sciences	2005
49	HUYNH		Khanh An	M	Johns Hopkins University	PhD	Environmental Engineering	2008
50	HUYNH	Nguyen Hoai	Phuong	F	University of Pennsylvania	PhD	Chemistry	2009
51	HUYNH-NGOC		Dang-Trinh	M	University of Washington	PhD	Computer Sciences	2006

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
52	KHIEU	Huu	Loc	M	University of Michigan at Ann Arbor	PhD	Aerospace Engineering	2004
53	LA	Thanh	Nhan	M	Pennsylvania State University	PhD	Public Health	2009
54	LAI	Minh	Tri	M	Indiana University, Bloomington	PhD	Mathematics	2008
55	LAM	Ngoc	Hanh	F	Cornell University	PhD	Biological/Life sciences	2008
56	LE	Ngoc	Anh	M	University at Buffalo, the State University of New York	PhD	Computer Sciences	2003
57	LE	Hoai	Chau	M	University of Illinois at Urbana - Champaign	PhD	Civil Engineering	2004
58	LE	Thu	Ha	F	University of Texas at Austin	PhD	Electrical Engineering	2004
59	LE	Khac	Hieu	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2004
60	LE	Thi	Ly	F	University of Utah	PhD	Chemistry	2004
61	LE	Viet	Thang	M	Rutgers University	PhD	Computer Sciences	2004
62	LE		Tung	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2004
63	LE	Hoang	Anh	M	New York University	PhD	Computer Sciences	2005
64	LE	Van	Hoa	M	University of North Carolina at Chapel Hill	PhD	Public Health	2005
65	LE	Quang	Binh	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2006
66	LE	Thi Ngoc	Huong	F	University of Minnesota	PhD	Chemical Engineering	2006
67	LE	Ha	Mi	F	University of Missouri - Columbia	PhD	Agricultural Sciences	2006
68	LE	Bao	Trung	M	University of Minnesota	PhD	Civil Engineering	2006
69	LE	Chi	Ngoc	M	University of California at Los Angeles	PhD	Mathematics	2007
70	LE	Truong	Son	M	Brown University	PhD	Physics	2007
71	LE	Ro	To	M	Brown University	PhD	Electrical Engineering	2007

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
72	LE	Van	Vuong	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2007
73	LE	Huy	Binh	M	University of Houston	PhD	Computer Sciences	2008
74	LE	Quoc	Trung	M	Oklahoma State University	PhD	Industrial Engineering	2008
75	LE	Duc	Dat	M	Purdue University	PhD	Mechanical Engineering	2009
76	LE	Vu Viet	Phong	M	University of Illinois at Urbana - Champaign	PhD	Civil Engineering	2009
77	LE	Hoang	Phuoc	M	University of Illinois at Urbana - Champaign	PhD	Mathematics	2009
78	LE	Minh	Vu	M	University of California at Davis	PhD	Computer Sciences	2009
79	LUONG	Viet	Nhiem	M	University of Texas at Houston	DPH	Public Health	2004
80	LUU	Nguyen	Hung	M	University of Texas at Houston	PhD	Public Health	2007
81	LUU	Vu Thanh	Huong	F	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2008
82	MA		Nam	M	University of Southern California	PhD	Computer Sciences	2008
83	NGHIEM	Xuan	Truong	M	University of Pennsylvania	PhD	Electrical Engineering	2005
84	NGO	Kien	Cuong	M	University of Florida	PhD	Mathematics	2007
85	NGO	Dinh	Phuong	M	Purdue University	PhD	Mechanical Engineering	2008
86	NGUYEN	Dong	Giang	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2003
87	NGUYEN	Giao	Hoa	M	University of Utah	PhD	Chemistry	2003
88	NGUYEN	Quang	Huy	M	Iowa State University	PhD	Environmental Engineering	2003
89	NGUYEN	Minh	Hien	F	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2004
90	NGUYEN	Thanh	Hoa	M	University of Utah	PhD	Computer Sciences	2004

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
91	NGUYEN	Quang	Hoang	M	University of Massachusetts, Amherst	PhD	Civil Engineering	2004
92	NGUYEN	Viet	Hoang	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2004
93	NGUYEN	Chi	Kien	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2004
94	NGUYEN	Quoc	Minh	M	Georgia Institute of Technology	PhD	Computer Sciences	2004
95	NGUYEN	Hoang	Nam	M	University of Illinois at Urbana - Champaign	PhD	Physics	2004
96	NGUYEN	Cuong	Quoc	M	University of North Carolina at Chapel Hill	PhD	Public Health	2004
97	NGUYEN	Hong	Tam	M	University of Illinois at Urbana - Champaign	PhD	Civil Engineering	2004
98	NGUYEN	Van	Thang	M	University of Texas at Houston	PhD	Biological/Life Sciences	2004
99	NGUYEN	Thi Minh	Thao	F	University of Southern California	PhD	Earth, Ocean, and Atmospheric Sciences	2004
100	NGUYEN	Thi Thu	Thuy	F	University of Texas at Austin	PhD	Civil Engineering	2004
101	NGUYEN	Hai	Anh	F	University of Massachusetts, Amherst	PhD	Environmental Engineering	2005
102	NGUYEN		Binh	M	Rensselaer Polytechnic Institute	PhD	Computer Sciences	2005
103	NGUYEN	Thi	Cac	F	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2005
104	NGUYEN	Tan-Minh	Duc	M	University of Texas at Houston	PhD	Public Health	2005
105	NGUYEN	Trong	Dung	M	Johns Hopkins University	PhD	Electrical Engineering	2005
106	NGUYEN	Van-Tien	Dung	M	Brown University	PhD	Physics	2005
107	NGUYEN	Van	Giap	M	Auburn University	PhD	Agricultural Sciences	2005
108	NGUYEN	Manh	Ha	M	University of Colorado at Denver and Health Sciences Center	PhD	Biological/Life Sciences	2005

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
109	NGUYEN	Trung	Hieu	M	University Of California at San Diego	PhD	Mathematics	2005
110	NGUYEN	Thi	Khoi	F	University of Illinois at Urbana - Champaign	PhD	Materials/ Metallurgical Engineering	2005
111	NGUYEN	Duc	Linh	M	Cornell University	PhD	Physics	2005
112	NGUYEN		Nam	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2005
113	NGUYEN	Quang	Nghia	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2005
114	NGUYEN	Tien	Thang	M	Rutgers University	PhD	Electrical Engineering	2005
115	NGUYEN	Dac	Trung	M	University of Michigan at Ann Arbor	PhD	Chemical Engineering	2005
116	NGUYEN	Tien	Dat	M	University of Iowa	PhD	Computer Sciences	2006
117	NGUYEN	Ngoc	Diep	M	University of Arizona	PhD	Electrical Engineering	2006
118	NGUYEN	Thanh	Hao	F	Texas A&M University	PhD	Mathematics	2006
119	NGUYEN	Viet	Hung	M	University of California at Berkeley	PhD	Civil Engineering	2006
120	NGUYEN	Van	Khiem	M	University of Utah	PhD	Chemistry	2006
121	NGUYEN	Sy	Phong	M	Texas A&M University	PhD	Electrical Engineering	2006
122	NGUYEN	Kim Nu	Thao	F	University of Utah	PhD	Biological/Life Sciences	2006
123	NGUYEN	Hong Nha	Tran	F	University of Missouri - Columbia	PhD	Agricultural Sciences	2006
124	NGUYEN	Thi Quynh	Van	F	University of Illinois at Chicago	PhD	Public Health	2006
125	NGUYEN	Linh	Vu	M	University of California at Davis	PhD	Environmental Engineering	2006

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
126	NGUYEN	Hoang	Anh	M	University Of California at San Diego	PhD	Electrical Engineering	2007
127	NGUYEN	Minh	Anh	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2007
128	NGUYEN	Ngoc	Bao	M	University of Maryland at College Park	PhD	Computer Sciences	2007
129	NGUYEN	Tan	Chung	M	University of Florida	PhD	Environmental Engineering	2007
130	NGUYEN	Quang	Huy	M	University of Missouri - Columbia	PhD	Environmental Engineering	2007
131	NGUYEN	Binh	Nguyen	M	University of California at Los Angeles	PhD	Public Health	2007
132	NGUYEN	Thi Hong	Thuy	F	Washington State University	PhD	Environmental Engineering	2007
133	NGUYEN	Viet	Tu	M	University of California at San Diego	PhD	Electrical Engineering	2007
134	NGUYEN	Thanh	Tung	M	Iowa State University	PhD	Computer Sciences	2007
135	NGUYEN	Phuong	Anh	F	University of Texas at Austin	PhD	Chemical Engineering	2008
136	NGUYEN	Tuan	Cuong	M	University of California at Davis	PhD	Electrical Engineering	2008
137	NGUYEN	Viet	Cuong	M	Cornell University	PhD	Biological/Life Sciences	2008
138	NGUYEN	Tu	Duy	M	University of Arkansas	PhD	Biological/Life Sciences	2008
139	NGUYEN	Trong	Hai	M	University of Michigan at Ann Arbor	PhD	Mechanical Engineering	2008
140	NGUYEN	Trung	Kien	M	Michigan State University	PhD	Computer Sciences	2008
141	NGUYEN	Thanh Nhat	Quang	M	University of Missouri - Columbia	PhD	Electrical Engineering	2008

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
142	NGUYEN	Duc	Thanh	M	Princeton University	PhD	Mechanical Engineering	2008
143	NGUYEN	Thi Thu	Thuy	F	Clark University	Master's	Earth, Ocean, and Atmospheric Sciences	2008
144	NGUYEN	Thi Le	Trang	F	University of Florida	PhD	Industrial Engineering	2008
145	NGUYEN	Tuan	Anh	M	Iowa State University	PhD	Electrical Engineering	2009
146	NGUYEN	Van	Du	M	Rice University	PhD	Electrical Engineering	2009
147	NGUYEN	Ngoc	Duong	M	Purdue University	PhD	Computer Sciences	2009
148	NGUYEN	Duc	Giang	M	University of California at Berkeley	PhD	Physics	2009
149	NGUYEN	Viet	Hung	M	Iowa State University	PhD	Computer Engineering	2009
150	NGUYEN	Thi	Khanh Van	F	Clemson University	PhD	Chemistry	2009
151	NGUYEN	Tien	Luong	M	University of North Carolina at Chapel Hill	PhD	Biological/Life Sciences	2009
152	NGUYEN	Tra	Mi	F	University of California at Berkeley	PhD	Environmental Engineering	2009
153	NGUYEN	Quoc	Minh	M	Purdue University	PhD	Electrical Engineering	2009
154	NGUYEN	Thi	Nhung	F	University of Michigan at Ann Arbor	PhD	Mechanical Engineering	2009
155	NGUYEN	Thanh Nhat	Tan	M	University of California at San Diego	PhD	Computer Sciences	2009
156	NGUYEN	Thu	Trang	F	University of Florida	PhD	Industrial Engineering	2009
157	NGUYEN	Ngoc	Tu	M	University of Florida	PhD	Chemistry	2009
158	NGUYEN	Thi Hong	Van	F	Georgia Institute of Technology	Master's	Electrical Engineering	2009

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
159	NGUYEN	Thi	Yen	F	Michigan State University	Master's	Mechanical Engineering	2009
160	NGUYEN		Long Van	F	Purdue University	PhD	Computer Sciences	2008
161	NGUYEN HUU		Phuoc Nguyen	M	University of Michigan at Ann Arbor	PhD	Mechanical Engineering	2007
162	NGUYEN LE		Thanh An	F	University of Illinois at Chicago	Master's	Public Health	2008
163	NGUYEN-TRAN		Diem-Hang	F	University of Washington	PhD	Biological/Life Sciences	2008
164	NHAM	Thi	Ngoc	F	University of California at Davis	PhD	Agricultural Sciences	2009
165	PHAM	Tuan	Minh	M	University of Illinois at Urbana - Champaign	PhD	Physics	2004
166	PHAM	Duc	Nam	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2004
167	PHAM	Thi Hoang	Van	F	Johns Hopkins University	DPH	Public Health	2004
168	PHAM	Bao	Yen	F	University of North Carolina at Chapel Hill	PhD	Biological/Life Sciences	2004
169	PHAM	Tung	Anh	F	University of Missouri - Columbia	PhD	Biological/Life Sciences	2005
170	PHAM	Le Tuan	Anh	M	University of California at Berkeley	PhD	Environmental Engineering	2006
171	PHAM	Vinh	Hoa	M	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2006
172	PHAM	Nguyet	Tu	F	University of Oklahoma	PhD	Chemistry	2006
173	PHAM	Thi Viet	Mai	F	University of Illinois at Urbana - Champaign	PhD	Solid and Water Resources Engineering	2007
174	PHAM	Thuy	Trang	F	Duke University	PhD	Biological/Life Sciences	2007
175	PHAM		Kim Son	M	University of California at San Diego	PhD	Computer Sciences	2008
176	PHAN	Minh	Liem	M	University of Texas at Houston	PhD	Biological/Life Sciences	2005

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
177	PHAN	Huu	Phuc	M	University of Texas at Houston	PhD	Public Health	2008
178	PHAN	Cong	Manh	M	Oklahoma State University	PhD	Electrical Engineering	2009
179	PHUNG-NGOC	Nguyen	Hanh	F	University of Texas at Austin	Master's	Environmental Engineering	2008
180	QUACH	Ngoc	Truyen	M	University of Missouri - Columbia	PhD	Agricultural Sciences	2005
181	TA	Hoang	Hai	M	University of California at Davis	PhD	Electrical Engineering	2007
182	TANG	Thi Ha	Yen	F	University of Florida	PhD	Industrial Engineering	2007
183	TAT	To	Trinh	F	Case Western Reserve University	PhD	Biological/Life Sciences	2009
184	THAN	Van	Cuong	M	Rice University	PhD	Computer Sciences	2005
185	TRAN	Duc	Han	M	University of Texas at Austin	PhD	Mechanical Engineering	2004
186	TRAN		Phuong	M	University of Illinois at Urbana - Champaign	PhD	Mechanical Engineering	2004
187	TRAN	Anh	Tuan	M	University of Illinois at Urbana - Champaign	PhD	Mechanical Engineering	2004
188	TRAN	Duc	Duan	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2005
189	TRAN	Anh	Phong	M	Brown University	PhD	Physics	2005
190	TRAN	Nguyen Nhi	Thua	F	Cornell University	PhD	Biological/Life Sciences	2005
191	TRAN	Duc	Trinh	M	University of Michigan at Ann Arbor	PhD	Environmental Engineering	2005
192	TRAN	Thien	Anh	M	University of California at Davis	PhD	Electrical Engineering	2006

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
193	TRAN		Cuong	M	University Of California at San Diego	PhD	Computer Sciences	2006
194	TRAN	Le	Nhiem	M	Brown University	PhD	Physics	2006
195	TRAN	Thi Lac	Thanh	F	University of Massachusetts, Amherst	PhD	Computer Sciences	2006
196	TRAN	Thi Hoai	Thu	F	Case Western Reserve University	PhD	Biological/Life Sciences	2006
197	TRAN	Khanh	Van	F	University of Massachusetts, Amherst	PhD	Public Health	2006
198	TRAN	Viet	Hung	M	University of Iowa	PhD	Computer Sciences	2007
199	TRAN	Quoc	Long	M	Georgia Institute of Technology	PhD	Computer Sciences	2007
200	TRAN	Ngoc Anh	Mai	F	University of Texas at Houston	PhD	Biological/Life Sciences	2007
201	TRAN	Thanh	Phuong	M	Purdue University	PhD	Electrical Engineering	2007
202	TRAN	Hong	Anh	F	University of California at Berkeley	MPH	Public Health	2008
203	TRAN	Thi Minh	Duc	F	Duke University	PhD	Biological/Life Sciences	2008
204	TRAN	Trung	Duong	M	University of Texas at Houston	PhD	Public Health	2008
205	TRAN	Vinh	Hung	M	University of California at Berkeley	PhD	Mathematics	2008
206	TRAN	Thi Phuoc	Thao	F	Columbia University	Master's	Biological/Life Sciences	2008
207	TRAN	Thi Tra	Giang	F	University of California at Los Angeles	PhD	Mathematics	2009
208	TRAN	Viet	Hung	M	University of Washington	Master's	Civil Engineering	2009
209	TRAN	Mai	Ngoc	F	University of California at Berkeley	PhD	Mathematics	2009
210	TRAN	Thi Thuy	Tien	F	Cornell University	Master's	Agricultural Sciences	2009

#	LAST (Family)	Middle	First (Given)	Gender	U.S. University	Graduate Degree Sought	Broad Field of Study	Cohort
211	TRAN	Thi Thanh	Van	F	Clemson University	PhD	Biomedical Engineering	2009
212	TRINH	Quy	Bon	M	University of Texas at Houston	PhD	Biological/Life Sciences	2004
213	TRINH	Nguyen	Hoang	M	University of Chicago	PhD	Computer Sciences	2004
214	TRUONG	Thanh	Tu	M	University of Illinois at Urbana - Champaign	PhD	Chemistry	2004
215	TRUONG	Trung	Kien	M	University of Texas at Austin	PhD	Electrical Engineering	2006
216	VAN	Tu	Anh	F	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2004
217	VO	Thi Kieu	Loan	F	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering	2004
218	VO	Thi	Cam-Van	F	University of Pennsylvania	PhD	Chemistry	2008
219	VU	Hai	Long	M	University of Illinois at Urbana - Champaign	PhD	Computer Sciences	2004
220	VU	Quang	Duy	M	Pennsylvania State University	PhD	Mathematics	2005
221	VU	Van	Van	M	University of Minnesota	PhD	Chemistry	2006
222	VU	Dinh	Anh	M	University of Minnesota	PhD	Chemistry	2007
223	VU	Phuong	Ly	F	Memorial Sloan-Kettering Cancer Center	PhD	Biological/Life Sciences	2007
224	VU	Thi-Kim	Hanh	F	University of Utah	PhD	Biological/Life Sciences	2008
225	VU	Quang	Thanh	M	University of California at Berkeley	PhD	Mathematics	2009
226	VU	Thi Thu	Thuy	F	University of Texas at Houston	PhD	Biological/Life Sciences	2009
227	VUONG	Van	Thu	M	Cornell University	PhD	Biological/Life Sciences	2004

APPENDIX 7
U.S. UNIVERSITIES AND DEPARTMENTS OF VEF FELLOWS ENROLLED
(Total: 227 Fellows enrolled as of September 2009)

SUMMARY: The 227 VEF Fellows of cohorts 2003 through 2009, who are enrolled as of September 2009, are attending the 57 U.S. universities listed below. Most Fellows (96%) are pursuing a doctorate degree while some (4%) are pursuing a master's degree. Females number 29% and males 71%. The major fields of study are divided between Sciences (60%) and Engineering (40%). Within those broad groupings are the following specific fields, listed according to the percentage of Fellows in each general field, from highest to lowest: Computer Sciences (19%), Electrical Engineering (17%), Biological/Life Sciences (11%), Public Health (8%), Chemistry (7%), Environmental Engineering (6%), Mathematics (6%), Civil Engineering (5%), Mechanical Engineering (5%), Physics (5%), Agricultural Sciences (3%), Chemical Engineering (3%), and Other Fields (5%)¹. While the majority of universities are members of the VEF Alliance, in some cases the particular division or department is not included in the VEF Alliance cost-sharing agreement².

University	# of Fellows	Division/Department
Auburn University*	1	Fisheries - Agricultural Economics (1)
Boston University	1	International Health** (1)
Brown University	6	Electrical Sciences and Computer Engineering (1); Physics (5)
California Institute of Technology	1	Mechanical Engineering (1)
Case Western Reserve University	3	Biology (1); Biomedical Sciences** (1); Materials Science and Engineering (1)
Clark University*	1	International Development, Community and Environment (1)
Clemson University	2	Bioengineering (1); Chemistry (1)
Columbia University	3	Biological Sciences** (1); Civil Engineering and Engineering Mechanics (1); Physics** (1)
Cornell University	6	Agricultural and Biological Engineering (1); Applied Physics** (1); Molecular Biology and Genetics (1); Plant Breeding and Genetics (1); Plant Pathology and Plant-Microbe Biology (2)

¹ Other Fields include Aerospace Engineering; Biomedical Engineering; Computer Engineering; Earth, Ocean, and Atmospheric Sciences; Industrial Engineering; Materials/Metallurgical Engineering; and Solid and Water Resources Engineering.

² Notations:

* Not an Alliance School

** Though this is an Alliance School, the particular division or department is not included in the VEF Memorandum of Understanding (MOU) agreement.

University	# of Fellows	Division/Department
Duke University	2	Biochemistry** (1); Pharmacology and Cancer Biology** (1)
Emory University*	1	Biological and Biomedical Sciences (1)
Florida State University	1	Chemistry and Biochemistry (1)
Georgia Institute of Technology	4	Computer Science (2); Computing Science and Systems (1); Electrical and Computer Engineering (1)
Indiana University*	1	Mathematics (1)
Iowa State University	5	Agricultural and Biosystems Engineering (2); Electrical and Computer Engineering (3)
Johns Hopkins University	5	Electrical and Computer Engineering (3); Geography and Environmental Engineering (1); International Health**(1)
Memorial Sloan-Kettering Cancer Center	1	Cancer Biology (1)
Michigan State University	5	Cell and Molecular Biology (1); Computer Science and Engineering (1); Epidemiology (1); Mechanical Engineering (1); Physics and Astronomy (1)
New York University*	1	Computer Science (1)
Oklahoma State University	2	Electrical and Computer Engineering (1); Industrial Engineering and Management (1)
Pennsylvania State University	2	Health Policy and Administration (1); Statistics (1)
Princeton University	1	Mechanical engineering (1)
Purdue University	8	Computer Science (4); Electrical and Computer Engineering (2); Mechanical Engineering (2)
Rensselaer Polytechnic Institute	2	Civil & Environmental Engineering (1); Computer Science (1)
Rice University	2	Computer Science (1); Electrical and Computer Engineering (1)
Rutgers University	3	Computer Science (1); Electrical and Computer Engineering (1); Food Science (1)
Texas A&M University	2	Electrical & Computer Engineering (1); Mathematics (1)
University at Buffalo, the State University of New York	1	Computer Science and Engineering (1)
University of Arizona*	1	Electrical and Computer Engineering (1)
University of Arkansas*	1	Cell and Molecular Biology (1)
University of California at Berkeley	10	Civil and Environmental Engineering (3); Electrical Engineering and Computer Sciences (1); Maternal and Child Health (1)**; Mathematics (3); Physics (1); Statistics (1)

University	# of Fellows	Division/Department
University of California at Davis	7	Civil and Environmental Engineering (1); Computer Science (1); Electrical and Computer Engineering (4); Plant Sciences (1)
University of California at Los Angeles	3	Epidemiology** (1); Mathematics** (2)
University of California at San Diego	7	Computer Science and Engineering (3); Electrical and Computer Engineering (2); Mathematics (2)
University of Chicago*	1	Computer Science (1)
University of Colorado at Denver and Health Sciences Center	1	Cell and Developmental Biology (1)
University of Florida	7	Chemistry ** (1); Industrial and Systems Engineering (2); Mathematics** (1); Natural Resources and Environment** (1); Statistics** (2)
University of Houston	1	Computer Science (1)
University of Illinois at Chicago*	2	Health Policy and Administration (1); Human Nutrition (1)
University of Illinois at Urbana - Champaign	36	Agricultural and Biological Engineering (1); Chemistry (2); Civil and Environmental Engineering (3); Computer Science (10); Electrical and Computer Engineering (14); Materials Science and Engineering (1); Mathematics (1); Mechanical Science and Engineering (1); Physics (2); Theoretical and Applied Mechanics (1)
University of Iowa	3	Computer Science (3)
University of Maryland at College Park*	1	Computer Science (1)
University of Massachusetts Amherst	5	Civil and Environmental Engineering (2); Computer Science (2); Nutrition (1)
University of Michigan at Ann Arbor	8	Aerospace Engineering (1); Chemical Engineering (1); Civil and Environmental Engineering (1); Epidemiology**(1); Materials Science and Engineering (1); Mechanical Engineering (3)
University of Minnesota	4	Chemical Engineering and Materials Science (1); Chemistry (2); Civil Engineering (1)
University of Missouri - Columbia	6	Civil and Environmental Engineering (1); Electrical and Computer Engineering (1); Plant Sciences (4)
University of North Carolina at Chapel Hill	5	Biochemistry and Biophysics (1); Chemistry (1); Epidemiology (2); Medicinal Chemistry and Natural Products (1)
University of Oklahoma	1	Civil Engineering and Environmental Science (1)

University	# of Fellows	Division/Department
University of Pennsylvania	5	Biology (1); Chemistry (3); Electrical and Systems Engineering (1)
University of South Florida*	1	Environmental Engineering (1)
University of Southern California	3	Computer Science (2); Geography (1)
University of Texas at Austin	12	Aerospace Engineering and Engineering Mechanics (1); Chemical Engineering (3); Civil, Architectural and Environmental Engineering (3); Computer Sciences (1); Electrical and Computer Engineering (2); Mechanical Engineering (1); Physics (1)
University of Texas at Houston	11	Biomedical Sciences (2); Cardiology (1); Epidemiology (1); Epidemiology and Disease Control (3); Health Promotion and Behavioral Sciences (2); Molecular and Cellular Oncology (1); Systems Biology (1)
University of Utah	7	Bioengineering (1); Chemistry (2); Computer Science (2); Neurobiology and Anatomy (1); Physical Chemistry (1)
University of Washington	3	Civil & Environmental Engineering** (1); Computer Science & Engineering (1); Molecular and Cellular Biology (1)
Virginia Polytechnic Institute and State University	1	Genetics, Bioinformatics, and Computational Biology (1)
Washington State University	1	Environmental Science and Regional Planning (1)

**APPENDIX 8
PRE-DEPARTURE ORIENTATION:
OUTDOOR TEAM-BUILDING AND INTERACTIVE PRESENTATIONS**

**Cohort 2009: Fellows and Visiting Scholars
June 4-9, 2009
Dalat and Ho Chi Minh City, Vietnam**

Venue of the Team Building: Hoang Anh Resort, 30 Nguyen Du, Dalat

Venue of the PDO: The New World Hotel Sai Gon, 76 Le Lai Street, District 1, Ho Chi Minh City

DAY 1 – THURSDAY, JUNE 4, 2009

- 7:20 am Depart HCMC for Dalat (Group 1 includes Fellows/Vs from the South
(Flight # VN 464))
- 8:30 am Travel from Lien Khuong Airport to Hoang Anh Resort
(Bus arranged by VEF/Embers)
- 9:00 am Check in Hoang Anh Resort (Group 1)
- 11:30 am Depart Hanoi for Dalat (Group 2 includes all VEF staff, Fellows and VS from
the North)
(Flight # VN 277)
- 1: 30 pm Travel from Lien Khuong Airport to Hoang Anh Resort
(Bus provided by VEF/Embers)
- 2:00 pm Check in Hoang Anh Resort (Group 2)
- 5:30 pm Issue name tag, T-shirts, copy of Grant letter, copy of Fellowship Termination
policy, handouts and PDO allowance, copy of DS2019
(Hoang Anh Conference Room)
- 6:00 pm Overview PDO and Orientation for Team Building by Embers
*(Dr. Lynne McNamara, Acting Executive Director and a representative from
Embers)*
- 6:30 pm World Café Activity at the Hotel by Embers
(Hoang Anh Conference Room)
- 7:00 pm Dinner
(Dinner arranged by Embers - Da Lat House Restaurant)

DAY 2 – FRIDAY, JUNE 5, 2009

- 7: 15 am Breakfast at Hoang Anh Resort
(Breakfast arranged by Embers - Pine 3 Restaurant)
- 8:00 am Depart Hoang Anh Resort for Tuyen Lam Lake
(Buses arranged by Embers)
- 8:30 am Arrive at the trail head
- 8:45 am Warm-Up Activity
- 8:45 am – 12:00 pm Team Scramble to Nam Qua with challenges en route (3 ½ hrs)
- 12:00 pm Lunch at Dalat tourist campsite
(Lunch arranged by Embers))
- 1:00 – 4:30 pm Teambuilding Ropes Course (4 activities)
- 4:45 – 5:30 pm Final session where participants are asked to give their thoughts and insights.
Debrief
- 5:30 pm Over-night at Tuyen Lam campsite
(Dinner at the campsite arranged by Embers - Dalat Tourist Campsite)
- 7:30 pm Bonfire and minority dancers
4 VEF staff travel back to Hoang Anh Resort; 3 VEF staff stay at the campsite.
(Car arranged by Embers)

DAY 3 – SATURDAY, JUNE 6, 2009

- 7:00 am Breakfast at the campsite
(Breakfast arranged by Embers - Dalat Tourist Campsite)
- 7:00 am U.S. staff to come back to Teambuilding site
(Car arranged by Embers)
- 8:00 am Warm-Up with Star Wars
- 8:20 am Debrief of Star Wars
- 8:30 – 11:00 am HiBa HiBa Cultural Awareness Simulation
- 12:00 – 1:00 pm Lunch
(Lunch arranged by Embers)

1:00 pm	Transfer to the lake for Raft building activity
1:00 – 3:00 pm	Final purchases made. Rafts built and tested and any necessary modifications made. Must be completed by 3:00 pm
3:00 – 4:00 pm	Teams run their rafts through the water course challenge
4:00 – 5:00 pm	Return to Resort by boat/ bus <i>(Buses arranged by Embers)</i>
6:00 pm	Final Celebration Dinner at Sofitel Dalat <i>(Dinner arranged by Embers)</i>

DAY 4 – SUNDAY, JUNE 7, 2009

6:00 am	Breakfast at Hoang Anh Resort <i>(Breakfast arranged by Embers)</i>
6:30 – 7:15 am	Check out Hoang Anh Resort
7:15 am	Leave Hoang Anh Resort for Lien Khuong Airport <i>(Bus arranged by Embers)</i>
7:45 – 8:30 am	Check in flight
8:55 am	Depart Dalat for HCMC <i>(Flight # VN 465)</i>
10:30 am	VEF staff, Fellows and Visiting Scholars (who are not staying HCMC) check into the New World Hotel Sai Gon <i>(76 Le Lai Street, District 1, HCMC)</i>
11:15 – 11:45 am	Issue white T-Shirt, original Grant letter, original DS 2019 <i>(Registration Desk at the second floor lobby – New World Sai Gon)</i>
Afternoon & evening	FREE. Lunch and dinner as well as activities are on your own.

DAY 5 – MONDAY, JUNE 8

(Fellows and Visiting scholars must wear T-shirt with University name.)

7:00 - 8:00 am	Breakfast <i>(Park View Restaurant, New World Hotel Sai Gon)</i>
8:30 – 9:00 am	Welcome

Dr. Lynne McNamara, VEF Acting Executive Director
Mr. Kenneth J. Fairfax, Consul General, U.S. Consulate General, HCMC
(Indochine Ballroom, Level 1, New World Hotel Sai Gon)

- 9:00 – 10:30 am **VEF Grant Terms: Expectations**
(Topics to include funding, graduate assistantships, VEF policies)
Dr. Lynne McNamara, VEF Acting Executive Director
- 10:30 – 10:45 am Tea/Coffee break
(Collect signed Grant Letters and DS 2019s to make copies)
- 10:45 am– 12:00 pm **Immigration Obligations/Maintaining Legal Status while Studying & Training in the United States.**
(Topics to include maintaining J-status, international travel, employment, reporting requirements, etc.)
Ms. Sandarshi Gunawardena, VEF Program Officer
- 12:00 - 1:30 pm Lunch
(Park View Restaurant, New World Hotel Sai Gon)
- 1:30 – 3:30 pm **Living in the United States: Campus Life, Housing, Health and Wellness, Social Life, Travel, Bank Account, SSN, etc.**
Ms. Sandarshi Gunawardena, VEF Program Officer
Dr. Nguyen Thi Hien Luong - VS Alumnus, cohort 2007
Ms. Pham Thi Minh Tam - Fellow Alumnus, cohort 2004
- 3:30 – 3:45 pm **Photo Session of Fellows/VS**
VEF Fellows and VS wear university T-shirt
There are different photo groups' sessions:
 - *Fellows group*
 - *VS group*
 - *Fellows & VS group*
 - *Fellows, VS and VEF staff group*
- 3:45 - 4:00 pm Tea/Coffee Break
- 4:00 - 5:15 pm **Press Conference**
(Indochine Ballroom, Level 1, New World Hotel Sai Gon)
- Evening **FREE.** Dinner and evening activities are on your own.

