

10th Anniversary
2003 - 2013

The Vietnam Education Foundation

2013 ANNUAL REPORT

Reporting Period: October 1, 2012 - September 30, 2013

To: The Board of Directors, Vietnam Education Foundation
From: The Executive Director, Vietnam Education Foundation

Bringing the United States and Vietnam Closer Together through Educational Exchange

VIETNAM EDUCATION FOUNDATION (VEF)

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LETTER FROM THE EXECUTIVE DIRECTOR

Dear VEF Board of Directors,

I am proud to present the ninth Annual Report, which describes the most significant activities and achievements of the Vietnam Education Foundation (VEF) for the one-year period from October 1, 2012, to September 30, 2013, also known as Fiscal Year (FY) 2013. Serving as an important historical record and informative summary, this year's Report maintains a similar format, namely, an executive summary, a more detailed narrative, and an appendix of supporting documents. The previous Annual Reports are available at the VEF website (www.vef.gov):

1. *Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2002, to September 30, 2004. (Please note that this first Annual Report was the only report encompassing a two-year time period.)
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
6. *The Vietnam Education Foundation 2009 Annual Report to the Board of Directors*. Reporting Period: October 1, 2008, to September 30, 2009
7. *The Vietnam Education Foundation 2010 Annual Report to the Board of Directors*. Reporting Period: October 1, 2009, to September 30, 2010
8. *The Vietnam Education Foundation 2011 Annual Report to the Board of Directors*. Reporting Period: October 1, 2010, to September 30, 2011
9. *The Vietnam Education Foundation 2012 Annual Report to the Board of Directors*. Reporting Period: October 1, 2011, to September 30, 2012

The first four reports were prepared by VEF staff and presented to the VEF Board of Directors, who after their review, provided the 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. VEF is required to submit an annual report to the President and these congressional offices, as stipulated in the VEF legislative act. Starting with the 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 provides the Annual Report to the President and to the congressional offices.

I wish to acknowledge the important contributions to the 2013 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 the comprehensive tables and select documents. I am deeply grateful for their commitment to quality and to

their ever-expanding skills in proofreading, editing, and formatting, which enable them to present an excellent draft for my final review. This Annual Report could not have been completed without the VEF Team.

Sincerely,

A handwritten signature in black ink, appearing to read "Lynne A. McNamara". The signature is written in a cursive style with a long, sweeping underline.

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

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EXECUTIVE SUMMARY

The Vietnam Education Foundation (VEF) has carried out its organizational and management responsibilities successfully during the reporting period of this tenth Annual Report, from October 1, 2012, through September 30, 2013, which is the U.S. Federal Government Fiscal Year (FY) 2013.

VEF is governed by a thirteen-member **Board of Directors** that 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 **Executive Director** to oversee VEF operations conducted through two highly coordinated offices: (1) the **U.S. Headquarters Office**, with five U.S. Federal Government employees; and (2) the **Vietnam Field Office** in Hanoi, Vietnam, with nine Vietnamese employees - a total of 14 VEF employees as of September 30, 2013.

VEF has operated within budget this year, as it has each year. VEF receives \$5 million annually from the Vietnam Debt Repayment Fund, which is described in the VEF Act¹. As of the beginning of Fiscal Year (FY) 2013, or October 1, 2012, the carryover amount from previous fiscal years was \$3,930,406. To achieve its goals for FY 2013, VEF had an approved budget of \$7,793,688 for operations and direct costs to support the VEF Fellows, Visiting Scholars, and U.S. Faculty Scholars as well as related activities for these program participants. However, in compliance with the Sequestration Act of 2012, VEF was sequestered \$255,000 during FY 2013. Therefore, VEF closed FY 2013 having obligated \$6,363,468 (84.4%) of its total after-sequester budget.

In accordance with the legislation that established VEF, program activities focus only on the sciences (natural, physical, and environmental), engineering, mathematics, medicine, and technology (including information technology), often referred to as the STEMM² fields. Educational exchange activities are conducted through the following VEF programs:

1. **Fellowship Program** sends Vietnamese nationals to the United States for graduate degrees, primarily doctorates
2. **Visiting Scholar Program** supports Vietnamese nationals, who already hold a doctorate, to further develop their professional skills through study, research, or observational activities at leading U.S. academic institutions
3. **U.S. Faculty Scholar Program** supports American professors to teach courses at Vietnamese institutions for one or two semesters by teaching onsite in Vietnam or by teaching via interactive, real-time videoconferencing from the United States. Faculty Scholars, who utilize videoconferencing, must teach face-to-face on site at the Vietnamese university for at least one week at the beginning and at the end of the course(s).