DAY 6 – TUESDAY, JUNE 9

- 7:00 - 8:00 am **Breakfast**
(Park View Restaurant, New World Hotel Sai Gon)
- 8:30 – 10:00 am **Financial Issues and Travel**
Ms. Lana Walbert, VEF Director of Finance, Accounting, and Administration
Mr. Giang Nguyen, New Global Tours
(Indochine Ballroom, Level 1, New World Hotel Sai Gon)
- 10:00 – 10:15 am **Tea/Coffee Break**
- 10:15 – 11:45am **Studying & Training in the U.S & Academic Expectations**
(Topics include campus orientations, language assistance, course choices, grading, advisers, thesis/dissertation...)
Dr. Lynne McNamara, VEF Acting Executive Director
Dr. Phuong Nguyen, VEF Country Director
Dr. Dennis Berg VEF U.S. Faculty Scholars- Cohort 2008
Comments by Dr. Nguyen Thi Hien Luong - VS Alumnus, cohort 2007 & Ms. Pham Thi Minh Tam - Fellow Alumnus, cohort 2004
- 11:45 am – 12:30 pm **Cultural Issues/Cultural Adjustment**
Ms. Patricia D. Norland, Public Affairs Officer, U.S. Consulate General, HCMC
- 12:30 – 1:45 pm **Lunch**
(Park View Restaurant, New World Hotel Sai Gon)
- 1:45 – 2:15 pm **Visa Requirements, Travelling, and Entry into the United States**
Ms. Sandarshi Gunawardena, VEF Program Officer
Mr. Jeffrey Hay, Vice Consul, U.S. Consulate General, HCMC
- 2:15 - 2:45 pm **Health Check-up** *(Topics include health check-up requirements by U.S. universities and related VEF policies)*
Dr. Lynne McNamara, VEF Acting Executive Director
- 2:45 – 3:45 pm **Q&A Session on Visa Requirements and Health Matters**
Led by Dr. Phuong Nguyen, VEF Country Director
- 3:45 – 4:00 pm **Tea/Coffee Break**
- 4: 00 – 4:30 pm **Maintaining Connections to Vietnam and Re-entry**
Ms. Sandarshi Gunawardena, VEF Program Officer and VEF alumni

- 4:30 – 5:00 pm - Distribution of original DS2019 and copies of grant letters
 - PDO evaluation
 - Distribution of \$500 Settling-in Allowance, reimbursement fee for applications and for TOEFL and GRE scores to be sent to universities
- 5:00 – 7:00 pm FREE time
- 7:00 – 9:00 pm **Farewell Dinner Reception**
 Dr. Lynne McNamara, VEF Acting Executive Director
 Mr. Kenneth J. Fairfax, Consul General, U.S. Consulate General, HCMC
 (Fellows and Scholars wear name tags and university T-Shirts. Dependents wear name tags.)
 (Ben Thanh Hall 1&2, Level 1, New World Hotel Sai Gon)

DAY 7 – WEDNESDAY, June 10

- 6:30 - 7:00 am Breakfast (*Park View Restaurant, New World Hotel Sai Gon*)
- 7:15 am Fellows and Visiting Scholars of Hanoi Group check out of the Hotel
- 9:30 Fellows and Visiting Scholars depart HCMC for Hanoi
 (Flight # VN 216)
- 3:30 pm VEF staff checks out of the Hotel
- 5:30 VEF Staff departs HCMC for Hanoi
 (Flight # 756)

APPENDIX 9
ANNOUNCEMENT OF VEF FELLOWSHIP PROGRAM 2010

* * * * *

VEF Fellowship Program for 2010

IMPORTANT NOTICE:

- 1. Please register by January 09, 2009 (regular registration) or January 16, 2009 (late registration fee: US\$25) for the Graduate Record Exam (GRE) General Test on February 21, 2009. The GRE General Test is required for the VEF 2010 Fellowship application.***
- 2. You can register at the Educational Testing Service (ETS) website: www.ets.org***
- 3. List the Vietnam Education Foundation (VEF) code of 8559 on the GRE registration form as one of the entities to receive your official score report.***

The Vietnam Education Foundation (VEF) is pleased to announce its 2010 VEF Fellowship program. The Fellowship application and selection process is open, competitive, and transparent. Applicants do not need to pay any fees to anyone in order to apply or be considered for a VEF Fellowship. Winners are chosen based on individual merits, including academic performance, intellectual capabilities, English capability, and the potential for scientific contribution to education and research.

For the 2010 cohort, VEF expects to award up to 40 Fellowships to Vietnamese to begin graduate studies in the United States in the fall 2010. Please note that **VEF only accepts online applications.**

1. Qualified Fields of Study

VEF seeks highly qualified applicants interested in **pursuing a Ph.D. or Master's degree at leading universities in the United States in the major disciplines of sciences** (natural, physical, and environmental), mathematics, medicine (such as, public health), and technology (including information technology). Fields include the basic sciences, such as, Biology, Chemistry, and Physics, as well as Agricultural Science, Computer Science, and Engineering. An emphasis during the selection process will be on emerging fields, including consideration of elements of innovation in one's research plan, topics reflecting leading edge research, and academic programs that incorporate cross-field integration.

2. Eligibility of VEF Employees and VEF Contracted Agency Employees

PLEASE NOTE the following information regarding ***Eligibility of VEF employees and VEF contracted agency employees in Vietnam and in the U.S.***

- Employees of the Vietnam Education Foundation, including contract employees, and their immediate families, are **ineligible** for VEF Fellowships, Visiting Scholar Grants, and U.S.

Faculty Scholar Grants for a period ending one year following termination of such employment.

- If a former employee or other contract employee of VEF is otherwise eligible and chooses to apply for a VEF Fellowship, Visiting Scholar Grant, or U.S. Faculty Scholar Grant after the one year period, the VEF Board of Directors must be informed and approve the submission of their application.
- Employees of private and public agencies (excluding educational institutions) under contract to VEF to perform administrative or screening services on behalf of VEF's Fellowship, Visiting Scholar, and/or U.S. Faculty Scholar Grant programs are **ineligible** for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period ending one year following the termination of their services for VEF.

3. Application and Selection Process of VEF Fellows

VEF Fellowship applicants **may apply by one of two means, Process A or Process B**. The former is for applicants, who have not yet been admitted to a U.S. university graduate program, while the latter is for applicants, who have already received admission to a U.S. university graduate program. Both Process A and B are described below.

4. Pre-Departure Orientation (PDO)

In June 2010, before the Fellows depart for the United States, VEF will organize a PDO of 5 days to inform Fellows about the cultural and legal issues they may encounter in the U.S. Included in the PDO is an outdoor Team Building event, which usually involves one day of camping. During the PDO, official Fellowship documents and immigration documents will be given to the Fellows. It is **mandatory that all VEF Fellows participate** in the PDO.

PROCESS A

APPLICATION PERIOD- Process A

Applications will be available ONLY online ([online applications](#))

ONLY from 8:00 a.m., February 10, 2009,

to 8:00 a.m., April 10, 2009 (Vietnam time zone).

I. Eligibility

Please note that new conditions are in force compared to the application process for VEF Fellowships awarded in previous years. These changes are marked **UPDATED!/NEW!**

In order to apply, an applicant must meet the following minimum requirements:

- A. **VIETNAMESE** by citizenship and not a permanent resident in, or citizen of, any country other than Vietnam.
- B. **College graduate** with at least a Bachelor's degree in a field of science or technology among the fields acceptable to VEF (See Item #1, "Qualified Fields of Study," above) **or college juniors** (3rd or 4th year) **or seniors** (final year students), who will graduate with such a degree by July 2010.
- C. **GPA. Overall Grade Point Average (GPA)** from college of **at least 7.0/10.0**. Grades on other scales must be converted into a 10-point scale according to VEF guidelines. A grade conversion scale is available on the VEF website (http://www.vef.gov/download/conversion_table.htm).
- D. **English Language Proficiency**. The applicant must demonstrate sufficient command of the English language. Any one of the following means is acceptable to demonstrate sufficiency:
 1. **TOEFL** **UPDATED!** A TOEFL score no older than one year from the date of the opening of the online application form, specifically nothing earlier than February 10, 2008 (either the International or Institutional exam is acceptable) of **at least 500 on the Paper-based Test (PBT)** [equivalent to 173 on the Computer-based Test (CBT) and 61 on Internet-based Test (iBT)].

Applicants are encouraged to take the International TOEFL instead of the Institutional TOEFL in order to have a valid score in hand when applying to U.S. universities, which do not accept an Institutional TOEFL score. Also, please be aware that most U.S. university graduate schools require an International TOEFL score of 550 or higher. Hence, candidates are encouraged to retake the TOEFL exam even after passing the VEF interview to increase their chances of getting university admissions.

The official ETS website (www.ets.org/toefl) provides information about the TOEFL test including format, scores, registration, practice materials, and locations of testing centers, including availability in Vietnam. Please contact IIG Vietnam at (04) 773 2603 for more information.

2. **IELTS** **NEW!** An acceptable alternative to the TOEFL exam is the International English Language Testing System (IELTS) exam. A **minimum score of 6.5** on an IELTS exam no older than one year from the date of the opening of the online application form, specifically nothing earlier than February 10, 2008 is necessary to

apply for a VEF Fellowship. For more information, please visit the IELTS website: <http://www.ielts.org/>

3. **Degree from an English-speaking country (NEW!).** If the applicant is studying for a bachelor's or master's degree in, or has a recent university bachelor's or master's degree (not more than two years old at the time of applying for the VEF Fellowship) from, a university, which conducts all courses in English, in any of the following English-speaking countries: Australia, Canada, New Zealand, the United Kingdom (England, Ireland, Scotland) or the United States, the evidence of degree completion from such a university is sufficient evidence of English language proficiency for VEF. Please be aware that U.S. universities may still require an official International TOEFL or IELTS score to apply to graduate schools.

- E. **GRE (Graduate Record Examination) (NEW!).** The applicant must achieve a **combined score (quantitative plus verbal) of at least 1000** on the GRE General Test (either Paper-based Test or Computer-based Test). The following provides specific details about the GRE requirement.

1. **Award:** VEF will reimburse the General Test fee to all VEF Fellows who achieve a **combined score (quantitative plus verbal) of at least 1150**. The award will be given after the applicants obtain the VEF Fellowships.
2. From now until April 10, 2009, two **Paper-based GRE tests** will be held in Vietnam as follows:

GRE Test (US\$170)	Test Date mm/dd/yyyy	Regular Registration mm/dd/yyyy	Late Registration Web Only (Late Registration Fee US\$25) mm/dd/yyyy
GRE General Test (Paper-Based)	10/25/2008	09/12/2008	09/19/2008
	02/21/2009	01/09/2009	01/16/2009

3. The **official ETS website** (www.ets.org/gre) provides information about the GRE test, including format, scores, registration, practice materials, and locations of testing centers, including availability in Vietnam.
4. In addition to the Paper-based GRE tests offered in Vietnam, the **Computer-based GRE Test** is also available. ETS has recently opened one GRE Computer-based Test Center in Ho Chi Minh City. VSIC Informatics Center is authorized to administer this test, which is given year-round, and appointments are scheduled on a first-come, first-served basis. Please visit www.gre.org for more information, and contact the VSIC Informatics Center at 207 Tran Binh Trong Street, Ward 3, District 5, Ho Chi Minh City, or by phone, (08) 923 2644. Please also visit the website of the Institute of International Education (IIE) in Vietnam (www.iievn.org) for more detailed information.

II. Online Applications

To prepare for the [online applications](#), applicants **must** have the following information and documents ready:

- A. **TRANSCRIPTS.** Applicants are required to prepare transcripts from undergraduate studies, as well as graduate studies if applicable, translated into English with an official notarization or with an official school stamp (see also under item **I. Eligibility** above).
- B. **EVIDENCE OF ENGLISH LANGUAGE PROFICIENCY.** (see under item I. Eligibility above)
- C. **GRE SCORE.** (see under item I. Eligibility above)
- D. **STATEMENT OF PURPOSE.** Each applicant must prepare a Statement of Purpose essay, giving three significant reasons for wanting to pursue a graduate degree program in the United States on a VEF Fellowship. Objectives must be stated clearly with explanations about how a VEF Fellowship would help the applicant achieve his or her stated objectives. The essay must be well-organized and composed in excellent English and must not be more than two A4 pages single-spaced, using the Times New Roman font of size 12. The quality and content of this essay are extremely important factors in determining the applicant's candidacy for a VEF Fellowship. Below are some suggestions of information to include:

Work and Research Experience

- Narrative of work and research experience
- Description of a scientific challenge that the applicant faced and how s/he managed and solved that challenge, including the lessons learned. This can be a success or a failure, but it must be memorable.

Future Plans

- Desired fields of study (several specific subjects and general research interests) ranked according to priority
- Objectives and impact of one's proposed research or project(s)
- Contribution of the proposed research or project(s) to the development of science and technology in Vietnam.

- E. **U.S. UNIVERSITIES.** Candidates must indicate three U.S. universities and the relative departments in which they wish to study, providing the reasons why each university is a preferred choice. In addition, the candidate must supply the name and title of a research advisor with whom they wish to study at each university and must provide the reason why the particular advisor is preferred. Therefore, VEF advises applicants well in advance of the Application Period to **research U.S. universities**, the relevant departments, **and potential research advisors**. As one source of information, the VEF Alliance schools, listed at the

VEF website, are top-level U.S. universities that recognize VEF financial terms and conditions.

VERY IMPORTANT: *Please check carefully to fulfill all the requirements listed above and to complete the online application form, submitting all required documents, before the application deadline. After that date, any missing information or documents will result in an automatic rejection of the application. VEF cannot accept incomplete applications.*

III. **Selection Process**

To obtain a VEF Fellowship award, a candidate must **succeed in all three rounds** of the selection process, as described below:

ROUND ONE – Qualification Screening

During the Application Period as indicated above, applicants submit [online applications](#). After a screening process by VEF to assure eligibility, a technical review is conducted by the U.S. National Academies to determine the significance of the candidate's achievements and to determine the candidate's potential to make a contribution to science as shown by his/her past academic performance, test results, prior research and work experience, honors and recognition, and statement of purpose. Qualified applicants, recommended by the National Academies, will be invited to Round Two.

ROUND TWO – Oral Exam/Interview

In August 2009, U.S. scientists, invited by the U.S. National Academies, will carry out Oral Exams/Interviews in Hanoi and Ho Chi Minh City. The Oral Exam/Interview is conducted in English and lasts up to 45 minutes. The U.S. scientists will recommend to VEF the candidates, judged to be qualified for a VEF Fellowship, and will confirm the universities they deem appropriate for the candidates. At this point, the recommended candidates are classified as VEF "nominees." Contact information for all nominees is sent to all VEF Alliance universities so that the universities may solicit the nominees to apply. The universities may offer their own full funding, if they wish. Only VEF nominees are invited to Round Three.

ROUND THREE – Admission to a U.S. University

In November 2009, VEF helps the nominees to apply to 5 leading U.S. universities recommended by the U.S. scientists, as described above, and chosen by the nominees. These universities must belong to the VEF Alliance (see the list at the VEF website) or must be a leading U.S. graduate program, which accepts the VEF financial terms. Financial support terms are available under "VEF Fellowship Program" at the VEF website (www.vef.gov). VEF supports applications to the five (5) recommended universities by paying for the following: (1) GRE and TOEFL score reports; (2) GRE Subject Tests, if required by any of the five (5) recommended universities; and (3) application fees for non-Alliance universities.

Nominees must inform VEF as soon as they get accepted by a university. By April 1, 2010, all nominees must submit to VEF their university admittance letters that also acknowledge the acceptance of the VEF financial support terms, whether the university is a member of the VEF Alliance or not. Nominees should indicate their priorities by listing which universities they wish to attend as #1, as # 2, etc. With input from the National Academies, VEF will then decide the best university to attend. At this point, the qualified nominees are eligible for VEF Fellowship awards.

FELLOWSHIP AWARDS

The final decisions about the VEF Fellowship awards will be made by the VEF Board of Directors in April 2010. At this point, the nominees are designated as VEF Fellows.

PROCESS B

APPLICATION PERIOD- Process B

Applications will be available ONLY online ([online applications](#))

ONLY from 8:00 a.m., **February 10, 2010,**
to 8:00 a.m., **March 10, 2010** (Vietnam time zone).

I. Eligibility

In order to apply, an applicant must meet the following minimum requirements:

- A. Vietnamese** by citizenship and not a permanent resident in, or citizen of, any country other than Vietnam.
- B. College graduate** with at least a Bachelor's degree in a field of science or technology among the fields acceptable to VEF (See Item #1, "Qualified Fields of Study," above) or **college seniors** (final year students), who will graduate with such a degree by July 2010.
- C. Overall Grade Point Average (GPA)**. GPA from college of **at least 7.0/10.0**. Grades on other scales must be converted into a 10-point scale according to VEF guidelines. A grade conversion scale is available on the VEF website (http://www.vef.gov/download/conversion_table.htm).
- D. Gained official graduate admission** to a VEF Alliance school or to a leading U.S. graduate school that accepts VEF's financial support terms.

II. Online Applications

To prepare for the online applications, applicants must have the following documents ready:

- A. **TRANSCRIPTS**. Applicants are required to prepare transcripts from undergraduate studies, as well as graduate studies if applicable, translated into English with a notarization or with an official school stamp (see also under item I. Eligibility above).
- B. **STATEMENT OF PURPOSE**. Each applicant must prepare a Statement of Purpose essay, giving three significant reasons for wanting to pursue a graduate degree program in the United States on a VEF Fellowship. Objectives must be stated clearly with explanations about how a VEF Fellowship would help the applicant achieve his or her stated objectives. The essay must be well-organized and composed in excellent English and must not be more than two A4 pages single-spaced, using the Times New Roman font of size 12. The quality and content of this essay are extremely important factors in determining the applicant's candidacy for a VEF Fellowship. Below are some suggestions of information to include:

Work and Research Experience

- Narrative of work and research experience
- Description of a scientific challenge that the applicant faced and how s/he managed and solved that challenge, including the lessons learned. This can be a success or a failure, but it must be memorable.

Future Plans

- Desired fields of study (several specific subjects and general research interests) ranked according to priority
- Objectives and impact of one's proposed research or project(s)
- Contribution of the proposed research or project(s) to the development of science and technology in Vietnam.

VERY IMPORTANT: *Please check carefully to fulfill all the requirements listed above and to complete the online application form, submitting all required documents, before the application deadline. After that date, any missing information or documents will result in an automatic rejection of the application. VEF cannot accept incomplete applications.*

III. Selection Process

To obtain a VEF Fellowship award, a candidate must succeed in both rounds of the selection process described below:

ROUND ONE - Qualification Screening

From February to mid-March 2010, the VEF online application will be available. VEF will review applications from applicants, who have been admitted for the Fall 2010 term to at least one leading graduate program in the U.S. in a field in science or technology, which is supported by VEF. Furthermore, whether the school is a member of the VEF Alliance or not, the school must acknowledge in writing the acceptance of the VEF financial support terms. Financial support terms are available under “VEF Fellowship Program” at the VEF website (www.vef.gov).

After a screening process by VEF to assure eligibility, a technical review is conducted by the U.S. National Academies to determine the significance of the candidate’s achievements and to determine the candidate’s potential to make a contribution to science as shown by his/her past academic performance, test results, prior research and work experience, honors and recognition, and statement of purpose. Qualified applicants, recommended by the National Academies, will be invited to the next and final round.

ROUND TWO - Interview

In late March 2010, candidates receiving a recommendation from the U.S. National Academies will be invited to an interview by phone. The most highly qualified applicants will be recommended to the VEF Board for approval.

FELLOWSHIP AWARDS

The final decision on VEF Fellowship awards will be made by the VEF Board of Directors in April 2010. At this point, the candidates will become VEF Fellows.

Note: The above information is provided as a guideline and is the intended VEF time-line of activities for the selection process for 2010. VEF reserves the right to make changes as circumstances require. Any changes will be posted ONLY on VEF’s official website at www.vef.gov and, therefore, VEF advises applicants to check the VEF website regularly.

After obtaining the VEF Fellowship, all Fellows must strictly observe VEF rules and requirements or they may lose the Fellowship.

If you have any questions regarding the VEF 2010 Fellowship application and selection process, please e-mail vef2010@vef.gov, or phone VEF at (04) 936 3670 in Hanoi, Vietnam.
For more information on VEF and the VEF Fellowship Program, please visit the VEF website: www.vef.gov

APPENDIX 10
U.S. REVIEW PANELS FOR VEF ORAL EXAM/INTERVIEW MISSION
August 2009

The following 12 U.S. scientists and professors, listed alphabetically by last (family) name, were organized by the U.S. National Academies at the request of VEF to serve on panels conducted in Vietnam to select the top applicants for the VEF Fellowship 2010 cohort.

Dr. R. Palmer Beasley
Ashbel Smith Professor of Epidemiology
School of Public Health
The University of Texas at Houston

Dr. Bruce Finlayson
Professor Emeritus
Department of Chemical Engineering
University of Washington

Dr. Pamela Bjorkman
Max Delbrück Professor of Biology and
Investigator, HHMI
Division of Biology
California Institute of Technology

Dr. Robert D. Hanson
Professor Emeritus
Department of Civil and Environmental Engineering
University of Michigan

Dr. Kenneth E. Case
Regents Professor Emeritus
School of Industrial Engineering
and Management
Oklahoma State University

Dr. J. R. Jokipii
Regents' Professor
Departments of Planetary Sciences and Astronomy
University of Arizona

Dr. James Cremer
Professor and Chair
Computer Science Department
University of Iowa

Dr. Alan Needleman
Visiting Professor
Department of Materials Science and Engineering,
and Center for Advanced Scientific Computing and
Modeling
University of North Texas

Dr. Jose B. Cruz, Jr.
Distinguished Professor of Engineering
College of Engineering
Ohio State University

Dr. SonBinh Nguyen
Dow Professor of Chemistry
Department of Chemistry
Northwestern University

Dr. Susan B. Davidson
Weiss Professor and Chair
Computer and Information Science
University of Pennsylvania

Dr. Kai Zinn
Professor of Biology
Division of Biology
California Institute of Technology

APPENDIX 11
TRAVEL GRANTS (18)
Fiscal Year 2009 (October 1, 2008 – September 30, 2009)

Through the VEF *Travel Grant for Teaching, Research, and Professional Work in Vietnam*, VEF provides \$1,400 to a Fellow toward expenses related to such endeavors. This grant is one means of encouraging Fellows to maintain close professional ties with Vietnam and, thus, to return to Vietnam at the end of their academic program in the United States and to be prepared to contribute more immediately to the development of Vietnam upon their return.

In Fiscal Year (FY) 2009, 18 Travel Grants of \$1,400 each were awarded. Half (9 = 50%) of these Travel Grants were issued for research while six (33%) were issued for teaching, and the remaining three were granted as follows: 1 for professional work, 1 for both teaching and research, and 1 for both professional work and research. The majority of Fellows (18 = 94%), who were awarded Travel Grants, are pursuing doctoral degrees, while one of the awardees is pursuing a master's degree. More grants (16 = 89%) were awarded to males while two (11%) of the awardees were female.

The table below provides details of the Travel Grant recipients, including their U.S. academic program and the specific activity in Vietnam. The list is sorted alphabetically in Vietnamese order: first by the Fellow's LAST (family) name, followed by the Middle name, and ending with the First (given) name. The term "Cohort" refers to the fall of the Academic Year that the Fellow started his/her degree program in the United States.

#	NAME: LAST Middle First	G E N D E R	C O H O R T	Graduate Degree Sought	Field of Study	U.S. University	Activity in Vietnam	Host Institution in Vietnam	Start Date (mm/dd/yyyy)	Finish Date (mm/dd/yyyy)
1	BUI Duy Bach	M	2005	PhD	Computer Sciences	University of Illinois at Urbana - Champaign	Research	Faculty of Electronics and Telecommunications, Hanoi University of Technology	09/15/2009	10/15/2009
2	DANG Xuan Ha	M	2007	PhD	Computer Sciences	Virginia Polytechnic Institute and State University	Teaching	Hanoi University of Agriculture	08/03/2009	08/21/2009
3	DOAN Trung Kien	M	2008	PhD	Civil Engineering	Rensselaer Polytechnic Institute	Teaching	Hanoi Architectural University	05/25/2009	06/19/2009
4	HA Anh Duc	M	2006	DPH	Public Health	Boston University	Research	Health Policy Unit, Ministry of Health	03/02/2009	04/02/2009
5	HAN Huy Dung	M	2007	PhD	Electrical Engineering	University of California at Davis	Research	Faculty of Electronics and Telecommunications, Hanoi University of Technology	03/19/2009	04/03/2009
6	LUU Nguyen Hung	M	2007	PhD	Public Health	University of Texas at Houston	Research	National Cancer Institute of Viet Nam	12/10/2008	01/05/2008
7	LUU Nguyen Hung	M	2007	PhD	Public Health	University of Texas at Houston	Teaching and Research	Nha Trang Pasteur Institute	06/20/2009	08/15/2009

#	NAME: LAST Middle First	G E N D E R	C O H O R T	Graduate Degree Sought	Field of Study	U.S. University	Activity in Vietnam	Host Institution in Vietnam	Start Date (mm/dd/yyyy)	Finish Date (mm/dd/yyyy)
8	NGUYEN Nam	M	2005	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Professional Work	Hanoi Obstetrics and Gynecology Hospital	05/15/2009	06/10/2009
9	NGUYEN Chi Kien	M	2004	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Research	Microsoft Vietnam LLC	11/18/2008	01/02/2009
10	NGUYEN Duc Thanh	M	2008	PhD	Mechanical Engineering	Princeton University	Professional Work and Research	MAPEI Vietnam Ltd.	05/25/2009	06/25/2009
11	NGUYEN Hoang Anh	M	2007	PhD	Electrical Engineering	University Of California at San Diego	Research	Faculty of Electronics and Telecommunications, Hanoi University of Technology	07/01/2009	07/14/2009
12	NGUYEN Le Thanh An	F	2008	Master's	Public Health	University of Illinois at Chicago	Research	Harvard Medical School AIDS Initiative in Vietnam	05/18/2009	07/10/2009
13	NGUYEN Viet Tu	M	2007	PhD	Electrical Engineering	University of California at San Diego	Teaching	Telecommunications Faculty - Posts and Telecommunications Institute of Technology	07/03/2009	07/17/2009
14	PHAM Vinh Hoa	M	2006	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Research	Research Institute of Post and Telecommunications	05/25/2009	06/24/2009
15	PHAN Huu Phuc	M	2008	PhD	Public Health	University of Texas at Houston	Teaching	Hanoi Medical University	06/14/2009	06/28/2009
16	TRAN Viet Hung	M	2007	PhD	Computer Sciences	University of Iowa	Teaching	Center for Research and Consulting on Management, Hanoi University of Technology	07/27/2009	08/15/2009
17	VO Thi Kieu Loan	F	2004	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Research	Sinh Viet Corporation	12/15/2008	12/31/2008
18	VO Trung Dung	M	2005	PhD	Electrical Engineering	University Of California at San Diego	Teaching	Ho Chi Minh City University of Technology, Lac Hong University	12/08/2008	12/16/2008

APPENDIX 12
CONFERENCE GRANTS (34)
Fiscal Year 2009 (October 1, 2008 – September 30, 2009)

The VEF Conference Grants are a means of professional development to encourage VEF Fellows to present their academic work and research at leading professional conferences in their field. For Fiscal Year (FY) 2009, 34 Conference Grants of \$1,500 each were awarded. This year more Conference Grants were awarded for conferences in the United States (62%) than in other countries (38%). Besides presenting at 21 conferences in the United States, Fellows also gave presentations in the following 9 countries (the number of conferences in each country is in parentheses): Canada (2), China (2), Germany (3), Mexico (1), South Africa (1), Spain (1), Switzerland (1), Taiwan (1), and Vietnam (1). The most highly-represented field was Engineering (62%) with 21 conference presentations followed by Computer Science (24%) with 8 presentations while other fields were less represented as follows (the number of conferences in each field is given in parentheses): Chemistry (2), Mathematics (1), Biological/Life Sciences (1), and Physics (1).

The table below is first sorted alphabetically in the Vietnamese order of the individual's name: LAST (family) name, then by the Middle name, then the First (given) name. If a Fellow has received more than one Conference Grant during FY 2009, the table is further sorted by chronological order with the earliest conference listed first. The term "Cohort" refers to the fall of the academic year that the Fellow started his/her degree program in the United States.

#	Name: LAST Middle First	C O H O R T	Degree Sought	Field of Study	U.S. University	Title of Presentation	Conference	City, State, Country	Start Date (mm/dd/yyyy)	Finish Date (mm/dd/yyyy)
1	BUI Duy Bach	2005	PhD	Computer Science	University of Illinois at Urbana - Champaign	Coscheduling of CPU and I/O Transactions in COTS-based Embedded Systems	29th IEEE ¹ Real-Time Systems Symposium	Barcelona, Spain	11/30/2008	12/03/2008
2	BUI Kien Cuong	2006	PhD	Computer Science	University of Iowa	Lexicon Specification using Regular Expressions of Conditions	Finite-State Methods and Natural Language Processing 2009	Pretoria, South Africa	07/21/2009	07/24/2009
3	DINH Sy Quang	2005	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	A Routing Approach to Reduce Glitches in Low Power FPGAs	International Symposium on Physical Design	San Diego, California, U.S.A.	03/29/2009	04/01/2009
4	DO Trung Thong	2004	PhD	Electrical Engineering	Johns Hopkins University	Sparsity Adaptive Matching Pursuit Algorithm for Practical Compressed Sensing	Asilomar Conference on Signals, Systems, and Computers	Baltimore, Maryland, U.S.A.	10/26/2008	10/29/2008
5	DO Trung Thong	2004	PhD	Electrical Engineering	Johns Hopkins University	Fast and Efficient Dimensionality Reduction Using Structurally Random Matrices	International Conference of Acoustics, Speech and Signal Processing	Taipei, Taiwan	04/19/2009	04/24/2009
6	HA Khanh Linh	2005	PhD	Computer Science	University of Utah	Fast Parallel Unbiased Diffeomorphic Atlas Construction on Multi-Graphics Processing Units	Eurographic Symposium on Parallel Graphic and Visualization	Munich, Germany	03/29/2009	04/04/2009

¹ IEEE = Institute of Electrical and Electronics Engineers

#	Name: LAST Middle First	C O H O R T	Degree Sought	Field of Study	U.S. University	Title of Presentation	Conference	City, State, Country	Start Date (mm/dd/yyyy)	Finish Date (mm/dd/yyyy)
7	HOANG Kim Chi	2004	PhD	Environmental Engineering	Iowa State University	Role of Macropores on Pathogen Transport: Field Experiments	American Society of Agricultural and Biological Engineers	Reno, Nevada, U.S.A.	06/21/2009	06/24/2009
8	HOANG Manh Quang	2004	PhD	Mathematics	Princeton University	Mod p Cohomology of Some Nilmanifold as a Functor of p- groups	Graduate Conference in Algebra and Topology	Binghamton, New York, U.S.A.	11/07/2008	11/08/2008
9	KHIEU Huu Loc	2004	PhD	Aerospace Engineering	University of Michigan at Ann Arbor	CFD by First- Order PDE's	Workshop on Moment Methods in Kinetic Gas Theory	Zurich, Switzerland	11/06/2008	11/08/2008
10	LE Tiendung	2005	PhD	Civil Engineering	University of Texas at Austin	Managing Risk in the Project Development Process for Transportation Infrastructure Projects	1st International Conference on Transportation Construction Management	Orlando, Florida, U.S.A.	02/10/2009	02/12/2009
11	LE Tung	2004	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Low-Complexity Max-Product Algorithms for Problems of Multiple Fault Diagnosis	10th International Conference on Control, Automation, Robotics, and Vision	Hanoi, Vietnam	12/17/2008	12/20/2008
12	LE Hoai Chau	2004	PhD	Civil Engineering	University of Illinois at Urbana - Champaign	A Parameter-Free Shape Optimization Method Using Filter	US National Congress on Computational Mechanics	Columbus, Ohio, U.S.A.	07/16/2009	07/19/2009
13	LE Ro To	2007	PhD	Electrical Engineering	Brown University	High- Performance, Cost-Effective Heterogeneous 3D FPGA Architectures	Great Lakes Symposium on Very Large Scale Integration	Boston, Massachusetts U.S.A.	05/10/2009	05/12/2009
14	LE Thu Ha	2004	PhD	Electrical Engineering	University of Texas at Austin	Development and Analysis of an ESS-based Application for Regulating Wind Farm Power Output Variation	IEEE Power Engineering Society General Meeting 2009	Calgary, Canada	07/26/2009	07/30/2009
15	LE Viet Thang	2004	PhD	Computer Science	Rutgers University	A Graph-based Approach for Image Segmentation	International Symposium on Visual Computing	Las Vegas, Nevada, U.S.A.	12/01/2008	12/03/2008
16	NGUYEN Binh	2005	PhD	Computer Science	Rensselaer Polytechnic Institute	Sources of Error in a Rigid Body Simulation of Rigid Parts on a Vibrating Rigid Plate	Association for Computing Machinery, Symposium on Applied Computing 2009	Honolulu, Hawaii, U.S.A.	03/08/2009	03/12/2009
17	NGUYEN Chi Kien	2004	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Distributed Hypothesis Testing with a Fusion Center: The Conditionally Dependent Case	47th IEEE Conference on Decision and Control (CDC 08)	Cancun, Mexico	12/09/2008	12/11/2008

#	Name: LAST Middle First	C O H O R T	Degree Sought	Field of Study	U.S. University	Title of Presentation	Conference	City, State, Country	Start Date (mm/dd/yyyy)	Finish Date (mm/dd/yyyy)
18	NGUYEN Chi Kien	2004	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Security Games with Incomplete Information	IEEE International Conference on Communications 2009	Dresden, Germany	06/14/2009	06/18/2009
19	NGUYEN Dac Trung	2005	PhD	Chemical Engineering	University of Michigan at Ann Arbor	Molecular Simulation Study of Self-assembly of Tethered V- shaped Nanoparticles	American Institute of Chemical Engineers Annual Meeting 2008	Orlando, Florida, U.S.A.	11/16/2008	11/21/2008
20	NGUYEN Quang Nghia	2005	PhD	Electrical Engineering	University of Illinois at Urbana - Champaign	Ultrasonic Array Beam Forming with Iterative Spatial Filters	SPIE, The International Society for Optical Engineering, Medical Imaging	Orlando, Florida, U.S.A.	02/07/2009	02/12/2009
21	NGUYEN Thanh Tung	2007	PhD	Computer Science	Iowa State University	Complete and Accurate Graph- based Clone Detection in Models	31st International Conference on Software Engineering	Vancouver, Canada	05/16/2009	05/24/2009
22	NGUYEN Thi Thu Thuy	2004	PhD	Civil Engineering	University of Texas at Austin	Construction Student Technology Skill Assessment: A Survey Instrument	Construction Research Congress	Seattle, Washington, U.S.A.	04/04/2009	04/07/2009
23	NGUYEN Tien Thang	2005	PhD	Electrical Engineering	Rutgers University	Singular Perturbation Analysis of Discrete-Time Output Feedback Sliding Mode Control	2009 American Control Conference	St. Louis, Missouri, U.S.A.	06/10/2009	06/12/2009
24	NGUYEN Tri Dung	2004	PhD	Industrial Engineering	Massachusetts Institute of Technology	The Robust Ranking Problems with an Application in Portfolio Optimization	Inform Annual Conference	Washington, D.C., U.S.A.	10/12/2008	10/15/2008
25	PHAM Nguyet Tu	2006	PhD	Chemistry	University of Oklahoma	Biodegradation of Benzene-d6 Associated with Various Black Carbon Materials by Pseudomonas putida st	2008 Joint Annual Meeting organized by the Geological Society of America (GSA) and the Soil Science Society of America (SSSA)	Houston, Texas, U.S.A.	10/05/2008	10/09/2008
26	TRAN Cuong	2006	PhD	Computer Science	University of California at San Diego	Hand Modeling and Tracking from Voxel Data: An Integrated Framework with Automatic Initialization	19th International Conference on Pattern Recognition (ICPR)	Tampa, Florida, U.S.A.	12/08/2008	12/11/2008

#	Name: LAST Middle First	C O H O R T	Degree Sought	Field of Study	U.S. University	Title of Presentation	Conference	City, State, Country	Start Date (mm/dd/yyyy)	Finish Date (mm/dd/yyyy)
27	TRAN Anh Phong	2005	PhD	Physics	Brown University	Transforming Orthopedic Biomaterials into Bone Cancer Inhibiting Implants: The Role of Selenium Nan	Materials Research Society, Fall Meeting	Boston, Massachusetts, U.S.A.	12/01/2008	12/05/2008
28	TRAN Anh Tuan	2004	PhD	Mechanical Engineering	University of Illinois at Urbana - Champaign	Hydraulic Jump in Falling Soap Films	61st Annual Meeting of the American Physical Society, Division of Fluid Dynamics	San Antonio, Texas, U.S.A.	11/23/2008	11/25/2008
29	TRAN Thi Lac Thanh	2006	PhD	Computer Science	University of Massachusetts Amherst	Probabilistic Inference over RFID Streams in Mobile Environments	25th International Conference on Data Engineering	Shanghai, China	03/29/2009	04/02/2009
30	TRAN Thien Anh	2006	PhD	Electrical Engineering	University of California at Davis	A GALS Many- Core Heterogeneous DSP Platform with Source- Synchronous On- Chip Interconnection Network	ACM ¹ /IEEE International Symposium on Networks- on-Chip	San Diego, California, U.S.A.	05/10/2009	05/13/2009
31	TRINH Quy Bon	2004	PhD	Biological/ Life Sciences	University of Texas at Houston	The Role and Mechanism of Homeobox Gene DLX4 in Tumor Angiogenesis	2nd World Cancer Congress 2009	Beijing, China	06/22/2009	06/25/2009
32	TRUONG Trung Kien	2006	PhD	Electrical Engineering	University of Texas at Austin	Transmission Capacity of Two- way Communication in Wireless Ad hoc Networks	International Conference on Communications	Dresden, Germany	06/14/2009	06/18/2009
33	VO Trung Dung	2005	PhD	Electrical Engineering	University Of California at San Diego	Artifact Reduction	15th IEEE International Conference on Image Processing	San Diego, California, U.S.A.	10/12/2008	10/15/2008
34	VU Van Van	2006	PhD	Chemistry	University of Minnesota	Reduced Diiron Site in Human Deoxyhypusine Hydroxylase can Bind Dioxygen to Form a Stable Diferric P	237th American Chemical Society National Meeting and Exposition	Salt Lake City, Utah, U.S.A.	03/22/2009	03/26/2009

¹ ACM = Association of Computing Machinery

APPENDIX 13
VEF ALLIANCE (107 UNIVERSITIES)
As of September 2009

In 2005, the Vietnam Education Foundation (VEF) established the VEF Alliance, a consortium of leading U.S. universities that share in its mission and that benefit from its success. The aim is for VEF to collaborate in finding and bringing the best graduate scholars from Vietnam to the Alliance universities through the VEF Fellowship Program under a cost-sharing arrangement and, upon request, to introduce the U.S. universities to Vietnamese universities and other contacts in Vietnam. The list below consists of the VEF Alliance schools as of September 2009: 107 major research institutions across the United States.

#	University	Division/Department
1	Arizona State University	Ira A. Fulton School of Engineering
2	Binghamton University, the State University of New York	Graduate School
3	Boston College	Graduate School
4	Boston University	College of Engineering
5	Bradley University	Graduate School
6	Brandeis University	Graduate School
7	Brown University	Graduate School
8	California Institute of Technology	Graduate School
9	Carnegie Mellon University	Heinz School of Public Policy and Management
10	Case Western Reserve University	Biology; Chemistry; Civil Engineering; Epidemiology & Biostatistics; Macromolecular Science & Engineering; Mathematics; Materials Science & Engineering; Physics; Statistics
11	Catholic University	Graduate School
12	Clemson University	Graduate School
13	Colorado School of Mines	Graduate School
14	Colorado State University	Graduate School
15	Columbia University	School of Engineering and Applied Science
16	Cornell University	(1) College of Agriculture and Life Sciences; (2) School of Civil & Environmental Engineering
17	Duke University	Graduate School
18	Florida International University	Graduate School
19	Florida State University	Graduate School
20	Fordham University	Graduate School
21	Georgia Institute of Technology	Graduate School
22	Georgia State University	Graduate School
23	Iowa State University	Graduate School
24	Johns Hopkins University	(1) Whiting School of Engineering; (2) Zanvyl Krieger School of Arts and Sciences
25	Kansas State University	Graduate School
26	Kent State University	Graduate School
27	Lehigh University	Graduate School

#	University	Division/Department
28	Louisiana State University Health Sciences Center	Graduate School
29	Michigan State University	Graduate School
30	Mississippi State University	Graduate School
31	North Carolina State University	Graduate School
32	Northeastern University	Graduate School
33	Northern Illinois University	Graduate School
34	Northwestern University	Graduate School
35	Oklahoma State University	Graduate School
36	Old Dominion University	Graduate School
37	Oregon State University	Graduate School
38	Pennsylvania State University	Graduate School
39	Princeton University	Graduate School
40	Purdue University	Graduate School
41	Rensselaer Polytechnic University	Graduate School
42	Rice University	Graduate School
43	Rutgers University	Graduate School
44	Southern Illinois University Carbondale	Graduate School
45	Stony Brook University, the State University of New York	Graduate School
46	Syracuse University	Graduate School
47	Temple University	Graduate School
48	Texas A&M University	Graduate School
49	Texas Tech University	Graduate School
50	Tulane University	Graduate School
51	University at Buffalo, the State University of New York	School of Engineering & Applied Sciences
52	University of Alabama at Birmingham	Graduate School
53	University of Arkansas at Fayetteville	Graduate School
54	University of California at Berkeley	Chemical Engineering; Chemistry; Comparative Biochemistry; Environmental Science, Policy, & Management; Epidemiology; Logic & the Methodology; Mathematics; Molecular & Biochemical Nutrition; Neuroscience; Nutritional Sciences & Toxicology; Physics; Plant & Microbial Biology; Vision Science All College of Engineering Departments
55	University of California at Davis	Graduate School
56	University of California at Irvine	Graduate School
57	University of California at Los Angeles	School of Engineering & Applied Sciences
58	University of California at Riverside	Graduate School
59	University of California at San Diego	Graduate School
60	University of California at San Francisco	Graduate Division
61	University of California at Santa Barbara	Graduate School
62	University of Cincinnati	Graduate School
63	University of Colorado at Boulder	Graduate School

#	University	Division/Department
64	University of Colorado at Denver Health Science Center	Graduate School
65	University of Connecticut	Graduate School
66	University of Delaware	Graduate School
67	University of Florida	School of Engineering
68	University of Georgia	Graduate School
69	University of Hawaii at Manoa	Graduate School
70	University of Houston	Graduate School
71	University of Idaho	Graduate School
72	University of Illinois at Urbana - Champaign	Graduate College
73	University of Iowa	Graduate School
74	University of Kansas	Graduate School
75	University of Kentucky	Graduate School
76	University of Louisville	Graduate School
77	University of Maine	Graduate School
78	University of Maryland, Baltimore County	Graduate School
79	University of Massachusetts Amherst	Graduate School
80	University of Michigan at Ann Arbor	College of Engineering (doctoral programs only)
81	University of Minnesota	Institute of Technology
82	University of Missouri - Columbia	Graduate School
83	University of Nebraska - Lincoln	Graduate School
84	University of North Carolina at Chapel Hill	Graduate School
85	University of North Carolina at Charlotte	Graduate School
86	University of North Texas	Graduate School
87	University of North Texas Health Science Center at Fort Worth	Graduate School
88	University of Notre Dame	Graduate School
89	University of Oklahoma	Graduate School
90	University of Oregon	Graduate School
91	University of Pennsylvania	(1) School of Arts and Sciences; (2) School of Nursing
92	University of Rhode Island	Graduate School
93	University of Southern California	(1) College of Letters, Arts & Science; (2) Viterbi School of Engineering
94	University of Texas at Arlington	Graduate School
95	University of Texas at Austin	Graduate School
96	University of Texas at Houston	(1) Graduate School of Biomedical Sciences; (2) School of Public Health
97	University of Toledo	Graduate School
98	University of Utah	Graduate School
99	University of Vermont	Graduate School
100	University of Virginia	Graduate School
101	University of Washington	Environmental and Occupational Health; Interdisciplinary

#	University	Division/Department
		Program in Pathobiology; Materials Science and Engineering
102	University of Wyoming	Graduate School
103	Virginia Commonwealth University	Graduate School
104	Virginia Polytechnic Institute and State University	Graduate School
105	Washington State University	Graduate School
106	Washington University in St. Louis	Graduate School
107	Yale University	Graduate School (doctoral programs only)

APPENDIX 14
LETTER (TEMPLATE) TO GRADUATE SCHOOLS
SUMMARIZING FELLOWSHIP SUPPORT – 2009 COHORT

* * * * *

2111 Wilson Boulevard, Suite 700, Arlington, VA 22201 • www.vef.gov • Phone 703-351-5053 • Fax 703-351-1423

October [], 2008

Van-Toi Vo, Ph.D.
Executive Director

To: Dean of Graduate Admissions
RE: VEF Fellowship Support for the following Graduate School Applicant:
Name: [First Middle LAST]
Birth Date: [Month day, year]

Board of Directors

Malcolm Gillis, Ph.D. –
Chairman
Zingler Professor of
Economics
Rice University

Earl Blumenauer
U.S. Congressman

Trung Dung
Founder & Chairman
BlueKey Services

Frank Jao
President and CEO
Bridgecreek Development
Company

Marilyn M. Pattillo, Ph.D.
Professor of Clinical Nursing
University of Texas, Austin

Henry M. Paulson, Jr.
U.S. Secretary of Treasury

Joseph R. Pitts
U.S. Congressman

Condoleezza Rice, Ph.D.
U.S. Secretary of State

Margaret Spellings
U.S. Secretary of Education

David Vitter
U.S. Senator

Richard J. Wall, J.D.
Managing Partner
O'Donnell, Waiss, Wall &
Meschke

Jim Webb
U.S. Senator

Dear Sir/Madam:

We are writing to inform you that [Mr/Ms]. [First Middle LAST] is a nominee for a 2009 Graduate Fellowship from the Vietnam Education Foundation. We will offer [Mr/Ms]. [Last] a Fellowship award if [he/she] is admitted without conditions into your graduate program.

The Vietnam Education Foundation (VEF) is a special program of the U.S. Government to assist Vietnam in training a new generation of scientists and engineers by sending the best Vietnamese scholars to top U.S. graduate schools. We select our Fellowship recipients through a highly competitive process that includes U.S. standardized testing and an oral exam conducted by American professors who have been invited to Vietnam by the National Academies in the United States.

This year we had more than 280 applicants, who met the minimum qualifications. Given our limited budget, we can offer financial assistance to only 40 Fellows this year. Our Fellowship nominees are truly the most able scholars in Vietnam. [Mr/Ms]. [Last] is one of them.

VEF expects to finalize all Fellowship awards in early April and we ask your consideration for a decision on this nominee as soon as possible. We have set a **deadline of April 1, 2009**, for all of our nominees to inform us of their admission status. We also ask that you clarify the financial parameters in your admission letter, including your acceptance of the terms of the VEF Fellowship described below.

The VEF Fellowship program expects that a doctoral degree will take as long as 5 years to complete and a master's degree will take up to 2 years to complete. If [Mr/Ms]. [Last] is admitted to your graduate program, the terms of the financial parameters of the VEF Fellowship program are as follows:

1. Fellowship Grant to the University: During the Fellow's first two years at your University (Years 1 and 2), VEF will provide an annual Fellowship grant of U.S. \$27,000 to the University. This grant amount is in lieu of all required deposits; school orientation fees; required tuition and fees for the academic year and summer session; medical and health insurance required of an international student for the academic year and summer session; required books and educational equipment; and stipends for 12 calendar months that would be at least the minimum amount that is provided to other graduate students in that

department.

If there is a financial shortfall, your University is expected to provide additional funds to supplement our annual grant of \$27,000 for the first two years because the Fellow has no other resources. The university is expected to make all financial arrangements for distribution and application of monies. The first stipend payment must be made within the first month of arrival of our Fellow on campus and every month thereafter. Ideally, the University can make arrangements to make a partial payment of the stipend upon our Fellow's arrival on campus as the Fellow has no other source of funds. Regardless of any unforeseen delays on the part of the University or VEF in processing the grant, the first and all subsequent stipend payments to the Fellow must be made in a timely fashion.

2. Professional Development Grant to the Fellow: During the subsequent three years (Years 3, 4, and 5) of graduate study for doctoral students, the Fellow will receive an annual Professional Development Grant of \$3,000 directly from VEF. During this period, we expect the Fellow to be fully funded by your University through graduate assistantships and/or other forms of support from the University that would cover all educational and living expenses.

3. Other Financial Support: VEF will also pay for the following:

- a. All costs related to pre-academic English language training if required by the University. Such English as a Second Language (ESL) courses must be conducted during the summer prior to the first fall semester start date.
- b. All costs related to the Pre-Departure Orientation training conducted in Vietnam by VEF, the visa application (if any), and to a physical exam and required inoculations in Vietnam prior to departure to the U.S.
- c. Costs of economy-class airfare from Vietnam to the primary airport nearest the University and return economy-class airfare to Vietnam at the end of the Fellow's academic program.
- d. A modest settling-in allowance given directly to the Fellow during the VEF Pre-Departure Orientation in Vietnam to help cover personal incidental expenses in the U.S.

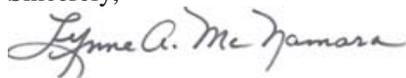
4. Annual VEF Fellows and Visiting Scholars Conference: To facilitate interaction among our Fellows and Visiting Scholar and between our Fellows and the U.S. and Vietnamese scientific community, VEF organizes an Annual Conference in the United States. During the Fellowship period, VEF will pay for the costs for the Fellow to attend the Conference, including round-trip economy-class airfare, lodging, and a fixed allowance toward expenses.

5. U.S. Government-Sponsored Visa: As a Federal Government agency, VEF will serve as the visa sponsor throughout the Fellow's academic program in the U.S. VEF works closely with the American Embassy in Hanoi to ensure that the Fellow will be able to enter the U.S. prior to the start of the academic year. The Fellow is given a J-1 visa with a two-year home-residency requirement.

As we search for the best Vietnamese scholars and prepare them for graduate training in the U.S., we look to top U.S. academic institutions to join us in supporting them. We respectfully ask for your favorable consideration of [Mr/Ms]. [First Middle Last]. By sharing our mission, you will not only have the finest alumni in Vietnam, but you will also help build lasting scientific and educational bridges between the two countries.

Please contact me at 703-351-5053 if you have questions.

Sincerely,



Lynne McNamara, Ph.D., Deputy Executive Director

APPENDIX 15
TERMS AND CONDITIONS OF THE FELLOWSHIP GRANT: COHORT 2009
(TEMPLATE)

Terms and Conditions
Fellowship Grant

Name of Recipient: «Last» «Middle» «First»
VEF ID Number: «VEF_ID»
Cohort Year: «Cohort_»
Date of Birth: «DOB»
Vietnam Home Address: «Vietnam_Home Address»

June 1, 2009

Congratulations! You have been awarded a Fellowship by the Vietnam Education Foundation (VEF), a U.S. Federal government agency, to pursue graduate study in the United States. As per the terms of offer of the U.S. university admission that has been approved by VEF, your Fellowship is for a full-time program in the field of study and level of study as described below. As a recipient of the Fellowship, you are expected to meet and maintain the academic requirements of your University, to abide by the Terms and Conditions as described herein, and to comply with all U.S. J-visa regulations.

This document supersedes all previous written documents and serves as the prevailing Fellowship agreement between you and VEF. It is important that you fully understand all of the information herein and confirm your acceptance of the Fellowship award, also referred to as a Fellowship grant, by initialing respective sections where requested and signing your name on the last page.

This *Terms and Conditions* of the VEF Fellowship Grant must be signed by you before VEF can issue a Form DS-2019 for your J-visa application. Please sign and return the original of this document to VEF during the Pre-Departure Orientation (PDO) held in Vietnam in June. You should also keep a copy for your personal records.

A. GRANT PERIOD

Grant Start Date: «Grant_Start_Date»
Grant End Date: «Grant_End_Date»

For a master's degree program, the grant period is two years; for a doctoral degree program, the grant period is five years. For those admitted to a Master's/Ph.D. degree program, the grant period is for a period of two years, followed by an extension for an additional period of three years upon completion of the Master's degree. At the end of each academic year, VEF will review your academic progress and determine whether to continue your grant for the upcoming academic year. After consultation with your academic advisor, if VEF determines that you have not met the conditions of the Grant Continuance clause below, you will be notified and your grant may be terminated. **If you complete your authorized degree program before the above Grant End Date, your degree completion date will replace the above Grant End Date.**

Sign here to acknowledge your agreement. _____

B. ACADEMIC PROGRAM

University: «University»
School/College: «School or College»
Department/Program: «Department or Program»
Degree Program: «Degree»
Major Field of Study: «Field of Study»

J-1 immigration regulations require that you only attend the school that you have been authorized to attend, and that you only pursue the degree program (major field of study and level of study) in which you have been authorized to study. Hence, please note that no changes can be made to the above academic program of study without prior approval from VEF. This includes any changes to the following: major field of study, department, degree program (level of study), and university. If changes to your program of study are required for legitimate reasons, you must obtain written approval from VEF prior to initiating any changes at your academic institution. VEF will consider authorizing such changes only if they are keeping with the original objective of your VEF Fellowship.

Sign here to acknowledge your agreement. _____

C. ACADEMIC STATUS AND MAINTAINING ACADEMIC PROGRESS

As an international graduate student in J-status in the United States, you are required by law to enroll for a full course load of graduate level classes for each academic term at the institution you have been authorized to attend. You are responsible to consult with your department as well as the university's International Office or Registrar's Office to ascertain what constitutes full-time enrollment for international students at your institution and to comply with this requirement each term. Please note that not enrolling continuously for a full course load has serious negative implications on your immigration status and on your ability to continue in your program of study or remain in the United States. While you are not required for immigration purposes to enroll in classes during your school's vacation period (typically the summer term), your university may require enrollment during vacation periods or you may choose to enroll part-time or full-time during vacation periods.

J-1 immigration regulations allow for a reduction in your course load (less than full-time) only under very special circumstances. Therefore, part-time enrollment can only be authorized by VEF if it meets the immigration regulations and must be approved by VEF in writing before you can enroll in less than a full course of study.

In addition to enrolling for a full course load, immigration regulations also require that you make satisfactory progress in your authorized program of study by maintaining at least a B grade-point average (GPA) in all of your classes. If you have any academic difficulty, you must seek assistance immediately from your academic advisor and determine how to overcome your deficiencies, and you must also communicate right away with VEF about these difficulties.

VEF monitors academic progress by requiring all Fellows to submit periodic academic progress and performance reports from you and your institution concerning your academic program. It is your responsibility to provide accurate information within the timeframe indicated in each request. You must respond to such requests. **Each academic term (fall and winter/spring), the following documents must be submitted to VEF via the VEF Online Management System (OMS):**

1. Enrollment verification form/letter at the beginning of each school term (at the end of the term's drop period).
2. Official grade transcript providing the term GPA and the overall GPA at the end of each school term (as soon as it becomes available).
3. Progress review comments from your academic/research advisor at the end of each school term.

Sign here to acknowledge your agreement. _____

D. PROGRAM COMPLETION

The period of time allocated in your grant period and on your DS-2019 form is the time typically required for the completion of a master's or Ph.D. degree program. However, if you complete your program of study earlier, the end of both your grant period and your DS-2019 is the program completion date.

If you require further time to complete your program of study because of legitimate academic reasons, you must obtain approval in advance from VEF for any extension beyond the specified grant period. You must demonstrate that your university will continue to provide your full support and that you will have adequate funding to cover all your expenses (including expenses of accompanying dependents) during the entire period of extension.

Both early completions and program extensions require prior approval from VEF. Therefore, you must inform VEF of an expected early completion or the potential need for a program extension at the beginning of the academic term or summer during which these events would occur.

Should a personal emergency necessitate a temporary interruption to your program of study or a disruption of your academic program and require your early departure or a temporary absence, you must obtain approval from VEF prior to your departure plans.

All requests related to your academic program that require VEF approval must meet VEF policies and must be completed in a timely fashion.

Sign here to acknowledge your agreement. _____

E. GRANT CONTINUANCE

The continuation of your Fellowship grant depends upon:

1. Full compliance with the terms and conditions of this document;
2. Full compliance with J immigration regulations and maintenance of J status;
3. Good academic standing at your university, which is typically a Grade Point Average (GPA) of B/3.0 or better;
4. Evidence of your academic progress toward degree completion;
5. Your university financial support;
6. Availability of VEF funds; and
7. Your financial requirements.

Sign here to acknowledge your agreement. _____

F. GRADUATE ASSISTANTSHIPS

A graduate assistantship is an integral part of graduate training in the United States. You may be required by your University to have a graduate assistantship during your first two years. If you are in a doctoral degree program, you are expected to seek and acquire a graduate assistantship from your University no later than your third year so that you are fully funded by your University. The graduate assistantship may be a research assistantship, a teaching assistantship, or a combination of both. Your University may require you to take special courses, to reach and maintain a certain grade point average (GPA), to seek out professors and request the assistantship, to compete against other graduate students, and/or to demonstrate in advance your ability to be a graduate assistant. Graduate assistantships are competitive, and you must prove that you are qualified, according to your University standards, to receive one. *As a VEF Fellow, you are expected to learn what is necessary to get a graduate assistantship at your University and to proceed proactively with that intention.*

As per J immigration regulations, a VEF Fellow can only engage in part-time on-campus employment (maximum 20 hours per week) during the academic term while also continuing to be enrolled in a full course of study. A Fellow, who holds a 20 hours/week graduate assistantship (or a combination of one or more graduate assistantships for a total of 20 hours/week), may enroll for a reduced course load as stipulated by the number of credits considered equivalent to full-time enrollment for a graduate assistant as defined by the Fellow's University. The Fellow must secure verification from the University's International Office or the Registrar's Office regarding what constitutes full-time enrollment for a

graduate assistant working 20 hours/week. Only formal graduate assistantships qualify for a reduced course load while hourly wage employment, adjunct positions, or other fellowships do not qualify for a reduced course load. As per immigration requirements described below for on-campus employment, all graduate assistantships require written authorization from VEF prior to the commencement of any employment.

Sign here to acknowledge your agreement. _____

G. FINANCIAL INFORMATION

Please note: It is recommended that you bring supplementary funds of your own to help cover miscellaneous expenses that you might incur.

Your University has agreed to the special financial arrangements for VEF Fellows so that your educational and living expenses are covered during this grant period. You are obliged to follow the requirements of your University to receive any University funding supplemental to your VEF Fellowship award, including working as a graduate assistant. You are responsible for planning and using your resources carefully to cover your financial obligations.

Billing Information. If necessary, please advise the Bursar's Office/Student Accounts Office at your University to direct all inquiries regarding financial matters to VEF's primary contact at the University:

Name: «Name of primary contact»
Title: «Title»
Phone: «Phone»
Fax: «Fax»
Email: «Email»

Your VEF grant conforms to the following financial support plan:

1. Phase One – Fellowship Grant to the School. For the first two years of a Fellow's graduate program (Years 1 and 2), VEF provides directly to the University a pre-determined Fellowship grant amount in exchange for the University paying for the Fellow's required tuition, fees, and health insurance, and providing the Fellow with a typical graduate student monthly stipend to cover living expenses. An allowance for books is provided by the University either separately or through the stipend. During the first two years, the Fellow may be required by the University to have a graduate assistantship. If the Fellow is pursuing a master's degree, he/she is expected to complete the degree within two years.

In your case, this Phase One Fellowship support will end on «End date of phase one».

Sign here to acknowledge your agreement. _____

2. Phase Two – Professional Development Grant (for doctoral students only). During the subsequent three years of graduate study (Years 3, 4, and 5), a Fellow who pursues a doctorate and whose university is not receiving any funding from VEF will receive an annual professional development grant of \$3,000 directly from VEF. During this period, the Fellow is expected to receive graduate assistantships and/or other forms of support from the University, which would cover all educational and living expenses. The Fellow is expected to complete the doctoral degree within five years total, the maximum period of a VEF Fellowship grant.

In your case, this Phase Two Fellowship support will end on «End date of phase two».

Sign here to acknowledge your agreement. _____

3. Additional financial support for all new Fellows. VEF also pays for:

- a. All costs related to the Pre-Departure Orientation and leadership/team building training in Vietnam.
- b. A settling-in allowance of U.S. \$500 given directly to the Fellow as an expense card during the Pre-departure Orientation in Vietnam, which is to be used for personal incidental expenses in the United States. No receipts required.
- c. Initial visa application fees (if any). Note that VEF Fellows and their dependents do not need to pay for any such fees at this time.
- d. Physical exam and inoculations (if any are required by the U.S. University), which must be completed in Vietnam, prior to departure for the United States. If a series of inoculations cannot be completed in Vietnam, VEF will reimburse the Fellow for the remaining inoculations to be completed after arrival at the U.S. University upon receipt of the following: (1) evidence why the series could not be completed in Vietnam; and (2) receipts from the University giving a description of the specific inoculation and the amount paid by the Fellow.
- e. Costs of an economy-class plane ticket from Vietnam to the airport nearest to your U.S. university.
- f. Pre-academic English language training during the summer preceding the fall term, if required by your University. VEF will pay for all required tuition, fees, books, insurance, lodging, and living stipend.
- g. Temporary medical emergency insurance for the first 30 days of your program, which begins on the day of your departure from Vietnam.

Sign here to acknowledge your agreement (Section G.3. a - g). _____

4. Annual VEF Fellows and Scholars Conference. To facilitate interaction among our Fellows and Visiting Scholars and between our Fellows, Scholars, and the U.S. scientific community, VEF hosts an annual conference from January 3 through January 5 each year at a prominent U.S. university. During the grant period, VEF will pay for the following costs for you to attend the conference: round-trip economy airfare from your University or site of academic training to the conference venue; lodging; a fixed allowance to cover transportation to/from airports and incidentals; and registration. All VEF Fellows, including those doing post-graduation Academic Training (AT) in the United States, are requested to attend and participate fully in this annual conference.