¹ P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

² Science, Technology, Engineering, Mathematics, and Medicine

The primary educational exchange activity for VEF is the **Fellowship Program**. As of September 30, 2013:

- ✓ VEF has awarded **467 Fellowships to Vietnamese nationals**, who are working toward, or have completed, a graduate degree in the STEMM fields in **92 top university graduate programs across the United States**. Most pursue a doctoral degree although some pursue a Master's degree³.
- ✓ The major fields of study are STEMM based.
- ✓ As of September 30, 2013, **249 Fellows (53% of all Fellows) had received degrees successfully**:
 - 178 doctoral degrees
 - 71 Master's degrees
- ✓ As of Fall 2013, **218 Fellows were enrolled at 67 U.S. universities**. Of the VEF Fellows enrolled as of Fall 2013, **37% were female**.

VEF has established cost-sharing agreements with **112 leading U.S. universities** that constitute the **VEF Alliance**—a cooperative relationship between VEF as the funding agency and a U.S. university as the academic host for VEF Fellows and Scholars. Such cost-sharing allows VEF to provide a greater number of Fellowships each year and to leverage the contribution made by U.S. educational institutions.

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 Scholars to network. In addition, VEF organizes an annual **Alumni Conference** in Vietnam for those Fellows and Visiting Scholars who have returned to their home country. Through these activities, VEF helps to build a spirit of community, solidarity, and professionalism among Fellows and Scholars in order to help them sustain professional and personal support systems while in their host country and when they return home.

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 facilitating greater quality control. With continuity of programmatic efforts and well-organized systems and management, the Fellowship

³ Since the beginning of operations in 2003, VEF has awarded a total of 481 Fellowships, and some attrition has occurred. As of September 30, 2013, **14** out of 481 Fellows (**3%**), who were awarded VEF Fellowships, had dropped out of the Program due to health problems, personal issues, or less than satisfactory academic performance. As such, at the end of this reporting period, the number of VEF Fellows is **467**, including 249 graduates and 218 currently enrolled individuals. As a point of comparison, the attrition rates for international Ph.D. students in the United States studying in the fields of engineering, physical sciences, mathematics, and biological sciences range from 30 to 34%. Data analyses in this report are based only on the number of active Fellows (467).

Program is on an extremely firm footing and is recognized by U.S. universities and Vietnamese entities as a high-quality program.

The Ministry of Education and Training (MOET) requested that VEF assist its government-funded scholarship program, known as the Vietnam International Education Development Program (VIED). This is a remarkable indicator of the success of the VEF Fellowship program. VEF fulfilled the MOET request by providing training for MOET staff on developing an application and selection process, which emulates that of VEF; by sharing the infrastructure of the VEF online management system (OMS); by offering opportunities for VIED staff to observe VEF activities related to its Fellowship Program; and by introducing VIED to VEF Alliance schools so that VIED could establish a similar cost-sharing arrangement.

In addition to the well-recognized Fellowship Program, VEF provides a short-term, postdoctoral program for Vietnamese nationals to go to the United States. The VEF **Visiting Scholar Program**, launched in February 2007, has provided professional development opportunities for **42 top-level Vietnamese postdocs at 32 major U.S. universities**.

The Visiting Scholar Program consists of:

- ✓ Individualized postdoctoral **professional development** programs 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 or research institute;
- ✓ **Training of Trainers (TOT)** element, requiring the Visiting Scholar, as a trainer, to return to Vietnam and use the knowledge gained to train others; and
- ✓ Six cohorts to date, totaling 42 Visiting Scholars:
 - 2007: 12 Visiting Scholars
 - 2008: 7 Visiting Scholars
 - 2009: 7 Visiting Scholars
 - 2010: 3 Visiting Scholars
 - 2011: 3 Visiting Scholars (One 2011 Scholar deferred to 2012.)
 - 2012: 6 Visiting Scholars
 - 2013: 4 Visiting Scholars

VEF Visiting Scholars are in the United States for no more than one year, so they may have an 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.

Besides sending Vietnamese nationals to the United States for graduate education and for postdoctoral professional development, VEF also selects American citizens to teach at Vietnamese universities. VEF launched the **U.S. Faculty Scholar Program** in December 2007. American professors teach for one to two semesters either on site in Vietnam or via real-time, interactive videoconferencing from the United States. Faculty Scholars who opt for videoconferencing must be on site in Vietnam for at least one week at the beginning and one week at the end of the course(s). Six cohorts totaling **30 American Faculty**

Scholars have been selected to date for **37 Faculty Scholar grants**⁴ to teach courses at **25** Vietnamese institutions:

- 2008: 4 Faculty Scholar grants
- 2009: 2 Faculty Scholar grants
- 2010: 6 Faculty Scholar grants
- 2011: 5 Faculty Scholar grants
- 2012: 9 Faculty Scholar grants
- 2013: 11 Faculty Scholar grants

The VEF U.S. Faculty Scholar Program has an immediate impact because American professors teach at Vietnamese universities for up to one year, and, as required in their grant proposal, their projects must be based on building long-term relationships between their U.S. home institution and their Vietnamese host institution.