Sign here to acknowledge your agreement. _____

5. Return airfare to Vietnam. Upon completion of your academic program, VEF will provide an economy-class plane ticket from the airport nearest to your University or site of Academic Training to Vietnam.

Sign here to acknowledge your agreement. _____

H. EMPLOYMENT

VERY IMPORTANT: You are required to notify VEF and receive written prior authorization from VEF for any employment, on-campus or off-campus, paid or unpaid, during your stay in the United States. VEF is your visa sponsor and you must have permission from VEF to work.

1. ON-CAMPUS EMPLOYMENT

J immigration regulations permit J-1 visa holders, who are maintaining their status, to work on campus part-time, consisting of up to 20 hours per week during the regular academic term/semester, and to work on campus full-time during all school vacation periods. VEF will only allow work that is directly related to your field of study or research and that is recommended by your academic advisor to complement your academic program. Typically, on-campus work consists of graduate assistantships. All on-campus employment must be authorized by VEF prior to commencement of such employment.

Sign here to acknowledge your agreement. _____

2. ACADEMIC TRAINING

No off-campus work is permitted unless it meets the requirements of the J-1 off-campus employment benefit, which is known as Academic Training. Academic training (AT) is generally defined as work, training, or experience, conducted off-campus, directly related to your major field of study and may be paid or unpaid. Academic training may be part-time while pursuing a full course of study, full-time during the summer, or full-time after the completion of a course of study. All academic training is considered full-time, even if one is engaged in less than 40 hours per week. VEF will only authorize AT once you have been in J-status for one academic year.

AT prior to completion of one's degree program, called Pre-completion AT, may only be authorized part-time, while the Fellow is pursuing a full course of study and cannot be combined with any other on-campus employment. Before degree completion, full-time AT will only be authorized in the summer and in exceptional situations, after careful review of circumstances on a case-by-case basis, when all course work has been completed by doctoral Fellows and the AT is required for the dissertation.

For a Fellow in a master's degree program, the time limit for AT is equal to 18 months or equal to the amount of time spent in full-time study in the United States, whichever is less. For example, a student who completes a 12-month master's degree program is eligible for 12 months of Academic Training minus any time spent in Academic Training prior to completion of studies. A student, who completes a 24-month master's program, is eligible for 18 months of academic training minus any time spent in Academic Training prior to completion of studies.

A Fellow in a doctoral program is eligible for a further 18 months of Academic Training upon completion of the doctoral degree. The overall time limit for Academic Training after the completion of a U.S. doctoral degree is 36 months. This AT is authorized in 18-month increments. In all cases, the Academic Training period may not exceed the period of the full course of study in the United States. Thus, for example, a doctoral student, who has already done graduate work outside the United States and is admitted to a U.S. institution with advanced standing, may need only two years of graduate school to complete the doctorate. In such a case, the student is not eligible for 36 months of Academic Training, but rather 24 months.

To qualify for Academic Training, all of the following minimum procedures apply, which are described in more detail in the AT policy posted at the OMS:

- 1) Your academic advisor or dean must write a letter, which certifies that the proposed Academic Training is relevant to your major field of study, specifying the objectives of the training and describing how this training is considered an **integral or critical part** of your academic program.
- 2) The employer hosting the Academic Training must clearly describe the job responsibilities, starting and ending dates, number of hours per week, and financial compensation (if any).
- 3) All Academic Training must be approved by VEF prior to the commencement of any employment.

Please note: Fellows pursuing AT are not eligible for the following VEF grants:

1. Professional Development Grant
2. Travel Grant for Work, Research, Teaching in Vietnam
3. Professional Conference Grant

Sign here to acknowledge your agreement. _____

I. COMMUNICATIONS WITH VEF

You must get permission from VEF for any changes in your current or future academic plans that differ from the program authorized in this document. You must also inform VEF of any academic problems or concerns and of any medical or personal emergency situations. Your primary contact at VEF is:

Ms. Sandarshi Gunawardena
Program Officer
Vietnam Education Foundation
2111 Wilson Blvd., Suite 700
Arlington, VA 22201
Phone: 703-351-5053
Fax: 703-351-1423

Send all correspondence to Ms. Sandarshi **Gunawardena** (sandarshigunawardena@vef.gov), copying VEF (veffellows@vef.gov)

Always include in the subject line of your email your full name in Vietnamese order as listed on this grant letter email.

Sign here to acknowledge your agreement. _____

J. REPORTING INFORMATION TO VEF FOR IMMIGRATION PURPOSES

You are required to report the information listed below to Ms. Sandarshi Gunawardena (sandarshigunawardena@vef.gov), who serves as the Responsible Officer for the VEF Exchange Visitor Program. It is your responsibility to report this information in a timely manner for immigration purposes in order to maintain your valid nonimmigrant status and for VEF to meet federally mandated monitoring and reporting requirements that are time sensitive. You must report all of the following information to VEF (Ms. Gunawardena) through the OMS and/or via email as directed.

1. Residential address and contact information. U.S. federal immigration regulations require that you keep VEF informed at all times of your current U.S. residence address. Immigration regulations require that you report any changes to your physical residence address to VEF **within 10 days** of any change of address. You must report in the OMS the address of the actual physical location where you are residing in the United States ***within ten (10) days of your arrival***. Throughout the period of your VEF Fellowship grant (including when you are pursuing post-completion Academic Training), you must keep VEF informed of any subsequent changes to your address or contact information ***within ten (10) days of the change*** by updating your information via the OMS. In addition, you must also update all your other contact information (including telephone numbers and e-mail addresses) as soon as they change. If the address where you receive mail is different from where you physically reside, you must inform VEF via the OMS of both addresses. Do not use post office boxes for either your residential or mailing addresses.

2. Enrollment in academic programs and program information. It is a requirement for both your VEF Fellowship and visa that you maintain full-time academic standing in your authorized program and make good progress in your program of study as stipulated above. VEF is required to monitor your academic standing, and immigration regulations require VEF to report to the U.S. Citizenship and Immigration Services any changes within a certain period of time. Hence, you hold the responsibility of reporting the following mandatory information:

a) Enrollment Verification: You must report your full-time enrollment at the beginning of each academic term by submitting to OMS an Enrollment Verification Form/Letter from your university (obtained from your university's Registrars Office or from the International Office) by the deadline stipulated by VEF.

b) Transcripts: You must report your academic progress by submitting to OMS a transcript and grade report with the term Grade Point Average and the overall Grade Point Average (obtained from your university's Registrar's Office) at the end of each academic term.

c) Changes in your academic program: You must report to Ms. Gunawardena by email if there is any possibility of changes to your major field of study, department, or level of study (degree level) BEFORE initiating any formal changes at your university and making any changes to your academic program. You must wait for VEF's written approval of such changes prior to initiating any changes with your university. Once you have received approval, you must update your OMS record accordingly.

d) Extended absences: You must report to Ms. Gunawardena via email if you are required to be outside of the United States for more than the normal vacation periods. These extended absences from the United States may be related to your program of study or due to personal unforeseen emergencies. Extended absences from the United States must be approved by VEF prior to your departure from the United States and may have an impact on your J immigration status.

e) Early completion: You must report to Ms. Gunawardena via email if you will complete your academic program before the Grant End Date specified in this grant letter. This must be reported prior to the early completion of your program.

f) Program extension: If you are unable to complete your program of study within the time period allocated on your DS-2019, you must apply for a program extension in OMS with all support documents and contact Ms. Gunawardena well in advance of your current Grant End Date.

3. Changes in financial information. You must report by email any changes to the financial information that is on your DS-2019. This includes but is not limited to increases or decreases in financial support from your university. You must also contact VEF if there are emergency situations that have an impact on your financial situation.

4. Changes on your DS-2019 information. You must report by email any material change to any information that is currently on your DS-2019 including changes to biographical information (i.e. if you get married and your name changes).

5. International travel. You must inform Ms. Gunawardena *before you begin any travel* outside of the United States during your grant period by completing the required application in the OMS. You must have your Form DS-2019 endorsed by VEF **before** you travel in order to be able to return to the United States. If you will need to apply for a new J-1 visa while abroad, you must allow adequate time during your trip to get this done.

Please note: You are also responsible for reading and paying attention to all email communications sent by the Program Officer that relate to immigration matters. This includes periodic alerts sent via the VEF list for all Fellows. All communications will be sent to your primary email address listed in the OMS, and it is your responsibility to read all emails sent by VEF to this address.

Sign here to acknowledge your agreement with all of Section J. _____

K. J-1 EXCHANGE VISITOR VISA

VEF will provide you with a Form DS-2019 to secure a J-1 visa under the Exchange Visitor Program as required by your VEF grant. You are personally responsible, financially and otherwise, for making all arrangements for securing your passport. Your Fellowship grant is available only if you can obtain a passport and a J-visa with the 2-year home residency requirement. VEF will be responsible for documentation required to extend your permission to stay in the United States throughout the period of your authorized VEF Fellowship participation.

The J visa is your permission to enter the United States and not your permission to remain in the country. The permission to remain in the country resides solely in you maintaining your J status and the validity of your DS-2019 document. You may remain in the United States with an expired J visa as long as you are maintaining J status. J visas cannot be renewed in the United States, and the J visa would need to be renewed if you travel outside of the United States while you are participating in the Fellowship Program. Please contact Ms. Gunawardena if you have questions about this.

Upon completion of your program of study and/or expiration of your Exchange Visitor J-1 status, you are required to reside in your home country, Vietnam, for two years before you may apply for the following: (1) a nonimmigrant visa (H-temporary employment visa or L-intercompany transfer visa); or (2) permanent residence or an immigrant visa in the United States. With the 2-year home residency requirement, you cannot change to a F-1 student status within the United States. During the two years of home residence, you may be able to enter the United States on other types of non-immigrant visas, such as visitor or business visas, if granted.

Sign here to acknowledge your agreement. _____

L. HEALTH INSURANCE

As a condition of your J-1 visa, you are required by law to maintain health insurance coverage as stipulated by the Department of State, which includes medical coverage, medical evacuation coverage, and repatriation coverage for yourself and all of your dependents in J-2 status for the entire duration of your program in the United States, including the 30-day grace period following the completion of your program of study, during which you are allowed to remain in the United States. Required coverage amounts are listed on page 2 of your Form DS-2019 or herein below, under the section entitled *Responsibility for Dependents*. Please ascertain if your university health insurance policy will meet these requirements and, if it does not, you must purchase supplemental health insurance to meet the Department of State coverage requirements. A willful failure to carry medical and health insurance for yourself or your dependents is considered a violation of your J-1 status and of the VEF Fellowship Program, and under the law requires termination from the VEF Fellowship Exchange Visitor Program.

VEF will arrange for you to have health insurance from the time you leave Vietnam through your first few weeks in the United States for a total of 30 days to help cover you until your University's insurance policy begins. For the required medical/health insurance for you as an international student at your University, you must find out in advance of arrival at your University about the necessary arrangements for, and procedures to secure, this insurance at your University, and then finalize arrangements immediately after arrival on campus. You must ensure that the University policy begins without fail no later than the end of the 30-day period covered by VEF. As a part of the financial terms of the VEF Fellowship that your University has accepted, the University must cover required medical/health insurance for you. However, insurance coverage and associated fees for dependent family members in J-2 status are your own responsibility. You are responsible for knowing what your insurance does or does not cover, including any pre-existing conditions. Dental and vision insurance may need to be purchased separately. Please read your policy thoroughly.

Sign here to acknowledge your agreement. _____

M. RETURN TO VIETNAM

VEF is a U.S. Federal Government agency. By accepting this grant from VEF, you agree to obtain a J-visa with a two-year home residency requirement, which mandates that you return to Vietnam upon completion of your authorized education and Academic Training period in the United States. Failure to do so will be seen as noncompliance with the Fellowship grant terms and conditions and with your J-visa requirements and could result in legal action by the U.S. Government. This legal action could negatively impact your ability to travel to the United States in the future.

Sign here to acknowledge your agreement. _____

N. REVISION OF TERMS

VEF reserves the right to revise or adjust these grant provisions, if conditions require, without prior consultation with, or agreement by, you. Conditions may include your late arrival or early departure, your extended travel outside of the United States, changes in financial resources available to you in the United States, or failure to maintain satisfactory academic progress or valid J-1 status. **You must report to VEF in writing any grants, other awards, or employment opportunities provided to you that are not described in this document.**

Sign here to acknowledge your agreement. _____

O. RESPONSIBILITIES

You are responsible for observing satisfactory academic and professional standards and for maintaining a standard of conduct and integrity, which is in keeping with the spirit and intent of the VEF Fellowship and which will contribute positively to promotion of mutual understandings between the people of the United States and Vietnam. You are expected to obey state and federal regulations and U.S. laws during your stay in the United States. You are also expected to abide by the rules and regulations of your U.S. University. Please note that failure to abide by any such laws, rules, and regulations can have a direct and adverse impact on your immigration status as well.

Sign here to acknowledge your agreement. _____

P. REQUIRED IDENTIFICATION NUMBER

As a recipient of grant income in the United States, you are required to obtain a Social Security Number (SSN), which you may proceed to do no sooner than **after 10 days of your arrival** in the U.S. You should be registered in the Student Exchange Visitor Information System (SEVIS) after 10 days from your arrival by providing information to VEF through the OMS. Please note that you cannot secure a SSN, nor obtain employment authorization from VEF for on-campus employment, without first being fully registered in the SEVIS system, which depends on you completing all the required information at the OMS upon your arrival in the United States. Please inform VEF through the OMS of your SSN number **within 60 days of the start of your academic program**. No VEF funds or grants can be given to you until a social security number has been provided to VEF.

Sign here to acknowledge your agreement. _____

Q. TAXES

Any source that pays you income may be required to withhold Federal, state, and local taxes from the payments that they make to you and to report this income to the Internal Revenue Service (IRS) annually. This income may include the stipend from your University. Your actual tax liability is determined when you file your income tax return(s), which must be completed following the close of the tax (calendar) year and you must file a federal income tax return no later than April 15 each year for the preceding year. In addition, you need to file a state income tax return by the deadline specified by the state in which you reside. In the event that the tax liability is less than the amount withheld, you may receive a tax refund directly from the IRS. For filing options and further rules, you should consult with the following: (1) the International Office at your University, which may provide foreign national tax filing advice to international students and scholars; (2) a tax professional familiar with foreign national/alien tax filing; and/or (3) the IRS. Even if you have already departed the United States, you must file a tax return for the prior calendar year. **Failure to file with the various tax authorities may result in termination of your Fellowship grant or, if you have already departed the United States, may result in a ban by the U.S. government on your return to the U.S. for any purposes.**

Sign here to acknowledge your agreement. _____

R. REVOCAION, TERMINATION, OR SUSPENSION OF AWARD

1. The VEF Fellowship grant may be revoked, terminated, or suspended. In a revocation, the grantee is considered as not having received the grant and will not be an alumnus or alumnae of the VEF program. In a termination, unless otherwise stated, the grant will be considered to have ended when VEF announces its decision to terminate. In a suspension, the grant will be considered inoperative until a decision is made to reinstate, revoke, or terminate the grant.
2. If you fail to obtain any legally required permission from your current employer in Vietnam to leave for this study program, or fail to obtain a proper J-1 visa and enter the United States, the Fellowship offer will be revoked by VEF.
3. If you fail to sign and return this *Terms and Conditions* of the VEF Fellowship Grant by the required deadline at the Pre-Departure Orientation, the Fellowship offer may be revoked by VEF.
4. Your University has the authority to recommend to VEF to revoke or terminate the grant. If revocation or termination is recommended, the grantee will have an opportunity to respond to the recommendation. A review of the circumstances will be considered by VEF before a final decision is made.
5. Grounds for revocation or termination include, but are not limited to: (1) violation of the laws of the United States; (2) any act likely to give offense to the United States because it is contrary to the spirit and mission of VEF; (3) failure to observe satisfactory academic or professional standards; (4) physical or mental incapacitation; (5) engaging in unauthorized income-producing activities; (6) failure to comply with the grant's terms and conditions; (7) misrepresentation made either orally or in writing on any VEF forms or in any documents related to this Fellowship; (8) not maintaining J status or violation of immigration regulations or SEVIS (Student Exchange Visitor Information System) reporting requirements; and (9) any conduct detrimental to the mission of VEF.
6. VEF also has authority to terminate a Fellowship grant on either of the following grounds: (1) if the grantee has exhausted all benefits of health and accident insurance provided to the grantee in connection with the grant, and continued medical treatment would lead to the grantee becoming a public charge; or (2) if the grantee requires such protracted medical treatment that successful completion of the objectives of the grant is jeopardized. The procedure for any such termination shall be the same as that provided for the termination of grants generally, except that the recommendation for such termination, supported by the corresponding factual information, shall be made by VEF. In the event any such grounds occur during the period of a Fellowship grant, it is VEF's policy that this grant should not be renewed or extended.

7. A grant may be suspended if: **(1)** the grantee ceases to carry out the academic program during the grant period; **(2)** the grantee leaves the United States without prior authorization from VEF; and/or **(3)** the grantee requests suspension of the grant for personal reasons. During a period of suspension, the grantee will not receive any grants, benefits, or other financial support provided by VEF. Unless otherwise authorized by VEF, no retroactive claim for such grants, benefits, or other financial support with respect to a period of suspension will be honored.
8. When you owe any money to VEF (e.g., from over-payments of grants, cancellation of a conference after receiving a grant, etc.), you are required to pay the debt back to VEF within 30 days of the debt. If repayment is not completed by that time, you could face termination.
9. Grantees that remain in the United States beyond periods authorized by VEF are subject to all the provisions of this Section R.
10. The “public charge” provisions of the United States immigration law prohibits the admission of foreign nationals, who do not have sufficient financial resources to cover all of their normal living expenses, and who, as a result, would have to access public assistance in order to survive in the United States. Foreign nationals in this category will be refused a visa to enter the United States and, if already in the United States, will be subject to deportation. As a VEF Fellow, you hold the responsibility of being aware of this provision of the U.S. law, and in the event you become a “public charge” by receiving public assistance, VEF would terminate your Fellowship and rescind VEF sponsorship of your J immigration status, which would result in your having to return to Vietnam immediately.

Sign here to acknowledge your agreement with this entire Section R, # 1 - 10. _____

S. RESPONSIBILITY FOR DEPENDENTS

None of the agencies, organizations, or persons cooperating in providing your grant can assume any responsibility for the travel, insurance, and/or financial support of any dependents. However, you may request J-2 visa support from VEF for your dependents to join you in the United States. VEF recommends that you wait one academic year before having your dependents join you. VEF also recommends that your spouse have a basic English language skill level, demonstrated with a score equivalent to at least 450 on the paper-based TOEFL exam.

By U.S. law, you are required to provide adequate health and accident insurance for any dependents that accompany you. Failure to do so violates the terms and conditions of the J-visa and this Fellowship grant award and may result in termination of your Fellowship grant. At a minimum, the dependent insurance must provide the following benefits: **(1)** medical coverage of at least \$50,000 per person per accident or illness; **(2)** repatriation of remains in the amount of \$7,500; and **(3)** medical evacuation benefits of at least \$10,000. In addition, a qualified insurance program shall not have a deductible that exceeds \$500 per accident or illness; and it must meet other technical standards as specified in the Exchange Visitor Program regulations. More details about J-2 visas are available at the VEF website. You must submit to VEF the application for J-2 visa support via the OMS.

Sign here to acknowledge your agreement. _____

T. OTHER PROGRAMS

VEF has no responsibility, financial or otherwise, in connection with any program other than that specified in this *Terms and Conditions* grant letter.

Sign here to acknowledge your agreement. _____

U. SELECT PERSONAL INFORMATION

VEF collects limited personal information about VEF Fellows to place in the annual VEF Fellows and Visiting Scholars Directory, which is distributed publicly. The information includes a photo, the Fellow's full name, cohort year, field of study/research area, name of U.S. host university, position and affiliation in Vietnam, and hobbies. In providing your signature, you agree that VEF can make this information available publicly.

Sign here to acknowledge your agreement. _____

V. ACCEPTANCE OF TERMS AND CONDITIONS OF THE VEF FELLOWSHIP GRANT

Sign below and return to VEF the original of this *Terms and Conditions* of the VEF Fellowship Grant, known also as the grant letter, to indicate that you understand, accept, and will comply with all provisions stated in this *Terms and Conditions*.

By my signature, I accept the terms and conditions appearing on all pages of this document and any addenda. My signature confirms my understanding of, and compliance with, these terms and confirms my agreement to return to Vietnam for two years upon completion of my authorized study program in the United States. Furthermore, my signature gives VEF permission to request my transcripts from, and discuss academic information with, my U.S. University.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

APPENDIX 16
6TH VEF ANNUAL FELLOWS AND SCHOLARS CONFERENCE

**6th Annual Vietnam Education Foundation
 Fellows and Scholars Conference
Agenda**

Saturday, January 3, 2009

12:00 pm – 7:00 pm	RECREATIONAL ‘OLYMPICS’	Georgetown Law School Facilities 550 First Street, NW
2:00 pm – 10:00 pm	CONFERENCE CHECK-IN	Hyatt Regency, Capitol Room B
2:00 pm – 10:00 pm	VISA CONSULTATIONS	Hyatt Regency, Capitol Room B
Evening	DINNER ON YOUR OWN	
7:00 pm – 10:00 pm	FELLOWS NETWORKING	Hyatt Regency, Capitol Room B

Sunday, January 4, 2009

Job Fair 8:30 am – 2:30 pm Lecture Room

7:30 am – 8:30 am	BUSES DEPART HYATT REGENCY FOR NAS	
8:00 am – 9:00 am	BREAKFAST BUFFET	NAS Great Hall
9:00 am – 9:15 am	CONFERENCE WELCOMING REMARKS	NAS Auditorium
	Dr. Van-Toi Vo , VEF Dr. Ray Gamble , National Academy of Sciences	
9:15 am – 9:25 am	VIDEO MESSAGE from Deputy Prime Minister Nhan T. Nguyen	NAS Auditorium
9:25 am – 9:45 am	VEF PROGRAM UPDATE AND ANNOUNCEMENTS INTRODUCTION OF U.S. FACULTY SCHOLARS	NAS Auditorium
	Dr. Lynne McNamara , VEF	
9:45 am – 10:15 am	FACULTY SCHOLARS PRESENTATIONS	NAS Auditorium
	Dr. Benjamin Kelley , Baylor University Dr. Alain Montegut , Boston University	
10:15 am – 12:00 pm	INNOVATION AND ENTREPRENEURSHIP KEYNOTE ADDRESSES	NAS Auditorium
	Dr. Nicholas Vonortas , Director, Center for International Science and Technology Policy The George Washington University, Department of Economics	

Dr. Nam T. Tran , Vice General Director
Mobivi, Inc

12:00 pm – 2:00 pm LUNCH NAS breakout rooms
'ALL THE WAYS HOME' WORKING GROUPS (listed below)
FACULTY SCHOLARS MEET WITH FELLOWS & VISITING SCHOLARS FROM THEIR VN UNIVERSITIES

Session	Location	Session Chairs
Funding and Research in Vietnam	Cafeteria	Duy Q. Vu
Adapting Teaching Curriculum and Research in Vietnam	Members Room	Tu N. Pham
Using Technology in Distance Education	Room 150	Ha T. Nguyen
Faculty Scholar, Fellow, Visiting Scholar Meetings * Dr. Benjamin Kelley, Hanoi University of Technology * Dr. Alain Montegut, Hue College of Medicine & Pharmacy and the University of Medicine and Pharmacy, Ho Chi Minh City	Executive Dining Room	Thi D. Dang (for Dr. Kelley) Hoa V. Le (for Dr. Montegut)

2:00 pm - 2:30 pm BUSES TO KECK BUILDING

2:30 pm – 3:00 pm SET-UP POSTERS Keck Atrium

3:00 pm - 4:30 pm SCIENTIFIC SESSIONS Keck Breakout rooms

Session	Location	Session Chairs
Biological and Agricultural Sciences	Keck 101	Yen B. Pham Tran H.N. Nguyen
Chemistry, Chemical Engineering, & Material Sciences	Keck 110	Ly T. Le
Computer Science and Mathematics - A	Keck 205	Duan D. Tran
Computer Science and Mathematics – B	Keck 202	Long Vu
Electrical Engineering – A	Keck 206	Loc X. Bui
Electrical Engineering – B	Keck 204	Anh T. Tran
Mechanical and Civil Engineering	Keck 105	Xuan V. Tran
Public Health	Keck 201	Tuan T. Nguyen

4:30 pm – 4:45 pm BREAK

4:45 pm - 6:00 pm SCIENTIFIC SESSIONS CONTINUED Breakout rooms (listed above)

6:00 pm – 8:00 pm	DINNER RECEPTION POSTER SESSIONS JOB FAIR INTEL INFORMATION SESSION	Keck Atrium Keck Atrium Keck 100 Keck 110
8:30 pm – 10:00 pm	NETWORKING OPEN DISCUSSION FORUMS AND FURTHER 'ALL THE WAYS HOME' DISCUSSIONS	Hyatt Regency, Capitol Room

Monday, January 5, 2009

Job Fair
8:30 am – 5:00 pm
Lecture Room

7:30 am – 8:30 am	BUSES DEPART HYATT REGENCY FOR NAS	
7:45 am – 8:45 am	BUFFET BREAKFAST	Great Hall
8:45 am – 9:00 am	REMARKS by Prof. Dr. Tien D. Le , <i>Vice Minister</i> Ministry of Science and Technology	NAS Auditorium
9:00 am – 10:00 am	ORGANIZATIONAL DEVELOPMENT AND LEADERSHIP KEYNOTE ADDRESS - NAS Auditorium Dr. Charles M. Vest , <i>President</i> National Academy of Engineering	
10:00 am – 10:30 am	THE ROLE OF EDUCATIONAL EXCHANGE IN THE U.S. – VIETNAM BILATERAL RELATIONSHIP Mr. Keith Luse , <i>Senior Professional Staff Member</i> Senate Foreign Relations Committee	
10:30 am – 10:45 am	BREAK	

10:45 am – 1:30 pm NEW BOARD ORIENTATION EXECUTIVE DINING ROOM

10:45 am - 12:30 pm	VEFFA MEETING	NAS Auditorium
12:30 am – 1:30 pm	LUNCH	Great Hall
1:30 pm – 2:30 pm	VEF BOARD FORUM	NAS Auditorium
2:30 pm – 2:45 pm	BREAK	
2:45 pm – 4:30 pm	'ALL THE WAYS HOME' PRESENTATION Fellows Presentations Discussion Panel * VEF Board - Dr. Marilyn Pattillo * Vietnamese Government - Vice Minister Tien D. Le * Vietnamese Overseas - Dr. Nam T. Tran * Vietnamese Universities - Dr. Ho Thanh Phong	NAS Auditorium

4:30 pm – 4:45 pm	CONFERENCE CLOSING REMARKS Dr. Van-Toi Vo , VEF	
4:45 pm – 5:30 pm	BUSES TO HYATT REGENCY HOTEL	
7:00 pm – midnight	GALA DINNER	Hyatt Regency, Ballroom

APPENDIX 17
ANNOUNCEMENT - VISITING SCHOLAR PROGRAM FOR COHORT 2009

Announcement
Visiting Scholar Program (VSP) 2009 - 2010

The Vietnam Education Foundation is pleased to announce the 2009-2010 VEF Visiting Scholar Program (VSP) for Vietnamese nationals, who already hold a doctorate in any of the fields supported by VEF, namely, in the major disciplines of sciences (natural, physical, and environmental), mathematics, medicine (such as, public health), and technology (including information technology). Fields include the basic sciences, such as, Biology, Chemistry, and Physics, as well as Agricultural Science, Computer Science, and Engineering.

The VSP is intended to support professional development training, which may include studies, research, and/or observational activities, to take place in cooperation with a leading U.S. academic institution. The Visiting Scholar will undertake a program of up to one year in length, which may include formal courses, workshops, seminars, laboratory or field research, or other types of professional development activities. Upon returning to Vietnam, the Visiting Scholar must use the knowledge and skills acquired in the U.S. to train others. In this way, the VEF VSP is a training-of-trainers (TOT) program wherein the Visiting Scholar is considered a trainer of others.

APPLICATIONS for Academic Year 2009-2010

For the 2009-2010 academic year, beginning in the summer or fall of 2009 and continuing through the summer of 2010, VEF will fund 8 Visiting Scholars for a period of time ranging from 5 to 12 months to pursue professional development at a U.S. university.

Applications will be available ONLY online at www.vcf.gov

OPENING AT 8:00 a.m., December 15, 2008

CLOSING AT 8:00 a.m., February 12, 2009

(Vietnam time zone)

All completed applications for the Visiting Scholar Program that meet the minimum qualifications will be reviewed after the application deadline of February 12, 2009. The applicants determined to be the most outstanding will move to the next stage of review and will be interviewed by phone no later than March 2008. The finalists, who are determined to be the most outstanding as a result of the

interviews, will be recommended to the VEF Board of Directors as VSP nominees. The VEF Board of Directors will approve the final list of Visiting Scholars in early April. VEF will notify all applicants of their status by **April 15, 2009**.

ELIGIBILITY

Applicants to the VSP must meet the following **Eligibility Requirements**:

- Be a Vietnamese national.
- Hold a Ph.D. degree in a field supported by VEF.
- Demonstrate a high level of English proficiency.

PLEASE NOTE the following information regarding
Eligibility of VEF employees and VEF contracted agency employees in Vietnam and in the U.S.

Employees of the Vietnam Education Foundation, including contract employees, and their immediate families, are **ineligible** for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period ending one year following termination of such employment.

If a former employee or other contract employee of VEF is otherwise eligible and chooses to apply for a VEF Fellowship, Visiting Scholar Grant, or U.S. Faculty Scholar Grant after the one year period, the VEF Board of Directors must be informed and approve the submission of their application.

Employees of private and public agencies (excluding educational institutions) under contract to VEF to perform administrative or screening services on behalf of VEF's Fellowship, Visiting Scholar, and/or U.S. Faculty Scholar Grant programs are **ineligible** for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period ending one year following the termination of their services for VEF.

SELECTION CRITERIA

VEF has an open, competitive, and transparent application and selection process. The final candidates for the Visiting Scholar Program are selected based on their academic and professional merit, on the quality of their proposed professional development program and the expected outcomes, and on the potential of their future contributions to Vietnam.

- ✓ An emphasis during the selection process will be on emerging fields, including consideration of elements of innovation in one's professional development plan, topics reflecting leading edge research, and programs that incorporate cross-field integration.
- ✓ While the VSP is open to all who are eligible, preference in the selection of Visiting Scholars will be given to faculty members and/or teaching staff of a Vietnamese university, research institute, or other academic institution in Vietnam.

The following **Selection Criteria** will be used to evaluate qualified applicants for the VSP:

1. Evidence of superior academic achievement as a scholar in Vietnam

2. Quality of the Visiting Scholar professional development plan

Evidenced by a written professional development plan that:

- a. Describes in detail the activities that the applicant will undertake in the U.S.
- b. Explains how this professional development experience will contribute to the advancement of their career in Vietnam.

3. Commitment to return to Vietnam to contribute to the educational and scientific development of the country

Demonstrated by a written training plan that describes how the Visiting Scholar applicant will further disseminate the knowledge, skills, and abilities acquired in the U.S. to other Vietnamese scholars.

4. Support from the U.S. host institution

Demonstrated by a written statement of support from the proposed U.S. host university, department, and/or faculty member, which/who is demonstrably considered among the best in the field or specialty area.

5. Support from the Vietnamese institution(s)

Demonstrated by a written statement of support from the applicant's institution/organization in Vietnam and in a written document from the Vietnamese institution(s) hosting the training sessions to train others in Vietnam with the knowledge gained by the Visiting Scholar in the U.S.

6. Likelihood of continuing collaboration with the U.S. host institution

VEF FINANCIAL SUPPORT

VEF provides the following financial support for the Visiting Scholar:

1. Visa for the U.S. Cost of the actual visa application, if any. (This does not include transportation, lodging, or other expenses related to the process of getting one's visa.)
2. Health Check-up and Immunizations. Costs for a pre-departure health check in Vietnam and any vaccinations required by the U.S. host institution.
3. Pre-Departure Orientation (PDO). Costs for transportation, lodging, and meals.

4. Settling-in Allowance. U.S. \$500 to help defray costs of arriving and getting settled in the U.S.
5. Airfare. A round-trip economy air ticket from Vietnam to the U.S. academic institution and return.
6. Monthly Stipend. U.S. \$2,300 stipend per month, which is pro-rated for any partial month. The Visiting Scholar must plan wisely in order to cover the following:
 - a. Living expenses in the U.S.: lodging, meals, local transportation, and incidentals.
 - b. Required federal or state income taxes.
 - i. All Visiting Scholars are required to file annual U.S. tax returns, even if they have returned to Vietnam.
 - ii. VEF does not withhold taxes from the stipend. The Visiting Scholar is expected to plan finances accordingly in order to pay any taxes (estimate: 17% of earnings), which might be due to the U.S. federal or state government. Taxes are paid in arrears, i.e., for the year previous to when one files tax returns, which is in mid-April reporting on income gained during the previous calendar year.
 - iii. Failure to pay U.S. taxes can result in serious fines and a ban on the Visiting Scholar entering the U.S. in the future.
7. Medical/Health Insurance. Paid one time to the insurance agent at the beginning of the intended program to cover the Visiting Scholar during the full training period in the U.S. This accident/illness health insurance is intended for emergency situations and hospitalizations and includes medical evacuation and repatriation insurance according to the required coverage amounts from the time the Visiting Scholar leaves Vietnam throughout the duration of the Visiting Scholar program. Additional health insurance, which is not covered by VEF and would cover doctor's visits and/or dental and vision insurance, may be purchased at one's own expense, possibly through the U.S. University, after arriving in the U.S.
8. Professional Development Grant. A one-time payment for professional development expenses, such as, books, subscriptions, memberships, and equipment. The amount depends on the length of the program in the U.S.:
 - a. U.S.\$1,500 for programs less than 6 months
 - b. U.S.\$3,000 for programs 6 - 12 months in duration
9. VEF Annual Conference. Approved expenses (i.e., transportation, hotel, and meals) related to the VEF Annual Fellows and Scholars Conference to be held in early January 2010 in the U.S. Visiting Scholars, who are pursuing their programs in the U.S. at that time, are required to attend.
10. Professional Conference/Training Grant. U.S.\$2,500 for expenses to participate in either of the following activities, which must be related to the Visiting Scholar's field or professional endeavors and which takes place during the training program in the U.S.:

- a. Professional Conference in the U.S. In this case, the Visiting Scholar must be the first author and presenter of a presentation or paper for a panel discussion, oral presentation, or poster session.
 - b. Professional Course(s) or Training Workshop(s). This is defined as a short-term professional development training program of no longer than one week. The venue for the training program may be different from the U.S. host university or research institute. The venue could also be at a professional conference, which often provides professional training workshops. The proposed program must be reviewed by the VEF Program Officer to assure that it is allowable under the J-1 immigration regulations before final approval can be given by VEF for the Visiting Scholar to participate.
 - c. Partial Grant. If the conference or training program takes place in the Visiting Scholar's city of residence or greater city area, the grant will be reduced to U.S. \$1,250.
11. VEF Alumni Conference. Approved expenses (i.e., transportation, hotel, and meals) related to the VEF Alumni Conference in Vietnam once the Visiting Scholar returns to Vietnam.

OTHER SUPPORT BY VEF

1. Visa Sponsorship. VEF is the J-1 visa sponsor for the Visiting Scholar and the J-2 visa sponsor for the Visiting Scholar's dependents. VEF will determine which J-1 visa category (Research Scholar, Short-term Scholar, or Non-degree Student) is appropriate, based on the activities of the planned program.
2. On-going Assistance. The VEF offices in the U.S. and in Vietnam provide ongoing information and assistance and will help in any emergency situation.
3. VEF Network. The Visiting Scholar becomes a part of the wide network of VEF Fellows and Scholars, prior to, during, and after the VSP.

RESPONSIBILITIES OF THE APPLICANT

As part of the application, the VSP applicant must provide the following:

1. Program Description. A clear and concise description of the project, program, research, and/or the study plan to be undertaken as a Visiting Scholar. Include the objectives, timeline, and expected outcomes and how completion of this plan will contribute to the applicant's career advancement in Vietnam. Also include plans for any continued collaboration with the U.S. host institution (**limit 4 pages**).
2. Training of Trainers (TOT) Description. A clear and concise description of a training plan that describes how the knowledge, skills, and abilities, which the applicant will acquire in the

U.S., will be communicated to others in Vietnam. VEF sees the VSP program as training the applicant as a trainer of others, thus a Training of Trainers program. Ideally, the Visiting Scholar will train other trainers, who in turn would train others, thus broadly spreading the knowledge gained by the Visiting Scholar while in the U.S.

3. U.S. University Commitment. A written commitment from the most appropriate U.S. university or institute, department, and/or faculty member(s), which/who will serve as the applicant's host, if selected as a Visiting Scholar. It is recommended to secure acceptance by more than one institution, which is considered the best in the applicant's particular field of interest, so that the applicant has a choice of several options to present to VEF. The written commitment must include the following details:
 - a. Dates. Dates that the Visiting Scholar will be hosted: expected start and end dates.
 - b. Roles and Responsibilities. The role of the host institution, department, and/or faculty member(s), including which arrangements for the Visiting Scholar will be handled by the host and which must be managed by the Visiting Scholar.
 - c. Role of Visiting Scholar. Expectations of the host entity regarding the role and involvement of the Visiting Scholar.
 - d. Outcomes. The expected outcomes of the Visiting Scholar's proposed program.
 - e. Support. Expected support from the host institution for the Visiting Scholar, which may include:
 - i. Financial support, if any.
 - ii. Furnished office or desk space.
 - iii. Use of phone for U.S. and international phone calls.
 - iv. Use of a personal computer (laptop or desktop).
 - v. Use of other equipment, including fax.
 - vi. Use of laboratory space and equipment and any limitations.
 - vii. Use of libraries and other institutional facilities, including any health centers, gymnasiums, swimming pools, etc.
 - viii. Institutional identification card.
 - f. Further clarifications. Any other information that clarifies the arrangements between the host institution and the Visiting Scholar.
4. Vietnamese University Commitments
 - a. Candidacy. A written commitment from the applicant's home institution/organization in Vietnam to support the candidacy of the applicant for the VEF VSP.
 - b. Training of Trainers Program. A written commitment from the applicant's home institution/organization and/or by other Vietnamese institutions to support training sessions to train others in Vietnam with the knowledge, skills, and abilities gained by the Visiting Scholar in the U.S.
5. Professional Conference/Training Program. Details for any professional conference or professional training program in the U.S. that the applicant wishes to attend.
 - a. Because the Visiting Scholar is primarily in the U.S. for the program at the host institution, a conference or training program should not exceed ONE WEEK in length.

- b. Include written acknowledgement from the host institution, approving attendance at one of these activities within the timeframe of the overall program at the host institution. In other words, the Visiting Scholar must attend these activities during the timeframe that the U.S. institution has agreed to host the Visiting Scholar.
- c. Include the location, title, professional sponsoring entity, purpose, dates, and URL for each optional activity. Confirm that the grant of U.S. \$2,500 will sufficiently cover expenses at the event.
- d. The applicant may wish to identify a conference or a training program at a later date. However, since time is very short, the applicant is urged to consider which conference or training program to attend. Furthermore, since conference attendance is based on having a paper/presentation accepted as first author, the applicant is urged to submit conference papers/presentations very far in advance.

RESPONSIBILITIES OF THE VISITING SCHOLAR

The following provides an abbreviated list of the primary responsibilities of a Visiting Scholar. A detailed list of responsibilities will be provided in the grant letter, which serves as an agreement between the Visiting Scholar and VEF and which is distributed in advance of the Pre-Departure Orientation. The Visiting Scholar is responsible to do the following:

1. Arrangements with the U.S. University. Finalize all arrangements with the U.S. University and communicate regularly in advance of arrival with the U.S. faculty member serving as the Visiting Scholar mentor.
2. Permission from Employer. Immediately upon selection as a Visiting Scholar, secure written permission from your present employer in Vietnam to participate in the VSP for the duration of the proposed project.
3. Housing. Upon selection, immediately arrange for housing in the U.S. Typically, the U.S. academic institution has services to help Visiting Scholars find appropriate temporary housing, either furnished or unfurnished.
4. Pre-Departure Orientation. Plan to participate in the VEF Pre-Departure Orientation (PDO) to be held in early June 2009 in Vietnam. VEF will organize a PDO of 5 days to inform Visiting Scholars about their responsibilities as well as about the cultural and legal issues they may encounter in the U.S. Included in the PDO is an outdoor Team Building event, which usually involves one day of camping. During the PDO, official Visiting Scholar grant documents and immigration documents will be issued. It is **mandatory that all VEF Visiting Scholars participate** in the PDO.
5. Dependents. Make all arrangements for, and pay for any costs related to, dependents, who accompany or visit the Visiting Scholar while in the U.S. Secure, maintain, and pay for all required medical, health, and repatriation insurance for accompanying dependents while they are in the U.S.

6. VEF Annual Conference. Depending on the dates of one's program in the U.S., participate in the VEF Annual Conference to be held in the U.S. in early January 2010.
7. Taxes. Pay any required federal and state U.S. taxes on monies received from VEF or from other sources while in the U.S. U.S. taxes are applied on money earned during each calendar year. Thus, as an example, a Visiting Scholar, who begins the VSP in August 2009 and ends in June 2010, would be responsible for taxes for 2009 and for taxes for 2010 and would need to file two tax returns in such a case.
8. Regulations and Laws. Abide by all procedures and regulations established by VEF, by the U.S. hosting institution, and by U.S. immigration authorities, and abide by all applicable laws.

* * * * *

This Announcement is intended to provide sufficient information about the Visiting Scholar Program so that the applicant is confident about the basic parameters of the program. One should feel free to contact the Vietnam Education Foundation if concerns have not been addressed herein.

If you have any questions regarding the VEF Visiting Scholar Program 2009-2010,

please e-mail vsp@vef.gov, or phone

- **The VEF Field Office in Hanoi, Vietnam: 04-3936-3670 (Ext. 16)**
- **The VEF Headquarters in Arlington, Virginia, in the U.S.: 703-351-5053**

APPENDIX 18
VEF VISITING SCHOLARS: COHORT 2009
As of Fall 2009

For the Academic Year 2009-2010, VEF awarded seven Visiting Scholar grants in fields of study that mirror those supported by VEF. The Visiting Scholars work in Vietnam as university lecturers, administrators, or researchers at research institutes. The Visiting Scholars in the 2009 cohort are in self-designed professional training programs at seven leading U.S. universities. Most Visiting Scholars (5) have training periods of 12 months, whereas two have training periods shorter than one year: one for seven months and the other for 11.5 months. The 2009 cohort of Visiting Scholars is expected to finish their post-doctoral program in the United States by September 2010. One of the seven Visiting Scholars is female.

Below is a list of the 2009 cohort of Visiting Scholars, organized alphabetically by name within two sections, distinguished by length of the training program. Names are listed in Vietnamese order; specifically, the last (family) name is followed by the middle name and ends with the first (given) name.

#	Name LAST Middle First	G e n d e r	Hometown in Vietnam	Research Area	Position at Home Institution in Vietnam	Home Institution in Vietnam	Host Institution in the U.S.	Training Dates (mm/dd/yyyy)	Description of Training Program
Visiting scholars with training periods shorter than one year (2)									
1	NGUYEN Minh Chon	M	Can Tho	Biochemistry and microbiology of biofuel and oil production from lignocellulosic biomass	Senior Lecturer, Vice head, Department of Biochemistry and Plant Physiology	Can Tho University	Clemson University	09/15/2009 to 04/15/2010	Focus on fundamentals of biosystems engineering and biochemical engineering in the biochemistry and microbiology of biofuel and oil production from lignocellulosic biomass
2	PHAN Quoc Khanh	M	Ho Chi Minh City	Stochastic and nonsmooth optimization, variational analysis	Head, Department of Mathematics	International University, Vietnam National University, Ho Chi Minh City	University of California, Davis	10/12/2009 to 09/30/2010	Work with the Host Professor for 5-6 joint papers on some topics in the research area

#	LAST Middle First Name	Gender	Hometown in Vietnam	Research Area	Position at Home Institution in Vietnam	Home Institution in Vietnam	Host Institution in the U.S.	Training Dates (mm/dd/yyyy)	Description of Training Program
Visiting scholars with training periods of one year (5)									
1	NGUYEN Ngoc Giao	M	Hanoi	Plant developmental biology and signaling	Researcher	Agricultural Science Institute of Northern Central Vietnam	Cold Spring Harbor Laboratory	08/01/2009 to 07/31/2010	Test the importance of the chaperonin gene in a crop plant, maize, using proteomic and RNAi approaches
2	PHAM Hong Thinh	M	Hanoi	High voltage engineering and Power System Engineering	Lecturer	Hanoi University of Technology	University of Connecticut	08/30/2009 to 09/01/2010	Carry out a research project on electromagnetic behavior of a power system submitted to a lightning strike
3	PHAM The Hai	M	Hanoi	Bacterial signaling and chemotaxis for detecting and bioremediating chlorinated aromatic compounds	Researcher	Institute of Microbiology and Biotechnology, Vietnam National University Hanoi	University of Utah	07/01/2009 to 06/30/2010	Gain most updated knowledge and techniques in the field of bacterial chemotaxis to be applied to create tools for the detection and treatment of chlorinated and aromatic pollutants
4	VU Ngoc Tuoc	M	Hanoi	Computational Material Science	Associate Professor, Vice-Chairman of Department of Theoretical Physics	Hanoi University of Technology	University of Illinois Urbana - Champaign	11/01/2009 to 09/30/2010	Enhance ab-initio Molecular Dynamics and kinetic Monte Carlo simulation methods, making complete syllabus for Material Science and skills for Computational Material Science's management
5	VU Thi Minh Nguyet	F	Bac Ninh	Geography and Geology	Researcher	Vietnam Institute of Geosciences and Mineral Resources	Hoffman Environmental Research Institute	10/01/2009 to 09/30/2010	Karst Geology and Hydrogeology

APPENDIX 19
TERMS AND CONDITIONS OF THE VISITING SCHOLAR GRANT: COHORT 2009
(TEMPLATE)

Terms and Conditions
Visiting Scholar Grant

Name of Recipient: «Last» «Middle» «First»
VEF ID Number: «VEF_ID»
Cohort Year: «Cohort_»
Date of Birth: «DOB»
Vietnam Home Address: «Vietnam_Home Address»

June 1, 2009

Congratulations! You have been awarded a Visiting Scholar Grant by the Vietnam Education Foundation (VEF), a U.S. Federal government agency, to pursue professional development training in the United States. Your grant is for a full-time program in your field of study and area of research/teaching at a specific U.S. institution(s), for the duration of time as described below. As a recipient of the grant, you are expected to meet and maintain the requirements of your University, to abide by the Terms and Conditions as described herein, to comply with all U.S. immigration regulations pertaining to your J immigration status, and to abide by all state and federal laws of the United States.

This document supersedes all previous written documents and serves as the prevailing grant agreement between you and VEF. It is important that you fully understand all of the information herein and confirm your acceptance of the grant award, also referred to as a Visiting Scholar Grant, by initialing respective sections where requested and signing your name on the last page.

This *Terms and Conditions* of the VEF Visiting Scholar Grant must be signed by you before VEF can issue a Form DS-2019 for your J-visa application. Please sign and return the original of this document to VEF during the Pre-Departure Orientation (PDO) held in Vietnam in June. You should also keep a copy for your personal records.

A. GRANT PERIOD

Grant Start Date: «Grant_Start_Date»
Grant End Date: «Grant_End_Date»

For a Visiting Scholar, the maximum grant period is twelve (12) months and the minimum grant period is five (5) months. Your stipend payments will be given for a maximum of 12 months and will be prorated if your program ends earlier or if your completion date is less than an entire month since your previous monthly stipend. Your last stipend payment must be no later than September 30, 2010.

As a J Exchange Visitor, you and your dependents can enter the United States 30 days prior to the start date indicated on your form(s) DS-2019. In addition, you are also given a 30-day grace period to stay in the United States following the completion of your program or the end date on your DS-2019, whichever comes first.

If you complete your authorized program before the above Grant End Date, your completion date will replace the above Grant End Date.

Sign here to acknowledge your agreement. _____

B. VISITING SCHOLAR PROGRAM

U.S. University/Institution: «U.S. University/Institution»
School/College: «School or College»
Department/Program: «Department or Program»
Field of Study/Research Area: «Field of Study/Research Area»
Primary Objective of Exchange Visitor Program: «Primary Objective of Exchange Visitor Program»

[Repeat the above if a second institution is included in the Grant]

J-1 immigration regulations require that you only attend the U.S. institution(s) that you have been authorized to attend, and that you only pursue the intended program for which you have been authorized. Hence, please note that no changes can be made to the above intended program without prior approval from VEF. This includes any changes to the following: U.S. university/institution, school/college, department/program, and field of study/research area. If changes to your intended program are required for legitimate reasons, you must obtain written approval from VEF prior to initiating any changes. VEF will consider authorizing such changes only if they are keeping with the original objective of your VEF Visiting Scholar Grant.

Sign here to acknowledge your agreement. _____

C. AUTHORIZED PERIOD OF PROGRAM & PROGRAM COMPLETION

You are expected to complete the full period authorized for your Visiting Scholar Program as specified under the Grant Period stated above. You must obtain approval from VEF for any stay beyond this period (this does not include the 30-day grace period following the completion of your exchange visitor program). If you complete your intended program earlier than the Grant End Date, the end of both your grant period and your DS-2019 is the program completion date.

Should a personal emergency necessitate a disruption of your intended program and require your early departure or a temporary absence, you must obtain approval from VEF prior to finalizing your departure plans. You must demonstrate that your U.S. host institution agrees to your early departure or a temporary absence.

If you require further time to complete your intended program because of legitimate academic reasons, you must obtain approval in advance from VEF for any extension beyond the specified grant period. You must demonstrate that your university will continue to provide your full support and that you will have adequate funding to cover all your expenses (including expenses of accompanying dependents) during the entire period of extension.

Any additional costs related to a temporary absence or to a departure earlier or later than the specified grant period must be paid by the Visiting Scholar. Such costs include fees associated with airline ticketing, due to changes in the original ticket. Similarly, any costs incurred for residential leases or other contracts (e.g., for cell phones), which were arranged by the Visiting Scholar and which are affected by a temporary absence or a change in the departure date, must be assumed by the Visiting Scholar.

Any changes in dates, including a temporary absence, early completion, and program extensions, require prior approval from VEF. All requests related to your intended program that require VEF approval must meet VEF policies and must be completed in a timely fashion well in advance of the related event.

Sign here to acknowledge your agreement. _____

D. GRANT CONTINUANCE

The continuation of your Visiting Scholar Grant depends upon:

1. Full compliance with the terms and conditions of this document.
2. Full compliance with J immigration regulations and maintenance of J status.
3. Positive rapport and cooperation with your U.S. host institution(s).
4. Evidence of progress toward program completion.
5. Availability of VEF funds.
6. Your financial requirements.

Sign here to acknowledge your agreement. _____

E. PROGRAM STATUS AND REPORTS

The primary objective of the Exchange Visitor Program must remain unchanged throughout your approved period of participation in the Visiting Scholar Program. The primary objective is defined as the specific research, teaching, and other activities that you have been permitted to engage in, based on your original Statement of Purpose and confirmed by your host university/institution. All of your Visiting Scholar Program activities are limited to the site(s) of the activities, which is defined as the U.S. university or institution, approved by VEF.

In order to maintain funding and your grant status during the grant period, you must be engaged full-time in your professional development program during your time in the United States, and you must be able to demonstrate satisfactory progress toward completion of your intended work plan. If you have any difficulty, you must seek assistance immediately from your faculty mentor and determine how to overcome the problems.

VEF requires for you to submit a midterm report at the six (6) months point for any program, which is 6 months or longer, and a final report at the end of your program. Both reports must be accompanied by a statement from the department or faculty contact at your U.S. host institution. At the end of the Visiting Scholar Program, you are required to provide a final report to VEF ***no later than 30 days after the end date of your program***. You must include a refined Training of Trainers (TOT) plan to accompany the final report. Reports must be submitted via the VEF Online Management System (OMS). VEF requires a report on the progress and outcomes of the TOT program in Vietnam ***no later than one year after the end date of your program***. In addition, you are requested to inform VEF about, and invite VEF to, any activities in Vietnam related to your TOT program.

Sign here to acknowledge your agreement. _____

F. FINANCIAL INFORMATION

Please note: *It is recommended that you bring supplementary funds of your own to help cover miscellaneous expenses that you might incur.*

Your VEF grant conforms to the following financial support, for which VEF pays all costs associated with each item, unless a specified amount is listed:

1. All costs related to the Pre-Departure Orientation and leadership/team building training in Vietnam.
2. A settling-in allowance of U.S. \$500 given directly to the Visiting Scholar as an expense card during the Pre-departure Orientation in Vietnam, which is to be used for personal incidental expenses in the United States. No receipts required.
3. Initial visa application fees (if any). Note that VEF Visiting Scholars and their dependents do not need to pay for any such fees at this time.
4. Physical exam and inoculations (if any are required by the U.S. University/institution), which must be completed in Vietnam, prior to departure for the United States. If a series of inoculations cannot be completed in Vietnam, VEF will reimburse you for the remaining inoculations to be completed after arrival at the U.S. host institution upon receipt of the following: (1) evidence why the series could not be completed in Vietnam; and (2) receipts from the University or medical doctor giving a description of the specific inoculation and the amount paid by the Visiting Scholar.
5. Costs of an economy-class round-trip plane ticket from Vietnam to the airport nearest to your U.S.

university/institution. If a round-trip ticket is not available due to the schedule of your academic program in the United States, then VEF will pay for the cost of a one-way economy ticket from Vietnam to your U.S. university/institution and for another one-way economy ticket from your U.S. university/institution to return to Vietnam at the end of your program. Any additional travel, including travel to secondary sites of activities, will not be covered by VEF.

6. Accident/illness health insurance, paid one time at the beginning of your intended program to an insurance agent arranged by VEF to cover you in the United States during the full grant period, including up to 30 days prior to the grant start date and up to 30 days after the grant end date.
7. Monthly stipend of \$2300 from which required U.S. income taxes will be withheld at a rate of approximately 17%. Paid directly to you via bank transfer through the U.S. National Academies.
8. Professional Development Grant of \$1500 for a grant period of up to 6 months and a grant of \$3000 for a grant period of 6 months or more. Paid one time directly to you at the beginning of your intended program, but paid no earlier than October 1, 2009, to be used to support your professional activities, such as memberships in professional organizations, journal subscriptions, book purchases, and computer equipment. No receipts required.
9. Professional Conference/Training Grant of U.S.\$2,500. If the conference or training program takes place in the Visiting Scholar's city of residence or greater city area, the grant will be reduced to U.S. \$1,250. During your program in the United States, you are encouraged to participate in a professional conference in the United States related to your field as well as in a short professional development training program that is separate from your U.S. host university or research institution. The purpose of this grant is to further develop your areas of professional expertise and your relationships with the scientific community in the United States. The grant will be provided directly to you once your application for the grant is approved by VEF, but paid no earlier than October 1, 2009. No receipts are required. This Professional Conference/Training Grant is intended to help defray expenses to participate in either of the following activities, which must be related to the Visiting Scholar's field or professional endeavors and which must take place during the Visiting Scholar's program in the United States:
 - a. *Professional Conference in the United States*. In this case, the Visiting Scholar must be the first author and presenter of a presentation or paper for a panel discussion, oral presentation, or poster session.
 - b. *Professional Course(s) or Training Workshop(s)*. This is defined as a short-term professional development training program of no longer than one week. The venue for the training program may be different from the U.S. host university or research institute. The venue could also be at a professional conference, which often provides professional training workshops. The proposed program must be reviewed by the VEF Program Officer to assure that it is allowable under the J-1 immigration regulations before final approval can be given by VEF for the Visiting Scholar to participate.

You are responsible for planning and using your resources carefully to cover your financial obligations.

Sign here to acknowledge your agreement (Section F 1-9). _____

G. ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE

To facilitate interaction among our Visiting Scholars and Fellows and between our Fellows, Scholars, and the U.S. scientific community, VEF hosts an annual conference from January 3 through January 5 each year at a prominent U.S. university. During the grant period, VEF will pay for the following costs for you to attend the conference: round-trip economy airfare from your University to the conference venue; lodging; a fixed allowance to cover transportation to/from airports and incidentals; and registration. Once you have registered for the conference, any costs related to cancellations and/or no-shows will be deducted from future stipend or grant payments. All VEF Visiting Scholars are requested to attend and participate fully in this annual conference.

Sign here to acknowledge your agreement. _____

H. EMPLOYMENT

Under U.S. immigration laws, Visiting Scholars are not permitted to engage in, or receive compensation for, any work other than what is involved in the intended program with the U.S. university and its relevant department and/or division, and other than what is specified in this grant letter. Any employment unrelated to your primary exchange visitor activity is strictly prohibited by immigration regulations. Employment or work outside of your intended program and/or work plan is considered illegal and could result in termination of your Visiting Scholar grant and J-1 visa status.

However, J-1 immigration regulations permit you to give occasional and short-term consultancies and lectures, which may include an honorarium payment to you and which would occur outside of your approved site of activity, as long as the consultancy or lecture is directly related to your primary exchange visitor activity. If such an opportunity arises, ***prior written approval must be obtained from VEF*** by submitting an application and support documents to VEF via the VEF Online Management System (OMS). Failure to receive written permission from VEF prior to performing such professional activities is a violation of your J-1 scholar status. VEF will only approve such professional activities after careful review to ascertain if the activity meets the primary objective of the Exchange Visitor Program for which you have been approved. No extension of time can be provided for such activities and must be done in conjunction with the approved grant period of your Visiting Scholar Program.

Sign here to acknowledge your agreement. _____

I. COMMUNICATIONS WITH VEF

As per immigration regulations related to the J Exchange Visitor Program, **the primary objective of your Exchange Visitor Program cannot change during approved program activity grant period**. Any additional activities related to your primary objective must be approved by VEF in advance. You must also inform VEF of any professional problems or concerns that you might have at your U.S. host institution and of any medical or personal emergency situations. Your primary contact at VEF is:

Ms. Sandarshi Gunawardena
Program Officer
Vietnam Education Foundation
2111 Wilson Blvd., Suite 700
Arlington, VA 22201
Phone: 703-351-5053
Fax: 703-351-1423

Send all correspondence to Ms. Sandarshi Gunawardena (sandarshigunawardena@vef.gov), copying VEF (vsp@vef.gov).

Always include in the subject line of your email your full name in Vietnamese order as listed on this grant letter.

Sign here to acknowledge your agreement. _____

J. REPORTING INFORMATION TO VEF FOR IMMIGRATION PURPOSES

As required by immigration regulations, you are required to report the information listed below to Ms. Sandarshi Gunawardena (sandarshigunawardena@vef.gov), who serves as the Responsible Officer for the VEF Exchange Visitor Program. It is your responsibility to report this information in a timely manner for immigration purposes in order to maintain your valid nonimmigrant status and for VEF to meet federally mandated monitoring and reporting requirements that are time sensitive. You must report all of the following information to VEF (Ms. Gunawardena) through the OMS and/or via email as directed.

1. Residential address and contact information. U.S. federal immigration regulations require that you keep VEF informed at all times of your current U.S. residence address. Immigration regulations require that you report any changes to your physical residence address to VEF **within 10 days** of any change of address. You must report in the OMS the address of the actual physical location where you are residing in the United States

within ten (10) days of your arrival. Throughout the period of your VEF Visiting Scholar Grant, you must keep VEF informed of any subsequent changes to your address or contact information *within ten (10) days of the change* by updating your information via the OMS. In addition, you must also update all your other contact information (including telephone numbers and e-mail addresses) as soon as they change. If the address where you receive mail is different from where you physically reside, you must inform VEF via the OMS of both addresses. Do not use post office boxes for either your residential or mailing addresses.

2. Program information. Immigration regulations require VEF to report to the U.S. Citizenship and Immigration Services any changes in your program within a certain period of time. Hence, you hold the responsibility of reporting the following mandatory information:

a) Changes in your intended program: You must report to Ms. Gunawardena by email if there is any possibility of changes to your field of study/research area or department BEFORE initiating any formal changes at your university/institution and making any changes to your program already approved by VEF. You must wait for VEF's written approval of such changes prior to initiating any changes with your university/institution. Once you have received approval, you must update your OMS record accordingly.

b) Extended absences: You must report to Ms. Gunawardena via email if you are required to be outside of the United States for more than the normal vacation periods. These extended absences from the United States may be related to your program or due to personal unforeseen emergencies. Extended absences from the United States must be approved by VEF prior to your departure from the United States and may have an impact on your J immigration status.

c) Early completion: You must report to Ms. Gunawardena via email if you will complete your academic program before the Grant End Date specified in this grant letter. This must be reported prior to the early completion of your program.

d) Program extension: If you are unable to complete your program within the time period allocated on your DS-2019, you must apply for a program extension in OMS with all support documents and contact Ms. Gunawardena well in advance of your current Grant End Date.

3. Changes in financial information. You must report by email any changes to the financial information that is on your DS-2019. This includes, but is not limited to, increases or decreases in financial support from your U.S. host institution. You must also contact VEF if there are emergency situations that have an impact on your financial situation.

4. Changes on your DS-2019 information. You must report by email any material change to any information that is currently on your DS-2019 including changes to funding, site of activity, or biographical information (i.e. if you get married and your name changes).

5. International travel. You must inform Ms. Gunawardena *before you begin any travel* outside of the United States during your grant period by completing the required application in the OMS. You must have your Form DS-2019 endorsed by VEF **before** you travel in order to be able to return to the United States. If you will need to apply for a new J-1 visa while abroad, you must allow adequate time during your trip to get this done.

6. Program Completion and Departure. As you get close to the end date of your program, you must inform Ms. Gunawardena of your plans for departure by completing the required application in the OMS.

Please note: You are also responsible for reading and paying attention to all email communications sent by the VEF Program Officer that relate to immigration matters. This includes periodic alerts sent via the VEF list for all Visiting Scholars. All communications will be sent to your primary email address listed in the OMS, and it is your responsibility to read all emails sent by VEF to this address.

Sign here to acknowledge your agreement with all of Section J. _____

K. J-1 EXCHANGE VISITOR VISA

VEF will provide you with a Form DS-2019 to secure a J-1 visa under the Exchange Visitor Program as required by your VEF grant. You are personally responsible, financially and otherwise, for making all arrangements for securing your passport. Your Visiting Scholar Grant is available only if you can obtain a passport and a J-visa with the 2-year home residency requirement. VEF will be responsible for documentation required to extend your permission to stay in the United States throughout the period of your authorized VEF Visiting Scholar Program participation.