In addition to administering the three educational exchange programs, Fellowships, Visiting Scholar grants, and U.S. Faculty Scholar grants, VEF helps to strengthen Vietnam’s internal capacity in science and technology. One of the VEF **capacity building activities** for Vietnam is the academic lecture program, in which VEF arranges for American experts participating in major VEF activities in Vietnam, to lecture in their field of specialization at Vietnamese academic institutions. For this reporting period, VEF arranged for eight American scientists to give lectures or conduct scientific meetings with faculty members and students at seven host academic institutions or organizations in Vietnam.

As a follow-up to the two VEF research reports: (1) *Observations on Undergraduate Education in Computer Science, Electrical Engineering, and Physics at Select Universities in Vietnam*, published in August 2006; and (2) *Observations on the Current Status of Education in the Agricultural Sciences in Vietnam*, published in January 2007, VEF conducted site visits that will lead to a report entitled “**Observations on the Current Status of Higher Education in Agricultural Sciences, Civil Engineering, Computer Science, Electrical Engineering, Environmental Sciences, Physics, and Transport and Communications at Select Universities in Vietnam.**” The follow-up research team consisted of 8 U.S. professors, 4 of whom were members of the two previous projects; and 2 VEF U.S. staff and 4 VEF Vietnamese staff, supported by 11 volunteers, who were 2013 VEF fellows. Site visits took place from July 22 – 27 at 14 Vietnamese universities in Hanoi, Ho Chi Minh City, Can Tho and Thai Nguyen. In addition to the 4 previously surveyed fields of computer science, electrical engineering, physics and agricultural sciences, MOET requested that the study include three additional fields—civil engineering, environmental science, and transport and communications. The VEF Board further stipulated that the situation of graduate students also be addressed in the research.

The research report will review strengths and challenges in undergraduate and graduate education in Vietnam in the seven targeted fields and provide recommendations for innovation and improvement that will enhance the quality of education in these fields in Vietnam to make them more competitive at the regional and international levels.

⁴ Some U.S. Faculty Scholars competed during another application and selection cycle and succeeded in receiving more than one grant.

To execute this quality agenda, VEF has a highly dedicated **professional staff** in its Headquarters in the United States and in its Field Office in Vietnam. The U.S. staff members are U.S. Federal Government employees while the VEF staff members in Hanoi are Vietnamese nationals contracted by VEF. 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, WebEx meetings, direct phone calls, and Skype chats and calls. The U.S. senior staff establishes strategies, policies, and procedures, and they review and finalize 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.

During this reporting period, the U.S. office added a new Human Resources and Administration Specialist position and recruited a Director of Finance and Accounting while the Hanoi Office recruited the Executive Assistant to the Country Director position and the Administration and Program Assistant. Because of the dedicated professional staff, VEF activities are highly successful. To achieve such success, the VEF management remains strongly focused on quality, efficiency, and performance.

VEF has always maintained excellent ongoing relationships with the **U.S. and Vietnamese governments, and with academic and corporate entities**. VEF has regularly visited U.S. and Vietnamese government agencies in Vietnam and in the United States. In the United States, VEF has visited multiple Senate and House offices, the office of the Senate Foreign Relations Committee, and the Bureau of East Asian and Pacific Affairs in the Department of State in order to brief them on VEF activities. In Vietnam, during this reporting period, VEF Board members and staff members visited the U.S. Embassy, the U.S. Consulate General, the U.S. Agency for International Development (USAID), the Ministry of Education and Training (MOET), the Ministry of Science and Technology (MOST), and the Ministry of Foreign Affairs (MOFA). VEF invites the Ministers of MOET and of MOST, or their delegated representative, to give keynote addresses at the VEF Annual and Alumni Conferences with all expenses paid by VEF. VEF communicates regularly with VEF Alliance universities in the United States and with Vietnamese universities by sending announcements on VEF programs, press releases, and new or updated VEF publications. In addition, each year VEF staff visit a select group of U.S. universities that have a significant number of VEF Fellows in order to communicate directly with relevant university staff about VEF and to meet with the VEF Fellows and Scholars studying or carrying out research there. In Vietnam, in order to recruit qualified applicants, VEF staff members give presentations on VEF programs at Vietnamese universities and promote VEF programs at such events as the DELTAS2013VIETNAM⁵: World Delta Dialogues II: Ecosystem Solutions in a World of Unintended Consequences; the Asian University Network (AUN) Closing Ceremony: the 18th AUN Actual Quality Assessment at Program Level at the Vietnam National University, Hanoi, University of Science; the Scientific Research and Engineering Solutions Network Workshop; the International Institute of Education (IIE) Spring and Fall