The J visa is your permission to enter the United States and not your permission to remain in the country. The permission to remain in the country resides solely in you maintaining your J status and the validity of your DS-2019 document. You may remain in the United States with an expired J visa as long as you are maintaining J status. J visas cannot be renewed in the United States, and the J visa would need to be renewed if you travel outside of the United States while you are participating in the Visiting Scholar Program. Please contact Ms. Gunawardena if you have questions about this.

Upon completion of your intended program and/or expiration of your Exchange Visitor J-1 status, you are required to reside in your home country, Vietnam, for two years before you may apply for the following: (1) a nonimmigrant visa (H-temporary employment visa or L-intercompany transfer visa); or (2) permanent residence or an immigrant visa in the United States. During the two years of home residence, you may be able to enter the United States on other types of non-immigrant visas, such as visitor or business visas, if granted.

Sign here to acknowledge your agreement. _____

L. HEALTH INSURANCE

As a condition of your J-1 visa, you are required by law to maintain health insurance coverage as stipulated by the Department of State, which includes medical coverage, medical evacuation coverage, and repatriation coverage for yourself and all of your dependents in J-2 status for the entire duration of your time in the United States, including the 30-day period in advance of your Grant Start Date and the 30-day grace period following the completion of your program of study, during which you are allowed to remain in the United States. Required coverage amounts are listed on page 2 of your Form DS-2019 and herein below, under the section entitled *Responsibility for Dependents*. A willful failure to carry medical and health insurance for yourself or your dependents is considered a violation of your J-1 status and of the VEF Visiting Scholar Program, and under the law requires termination from the VEF Exchange Visitor Program.

VEF will cover the costs and arrange for you to have the required accident/illness health/medical insurance coverage, which includes medical evacuation and repatriation insurance, according to the coverage amounts required by the Department of State, from the time you leave Vietnam throughout the duration of your program approved by VEF and described herein. Additional health insurance to cover annual doctor's visits and/or dental and vision insurance may be purchased at your own expense after arriving in the United States. Insurance coverage and associated fees for dependent family members in J-2 status are your own responsibility.

You are responsible for knowing what your insurance does or does not cover, including any pre-existing conditions. Please read your policy thoroughly.

Sign here to acknowledge your agreement. _____

M. RETURN TO VIETNAM

VEF is a U.S. Federal Government agency. By accepting this grant from VEF, you agree to obtain a J-visa with a two-year home residency requirement, which mandates that you return to Vietnam upon completion of your grant period in the United States. Failure to do so will be seen as noncompliance with the Visiting Scholar Grant terms and conditions and with your J-visa requirements and could result in legal action by the U.S. Government. This legal action could negatively impact your ability to travel to the United States in the future.

Sign here to acknowledge your agreement. _____

N. REVISION OF TERMS

VEF reserves the right to revise or adjust these grant provisions, if conditions require, without prior consultation with, or agreement by, you. Conditions may include your late arrival or early departure, your extended travel outside of the United States, changes in financial resources available to you from your host institution in the United States, your failure to maintain satisfactory progress on your approved program, or your failure to maintain valid J-1 status. **You must report to VEF in writing any grants, other awards, or employment opportunities provided to you that are not described in this document.**

Sign here to acknowledge your agreement. _____

O. RESPONSIBILITIES

You are responsible for observing satisfactory academic and professional standards and for maintaining a standard of conduct and integrity, which is in keeping with the spirit and intent of the VEF Visiting Scholar Program and which will contribute positively to the promotion of mutual understanding between the people of the United States and Vietnam. You are expected to obey state and federal regulations and U.S. laws during your stay in the United States. You are also expected to abide by the rules and regulations of your U.S. host institution. You are expected to check in with your host University's International Office and complete any required paper work, if requested. Please note that failure to abide by any such laws, rules, and regulations can have a direct and adverse impact on your immigration status as well.

Sign here to acknowledge your agreement. _____

P. REQUIRED IDENTIFICATION NUMBER

As a recipient of grant income in the United States, you are required to obtain a Social Security Number (SSN), which you may proceed to do no sooner than **after 10 days of your arrival** in the United States. Advice on how and where to apply for a SSN can be obtained from your University's International Office upon arrival. You should be registered in the Student Exchange Visitor Information System (SEVIS) after 10 days from your arrival by providing information to VEF through the OMS. Please note that you cannot secure a SSN without first being fully registered in the SEVIS system, which depends on you completing all the required information at the OMS upon your arrival in the United States. Please inform VEF through the OMS of your SSN number **as soon as possible**. No VEF funds or grants can be given to you until a SSN has been provided to VEF.

Sign here to acknowledge your agreement. _____

Q. TAXES

Any source that pays you income may be required to withhold Federal, state, and local taxes from the payments that they make to you and to report this income to the Internal Revenue Service (IRS) annually. VEF has contracted with the U.S. National Academies to pay to you your monthly stipends, which are considered income. Thus, the National Academies is required to withhold Federal, state, and, in some instances, local taxes from your monthly stipends and to report this income to the IRS annually.

Your actual tax liability is determined when you file your income tax return(s), which must be completed following the close of the tax (calendar) year and you must file a U.S. federal income tax return no later than April 15 each year for the preceding year. In addition, you need to file a state income tax return by the deadline specified by the state in which you reside. In the event that the tax liability is less than the amount withheld, you may receive a tax refund directly from the IRS.

For filing options and further rules, you should consult with the following: (1) the International Office at your University, which may provide foreign national tax filing advice to international students and scholars; (2) a tax professional familiar with foreign national/alien tax filing; and/or (3) the IRS.

Even if you have already departed the United States, you must file a tax return for the prior calendar year. **Failure to file with the various tax authorities may result in termination of your Visiting Scholar Grant or, if you have already departed the United States, may result in a ban by the U.S. government on your return to the United States for any purposes.**

Sign here to acknowledge your agreement. _____

R. REVOCATION, TERMINATION, OR SUSPENSION OF AWARD

1. The VEF Visiting Scholar Grant may be revoked, terminated, or suspended. In a revocation, the grantee is considered as not having received the grant and will not be an alumnus or alumnae of the VEF program. In a termination, unless otherwise stated, the grant will be considered to have ended when VEF announces its decision to terminate. In a suspension, the grant will be considered inoperative until a decision is made to reinstate, revoke, or terminate the grant.
2. If you fail to obtain any legally required permission from your current employer in Vietnam to leave for this Visiting Scholar professional development training program in the United States, or fail to obtain a proper J-1 visa and enter the United States, the Visiting Scholar Grant offer will be revoked by VEF.
3. If you fail to sign and return this *Terms and Conditions* of the VEF Visiting Scholar Grant by the required deadline at the Pre-Departure Orientation, the Visiting Scholar Grant offer may be revoked by VEF.
4. Your U.S. host institution has the authority to recommend to VEF to revoke or terminate the grant. If revocation or termination is recommended, the grantee will have an opportunity to respond to the recommendation. A review of the circumstances will be considered by VEF before a final decision is made.
5. Grounds for revocation or termination include, but are not limited to: **(1)** violation of the laws of the United States; **(2)** any act likely to give offense to the United States because it is contrary to the spirit and mission of VEF; **(3)** failure to observe satisfactory academic or professional standards; **(4)** physical or mental incapacitation; **(5)** engaging in unauthorized income-producing activities; **(6)** failure to comply with the grant's terms and conditions; **(7)** misrepresentation made either orally or in writing on any VEF forms or in any documents related to this Visiting Scholar Grant; **(8)** violation of immigration regulations or SEVIS (Student Exchange Visitor Information System) reporting requirements; and **(9)** any conduct detrimental to the mission of VEF.

6. VEF also has authority to terminate a Visiting Scholar Grant on either of the following grounds: **(1)** if the grantee has exhausted all benefits of health and accident insurance provided to the grantee in connection with the grant, and continued medical treatment would lead to the grantee becoming a public charge; or **(2)** if the grantee requires such protracted medical treatment that successful completion of the objectives of the grant is jeopardized. The procedure for any such termination shall be the same as that provided for the termination of grants generally, except that the recommendation for such termination, supported by the corresponding factual information, shall be made by VEF. In the event any such grounds occur during the period of a Visiting Scholar Grant, it is VEF's policy that this grant should not be renewed or extended.
7. A grant may be suspended if: **(1)** the grantee ceases to carry out the specified program described herein during the grant period; **(2)** the grantee leaves the United States without prior authorization from VEF; and/or **(3)** the grantee requests suspension of the grant for personal reasons. During a period of suspension, the grantee will not receive any grants, benefits, or other financial support provided by VEF. Unless otherwise authorized by VEF, no retroactive claim for such grants, benefits, or other financial support with respect to a period of suspension will be honored.
8. When you owe any money to VEF (e.g., from over-payments of grants, cancellation of a conference after receiving a grant, etc.), you are required to pay the debt back to VEF within 30 days of the debt. If repayment is not completed by that time, you could face termination.
9. Grantees that remain in the United States beyond periods authorized by VEF are subject to all the provisions of this Section R.
10. The "public charge" provisions of the United States immigration law prohibits the admission of foreign nationals, who do not have sufficient financial resources to cover all of their normal living expenses, and who, as a result, would have to access public assistance in order to survive in the United States. Foreign nationals in this category will be refused a visa to enter the United States and, if already in the United States, will be subject to deportation. As a VEF Visiting Scholar, you hold the responsibility of being aware of this provision of the U.S. law, and in the event you become a "public charge" by receiving public assistance, VEF would terminate your Visiting Scholar Grant and rescind VEF sponsorship of your J immigration status, which would result in your having to return to Vietnam immediately.

Sign here to acknowledge your agreement with this entire Section R, # 1 - 10. _____

S. RESPONSIBILITY FOR DEPENDENTS

None of the agencies, organizations, or persons cooperating in providing your grant can assume any responsibility for the travel, insurance, and/or financial support of any dependents. However, you may request J-2 visa support from VEF for your dependents to join you in the United States. VEF recommends that your spouse have a basic English language skill level, demonstrated with a score equivalent to at least 450 on the paper-based TOEFL exam.

By U.S. law, you are required to provide adequate health and accident insurance for any dependents that accompany you. Failure to do so violates the terms and conditions of the J-visa and this Visiting Scholar Grant award and may result in termination of your Visiting Scholar Grant. At a minimum, the dependent insurance must provide the following benefits: (1) medical coverage of at least \$50,000 per person per accident or illness; (2) repatriation of remains in the amount of \$7,500; and (3) medical evacuation benefits of at least \$10,000. In addition, a qualified insurance program shall not have a deductible that exceeds \$500 per accident or illness; and it must meet other technical standards as specified in the Exchange Visitor Program regulations. More details about J-2 visas are available at the VEF website. You must submit to VEF the application for J-2 visa support via the OMS.

Sign here to acknowledge your agreement. _____

T. OTHER PROGRAMS

VEF has no responsibility, financial or otherwise, in connection with any program other than that specified in this *Terms and Conditions* grant letter.

Sign here to acknowledge your agreement. _____

U. SELECT PERSONAL INFORMATION

VEF collects limited personal information about VEF Visiting Scholars to place in the annual VEF Fellows and Scholars Directory, which is distributed publicly. The information includes a photo, the Visiting Scholar's full name, cohort year, field of study/research area, name of U.S. host university, position and affiliation in Vietnam, and hobbies. In providing your signature, you agree that VEF can make this information available publicly.

Sign here to acknowledge your agreement. _____

V. ACCEPTANCE OF TERMS AND CONDITIONS OF THE VEF VISITING SCHOLAR GRANT

Sign below and return to VEF the original of this *Terms and Conditions* of the VEF Visiting Scholar Grant, known also as the grant letter, to indicate that you understand, accept, and will comply with all provisions stated in this *Terms and Conditions*.

By my signature, I accept the terms and conditions appearing on all pages of this document and any addenda. My signature confirms my understanding of, and compliance with, these terms and confirms my agreement to return to Vietnam for two years upon completion of my authorized professional development program in the United States. Furthermore, my signature gives VEF permission to request progress reports from, and discuss academic information with, my U.S. host institution.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

**APPENDIX 20
ANNOUNCEMENT: CALL FOR PROPOSALS
FOR U.S. FACULTY SCHOLAR GRANTS
ACADEMIC YEAR 2009-2010**



Vietnam Education Foundation

U.S. FACULTY SCHOLAR GRANTS

CALL FOR PROPOSALS

**For
Academic year 2009-2010**

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EXECUTIVE SUMMARY

The Vietnam Education Foundation (VEF) is pleased to announce a *CALL FOR PROPOSALS* for the VEF educational exchange program, entitled *U.S. Faculty Scholar Grants*. A brief summary and detailed information for the submission of proposals follow.

Objectives

The VEF mission is to build the bi-lateral relationship between the U.S. and Vietnam through educational exchanges. The objectives of the U.S. Faculty Scholar Grants program are to contribute to capacity building in science and technology in Vietnam, to help Vietnamese institutions address specific educational challenges, and to build positive relationships between U.S. and Vietnamese higher education institutions and faculty members.

Eligibility

Applicants for U.S. Faculty Scholar Grants must be U.S. citizens, holding an academic position of Associate Professor, Professor, or Emeritus.

Models of Teaching

The applicant submits a proposal to VEF to teach in English at a Vietnamese university for one or two full academic terms. Teaching may take place either in Vietnam via face-to-face teaching or by interactive, real-time video-conferencing from the U.S.

Focus Fields and Level of Courses

The fields authorized for this teaching program are the sciences, engineering, mathematics, medicine, and technology. Courses may be at the undergraduate or graduate level.

Dates

The U.S. Faculty Scholar Grants program for the academic year 2009-2010 will include teaching activities related to the teaching program that may begin no earlier than July 2009 and must end no later than August 31, 2010.

Financial Support

Each proposal selected for funding will receive a grant from VEF of up to \$55,000. VEF will not provide any overhead either to the U.S. or Vietnamese institutions. As determined in advance by the applicant, the Vietnamese host university or universities may provide direct and/or in-kind financial support and set the teaching conditions. The U.S. University may also provide direct and/or in-kind financial support.

Application procedure

Proposals for U.S. Faculty Scholar Grants program may be submitted at any time from January 1 to March 2, 2009, using the VEF online *Application for VEF U.S. Faculty Scholar Grants* available at: <http://application.vef.gov/usfs/>

DEADLINE: MARCH 2, 2009

Details

VEF U.S. Faculty Scholar Grants

Call for Proposals

1. Overview

The Vietnam Education Foundation (VEF)¹ was established by the U.S. Congress in December 2000 as an independent federal agency. VEF's primary purpose is to promote the bilateral relationship between the U.S. and Vietnam through educational exchanges, both for Vietnamese nationals to pursue graduate and post-graduate studies in the U.S. in science, engineering, mathematics, medicine, and technology and for American citizens to teach in the same fields of study in Vietnam.

The VEF U.S. Faculty Scholar Grants program addresses the stated goal by having U.S. faculty teach courses in English in Vietnamese universities either on site in Vietnam or by interactive, real-time videoconferencing from the U.S. VEF serves as the organizer and sponsor for this project while the Vietnamese host institutions and the cooperating U.S. institutions serve as co-sponsors through their support. VEF engages the U.S. National Academies in helping to identify and select qualified U.S. faculty. The applicant for the U.S. Faculty Scholar Grants submits a proposal to VEF for funding through an online application available at the VEF website.

2. Objectives

The specific objectives of this project are:

1. To contribute to capacity building in science and technology in Vietnam through teaching and related research activities for one or two full academic terms with activities related to the teaching program beginning no earlier than July 2009 and ending no later than August 2010;
2. To help Vietnamese institutions address specific educational issues identified in two VEF reports², including curriculum development, integration of research opportunities, student learning outcomes, and evaluation; and
3. To build positive relationships between U.S. and Vietnamese higher education institutions and faculty members that may lead to sustainable partnerships.

¹ VEF website: www.vef.gov

² Please see the reports at the VEF website under *Resources*

3. Eligibility and teaching models

Applicants for the U.S. Faculty Scholar Grants must be U.S. citizens and must hold an academic appointment at the level of Associate Professor, Professor, or Emeritus. The applicant submits a proposal to VEF to teach for one or two full academic terms at a Vietnamese university using one of two models:

- (1) On site in Vietnam, via face-to-face teaching
- (2) From the U.S., via interactive, real-time video-conferencing

For U.S. Faculty Scholars who wish to use the video-conferencing model, it is expected that on-site visits to Vietnam will take place for at least one week at the beginning of the course(s) and one week at the end of the course(s). Courses taught by video-conference must be live, that is, in real time. Webcasts or similar programs, such as Adobe Connect, may also be used to achieve the intended purpose as long as the result is a highly interactive and dynamic remote course. Communications, which occur between the remote live class sessions, may use Skype or similar types of connections; however, such connections cannot serve as the major mode of course delivery. Courses using this model cannot be taped in advance and delivered passively by DVD or by any other means. To assure technical capabilities, the applicant must obtain written confirmation from both the U.S. and Vietnamese universities regarding the following: (1) sufficient internet connectivity; (2) availability of highly reliable videoconferencing and/or webcasting equipment and facilities; (3) access for each student to all necessary equipment to function independently; and (4) availability of technical personnel to help manage the details.

In both models, the grant applicant must arrange in advance the details of the teaching engagement directly with the Vietnamese university and secure in writing from the Vietnamese host institution a commitment regarding the teaching conditions and the host institution's specific financial support and method of payment.

The grant may include team teaching, incorporating additional U.S. faculty. In this case, the applicant remains the principle grantee and any other U.S. faculty will be financed through the applicant's grant and not separately. All arrangements for additional U.S. faculty are managed by the applicant. All faculty on the teaching team must abide by the same specifications enumerated in the U.S. Faculty Scholar Grants program regarding the standards and delivery of the course(s).

For grant applicants who do not have direct contacts with Vietnamese universities, VEF can provide recommendations and contact information. To request assistance in identifying an appropriate Vietnamese university, please briefly summarize your specific interests and contact VEF at the following email address: usfs@vef.gov

4. Focus fields of teaching

The fields specified for this teaching program are limited to the sciences (natural, physical, and environmental), mathematics, medicine, engineering, and technology (including information technology).

All courses must include an element of student research, requiring individual and/or group projects. It is recommended that the applicant list the research assignments in the proposal and demonstrate his/her knowledge of the situation at the Vietnamese host university or universities, including the level of previous research experience of the students and the adequacy of laboratory equipment, space, and supplies to conduct the intended research.

It is also recommended that the applicant includes in the proposal how each course fits into the existing curriculum of the Vietnamese host university and/or how the course is an innovative approach to the existing curriculum.

5. Language of instruction

Course delivery and exams as well as all course materials must be in English. The intent is to promote the use of spoken and written English in the focus fields. Vietnamese students and teaching assistants are expected to have sufficient knowledge of reading, writing, speaking, and listening in English to take full advantage of the knowledge that the U.S. Faculty Scholar brings to the experience.

6. Dates of the teaching program

The academic year 2009-2010 includes the fall 2009 term and the spring 2010 term. Activities related to the teaching program may begin as early as July 2009 and must be completed by August 31, 2010. The U.S. Faculty Scholar can teach one or two semesters. The academic year in Vietnam begins in September and ends in June with two semesters typically scheduled from September through January and from February through June.

The U.S. Faculty Scholar teaching on site in Vietnam should plan to arrive in mid-August for the fall semester in order to participate in university administrative meetings prior to the beginning of the academic year. Similarly, if the U.S. Faculty Scholar is teaching only in the spring semester, s/he should plan to arrive about 2 weeks prior to the beginning of classes. In both cases, the U.S. Faculty Scholar should plan to stay at least one week after course grades have been submitted. The U.S. Faculty Scholar teaching by video-conferencing from the U.S. should plan to go to Vietnam for at least one week at the beginning of the course(s) and then return to Vietnam at the end of the course(s) for at least one week, perhaps in both instances incorporating some face-to-face teaching or testing, if appropriate.

Exact dates, including arrival and departure dates and semester schedules, should be confirmed in writing with the Vietnamese host university.

To prevent any conflict of interest related to receiving Federal Government funds for this project, VEF requests that the Faculty Scholar avoid doing non-VEF business during the grant period. Importantly, VEF funds must NOT be used for any purposes other than for the fulfillment of this grant.

VEF encourages the Faculty Scholar to participate in any activities and events organized by VEF either in Vietnam or in the U.S. and either prior to, during, or beyond the grant period.

7. Level of courses

Courses proposed may be at either, or both, the undergraduate or graduate level. VEF encourages courses that have labs and/or semester-long design projects that include multidisciplinary collaboration, and/or that are team-taught. Research projects must be incorporated as a required part of a course. The proposal should include any pre-requisites for proposed courses and/or a statement regarding the required prior knowledge base, which should then be acknowledged in writing by the host university. The Faculty Scholar should keep the level of his/her course(s) at the highest standards expected in U.S. universities since the VEF U.S. Faculty Scholar Grant Program serves as a model of excellence.

8. Financial arrangements

The applicant may request a VEF grant of up to \$55,000. The exact amount will depend on the proposed budgetary needs as expressed by the Faculty Scholar, which may include the purchase of videoconferencing and other equipment for the Vietnamese university or universities. The VEF grant monies can only be used toward the specific U.S. Faculty Scholar program as proposed. Monies cannot be used to pay for a substitute to take the place of the U.S. Faculty Scholar. VEF will not provide any overhead to the U.S. University or to the Vietnamese universities. VEF will pay the grant directly to the U.S. Faculty Scholar or, if directed by the U.S. Faculty Scholar, through his/her U.S. University. At the end of the course(s), any teaching materials and equipment purchased by the grant must be given to the host universities with a written statement that these items were donated by the Vietnam Education Foundation.

As determined in advance together with the grant applicant, the Vietnamese host university may provide direct and/or in-kind financial support and set the teaching conditions. The U.S. University may also provide direct and/or in-kind financial support. It is the responsibility of the applicant to clarify and confirm in writing all financial support in advance of submitting the grant application.

9. Clarification of arrangements at the Vietnamese University

Prior to submitting the application, the applicant should discuss with the Vietnamese University or Universities all relevant details regarding teaching conditions, living arrangements, and funding. The following points serve as a guideline, but are not meant to be comprehensive.

1. Arrangements for each course

- a. Books and course materials for students
- b. Laboratories, laboratory supplies, and equipment available for use by the U.S. Faculty Scholar and for use by the students
- c. Number of Vietnamese teaching associates/assistants available for each course, including the requirements expected by the U.S. Faculty Scholar stating the minimum degree, criteria for selection, and hours available each week
- d. Availability of electronic resources: what resources are available, who can access these resources, how often, etc.
- e. Audio-visual and videoconferencing support
- f. Classroom configuration and amenities
- g. Cost, if any, to the U.S. Faculty Scholar for any of the above
- h. Maximum number of students per course

2. Administrative support

- a. Type and configuration of office space
- b. Access to, and use of, computers and electronic equipment
- c. IT technical support
- d. Use of telephone for local, domestic, and international phone calls
- e. Local, domestic, and international faxes
- f. High-speed internet access
- g. Library access and permission to borrow library books and materials
- h. Photocopies as needed for the course(s), including copies for students, and photocopies for training teaching associates/assistants and for observers, if any
- i. Cost, if any, to the U.S. Faculty Scholar for any of the above
- j. Primary contact person(s) (name, title, contact information) at the University to solve any issues

3. Direct financial support to the U.S. Faculty Scholar provided by the Vietnamese University

- a. International transportation
- b. Domestic and local transportation
- c. Payments toward lodging or the use of university guest housing and, if the latter, the availability of air-conditioning and cooking facilities

- d. Honorarium³ fees per course
- e. Health and medical insurance
- f. Stipend for food and other living expenses
- g. Method and timing of any related payments

10. Requirements of U.S. Faculty Scholars

1. Teaching Program

In addition to meeting the specific teaching goals of the proposal, U.S. Faculty Scholars selected to teach in Vietnam are expected to do the following:

- a. Work closely with the Vietnamese university on ways to address issues raised in the VEF reports, specifically in the areas of curriculum development, research, student learning, and evaluation;
- b. Train the Vietnamese teaching associates/assistants assigned to the course(s) with the intent that they would be able to teach the same course(s) in the future;
- c. Prepare and post the course(s) taught on the Vietnam Open Course Ware (VOCW) website; and
- d. Document and summarize activities, issues, and outcomes in the form of a final report of no more than 10 pages, which becomes the property of VEF, to be submitted to VEF within 2 weeks after completing the program.

These four points above should be addressed in the grant application.

2. Orientations

- a. In the U.S. Grantees, will attend the *U.S. Faculty Scholar Orientation* at the VEF Headquarters in Arlington, VA, all day on Monday, **June 22, 2009**. This will be funded by VEF.
- b. In Vietnam. Grantees will attend a one-day *Orientation* at the VEF Field Office in Hanoi, Vietnam, either upon first arrival in Vietnam or when all new Faculty Scholars are available together, to be decided by VEF at a later date. The expenses for this Orientation must be included in the applicant's budget, including up to two nights at a hotel, depending on the final schedule for the Orientation.

11. Additional professional opportunities

The U.S. Faculty Scholars selected for this program may have the opportunity to participate in select VEF activities that occur during the time that they are in Vietnam. These activities include the VEF Interview Mission in August for the selection of new VEF Fellows; the Pre-

³ An honorarium is not considered a salary, but rather is a small, supplementary token of appreciation. An honorarium would not be considered sufficient to pay all of a U.S. Faculty Scholar's living expenses, which would include expenses continuing to be encumbered in the U.S.

Departure Orientation for new Fellows and Vietnamese Visiting Scholars in early June; the VEF Alumni Conference, time to be determined; guest lectures in his/her field; and other relevant events and meetings. If invited by VEF and if the U.S. Faculty Scholar is available and interested, VEF will pay expenses for air transportation and lodging, if needed, related to the individual's participation in such additional activities in Vietnam.

12. Application procedure

Applications for a VEF U.S. Faculty Scholar Grants may be submitted from **January 1, 2009, up to the deadline, March 2, 2009**, using the VEF online *Application for U.S. Faculty Scholar Grants Program* available at: <http://application.vef.gov/usfs/>

The following information is required in the online grant application:

1. Professional background

Provide a concise summary of prior professional experience that relates to this program, including experience in the following areas:

- a. International education, including living and/or working outside of the U.S.;
- b. Teaching/research/travel related to Vietnam;
- c. Development of curriculum and evaluation of student learning; and
- d. Faculty development and mentoring.

You will also be asked to upload your curriculum vitae (CV) and you may wish to provide any relevant information regarding your excellence in teaching.

2. Model of teaching

Specify the model of teaching that you intend to follow to teach at a Vietnamese university or universities, either in Vietnam via face-to-face teaching or by interactive, real-time video-conferencing from the U.S.

To assure technical capabilities for video-conferencing, submit written confirmation from both the U.S. and Vietnamese universities regarding the following:

- a. Sufficient internet connectivity
- b. Highly reliable videoconferencing and/or webcasting equipment as well as required facilities
- c. Necessary equipment for each student to function independently
- d. Availability of technical personnel to help manage the details

3. Vietnamese University

Specify the Vietnamese university or universities where you will teach, including its location and the specific department as applicable, and explain why you chose that university or universities.

4. Dates

Provide the intended timeframe to teach your course(s), from start to finish, listing month, day, and year. If you will teach in Vietnam, provide the dates that you intend to arrive and depart. If you will teach by videoconference, specify the dates that you would spend in Vietnam at the beginning and at the end of the course(s).

5. Course(s) description(s) and teaching plan

Provide details of your teaching plans that have been confirmed in collaboration with the Vietnamese host university or universities, including the following:

- a. Specify the title and level of the proposed course(s) as well as the weekly class time (i.e., three 50-minute sessions or one compressed 150-minute session on one day), the number of weeks to meet, and the start and end dates of the course(s).
- b. Provide a brief description of each course and required textbooks/materials along with their related costs and who is responsible financially; provide an alternative if the students are not able to purchase the textbook(s).
- c. Explain the role of research in the course(s).
- d. Clarify the amount of time that you expect to use specific university lab(s), if any, both for lab demonstrations by you and for lab projects by the students. Clarify the required equipment and supplies, while considering the potential limitations of space, equipment, and supplies in the Vietnamese setting.
- e. Summarize how you will involve the Vietnamese teaching associates/assistants in teaching the course(s) including ways to improve their teaching skills and ways to prepare them to teach the same course(s) in the future.
- f. Discuss how your course(s) could be embedded into the existing curriculum of the Vietnamese university in a sustainable manner.
- g. Indicate if your proposal involves teaching at more than one Vietnamese university.
- h. For U.S. Faculty Scholars teaching on-site in Vietnam, indicate the amount of time that you will spend in-country before the courses are scheduled to begin and after they end. Specify what you will do during that time.
- i. For U.S. Faculty Scholars teaching by videoconferencing from the U.S., indicate the amount of time that you will spend in Vietnam prior to, and/or at the beginning of the course(s), as well as at the end, and/or after the course(s) is finished. Specify what you will do during that time related to the U.S. Faculty Scholar Grants program.
- j. Indicate if you will be team-teaching with one or more U.S. faculty. Provide the rationale to have others team-teaching and give their names, titles, course responsibilities, and timeframe for teaching.

6. Vietnamese University contributions

Summarize the Vietnamese host institution contributions, which may include personal expenses, such as international and domestic transportation, an honorarium for teaching, and an allowance for living expenses. Also include teaching expenses, such as books, materials, teaching supplies, laboratory equipment and supplies, photocopies, access to electronic resources, and videoconferencing equipment and personnel. Provide a letter from an

appropriate administrator at each university in Vietnam on their letterhead, which clarifies their detailed support for, and contributions to, the applicant's intended program.

7. U.S. University contributions

Summarize any financial contributions from the applicant's U.S. institution, in particular any direct financial support, such as salary, international and local transportation, health and medical insurance, retirement, access to electronic resources, and items related to teaching course(s), such as, books, materials, and teaching supplies, laboratory equipment and supplies, photocopies, and videoconferencing equipment and personnel. Provide a letter on letterhead from an appropriate administrator at the applicant's U.S. University, which clarifies their detailed support for, and contributions to, the VEF U.S. Faculty Scholar Grants program and the applicant's intended program.

8. Vietnamese University development

Indicate how you, as the U.S. Faculty Scholar, will help the Vietnamese university address issues raised in the VEF reports, focusing on the development of curriculum, research, student learning, and student and faculty evaluation. Specify the number and timing of potential discussion groups and/or meetings as well as tangible outcomes. Also indicate the ways that you will interact with the university community specifically and with the Vietnamese academic community in general.

9. Contributions to capacity building

Indicate how you will contribute to the science and technology capacity building of Vietnam through this project and in the future.

If your U.S. University already has established formal or informal contacts and/or agreements with the Vietnamese university or universities, summarize the following:

- a. Extent of the relationship;
- b. Activities that have occurred to date;
- c. Potential conflicts with the U.S. Faculty Scholar Grants program; and
- d. Plans for the future.

Provide a copy of any written agreements.

Describe other grants related to Vietnam that you have, if any. Explain how the VEF grant intersects with these grants, is uniquely different, and builds on the other grant(s). Explain further why the VEF grant would be necessary to complement the other grant(s).

10. Future relationships and sustainability

Summarize how you and/or your U.S. University will continue to build the relationship with the Vietnamese host institution and with other Vietnamese universities and faculty after completion of the program. Indicate how you can help establish sustainability of your work for this project.

11. Budget

Prepare a proposed budget, presenting personal and professional needs as line items. The budget should have the following sections, showing how you intend to apply funds from

potentially three or more sources: (1) the VEF grant; (2) the financial and/or in-kind contributions from the Vietnamese university or universities; and (3) any financial and/or in-kind contributions of your U.S. University. A draft budget template in Excel is available in the online application. The maximum grant from VEF is \$55,000.