⁵ The DELTAS 2013 VIETNAM meeting was held in Ho Chi Minh City, Vietnam on May 21-23. Global representatives from many sectors and political circles that converge in watershed management, especially in the complex trans-boundary dynamics of the Mekong, came together to discuss solutions to some of the most acute challenges facing Vietnam and its delta, the broader Mekong River system, and major deltas and watersheds worldwide. VEF served on the Steering Committee for the DELTAS 2013 VIETNAM Conference and provided important information and input that contributed to the success of the Conference.

Fairs in Ho Chi Minh City and Hanoi; the VietAbroad Conference in Hanoi, and the U.S. Guide Annual Conference. VEF has also established other relationships that include memberships in the Council of Graduate Schools (CGS) in the United States and in the American Chambers of Commerce (AmCham) in both Hanoi and Ho Chi Minh City. All of these efforts build confidence and trust between VEF and each entity.

In conclusion, through its high-quality activities and programs, organized and managed by highly capable staff, VEF maintains a solid record of success while keeping within budget limitations. VEF is helping to build fundamental relationships among VEF awardees at all levels, and is also establishing relationships among U.S. and Vietnamese academic institutions and faculty, as well as among U.S. and Vietnamese government and corporate entities. Importantly, the long-term benefits of VEF's efforts will steadily grow as more VEF Fellows graduate and return to Vietnam, as the returning Visiting Scholars put into effect their knowledge gained in the United States, and as the U.S. Faculty Scholars build cooperative programs with Vietnamese institutions. VEF can be seen as an **effective foreign policy tool** to promote U.S. national interests in regard to Vietnam by bringing Vietnam and the United States closer together, primarily through educational exchange, but also through select capacity-building projects. Importantly, VEF has established excellent relationships with Vietnamese government and academic entities. Thanks to the highly qualified students and academics from both countries, U.S. and Vietnamese universities, departments, and faculty members have come to know more about each other, increasing the understanding between these academic communities. VEF can continue to move forward confidently as a high-quality, well-respected, internationally-recognized educational exchange program sponsor, serving as a catalyst for the development of the STEMM fields in Vietnam and for the continuing expansion of positive relationships between the people of the United States and Vietnam.

INTRODUCTION

The Vietnam Education Foundation (VEF), an independent Federal Government agency created by the U.S. Congress in December 2000, has demonstrated its organizational and management capabilities through positive program outcomes during this ninth reporting period from October 1, 2011, through September 30, 2012. 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, 2013, the four **U.S. congressional appointees** were Senator David Vitter, Senator Richard Blumenthal, Congresswoman Loretta Sanchez, and Congressman Joseph R. Pitts. The three **U.S. cabinet-level appointees** were Secretary of Education Arne Duncan, Secretary of State John Forbes Kerry, and Secretary of the Treasury Jacob J. Lew. The congressional and cabinet-level members of the Board typically appoint a designate on their behalf to represent them at VEF Board meetings. In accordance with the VEF legislation, the congressional members do not vote, but the cabinet level members do. The cabinet level designates during this period were Steven Pappas for the Department of Education, who also served as Chair of the Selection and Review Committee; David Plack or Tim Marshall for the Department of State, and Basil Kiwan for the Department of Treasury. The six **U.S. Presidential appointees** sitting on the Board as of the end of September 2013 were the following: Dr. Isaac F. Silvera, serving as Chair of the Board of Directors; Sandy Hoa Dang, serving as Chair of the Finance Committee; David Duong; Marjorie Margolies; Anhlan P. Nguyen; and Quyen N. Vuong, serving as the Chair of the Outreach Committee.

The Board appoints an American citizen as **Executive Director** to oversee VEF operations conducted through two highly coordinated offices: the U.S. Headquarters office, consisting of five U.S. Federal Government employees, including the Executive Director; and the Hanoi Field Office in Vietnam, consisting of nine Vietnamese contracted employees. The programs are 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 legislation⁶, in the following fields: sciences (natural, physical, and environmental), engineering, mathematics, medicine, and technology (including information technology), which are known as the STEMM⁷ fields. VEF activities include a bilateral flow of intellectual talent by bringing qualified Vietnamese nationals to the United States for graduate studies through the VEF Fellowship Program and for postdoctoral professional training and development through the Visiting Scholar Program, and by providing grants to qualified American academics through the U.S.

⁶ P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

⁷ Science, Technology, Engineering, Mathematics, and Medicine

Faculty Scholar Program to teach at Vietnamese universities where they also provide their overall expertise and assistance. VEF requires the Vietnamese nationals to return to Vietnam after completing their programs in the United States in accordance with J-visa immigration requirements and a signed agreement made with each Fellow and Visiting Scholar. VEF also helps to build the internal capacity of Vietnam through a limited number of specific capacity-building projects.

While operating highly effective educational exchange programs and capacity-building projects that benefit both the United States and Vietnam, VEF also maintains excellent relationships with the U.S. and Vietnamese government, academic, and corporate entities. All in all, VEF is an exceptional U.S. government agency, meeting its mission of building the bilateral relationship between the United States and Vietnam through outstanding programs and projects.

FINANCE AND ACCOUNTING

VEF has **operated within the approved 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; this is described in the VEF Act, which is also known as the VEF enabling legislation. Through the end of Fiscal Year (FY) 2013, VEF continued to show a positive balance due to the carryover from previous fiscal years. Balances are expected to become obligated during the lifecycle 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 beginning of FY 2013, the carryover amount from previous fiscal years was **\$3,930,406**. The VEF Board of Directors approved a **budget of \$7,793,688** for FY 2013, encompassing October 1, 2012, to September 30, 2013 (*Appendix 3: Fiscal Year 2013 Budget Approved by the VEF Board of Directors*). Of this total, **65% (\$5,040,756)** was allocated as direct costs related to VEF educational exchange programs and capacity building projects. This figure includes the following budget categories as listed on the FY 2013 budget: Fellow Expenses, New Fellow Expenses, Pre-Fellow Expenses, Visiting Scholar Program, U.S. Faculty Scholar Program, and Fellow and Visiting Scholar Alumni Conference, Follow-up Research Project, and outreach activities. The remaining **35% (\$2,752,932)** consisted of costs related to the direct support for the program mission, such as the expenses to conduct the applicant reviews and to organize the interviews in Vietnam; for staff travel to organize VEF events such as the Annual Conference, the Pre-Departure Orientation for the new Fellows and Visiting Scholars, the Interview Mission to select new Fellows, and the Alumni Conference; for Board member travel to VEF Board meetings and to observe VEF activities; for personnel costs; and for the operations of the VEF Headquarters in Arlington, Virginia, and the operations of the VEF Field Office in Hanoi. However, in compliance with the Sequestration Act of 2012, VEF was sequestered \$255,000 during FY2013. Therefore, VEF closed FY 2013 having obligated \$6,363,468 of its total budget.

The VEF Board of Directors **Finance Committee** meets regularly in advance of each Board meeting to discuss all financial matters to present to the full Board. The members of the Finance Committee during this reporting period were Sandy Dang, who served as Chair; David Duong; Basil Kiwan (representing the Department of the Treasury); and David Plack or Tim Marshall (representing the Department of State).

Regarding oversight of VEF's financial condition as required by the U.S. Federal Government Office of Management and Budget (OMB), an **annual financial audit** was performed by Rocha & Company, P.C., Certified Public Accountants, located in Washington, D.C. The FY2013 independent auditor's report (*Appendix 4: Auditor's Report for Fiscal Year 2013*) stated the following results:

- *The financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles.*
- *Significant deficiencies in internal control over financial reporting related to entity-level controls and controls over disbursements.*

Attached to, and included within, the Auditor’s Report were the following VEF financial statements, which were part of the auditor’s report package:

1. Balance Sheet (As of September 30, 2013 and 2012)
2. Statement of Net Cost (For the Years ended September 30, 2013 and 2012)
3. Statement of Changes in Net Position (For the Year ended September 30, 2013 and 2012)
4. Statement of Budgetary Resources (For the Years ended September 30, 2013 and 2012)

To assist in financial matters and to ensure that VEF is in compliance with the rules and regulations of OMB, 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 EDUCATIONAL EXCHANGE PROGRAMS

FELLOWSHIP PROGRAM

The flagship VEF Fellowship Program, which serves as VEF’s primary educational exchange activity, focuses on graduate education in the STEM fields authorized by legislation. While VEF supports Master’s degree study, VEF prefers doctoral degree study because the more advanced degree requires greater in-depth study and research in the field of specialization. Thus, VEF is helping to provide Vietnam with the best-trained individuals possible. Furthermore, a doctorate typically prepares individuals to assume more significant, decision-making positions when they return to Vietnam, and a doctorate generally allows more access to relationships with U.S. academic and professional entities.