VEF will not provide any overhead either to U.S. or Vietnamese institutions. Applicants are urged to secure in-kind contributions from the U.S. University for all videoconferencing costs related to use of facilities, equipment, and technical personnel.

12. Selection process and criteria

The final review and selection of proposals will be done by VEF with the assistance of the National Academies. A conference call interview of the U.S. Faculty Scholar finalists will be conducted before the final decisions are made. Criteria for selection of proposals include the following:

1. Academic qualifications to teach the proposed course(s)
2. Prior experience in international education
3. Quality of the proposed teaching plan, including:
 - a. Appropriate selection of course(s) and teaching location(s)
 - b. Clear plan of teaching and training
 - c. Effective use of resources
4. Likelihood of capacity building at the Vietnamese university
5. Likelihood of sustainable outcomes, such as improved teaching methods and ongoing partnerships
6. Appropriateness of the budget
7. Commitment of support from the Vietnamese and U.S. institutions

13. Timeline

Action	Deadline
Announcement of the program	November 2008
Application period	January 1 – March 2, 2009
Deadline for applications	March 2, 2009
Review of applications	March 2009
Final decision and notification to all applicants	April 2009
Orientation (required) for selected U.S. Faculty Scholars	June 22, 2009
U.S. Faculty Scholars to teach in Vietnam or via videoconferencing	No earlier than July 2009 through no later than August 31, 2010

Questions?

Contact VEF via email at: usfs@vef.gov

APPENDIX 21
TERMS AND CONDITIONS OF THE U.S. FACULTY SCHOLAR GRANT:
COHORT 2009 (TEMPLATE)



Terms and Conditions

U.S. Faculty Scholar Grant
Cohort 2009

Academic Year 2009 - 2010

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]



Terms and Conditions
U.S. Faculty Scholar Grant
Cohort 2009
Academic Year 2009 - 2010

Summary of Specific Grant

Grant Recipient Information	
Name of Grant Recipient: Cohort: Date of Birth: U.S. Home Address: U.S. University Affiliation: Title: Field of Expertise:	
Total Grant Funds	
Grant Funds Total:	
Grant Period	
Grant Start Date:	July 1, 2009
Grant End Date:	September 30, 2010
Teaching Program	
Vietnamese University: Department: Teaching Model: Course Titles: Course Dates:	

June 22, 2009

Dear Dr. [Family name]:

Congratulations! You have been awarded a U.S. Faculty Scholar Grant by the Vietnam Education Foundation (VEF), a U.S. Federal government independent agency, for you to be able to pursue a teaching program in Vietnam. Your grant is for a specified time period to teach the course(s) in your field at the Vietnamese university or universities as described in this *Terms and Conditions*.

As the recipient of the VEF Faculty Scholar Grant, you are expected to do the following:

1. Meet and maintain the standards, requirements, and regulations of your U.S. home institution and of your Vietnamese host institution(s);
2. Comply with any and all relevant Vietnamese laws and regulations while in Vietnam and any and all relevant U.S. laws and regulations;
3. Observe restrictions and regulations associated with your Vietnamese visa and with your U.S. passport; and
4. Abide by the terms and conditions as described herein.

This document supersedes all previous written documents and serves as the prevailing Grant agreement between you and VEF. It is important that you fully understand all of the information herein and confirm your acceptance of the Grant award, also referred to as a VEF U.S. Faculty Scholar Grant, by initialing respective sections throughout where requested and by signing your name on the last page.

The original copy of this *Terms and Conditions: U.S. Faculty Scholar Grant: Cohort 2009 – Academic Year 2009 – 2010* must be signed and returned to VEF no later than seven (7) days after receipt. You should also keep a copy for your personal records.

We are pleased to offer you this grant and look forward to your contributions to the capacity building in science and technology in Vietnam.

Sincerely,

Dr. Lynne McNamara
Acting Executive Director

A. GRANT PERIOD

For the Grant Period specified above in the section entitled *Summary of Specific Grant*, the **Grant Start Date** is the earliest day that you may leave the United States on travel to Vietnam for the designated program. The **Grant End Date** is the last day that you may be in Vietnam for obligations related to the VEF U.S. Faculty Scholar Grant program. Your **Grant Period** is all encompassing from the Grant Start Date to the Grant End Date. The actual period of teaching may be a shorter period of time within that comprehensive Grant Period. Your actual preparatory work dedicated to the U.S. Faculty Scholar Grant program may begin in advance of the Grant Start Date. All required documentation, including the final report and evaluations, must be submitted to VEF no later than the Grant End Date.

You are required to have written permission from VEF in advance for any changes in the Grant Period.

While you are in Vietnam during the Grant Period, you are required to attend a **one-day Orientation** at the VEF Hanoi office during the regular work week, which will include a visit to the U.S. Embassy. VEF expects to coordinate the Orientation to occur at the same time for all Cohort 2009 U.S. Faculty Scholar Grant recipients when they are planning to be in Vietnam. The VEF Faculty Scholar must pay for any expenses related to this one-day Orientation as part of the Faculty Scholar's approved budget for the grant.

Sign here to acknowledge your agreement. _____

B. U.S. FACULTY SCHOLAR PROGRAM

You are considered the recipient of the VEF U.S. Faculty Scholar Grant, and, therefore, you are **solely responsible for the arrangements, details, processes, and outcomes** of the U.S. Faculty Scholar Grant program for which you have been approved by VEF. Importantly, you are the primary person teaching and you **cannot have any substitutes for yourself** as the Grant is provided to you. While you may have been approved by VEF to include one or more U.S. faculty to team teach the course(s) with you, you are considered the grant recipient and you must make all arrangements for any financial obligations related to any other U.S. faculty, who may be team teaching the course(s) with you.

The obligations and responsibilities of VEF include the following:

1. To review, select, and approve your U.S. Faculty Scholar Grant program;
2. To review, request modifications for, and approve your budget for the U.S. Faculty Scholar Grant program;
3. To organize relevant Orientations in the United States and in Vietnam;
4. To provide the Grant Funds directly to you;
5. To oblige you to follow the teaching plan and budget as approved by VEF;
6. To require you to follow certain procedures as outlined herein; and
7. To provide you with the services of our Hanoi field office personnel in case of an emergency.

While this arrangement provides a considerable level of independence to you, it also requires conformity to standards, processes, and obligations as described herein. The end goals are both a high quality program and the notable and significant success of the VEF U.S. Faculty Scholar Grant Program.

Sign here to acknowledge your agreement. _____

C. U.S. FACULTY SCHOLAR PROGRAM COMPLETION

You are expected to complete the full Teaching Program of the U.S. Faculty Scholar Program as stated above in the *Summary of Specific Grant* and to obtain approval from VEF in advance for any shorter or longer periods of stay related to fulfilling your academic obligations under this program. Should a personal emergency necessitate a disruption of your intended program and require your early departure from Vietnam and/or cancellation of class(es), you must do the following:

1. Obtain prior written approval first from your Vietnamese host institution(s) and then from VEF.
2. Make-up the class(es) or devise an alternative approach to completing the Teaching Program, which must be approved by VEF.
3. Return all remaining unused funds of the Grant to VEF. If, for example, you are not able to complete the Teaching Program, all unobligated and unused Grant Funds must be returned to VEF, including monies for salaries.

Sign here to acknowledge your agreement. _____

D. GRANT CONTINUANCE

The continuation of your U.S. Faculty Scholar Grant depends upon your doing the following:

1. Complying fully with the *Terms and Conditions* of this document.
2. Obeying all applicable U.S. and Vietnamese laws during the Grant Period.
3. Establishing and maintaining positive rapport and cooperation with your Vietnamese host institution(s).
4. Demonstrating evidence of progress toward completion of your teaching plan.

Sign here to acknowledge your agreement. _____

E. COURSE APPLICATIONS, PROGRAM REPORTS, AND EVALUATIONS

1. Vietnam OpenCourseWare (VOCW). In order to broaden the application and availability of your course(s), you must prepare and post the course(s) that you teach on the Vietnam Open Courseware (VOCW) website **no later than 2 months after your Teaching Program ends, but before the Grant End Date**. To strengthen the deliverance and outreach of your course(s), VEF strongly recommends that you post the course(s) on the VOCW website **before or during the actual dates of the course(s)**.
2. Mid-term and final reports. VEF requires that you submit two reports of 2-3 pages in length: a mid-term report and a final report. If you are teaching during just one term, the mid-term report is due half-way through your Teaching Program at the 7-week point in the execution of your course(s) for that term, and a final report is due at the end of the term. If you are teaching for two terms over an academic year, the mid-term report is due at the end of the fall term, and the final report is due at the end of the spring term. Both the mid-term and final reports, authored by you, should summarize activities, issues, outcomes, and recommendations. Reports should be submitted to VEF via email and via the VEF Online Management System (OMS). The final report must be submitted to VEF **no later than 30 days after your Teaching Program ends and before the Grant End Date**.
3. Course evaluations. You are required to construct, distribute, collect, and tabulate course evaluations: one form provided to the students and a different form provided to the Vietnamese teaching assistant(s) and/or teaching associate(s). You may provide the results to these individuals, if you wish. You are required to provide to VEF a summary of the results as well as the

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]

evaluations, or copies thereof, no later than 30 days after your Teaching Program ends and before the Grant End Date and preferably accompanying your final report.

4. U.S. Faculty Scholar Grant Program evaluations. You are required to construct, distribute, collect, and tabulate an evaluation of the U.S. Faculty Scholar Grant Program and your contributions to be completed by the Vietnamese teaching assistant(s) and/or teaching associate(s), the university department, and administrative officials with whom you worked. You may provide the results to these individuals, if you wish. You are required to provide to VEF a summary of the results as well as the evaluations, or copies thereof, no later than 30 days after your Teaching Program ends and before the Grant End Date and preferably accompanying your final report.

Sign here to acknowledge your agreement to all of Section E. _____

F. FINANCIAL INFORMATION

Your VEF Faculty Scholar Grant must conform to the final budget that you submitted and that has been approved by VEF.

1. Conditions of the use of Grant Funds.
 - a. All Grant Funds must be used only for the purposes of your U.S. Faculty Scholar Grant Program that has been approved by VEF as specified herein. Grant Funds can be used for no other purpose.
 - b. While you are not obliged to provide VEF with receipts, you are strongly advised to keep receipts of all payments for expenditures, clearly showing the use of Grant Funds, so that you have a record of expenditures if ever audited. If receipt forms are in Vietnamese, you should provide an accompanying explanation in English.
 - c. Once VEF has approved a final budget for your grant, you are expected to follow that budget. However, if you need to make adjustments within the line items due to unexpected circumstances, you may do so without approval from VEF as long as you meet the following conditions:
 - i. the funds are applied only to the Teaching Program approved by VEF;
 - ii. you inform VEF of the change and the rationale; and
 - iii. you keep within the approved total budget.
 - d. Any major changes in the budget must be documented with a reason that the change was necessary and must be submitted in writing to VEF for approval prior to making any changes.
 - e. While you may travel for personal reasons during the Grant Period, no Grant Funds may be used for such purposes. Grant Funds cannot be used, for example, for you to take personal vacation or personal leave during the time that you are in Vietnam for this U.S. Faculty Scholar Grant.
 - f. VEF requires you to use all Grant Funds for the intended purposes no later than the Grant End Date.
2. Remaining Funds. By the Grant End Date, any funds remaining from the grant that have not been used must be returned to VEF with an explanation as to why the funds were not used.
3. Payment of Grant Funds. U.S. Faculty Scholar Grant Funds will be paid to you by VEF no later than September 30, 2009. VEF will make one lump payment to you, paid by bank transfer to an account that you designate. You cannot place the funds in an interest-bearing account as any interest earned would need to be returned to the U.S. Treasury.

4. **Required Identification Number.** To issue grant monies, you are required to provide to VEF your Social Security Number (SSN) when requested. No VEF grant or funds can be given to you until an SSN has been provided to VEF.
5. **Taxes.** You are responsible for any and all taxes due to the U.S. government or to the Vietnamese government as a result of this Grant.
6. **Return of Grant Funds.** When the Faculty Scholar owes any money to VEF (e.g., from cancellation of the Teaching Program after receiving grant monies), the Faculty Scholar is required to pay back the debt to VEF within 30 days of incurring the debt.

Sign here to acknowledge your agreement to all of Section F. _____

G. BOOKS, EQUIPMENT, MATERIALS, AND SUPPLIES LEFT IN VIETNAM

Any books, equipment, materials, or supplies purchased with monies from the Grant Funds may remain in Vietnam, provided that you secure a signature from the recipients, confirming receipt of same. A form will be provided to you by VEF for these purposes, which recognizes that these items are gifts from the Vietnam Education Foundation as a result of your participation in the U.S. Faculty Scholar Grant Program and that these items should be used subsequently by the broadest possible groups of students and faculty. You should have a separate form for each group receiving the specific item(s).

Sign here to acknowledge your agreement. _____

H. PARTICIPATION IN OTHER ACTIVITIES

While you are not obliged by the U.S. Faculty Scholar Grant Program to take part in the activities described below, you are encouraged to participate and contribute your knowledge and expertise if you are available. You are a valuable asset to VEF and, thus, to the United States in fulfilling the VEF legislative mandate to have U.S. citizens teach in the fields of science and technology in Vietnamese academic institutions. Your contributions help to advance the capacity building of science and technology in Vietnam and help to broaden further the important relationship between the United States and Vietnam.

The following summarizes the types of activities that may be of interest to you.

I. VEF ACTIVITIES

a. In Vietnam

The U.S. Faculty Scholars selected for this program may have the opportunity to participate in select VEF activities in Vietnam. If you are in Vietnam and can participate in VEF events during the timeframes indicated below, please advise the VEF U.S. and Vietnam offices. These activities include the following:

- 1) **VEF Interview Mission in August 2009 and 2010** for the selection of new VEF Fellows. Interviews occur both in Hanoi and in Ho Chi Minh City.
- 2) **Pre-University Application Orientation in June 2010**, occurring both in Hanoi and in Ho Chi Minh City.
- 3) **Pre-Departure Orientation** for new Fellows and Visiting Scholars in early **June 2010**, site to be determined.
- 4) Other relevant events and meetings.

b. In the United States

The U.S. Faculty Scholars are invited to attend the VEF Annual Fellows and Scholars Conference, which takes place January 3 - 5, each calendar year. The first one since your selection will be January 2010. The FS will have the opportunity to present information about their teaching program and to network with all VEF Fellows and Visiting Scholars, in particular with those from the Vietnamese host university/universities and/or from their U.S. home institution.

If invited by VEF to such VEF activities and if the U.S. Faculty Scholar is available and interested, VEF will pay for the expenses (air transportation, lodging, and per diem, as needed).

2. U.S. EMBASSY ACTIVITIES

The U.S. Embassy in Hanoi, Vietnam, has informed VEF that they are interested in keeping in contact with VEF U.S. Faculty Scholars in Vietnam because of the expertise that U.S. professors provide. Thus, the Embassy may invite you to give lectures/presentations in your field or to attend special U.S. Embassy events while you are in Vietnam. The U.S. Embassy has indicated that they would pay for any related expenses.

Sign here to acknowledge your agreement to all of Section H. _____

I. COMMUNICATIONS WITH VEF

You must get permission from VEF in writing for any changes in your current or future plans that differ from the program authorized in this grant letter document. You must also inform VEF immediately of any problems or concerns at your Vietnamese host institution and, most importantly, of any medical or personal emergency situations.

In addition, you must provide to VEF at all times, and in advance of your travel, your contact information (residence, phone numbers, emergency contact person) in Vietnam, whether your visit is brief or long-term. The VEF contacts below should always be copied on all of your correspondence with VEF to assure response and action as needed.

Please provide the following VEF contact information to your family, to your U.S. University, and to your Vietnamese host institution(s).

Your primary contact at the U.S. VEF headquarters is:

Dr. Lynne McNamara
Acting Executive Director
Vietnam Education Foundation (VEF)
2111 Wilson Blvd., Suite 700
Arlington, VA 22201 - U.S.A.
Office Phone: 703-351-5053
Fax: 703-351-1423
Email: lynnemcnamara@vef.gov

Your primary contact at the U.S. VEF headquarters for all financial matters is:

Ms. Lana Walbert
Director of Finance, Accounting, and Administration
Vietnam Education Foundation (VEF)

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]

2111 Wilson Blvd., Suite 700
Arlington, VA 22201 - U.S.A.
Office Phone: 703-351-5053
Fax: 703-351-1423
Email: lanawalbert@vef.gov

Your primary contacts at the VEF field office in Hanoi are:

Dr. Phuong Nguyen
Country Director
Vietnam Education Foundation (VEF)
Hanoi Towers, Suite 502
49 Hai Ba Trung St.
Hanoi, Vietnam
Office Phone: 84-4-39363670 (Please note: 84 = country code for Vietnam; 4 = city code for Hanoi)
Fax: 84-4-39363672
Email: phuongnguyen@vef.gov

Ms. Dang Thi Thanh Binh
Program Manager
Vietnam Education Foundation (VEF)
Suite 502, Hanoi Towers
49 Hai Ba Trung, Hanoi, Vietnam
Tell: 84-4-39363670 (ext 17); 84-988129101
Fax: 84-4-39363672
Email: binhdang@vef.gov

Please include your full name in the subject line of your email correspondence.

Sign here to acknowledge your agreement to all of Section I. _____

J. REPORTING INFORMATION TO VEF

You are required to report the following information to VEF, specifically by contacting Ms. Binh Dang, Program Manager, who is located in Hanoi, and by updating the required information in the VEF Online Management System (OMS):

1. **Travel arrangements, passport, and visa.** Before you travel to Vietnam, you are required to provide the following information to VEF:
 - a. Final itinerary, including all airlines, flight numbers, days and times of departures and arrivals: (1) departure from the United States; (2) arrival in Vietnam; (3) departure from Vietnam; and (4) arrival in the United States.
 - b. Passport number, Vietnam visa number, and the validity dates of the passport and the visa.
 - c. All of the above for any dependents and traveling companions accompanying you or joining you at any time in Vietnam.
 - d. Emergency contact in the United States: name; relationship; home, cell, and office phone numbers; and email address.

2. **Residential address and contact information in Vietnam.** You must report the address of the actual physical location where you are residing in Vietnam to VEF ideally in advance of your arrival, but no later than five (5) days after your arrival. Throughout the period of your grant, you must keep VEF informed of any subsequent changes to your address or contact information

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]

within five (5) days of the change. If the address where you would receive express mail is different from where you physically reside, you must inform VEF of both addresses. In addition, you must provide to VEF the name and contact information of the **primary contact at your Vietnamese host institution(s)**, who would know your whereabouts in case of an emergency.

3. Domestic travel in Vietnam. If you are travelling within Vietnam for any purpose other than going to/from your Vietnamese host institution(s), you must inform VEF in advance for security measures. The purpose of this requirement is to keep VEF informed at all times of your whereabouts in Vietnam during the Grant Period in case of an emergency.

4. International travel. If you are teaching on site in Vietnam, for security and safety measures, you must inform VEF **before you begin any travel outside of Vietnam** during your grant period by completing the required form at the OMS. The purpose of this requirement is to keep VEF informed at all times of your whereabouts during the Grant Period if you are not in Vietnam in case of an emergency.

Sign here to acknowledge your agreement of all of Section J. _____

K. U.S. PASSPORT AND VISA FOR VIETNAM

You are personally responsible, financially and otherwise, for making all arrangements for securing your U.S. passport. Your Vietnamese host institution(s) serves as your visa sponsor and will need to provide **written support** to you so that you can obtain your visa for Vietnam. In order to apply for a visa to enter Vietnam, your passport must be valid until at least one (1) month prior to the date of your exit from Vietnam, according to the Vietnam Embassy in the United States. However, we strongly recommend that your passport be valid until after your intended arrival back in the United States in order to avoid needing to arrange for a passport renewal while in Vietnam.

Your U.S. Faculty Scholar Grant is available only if you can obtain a valid U.S. passport and a visa to work in Vietnam during the Grant Period. Your Vietnamese host institution(s) will be responsible for any documentation required to extend your permission to stay in Vietnam throughout the period of your authorized participation in the VEF U.S. Faculty Scholar Grant Program, if required.

Sign here to acknowledge your agreement. _____

L. MEDICAL/HEALTH/MEDICAL EVACUATION INSURANCE

VEF is not responsible for your health insurance before, during, or after the Grant Period. You must arrange to have **sufficient accident/illness medical/health insurance coverage, which must include medical evacuation and repatriation insurance** from the time that you leave the United States throughout the duration of your time in Vietnam. Accompanying family members or travelling companions should have the same level of insurance coverage while they are in Vietnam. As one source of assistance, supplementary coverage is available through SOS International:
<http://www.internationalsos.com/en/index.htm>

Before your arrival in Vietnam, you are required to provide to VEF a copy of the **front and back of your insurance cards**, including contact information for the relevant insurance company. This is a safety measure in case of an emergency.

Sign here to acknowledge your agreement. _____

M. TRAVEL ADVICE FOR VIETNAM

For your own health and safety, we strongly recommend that you consider the following advice.

1. Review detailed information on travel advice for Vietnam and the Avian Flu at the Centers for Disease Control and Prevention (<http://www.cdc.gov/travel/>) and the World Health Organization (<http://www.who.int/countries/vnm/en/>).
2. Get any required inoculations before you travel to Vietnam. Take with you a history of immunizations that you have had.
3. Bring enough of your prescription medicine and over-the-counter medications that might be needed during the course of your stay in Vietnam, including Pepto Bismol (tablets), which helps in case of upset stomach or diarrhea and can be used as a preventative measure to avoid stomach and intestinal problems.
4. Use proper insect repellent if you travel outside Hanoi (HN) and Ho Chi Minh City (HCMC).
5. Avoid fresh fruits and vegetables unless they can be peeled or have been cooked. Avoid tap water, drinks made with tap water, and ice. Poultry and eggs should be well-cooked. Oysters and clams should be avoided. Shrimp should be deveined.
6. Protect your passport and valuables. Use the safe if you are staying in a hotel room. Carry a copy of your passport and visa at all times while leaving the originals in a safe place at your residence.
7. ATM machines are available in large cities. Please be aware that they dispense only Vietnamese Dong. You can exchange monies in your hotel or at the airport. Approximately 18,000 Dong are equal to one U.S. dollar. As a note of precaution, Vietnam Dong are best used in Vietnam as they may be difficult to exchange outside of Vietnam for other currencies.
8. In case of a medical emergency, you can contact the clinics of SOS International in Hanoi at (04) 3934-0555 or in Ho Chi Minh City (08) 3829-8520, and you must notify the VEF Hanoi office.

Sign here to acknowledge your agreement. _____

N. REVISION OF TERMS

VEF reserves the right to revise or to adjust these grant provisions, if conditions require, without prior consultation with, or agreement by, you. Conditions include the following:

1. Arrival in, and departure, from Vietnam without informing VEF of your travel plans.
2. Extended travel outside of Vietnam on personal business.
3. Changes in financial resources available to you from your U.S. home institution or from the Vietnamese academic institution in Vietnam.
4. Failure to adhere to the Teaching Program approved by VEF.
5. Any medical or health conditions that do not allow you to complete your Teaching Program.
6. Any political situations or health emergencies that require you to return permanently to the United States.

Sign here to acknowledge your agreement. _____

O. RESPONSIBILITIES

You are responsible for observing appropriate professional standards and for maintaining a standard of conduct and integrity, which is in keeping with the spirit and intent of the VEF U.S. Faculty Scholars Program and which will contribute positively to the promotion of mutual understanding between the people of the United States and Vietnam. You are expected to obey Vietnamese laws during your stay in Vietnam. You are also expected to abide by the rules and regulations of your U.S. home institution and your Vietnamese host institution(s).

Sign here to acknowledge your agreement. _____

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]

P. REVOCATION, TERMINATION, OR SUSPENSION OF GRANT AWARD

1. The U.S. Faculty Scholar Grant may be revoked, terminated, or suspended. In a revocation, the grantee is considered as not having received the grant for the VEF program. In a termination, unless otherwise stated, the grant will be considered to have ended when VEF announces its decision to terminate. In a suspension, the grant will be considered inoperative until a decision is made to reinstate, revoke, or terminate the grant.
2. If you fail to obtain any required legal permission from your current employer to leave for this Teaching Program, or fail to obtain a proper visa to enter Vietnam, the grant offer will be revoked by VEF.
3. If you fail to sign and return this grant letter, entitled *Terms and Conditions: U.S. Faculty Scholar Grant: Cohort 2009 – Academic Year 2009 - 2010*, within seven (7) days after receiving it, the grant offer may be revoked by VEF.
4. Your Vietnamese host institution(s) has the right to recommend to VEF to revoke or terminate the grant. If revocation or termination is recommended in this case, the grantee will have an opportunity to respond to the recommendation. A review of the circumstances will be considered by VEF before a final decision is made.
5. **Grounds for revocation or termination** include, but are not limited to:
 - a. Violation of the laws of Vietnam or the United States;
 - b. Any act likely to give offense to the United States and Vietnam because it is contrary to the spirit and mission of VEF;
 - c. Failure to observe satisfactory professional and ethical standards;
 - d. Physical or mental incapacitation;
 - e. Engaging in income-producing activities in Vietnam while on VEF business;
 - f. Misrepresentation made either orally or in writing on any VEF forms or on any documents related to this grant;
 - g. Violation of visa regulations;
 - h. Any conduct detrimental to the mission of VEF; and
 - i. Failure to comply with the grant's terms and conditions as described herein.
6. VEF also has authority to terminate a grant if the grantee requires such protracted medical treatment that successful completion of the objectives of the grant is jeopardized. The procedure for any such termination shall be the same as that provided for the termination of grants generally, except that the recommendation for such termination, supported by the corresponding factual information, shall be made by VEF. In the event that any such situation occurs during the period of this grant, it is VEF's policy that this grant should not be renewed or extended.
7. A grant may be suspended if:
 - a. The grantee ceases to carry out the Teaching Program during the Grant Period; and/or
 - b. The grantee leaves Vietnam without informing VEF; and/or
 - c. The grantee requests suspension of the grant for personal reasons.During a period of suspension, the grantee must not receive, claim, or use any allowance or benefits from the Grant Funds. Unless otherwise authorized by VEF, no retroactive claim for such allowances or other benefits with respect to a period of suspension will be honored.
8. A grantee, who remains in Vietnam beyond the Grant End Date without authorization by VEF, is subject to the provisions of this section.

Sign here to acknowledge your agreement with this entire
Section P, #1–8. _____

Q. RESPONSIBILITY FOR DEPENDENTS, TRAVELLING COMPANIONS, AND ANY COLLEAGUES, TEAM TEACHING WITH THE GRANTEE

None of the agencies, organizations, or persons cooperating in providing your grant can assume any responsibility for the travel, insurance, and/or financial support of any dependents, travelling companions, or any colleagues or associates, who are team teaching with you. VEF bears no responsibility toward these individuals.

Sign here to acknowledge your agreement. _____

R. OTHER PROGRAMS

VEF has no responsibility, financial or otherwise, in connection with any program other than the one specified in this grant letter document, entitled *Terms and Conditions: U.S. Faculty Scholar Grant: Cohort 2009 – Academic Year 2009 - 2010*.

Sign here to acknowledge your agreement. _____

S. PERSONAL INFORMATION

VEF collects limited, select personal information about VEF U.S. Faculty Scholars to place in the annual VEF Directory, which is distributed publicly. The information includes a photo, the Faculty Scholar's full name, title, cohort year, field of expertise/research area, name of U.S. home university and department, name of Vietnamese host institution(s) and department(s), title(s) of course(s), mode of teaching, and dates of the Teaching Program. In providing your signature, you agree that VEF can make this information available publicly.

Sign here to acknowledge your agreement. _____

T. ACCEPTANCE OF TERMS AND CONDITIONS OF THE U.S. FACULTY SCHOLAR GRANT

Sign below and return to VEF the original of this *Terms and Conditions: U.S. Faculty Scholar Grant: Cohort 2009 – Academic Year 2009 - 2010*, known also as the Faculty Scholar Grant Letter, to indicate that you understand, accept, and will comply as a U.S. Faculty Scholar with all the provisions stated in these *Terms and Conditions: U.S. Faculty Scholar Grant: Cohort 2009 – Academic Year 2009 - 2010*.

By my signature, I accept the terms and conditions appearing on all the pages of this document. My signature confirms my understanding of, and compliance with, these terms and conditions.

GRANT RECIPIENT:

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

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U.S. Faculty Scholar Grant Letter 2009: [Name of Faculty Scholar]

APPENDIX 22
PRESS RELEASE – U.S. FACULTY SCHOLARS, COHORT 2009

* * * * *

PRESS RELEASE

Contacts:

In the United States– Dr. Lynne McNamara, Acting Executive Director: 1-703-351-5053.
In Vietnam– Dr. Phuong Nguyen, Country Director: 84-4-3936-3670

VIETNAM EDUCATION FOUNDATION SPONSORS
U.S. FACULTY SCHOLARS TO TEACH IN VIETNAM

Hanoi, Vietnam, and Washington, D.C., August 17, 2009 – The Vietnam Education Foundation (VEF) is pleased to announce the selection of the second group of American professors to teach at Vietnamese universities during the 2009-2010 Academic Year as part of its U.S. Faculty Scholar (USFS) Grant Program.

The USFS Grant Program contributes to the VEF mission of bringing the United States and Vietnam closer through educational exchanges related to science, engineering, mathematics, medicine, and technology. American Faculty Scholars teach in English at Vietnamese universities in their fields of expertise. Teaching may be conducted either on-site in Vietnam or by interactive, real-time videoconferencing from the United States. VEF serves as the sponsor and organizer while the Vietnamese universities serve as the hosts and the U.S. universities cooperate in the collaborative programs. The U.S. National Academies assists VEF in the selection of Faculty Scholars.

Michael W. Michalak, the U.S. Ambassador to Vietnam said: “The VEF U.S. Faculty Scholar Program is an outstanding U.S. government funded program, which reflects one of our Mission’s top priorities of enhancing American cooperation with Vietnam in the area of education. I believe it will also serve to support Vietnam’s efforts to further reform and develop its higher education system.”

The first cohort of four U.S. Faculty Scholars started their teaching programs at Vietnamese host universities in December 2008 and finished in June 2009. Now, VEF is pleased to support three more American professors, who will lead two different teaching projects in Vietnam this year under the USFS Grant Program.

Dr. Findlay Gordon Edwards, Associate Professor at the University of Arkansas in Fayetteville, will be in residence in Vietnam, teaching on-site at the Hanoi Water Resources University (WRU) during the Fall 2009 and Spring 2010 terms. Dr. Edwards commented: “Working with the Vietnamese faculty, I will assist WRU in realigning their curriculum with the U.S. water resources curriculum model, and I will also introduce alternative teaching methods as well as assist with the preparation

for ABET accreditation. In addition, I will instruct three water resources courses in order to provide instructional models and materials: (1) *Basic Hydrology*; (2) *Water Resources Planning and Management*; and (3) *Regional Regression Flood Equation Development*. I hope that my assistance will enhance the efforts of WRU to upgrade and restructure its engineering curriculum and instructional methods.”

The second teaching project is granted to two U.S. professors: (1) Dr. Quyen D. Chu, Associate Professor of Surgery and Chief of Surgical Oncology at the Louisiana State University Health Sciences Center in Shreveport; and (2) Dr. Hung S. Ho, Professor of Surgery at the University of California at Davis. During the Spring 2010 term, Drs. Chu and Ho are team-teaching the course entitled, *Fundamentals of Clinical Surgery*, via videoconferencing at Thai-Binh Medical University (TBMU). Dr. Chu commented, “One of the purposes of this course is to expose Vietnamese medical students to evidence-based medicine and problem-based learning. More importantly, this project serves to foster the exchange of academic ideas between the United States and Vietnam.”