Since the beginning of the Fellowship Program in 2003, VEF has selected and placed a total of **467 outstanding Vietnamese nationals at 92 top graduate schools across the United States**. These Fellows were chosen from a large pool of Vietnamese applicants through a competitive and transparent process.

TOTAL NUMBER OF FELLOWS

To date, the community of 467 VEF Fellows placed in U.S. universities consists of **11 cohorts**.⁸ The VEF Fellowship cohorts consist of the following groups, which are identified by the beginning of the academic year during which they began their U.S. university studies:

1. 2003: 19 Fellows
2. 2004: 81 Fellows
3. 2005: 46 Fellows
4. 2006: 37 Fellows
5. 2007: 40 Fellows
6. 2008: 38 Fellows
7. 2009: 37 Fellows
8. 2010: 34 Fellows
9. 2011: 39 Fellows
10. 2012: 49 Fellows
11. 2013: 47 Fellows

The VEF legislation was enacted in 2000, but operations did not begin until 2003. For this reason, the appropriated funds had accumulated and so permitted VEF to award a large number of Fellowships in 2004. Since operations began, the average number of Fellows selected per year is 42 (467 Fellows/11 cohorts).

The final numbers in cohorts 2010 and 2011, as reported in earlier Annual Reports, have decreased slightly since a few Fellows have withdrawn from their VEF-funded programs for personal or family

⁸ “Cohort” is the designation of a group of Fellows from a particular competition or year.

reasons. A small percentage of Fellows has failed to perform at the minimum level expected in their graduate programs, and some have been offered another scholarship or full funding from another source. If a VEF Fellow withdraws before graduate studies begin, VEF may fill some of these vacancies through recommended Process B candidates. However, VEF Fellowships that become vacant after mid-April cannot be filled typically since these candidates must accept their graduate admission offers by April 15 in accordance with a mutual agreement among all U.S. graduate school programs.

Because of additional funds available through conservative financial management, the VEF Board of Directors decided to increase the number of Fellowships per year from 40 to 45, beginning with the 2011 cohort, although only 39 were funded for 2011. The Board increased the number of Fellowship awards for the 2012 and 2013 cohorts and, as a result, 49 and 47 Vietnamese nationals were awarded Fellowships respectively during these two years.

ENROLLMENT AS OF FALL 2013

As of the fall 2013, **218 VEF Fellows were enrolled** in graduate programs in the United States from cohort 2006 to 2013.

- Most Fellows (**95%**) are pursuing a **doctoral degree** while some (**5%**) are pursuing a **Master's degree**.
- **Females make up 37% and males 63%.**
- The 218 Fellows from cohorts 2006 through 2013 are attending **67 U.S. universities** and **146 divisions or departments** within those universities. The majority (**81%** or 54/67) of the universities are VEF Alliance members. Most Fellows (**88%** or 191/218) are enrolled in VEF Alliance schools. In some cases, a particular division or department at the Alliance school does not participate in the VEF Alliance cost-sharing agreement, but all U.S. schools and departments that admit a VEF Fellow must agree to the VEF cost-sharing terms.

The Fellows' fields of study can be sub-divided into eight general areas:

1. Engineering (38%)
2. Computer Science (19%)
3. Biological and Biomedical Sciences (18%)Public Health (7%)
4. Agriculture (6%)
5. Physical Sciences (5%)
6. Mathematical Sciences (5%)
7. Natural Resources (1%)

Forty-seven VEF Fellows enrolled in graduate programs at 30 U.S. universities in the fall term of the academic year of 2013-2014 (*Appendix 5: 2013 VEF Fellows*).

- Most of these VEF Fellows (85% = 40/47) are pursuing a doctorate while the minority (15% or 7/47) are pursuing a Master's degree.
- Males make up 64% (30/47) and females 36% (17/47).

If a Fellow is admitted to an M.S./Ph.D. degree, he or she is shown in Appendix 5 as pursuing a Ph.D. because the doctoral degree is his/her ultimate intention.

FELLOWS ON ACADEMIC TRAINING

After completion of their degree, Fellows are encouraged to apply for **Academic Training (AT)** in the United States, which provides real-work experience that is directly related to their field of study. 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 allowed by VEF for all Fellows is 18 months, a policy that was mandated by the Board of Directors as a way to encourage an earlier return to Vietnam.

As of September 2013, **59** VEF Fellows are continuing their academic program in the United States by pursuing Academic Training (AT) under VEF visa sponsorship.

FELLOWSHIP GRADUATES

Most VEF Fellows are in Ph.D. programs, requiring a minimum of five years for completion. While some Fellows may need more time to complete their doctorates, VEF urges completion within a five-year time frame, if possible. If they must extend beyond five years to complete their degree, they must be fully supported by their U.S. university.

As of September 2013, **190 (41%) of the 467 VEF Fellows have completed their academic program:** 119 doctoral degrees (63%) and 71 Master's degrees (37%). In summary:

- ✓ **157** (83%) are employed: 68 (43%) are working in the academic and research sector; 50 (32%) are working in the corporate sector; 20 (13%) are heading their own private companies or are self-employed; 15 (10%) are working in the developmental sector; and 4 (2%) are working in the civil service sector.
- ✓ **18** (9%) are continuing their doctoral study or pursuing other graduate programs with other sources of funding.
- ✓ **9** (5%) have just returned to Vietnam and are looking for employment. **6** (3%) are currently in the United States on J-2 visa status (spouse of a J-1 student) or on F-2 status (spouse of an F-1 student).

All VEF Fellows are on J visas that require a two-year home residency in Vietnam after completion of the academic program. They cannot re-enter the United States on an immigrant or work visa until they have completed a two-year stay in Vietnam.

2014 FELLOWSHIP APPLICATION PROCESS

VEF provides two different ways to apply for a Fellowship: Process A and Process B. The 2014 Fellowship Program finalists were interviewed in July and August 2013 and, thus, are described during this reporting period. As with all VEF Fellowship and Grant awards, the VEF Board of Directors must

finalize the selection of all Fellowship recipients. The following describes the Fellowship selection process for the 12th cohort of Fellows, known as the 2014 cohort, slated to enroll in fall 2014.

Vietnamese nationals, who are not already enrolled in a U.S. graduate program, 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) General Test and evidence of English language competence, such as the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or graduation from a post-secondary degree program in an English-speaking country;
- Screening of the application;
- Oral Exam/Interview Orientation, conducted by VEF in preparation for interviews; and
- Oral Exam/Interview, conducted in Vietnam by American professors and scientists (one year before the intended U.S. university enrollment).

The 2013 VEF Fellowship **interview panels consisted of ten American scientists/professors** (*Appendix 6: 2013 U.S. Review Panels for VEF Oral Exam/Interview Mission*), who evaluated the applicants' preparation and potential for success in a U.S. graduate program. The intensive 45-minute individual interview is conducted entirely in English by two panelists, who independently assign a score to each candidate.

One hundred eleven (111) finalists were invited to interview for the 2014 VEF Fellowship Program, out of 458 initial registrants, who registered in the fall of 2012. Of these 111, eight withdrew from the interviews for personal reasons, so 103 individuals completed the Oral Exam/Interview. Of the applicants recommended for graduate school by the U.S. interviewers, the top 40 were recommended to receive VEF Fellowships to begin graduate studies in the fall of 2014 and became VEF Fellowship nominees⁹. The next 36 recommended candidates were classified as alternates, who would fill the available slot of any nominee, who dropped out or who was not accepted to a U.S. university. VEF selects an alternate to take the place of a nominee based on the average interview score; ties are broken in accordance with criteria established by the VEF Board of Directors, and include consideration of minority status, gender, field of study, and region of the country.

VEF provides further support to the Process A finalists, who are considered nominees:

- University Application Orientation sessions, conducted by VEF
- Financial support from VEF for the following:
 1. Editorial review of a personal essay to be submitted as part of the application to U.S. universities
 2. GRE General Test fee

⁹ The best candidates, 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 can be selected as a VEF Fellow.

3. GRE Subject Test fee if the Test is required by any of the five recommended U.S. universities
4. Submission of standardized score reports for up to five U.S. universities
5. Application fees for up to five U.S. universities that are not members of the VEF Alliance (described below)

With advice and guidance from VEF throughout the university application process, Process A nominees submit and monitor their applications to U.S. universities on their own. By late March or early April, all nominees provide VEF with their final U.S. university admission letters and valid VEF Financial Agreement Forms. The nominee also indicates to VEF his/her preferred university, explaining the reason for choosing that particular university admission over another.

The second way to apply for a VEF Fellowship is through Process B, which is intended for Vietnamese nationals, who have succeeded in gaining admission to a leading U.S. university on their own without the assistance of VEF. Process B involves the following:

- Submission of a completed VEF application and U.S. university admission letter
- Technical review of the application by U.S. scientists and academics
- Submission of the VEF form completed by the U.S. university, indicating acceptance of the VEF financial terms
- Phone interview by VEF staff to verify English language competence

For the 2014 cohort, Process B will proceed only if awards are still available after the nominees and alternates of Process A are granted Fellowships. Successful finalists from Process B, if any, will fill the slots of any of the 40 Process A nominees and 36 alternates, who drop out or who do not succeed in getting admitted to a U.S. university. In essence, Process B finalists serve as a second group of alternates. They are listed in rank order, and the slots from Process A that become available are filled by the Process B candidates in rank order, as determined by their averaged review scores.