Dr. Ho said that, by introducing peer review processes and promoting problem-solving skills, the course provides Vietnamese medical students opportunities to apply and practice their knowledge with an emphasis on experiential learning. He stated: “Our U.S. Faculty Scholar activities will contribute in part to the concerted efforts by the Vietnamese government to develop science and technology and to enhance the quality of higher education in Vietnam. The VEF grant also enables us to participate in the National Academies of Science call for more U.S. involvement in global health. For the future, in the framework of a sustainable long-term collaboration, we will continue to be available to assist Vietnamese faculty colleagues and universities in their efforts to build advanced medical curricula.”

The Vice Minister of Science and Technology (MOST), Dr. Le Dinh Tien, said: “The U.S. Faculty Scholar Program is an excellent initiative of VEF and will have significant effects. MOST greatly appreciates VEF’s efforts in continuing to contribute to the development of science and technology in Vietnam.”

The Ministry of Education and Training (MOET) Deputy Director General of the Department of Higher Education, Dr. Nguyen Thi Le Huong, said: “MOET fully supports the U.S. Faculty Scholar Program initiated by VEF. MOET hopes to develop advanced teaching curricula at the Vietnamese host universities and to build sustainable collaboration between U.S. and Vietnamese universities.”

Dr. Lynne McNamara, VEF Acting Executive Director, stated: “An excellent example of American and Vietnamese university collaboration, the U.S. Faculty Scholar Grant Program is a significant initiative of VEF, bringing outstanding American experts to teach at Vietnamese universities. Without a doubt, the USFS Grant Program will have a lasting impact on higher education in Vietnam.”

An initiative of the U.S. Congress, the Vietnam Education Foundation (VEF), a U.S. federal government agency, is in its seventh year of operations. Among its other programs, the VEF Fellowship Program has placed 306 Fellows at 68 top U.S. graduate research institutions, mostly for doctoral degrees. In addition, the VEF Visiting Scholar Program provides opportunities for

Vietnamese to pursue post-doctoral programs at U.S. universities for up to 12 months. VEF Fellows and Visiting Scholars are required to return to Vietnam after completing their academic programs in the United States.

For more information on VEF, please visit the website: www.vef.gov.

APPENDIX 23
LECTURES BY AMERICAN PROFESSORS VISITING VIETNAM

Of the U.S. experts sponsored by VEF during the August 2009 Oral Exam/Interview, eight American professors, each representing different U.S. academic institutions, volunteered to give 16 lectures at 10 Vietnamese academic institutions, either at research institutes or at university departments. The activities took place in Hanoi and Ho Chi Minh City, which were the city venues for the VEF Fellowship interviews. The following table summarizes the lectures and is organized alphabetically by the last name of the professor.

#	Event and Date	Scientist/Expert, Title and Position	Affiliation	Title of Lecture/Presentation	Co-Sponsor and/or Host Institution
1	Interview Mission August 4, 2009	R. Palmer Beasley , Ashbel Smith Professor and Dean Emeritus, School of Public Health	The University of Texas-Houston	Influenza – The 2009 Swine Flu Pandemic Training for Careers in Public Health	National Institute of Hygiene and Epidemiology (NIHE), Hanoi
2	Interview Mission August 6, 2009	Kenneth E. Case , Regents Professor Emeritus, School of Industrial Engineering and Management	Oklahoma State University	The Future of Quality: Key Forces that will Affect Quality – and the World – in Years to Come.	International University – Vietnam National University, Ho Chi Minh City
3	Interview Mission August 4, 2009	James F. Cremer , Professor and Chair, Computer Science Department	University of Iowa	Using Virtual Environments to Study Perception and Behavior	Hanoi University of Technology, Faculty ¹ of Information Technology
4	Interview Mission August 7, 2009				Hochiminh City University of Industry
5	Interview Mission August 7, 2009				International University – Vietnam National University, Ho Chi Minh City
6	Interview Mission August 4, 2009	Susan B. Davidson , Weiss Professor and Chair, Computer and Information Science	University of Pennsylvania	How Databases Can Help Biologists Remember	Hanoi University of Technology, Faculty of Information Technology
7	Interview Mission August 7, 2009				International University – Vietnam National University, Ho Chi Minh City
8	Interview Mission August 7, 2009				University of Technical Education, Ho Chi Minh City

¹ The term “Faculty” in the Vietnamese higher education system generally relates to the equivalent of a “Department” in the American higher education system.

#	Event and Date	Scientist/Expert, Title and Position	Affiliation	Title of Lecture/ Presentation	Co-Sponsor and/or Host Institution
9	Interview Mission August 4, 2009	Bruce A. Finlayson, Professor Emeritus of Chemical Engineering, Chemical Engineering Department	University of Washington	Characterization of Flow and Diffusion in Micro-components	Hanoi University of Science, Vietnam National University, Hanoi
10	Interview Mission August 7, 2009			Modeling the Flow of Ferrofluids in the Presence of Magnetic Fields	University of Technology - Vietnam National University, Ho Chi Minh City, Faculty of Chemical Engineering
11	Interview Mission August 4, 2009	Robert D. Hanson, Professor Emeritus of Civil Engineering	University of Michigan	Fiber Reinforced Concrete	Institute of Bridge and Tunnel Engineering - Institute of Transport Science And Technology (IBTE – ITST)
12	Interview Mission August 6, 2009				University of Technology - Vietnam National University, Ho Chi Minh City, Faculty of Civil Engineering
13	Interview Mission August 6, 2009	J. Randy Jokipii, Regents' Professor, Department of Planetary Sciences	University of Arizona	The Frontiers of the Heliosphere: Insights from Voyagers 1 and 2	University of Science - Vietnam National University, Ho Chi Minh City
14	Interview Mission August 3, 2009	Alan Needleman, Visiting Professor, Department of Materials Science and Engineering	University of North Texas	Predicting the Limits to Ductility	Hanoi University of Science, Vietnam National University, Hanoi
15	Interview Mission August 7, 2009				University of Technology - Vietnam National University, Ho Chi Minh City, Faculty of Material Technology
16	Interview Mission August 7, 2009				Ho Chi Minh City University of Industry

APPENDIX 24

VOCW COURSES (18) SPONSORED BY VEF IN BIOTECHNOLOGY, COMPUTER SCIENCE, AND ELECTRICAL ENGINEERING

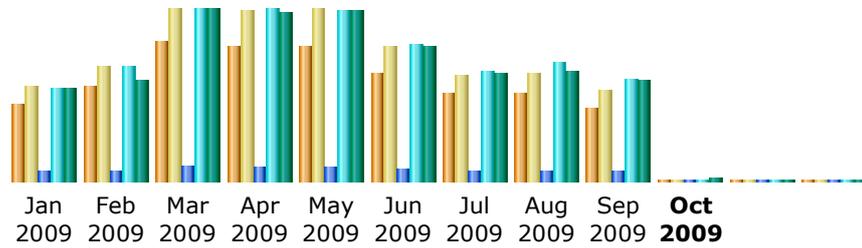
To populate the number of courses available at the Vietnam OpenCourseWare website (www.vocw.edu.vn) and to spur development of open courseware in Vietnam, VEF provided funding to Vietnamese professors, selected by MOET, to develop courses in a select number of fields of interest to VEF, namely, Biotechnology, Computer Science, and Electrical Engineering. The table below lists the 18 completed courses according to these three general fields, and then lists the courses alphabetically within each category. The names and affiliations of the authors are also provided as well as the last date recorded by VEF, as of this report, when the course was further edited at the VOCW repository by the author.

#	Course	Last date course edited on VOCW content repository (mm/dd/yyyy)	Content developer (Author)	Affiliation
BIOTECHNOLOGY COURSES (3)				
1	Genetics	05/04/2009	Prof. Dr. Le Dinh Luong	Center for Genetic Analysis and Technologies, Hanoi
2	Molecular Biology	04/14/2009	Assoc. Prof. Ho Huynh Thuy Duong	University of Science, VNU-HCM
3	Plant Biotechnology	04/11/2009	Assoc. Prof. Dr. Bui Van Le	University of Science, VNU-HCM
COMPUTER SCIENCE COURSES (8)				
1	Computer Architecture	04/10/2009	Assoc. Prof. Dr. Nguyen Thi Hoang Lan	Hanoi University of Technology
2	Data Structure and Algorithms	11/12/2007	Dr. Nguyen Viet Ha	College of Technology, VNU - Hanoi
3	Discrete Structures	01/23/2008	Dr. Bui The Duy	College of Technology, VNU - Hanoi
4	Intro Database Systems	07/16/2008	Dr. Nguyen Thi Kim Anh	Hanoi University of Technology
			MS. Do Bich Diep	Hanoi University of Technology
5	Introduction to Computer Science	04/10/2009	MSc. Do Van Uy	Hanoi University of Technology
6	Operating System	04/28/2008	Assoc. Prof. Dr. Duong Anh Duc	University of Science, VNU-HCM
7	Programming Fundamentals	05/13/2008	Dr. Duong Tuan Anh	University of Technology, VNU-HCM
8	Software Engineering	07/08/2008	Dr. Vo Trung Hung	The University of Danang

#	Course	Last date course edited on VOCW content repository (mm/dd/yyyy)	Content developer (Author)	Affiliation
ELECTRICAL ENGINEERING COURSES (7)				
1	Circuits and Electronics	04/24/2008	Assoc. Prof. Dr. Dinh Sy Hien	University of Science, Vietnam National University (VNU) - Ho Chi Minh City (HCMC)
2	Dynamic Systems and Control	07/05/2009	Dr. Hoang Minh Son	Hanoi University of Technology
3	Electrical Machines	07/05/2009	Assoc. Prof. Dr. Nguyen Huu Phuc	University of Technology, VNU-HCM
4	Intro to Electrical Power Systems	05/22/2009	Dr. Nguyen Xuan Hoang Viet	Hanoi University of Technology
			Dr. Tran Van Top	Hanoi University of Technology
5	Power Electronics	04/16/2009	Assoc. Prof. Dr. Doan Quang Vinh	The University of Danang
6	Principles of Digital Communications	12/13/2007	Dr. Do Hong Tuan	University of Technology, VNU-HCM
7	Signals and Systems	12/01/2007	Assoc. Prof. Dr. Vu Dinh Thanh	University of Technology, VNU-HCM
			Dr. Pham Dinh Truc	University of Technology, VNU-HCM

APPENDIX 25

STATISTICS ON THE VOCW WEBSITE ACCESS



Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2009	94422	114419	364348	3761359	100.68 GB
Feb 2009	114520	140176	377961	4649884	110.23 GB
Mar 2009	170500	218323	569090	7183828	195.21 GB
Apr 2009	162671	207825	547394	7270315	182.35 GB
May 2009	162878	208626	535657	6868463	186.45 GB
Jun 2009	130440	162811	433948	5519507	146.48 GB
Jul 2009	104354	126569	364409	4390225	115.47 GB
Aug 2009	105551	129535	373269	4778296	118.23 GB
Sep 2009	89118	110046	349015	4173352	109.98 GB
Oct 2009 (As of Oct 1)	2135	2252	5603	75810	2.19 GB
Total	1,136,589	1,420,582	3,920,694	48,671,039	1267.27 GB

APPENDIX 26
VOCW CONSORTIUM OF VIETNAMESE UNIVERSITIES

The Vietnamese universities listed below are actively interested in the Vietnam OpenCourseWare (VOCW) program. They have dedicated a server to the development and use of VOCW, and they have taken part in training courses provided by VEF on the use of the Connexions software to author courses. The universities are listed alphabetically.

#	University
1	Can Tho University
2	College of Technology - VNU Hanoi
3	Danang University of Technology
4	Hanoi Medical University
5	Hanoi National University of Education (HNUE)
6	Hanoi University
7	Hanoi University of Agriculture
8	Hanoi University of Science - VNU Hanoi
9	Hanoi University of Technology
10	HCMC University of Pedagogy
11	HCMC University of Technology (HCMUT)
12	Hong Bang University
13	Hue University
14	Hue University of Agriculture and Forestry
15	Hung Yen University of Technology and Education
16	Information Technology Institute – VNU Hanoi
17	Nha Trang University
18	Tay Nguyen University
19	Thai Nguyen University
20	Thaibinh Medical University
23	Tien Giang University
24	Tra Vinh University
21	University of Danang
25	University of Science, HCMC
22	University of Social Sciences and Humanities, HCMC
26	University of Technical Education, HCMC
27	Van Lang University
28	VNU Ho Chi Minh
29	Water Resources University

APPENDIX 27
PRESS RELEASE: OCWC GLOBAL MEETING

SOURCE: <http://ocwblog.org/2009/03/31/vietnam-selected-to-host-ocwc-global-2010-conference/>[9/13/2009 9:35:55 PM]

Vietnam Selected to Host OCWC Global 2010 Conference

Published by Mike Caulfield on March 31, 2009 in [opencourseware](#).

Washington, D.C., March 31, 2009 - The OpenCourseWare Consortium is pleased to announce Vietnam will be the site of the 2010 Annual OCWC Global Meeting. OCWC is honored that the Vietnam Education Foundation (VEF) and the Vietnam Ministry of Education and Training (MOET) have agreed to organize the international event in cooperation with the OCWC. The 2010 OCWC Global Meeting will take place in Hanoi on May 5-7, 2010.

Dr. Stephen Maxner, Chairman of the VEF Board of Directors, said, "It is truly a great honor that Vietnam is selected to be the site of this important 2010 Annual OCWC Global Meeting. VEF and MOET, together with the Massachusetts Institute of Technology (MIT) and the Vietnam Advanced Software Company (VASC), have been instrumental in developing the Vietnam OpenCourseWare (VOCW) in Vietnam since its inception after the historic visit of former Prime Minister Phan Van Khai to the United States in 2005. VEF is honored to be chosen to be a primary coordinator for this important event. The 2010 Annual OCWC Global Meeting will facilitate the participation of Vietnamese faculty and students in accessing this online repository of knowledge and in understanding the emerging OCW movement in the world."

Standing Vice Minister of MOET, Prof. Dr. Banh Tien Long, commented, "MOET is pleased to co-sponsor this meaningful event with VEF and OCWC. MOET has been supportive in bringing OCW to Vietnam. We consider the VOCW Program an invaluable resource to address the lack of learning and teaching materials in Vietnam and we have made efforts to disseminate VOCW to faculty and students nationwide. The 2010 Annual OCWC Global Meeting to be hosted in Vietnam is an outstanding opportunity for Vietnamese universities to network with various OCW experts from around the world."

Mr. Steve Carson, President of the OpenCourseWare Consortium, said, "With its innovative government run program, Vietnam has quickly become a significant contributor to the OpenCourseWare movement. Choosing Hanoi as the location of the conference in part recognizes that contribution and sets the frame for a discussion of sustainable institutional models for OpenCourseWare development and dissemination. We are honored to be working with VEF and MOET to put together this exciting event."

The Vietnam Education Foundation (VEF) (www.vef.gov) is a special initiative by the U.S. Congress to bring the United States and Vietnam closer through educational exchanges related to science, engineering, mathematics, medicine, and technology. The Foundation is in its sixth year of operations and incorporates assistance from the U.S. National Academies in developing and executing VEF programs: the VEF Fellowship program, the Visiting Scholar Program, and the U.S. Faculty Scholar Grant Program. Among VEF's science and technology capacity building endeavors is the VOCW Project. VEF serves as a financial provider and program manager of VOCW. VEF promotes VOCW among its grant recipients and partners inside and outside of Vietnam. For additional information on VOCW, please visit: www.vocw.edu.vn.

The Ministry of Education and Training (MOET) (www.moet.gov.vn) is the governmental body responsible for education and training in Vietnam. MOET formulates government policies and regulations to encourage rapid deployment and utilization of VOCW at Vietnamese educational institutions at all levels. It is fundamentally responsible for the successful integration of VOCW into Vietnamese educational institutions.

The OpenCourseWare Consortium (OCWC) (www.ocwconsortium.org) is a collaboration of more than 250 higher education institutions and associated organizations from around the world creating a broad and deep body of open educational content using a shared model. The mission of the OpenCourseWare Consortium is to advance education and empower people worldwide through [opencourseware](http://opencourseware.org).

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APPENDIX 28

1ST VEF ALUMNI CONFERENCE

FIRST VEF ALUMNI CONFERENCE

AGENDA

Theme: *Opportunities and Challenges*
Date: Friday, December 12, 2008
Venue: Le Van Thiem Meeting Room, Vietnam National University-Hanoi
(VNU-Hanoi), 19 Le Thanh Tong, Hanoi
Co-Sponsors: VNU-HN and EQuest Academy

DAY 1 – Thursday, December 11

Afternoon - Arrival in Hanoi
- Out-of-Town Conference participants check in at Hoa Binh Hotel, 27 Ly Thuong Kiet Street, Hanoi

DAY 2 – Friday, December 12

07:30 – 08:30 **Registration at Le Van Thiem Meeting Room, VNU-Hanoi**
19 Le Thanh Tong, Hanoi (Alumni only)

08:30 – 09:15 **Welcome & Introductions:** Prof. Vo Van Toi, Executive Director, VEF

- Speech: Dr. Marilyn Pattillo, Interim Chairperson, VEF Board of Directors
- Speech: HE Virginia E. Palmer, Deputy Chief of Mission, U.S. Embassy
- Speech: Dr. Nguyen Quan, Vice Minister, Ministry of Science and Technology (MOST)

09:15 – 10:30 **Session 1: Opportunities and Challenges in Industry and in Entrepreneurial Endeavors**

- Market potential of S&T in Vietnam
- Possibilities for creating start-up companies
 - Needs
 - Fields
 - Level of skills needed
- What VEF Alumni have done

Co-Chairs: Dr. Nguyen Viet Hung, Deputy General Director, Petro Vietnam Automation and Information Technology Company (VEF Alumnus)/ Mr. Nguyen Thanh Son, CEO, EQuest Academy (VEF Alumnus)
Speakers: Invited guests representing a state-owned company and the private sector
Mr. Tran Van Hoa, General Manager, Division of Training and HR Development, Petro Vietnam
Mr. Dang Thanh Tam, Chairman, Saigon Investment group

10:30 – 10:45 **Tea Break**

- 10:45 – 12:00 **Session 2: Funding Opportunities from Government and Non-Government Organizations**
- Sources of funding
 - Examples: Work of VEF Alumni in Public Health
- Moderator/Chairs: Dr. Ngo Duc Anh, Research Fellow, University of Queensland (VEF Alumnus); Ms. Pham Thi Minh Tam, IT Project Manager, HSBC (VEF Alumnus)
- Speakers: Dr. Phan Hong Son, Executive Director, VNSF; Mr. Eren Zink, Scientific Programme Coordinator, the International Foundation for Science (IFS) (Sweden)
- 12:00–13:00 **Lunch at VNU Venue Hosted by EQuest Academy**
- 13:00–14:00 **Session 3: Research & Academia: Challenges and Opportunities**
- Sources of funding
 - What VEF Alumni have done
- Moderator/Chair: Dr. Ngo Duc Anh, Research Fellow, University of Queensland (VEF Alumnus)
- Speakers: Assoc. Prof. Dr. Pham Trong Quat, Vice President, VNU-Hanoi; Prof. Dr. Nguyen Van Toan, President, Hue University; Dr. Nguyen Quoc Vong, Director, Center for International Development, Hanoi University of Agriculture.
- 14:00–15:00 **Session 4: Mentors and Research Advisors--Alumni Ties**
- Moderator/Chair: Dr. Nguyen Viet Hung, Deputy General Director, Petro Vietnam Automation and Information Technology Company (VEF Alumnus)
- Speakers: Alumni mentors and research advisors: Asst. Prof. Hasan Davulcu, Arizona State University; Asst. Prof. Rena Sue Day, University of Texas School of Public Health; Prof. Seymour Dean Van Gundy, University of California, Riverside.
- 15:00-15:15 **Tea Break**
- 15:15-16:15 **Session 5: Training of the Trainers (TOT)**
- TOT programs developed by VEF Visiting Scholar Alumni
- Moderator/Chair: Dr. Ngo Thi Phuong Dung, Deputy Director, Institute of Research and Development in Biotechnology, Can Tho University (VEF Visiting Scholar Alumnus)

Speakers: Dr. Dinh Thanh Viet, University of Danang, Vietnam; Dr. Ngo Thi Xuyen, Advisor, Advanced Training Program in Crop Science between Hanoi University of Agriculture (HAU) and UC Davis

16:15-17:15

Round Table and Wrap-Up

Moderators: Prof. Vo Van Toi and Dr. Ngo Thi Phuong Dung

Panel:

For the Vietnamese Government: Dr. Nguyen Xuan Vang, Director General, Vietnam International Education Development, MOET

For U.S. Vietnam Relations: HE Former Ambassador Nguyen Tam Chien

For the Academia: Dr. Do Van Xe, Vice-Rector, Can Tho University

For Corporate Sector: Mr. Thai Van Men, President/CEO, ITA Group - Tan Tao Investment & Industry Corporation

For VEF: Dr. Steve Maxner, Member of VEF Board of Directors

17:15-18:00

Presentation of Certificates of Achievement to VEF Alumni

Closing Remarks: Dr. Marilyn Pattillo, Interim Chairperson, VEF Board of Directors

Free Networking

18:30-20:00

Gala Dinner: Sao Bien Restaurant, 13 Ly Thuong Kiet, Ha Noi

Speech by Dr. Ngo Thi Xuyen, Advisor, Advanced Training Program in Crop Science between Hanoi University of Agriculture (HAU) and UC Davis

APPENDIX 29

**ANNOUNCEMENT OF VEF GRANTS TO U.S. MENTORS OF VISITING SCHOLARS
AND TO RESEARCH ADVISORS OF VEF FELLOWS**

**Grants to U.S. Mentors of Visiting Scholars and to Research Advisors of VEF Fellows
To Attend the VEF Alumni Conference
December 12, 2008
Hanoi, Vietnam**

*As a mentor of a Visiting Scholar or a research advisor of a VEF Fellow,
you are invited to apply for a grant of
U.S. \$4,000 to attend the VEF Alumni Conference.*
DEADLINE TO APPLY: November 17, 2008
Midnight - Eastern Standard Time

Background

The Vietnam Education Foundation (VEF) is proud to organize the first VEF Alumni Conference. VEF now has a sufficient number of returnees to Vietnam—8 Visiting Scholars and 27 Fellows—to warrant organizing the First VEF Alumni Conference. The first Visiting Scholar cohort of 2007 completed their professional development program in the United States as of October 2008. As of September 2008, 27 Fellows have completed their academic program in the United States and have returned to Vietnam.

Purpose of the Alumni Conference

The VEF Alumni Conference focuses on Fellows and Visiting Scholars who have returned to Vietnam, in order to promote continued networking and support. The Alumni Conference highlights the achievements and potential contributions of the VEF Alumni to the network, identifies the most significant means to prepare other Fellows and Visiting Scholars to return to Vietnam, and illuminates how best to apply one’s experience in the U.S. to the Vietnamese environment.

The newly formed VEF Alumni Association helps VEF to organize the Alumni Conference and develops connections between the VEF Alumni and the VEF Fellows and Visiting Scholars who have not yet returned to Vietnam.

Participation of Mentors and Research Advisors

VEF wishes to encourage continued involvement of the U.S. mentors and research advisors to engage in project-oriented discussions and to develop sustainable projects with VEF Alumni (Visiting Scholars and Fellows). Furthermore, VEF Alumni can arrange for lectures, presentations, seminars, workshops and/or working sessions on research, curriculum, joint

training activities or other significant topics, conducted by the mentors and research advisors to take place at the Vietnamese institutions of the VEF Alumni before and after the Alumni Conference.

VEF Grant to U.S. Mentors and Research Advisors

VEF will give up to three grants of U.S. \$4000.00 each to mentors and/or research advisors. The grant monies will be issued by VEF as one lump sum to each grantee to be used toward the expenses of attending the VEF Alumni Conference and contributing to the development of medicine and/or STEM¹⁰ fields in Vietnam. While the Grant is meant to cover the major portion of expenses, VEF encourages the applicant to seek additional funding from his/her U.S. University and encourages the Alumni to seek additional funding from sources within Vietnam, such as the Alumni's Vietnamese University.

Because VEF wishes to promote collaboration between U.S. and Vietnamese universities, grants will be awarded based on the quality and certainty of cooperative projects. The grantee is expected to develop sustainable and collaborative research activities involving his/her former advisees. During the Conference the grantee is expected to give a brief presentation on such planned activities.

Application Requirements

1. **Involvement of the Alumni.** The applicant must secure a written statement from the VEF Alumni on how s/he and his/her Vietnamese university will host the U.S. mentor/advisor before, during, and/or after the VEF Alumni Conference. The statement should outline the following:
 - a. Activities
 - b. Dates and Times for the activities
 - c. Support from the Vietnamese host institution

While this does not require funding by the Vietnamese university, evidence of financial support will bolster the application. This support may be in the form of lodging at the University's guest house, local transportation, and meals.

2. **Collaboration between the U.S. and Vietnamese Universities.** The applicant must secure two written statements, one from the U.S. University and one from the Vietnamese University, regarding intended collaborations. The statement should outline the following:
 - a. Activities and intended outcomes
 - b. Timeline for the activities
 - c. Individual(s) at each institution responsible to oversee and implement the activities
 - d. Support from each institution

¹⁰ STEM = Science, Technology, Engineering, and Mathematics

APPLICATION PROCEDURE

Applications are available online at http://oms.vef.gov/alumni_conference/index.php. If you have any questions, you may contact the following VEF staff:

Dr. Phuong Nguyen
Country Director
VEF Field Office in Hanoi
Email: phuongnguyen@vef.gov
Phone: 84-4-936-3670

Dr. Lynne McNamara
Deputy Executive Director
VEF Headquarters Office in the U.S.
Email: lynnemcnamara@vef.gov
Phone: 703-351-5053

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APPENDIX 30

2009 CAPITOL HILL MEETINGS

Vietnam Education Foundation

As of May 14, 2009, VEF staff have met with the following individuals in the Department of State and on the Hill:

- 3 staff members of the Bureau of East Asian and Pacific Affairs, Department of State (Marciel, Blackshaw, Galt)
- 2 members of the House of Representatives (Cao, Sanchez)
- 2 staff members of the Senate Foreign Relations Committee (Januzzi, Luse)
- 3 staff members of the House Committee on Foreign Affairs (Weil, Lee, Ong)
- 1 staff member of the Subcommittee on Asia, the Pacific, and the Global Environment (Williams for Congressman Eni Faleomavaega)
- 16 staff of the following Congressional members:
 - 2 Senators (Webb, Vitter)
 - 14 Representatives (Blumenauer, Cao, Carnahan, Connelly, Cornyn, Delahunt, McCaul, Miller, Pitts, Royce, Sanchez, Sires, Smith, Tanner)

The detailed schedule of meetings is listed further below.

SUMMARY OF DISCUSSIONS

In all cases, except for Congresswoman Sanchez, the individuals with whom we met were happy to hear about VEF and its successes as many knew nothing about VEF. They were impressed with VEF activities, including the positive relationship with various Vietnamese ministries and MOET's emulating the VEF application and selection process. When we mentioned to others that Congressman Cao asked VEF to draft language about increasing VEF funding (from the Vietnam Debt Repayment) and expanding fields, every individual indicated that they felt their Senator or Congressman would be supportive. The additional fields that we mentioned included the following: education, law, political science, public affairs, and social sciences. All offices wanted to be kept informed of any legislative endeavors, and they suggested that perhaps their Senator or Congressman might even be a co-sponsor. As a testament to the positive reputation of VEF, during our visit with the Bureau of East Asian and Pacific Affairs, Ambassador Marciel mentioned that a Cambodian delegation had expressed interest in replicating VEF for Cambodia. Relatedly, during our visit with Lisa Williams, staff member of the Subcommittee on Asia, the Pacific, and the Global Environment, she mentioned that Cambodia wanted to reduce its debt, and Lisa suggested that perhaps the VEF model could be the means by which this could be done and VEF could serve as the vehicle to conduct similar educational exchange activities for Cambodia. All individuals visited received a copy of the most recent *VEF Achievements and Activities: 2003-2009* as well as a summary of the Vietnam Debt Repayment scheme.

The following VEF staff attended all the meetings:

- March and April 2009 meetings: Steve Maxner (Chairman of the VEF Board), Lynne McNamara (VEF Acting Executive Director)
- May 2009 meetings: Lynne McNamara

In addition, Lana Walbert (VEF Director of Finance, Accounting, and Administration) and Sandarshi Gunawardena (VEF Program Officer) attended select meetings during both timeframes, as did Melissa Lento (VEF Administrative Assistant). Lesly Wilson (GSA, Legal Counsel for VEF) attended the April 14 meeting with the staff member of Congressman Cao and the May 14 meeting with Frank Januzzi and Cliff Stammerman. Steve Maxner participated in the April 14 meeting via phone.

DETAILED SCHEDULE
2009 Capitol Hill Meetings
Vietnam Education Foundation

Monday, March 23

Congressman Joseph Cao
Dang Nguyen, Director of Special Projects
Office of Congressman Joseph Cao (LA-R)

Deputy Assistant Secretary Scot Marciel, Ambassador for ASEAN Affairs
Brett Blackshaw, Vietnam Desk Officer
Jennifer Zimdahl Galt, Deputy Director, Office of Public Diplomacy
Bureau of East Asian and Pacific Affairs, Department of State (DOS)

Tuesday, March 24

Hunter Strupp, Legislative Assistant
Office of Congressman Ed Royce (CA-R)

Stephanie Cappa, Legislative Assistant
Office of Congressman Earl Blumenauer (OR-D)

Frank Januzzi, Keith Luse (Senior Professional Staff, Senate Committee on Foreign Relations)
William Edwards, representing Senator Jim Webb's office
Office of Senate Committee on Foreign Relations

Grace Smitham, Legislative Correspondent
Office of Senator John Cornyn (TX-R)

Wednesday, March 25

Congresswoman Loretta Sanchez
Annie Yea, Military Legislative Aide
Office of Congresswoman Loretta Sanchez (CA-D)

Travis Johnson, Legislative Aide for Education
Office of Senator David Vitter (LA-R)

Betsy Christian, Legislative Assistant
Office of Congressman Joseph Pitts (PA-R)

Tuesday, April 14

Dang Nguyen, Director of Special Projects
Office of Congressman Joseph Cao (LA-R)

Wednesday, May 6

George C. Tagg, Jr., Legislative Assistant
Office of Congressman John Tanner (TN-D)

Lisa Williams, Staff Director

Subcommittee on Asia, the Pacific, and the Global Environment

Office of Congressman Eni F.H. Faleomavaega (American Samoa – D) ~ Chairman of the Subcommittee

Lynne Wiel, Communications Director

Jessica Lee and J.J. Ong, Professional Staff Members

House Committee on Foreign Affairs

Melissa Haydel, Department of Defense Fellow

Office of Congressman Michael T. McCaul (TX-R)

Ashley Orr, Legislative Assistant

Office of Congressman Brad Miller (NC-D)

Thursday, May 7

Hera Abbasi, Legislative Assistant

Office of Congressman Gerald Connolly (VA-D)

Katie Doherty, Legislative Assistant

Office of Congressman Christopher H. Smith (NJ-R)

Jeremy Haldeman, Legislative Director

Office of Congressman Russ Carnahan (MO-D)

Thursday, May 14

Jessica Lawrence Payne, Senior Policy Advisor

Office of Congressman Albio Sires (NJ-D)

Frank Januzzi, Senior Professional Staff, Senate Committee on Foreign Relations

Cliff Stammerman, Foreign Policy Legislative Assistant, *Office of Congressman William Delahunt (MA-D)*

Office of Senate Committee on Foreign Relations