The final list of recommended Fellowship recipients includes both nominees and alternates from Process A, who received university admission, and the successful finalists from Process B. This list is presented to the VEF Board of Directors for their final selection of Fellowship recipients during the April Board meeting before the fall term in which the new Fellows are expected to enroll.

FINANCIAL SUPPORT FOR FELLOWS

As a **cost-sharing arrangement between VEF and the U.S. host university**, VEF pays an annual grant of \$27,000 to the university for each Fellow for each of the first two years. In exchange, the university provides all required tuition, fees, health insurance, and a monthly stipend for 12 months 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 or other university funding.

In addition, VEF provides an annual Professional Development Grant (PDG) to Fellows in the amount of \$1,000 per year to all Fellows, who are sponsored by VEF and who are enrolled full-time and not engaged in Academic Training.

VEF provides additional financial support for each Fellow as follows:

1. All costs related to the **Pre-Departure Orientation** conducted in Vietnam by VEF, costs for the visa application (if any), and costs for a **physical exam and inoculations** that are required by the U.S. university, 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. However, a specific performance level in the ESL training cannot be a condition of admission. VEF does not fund ESL at any other time.
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 and serves as interim insurance until the Fellow is able to secure more permanent health or medical insurance required of all international students in the United States.
6. All costs related to the **VEF Annual Fellows and Scholars Conference** in the United States while the Fellow is enrolled or on Academic Training.

VEF provided an explanatory letter of the **financial support provided to VEF Fellows at U.S. universities** for all nominees to submit to each U.S. university to which they applied during the fall of 2012 and early spring of 2013. The 2013 cohort of Fellows enrolled in the fall of 2013.

2013 GRANT LETTER FOR FELLOWS

VEF issued a comprehensive **grant letter**, covering the duration of each individual's academic program in the United States, to each 2013 Fellow. The obligations of the Fellow are detailed in the grant letter, which must be 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 reference to the Fellow's obligation to return to Vietnam with all dependents at the completion of the Fellow's academic program.

SUMMARY

The **VEF Fellowship Program** is a highly successful program that recruits and selects the most talented Vietnamese students in a transparent, merit-based process, and further assists them during the process of graduate school application. VEF's cost-sharing financial arrangements allow VEF to leverage substantial support from the U.S. universities. VEF independently manages all immigration and financial matters, thus providing greater quality control. Through its various Fellowship activities, VEF builds 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. 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 exchange program.

VISITING SCHOLAR PROGRAM

Now in its seventh year, the VEF Visiting Scholar Program has placed 42 Scholars at U.S. universities since 2007. The program provides Vietnamese nationals, who have been awarded Ph.D. degrees in STEMM fields, with short-term professional development opportunities at U.S. academic institutions.

The Visiting Scholar Program supports **postdoctoral professional development**. The professional development may include studies, research, or observational activities carried out at an appropriate U.S. academic or research institution. These **self-designed programs**, which are arranged under the guidance of U.S. professors serving as mentors, are between 5 and 12 months in length and may include formal courses, workshops, seminars, laboratory or field research, and other types of professional development activities. Upon return 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 Visiting Scholar competition is highly selective and is based on the following criteria:

1. Evidence of superior academic achievement as a scholar in Vietnam
2. Quality and value of the Visiting Scholar professional development plan
3. Demonstrated commitment to the educational and scientific development of Vietnam
4. Demonstrated commitment of support from the U.S. host institution

TOTAL NUMBER OF VISITING SCHOLARS

As of fall 2013, VEF had awarded grants to **42 Visiting Scholars** whose fields of study mirror those supported by VEF. The numbers of Visiting Scholars in each cohort to date are as follows:

1. 2007: 12 Visiting Scholars
2. 2008: 7 Visiting Scholars
3. 2009: 7 Visiting Scholars
4. 2010: 3 Visiting Scholars
5. 2011: 3 Visiting Scholars
6. 2012: 6 Visiting Scholars
7. 2013: 4 Visiting Scholars

For the Academic Year 2013-2014, VEF awarded 4 Visiting Scholar grants (*Appendix 7: 2013 VEF Visiting Scholars*). In Vietnam, the Visiting Scholars work as university lecturers, researchers at research institutes, or as administrators at either type of institution. The 2013 cohort of Visiting Scholars are in self-designed professional training programs at three different U.S. universities. All of the four Visiting Scholars opted for twelve-month programs and began in the fall 2013. Three of the four Visiting Scholars are female (75%). The 2013 cohort of Visiting Scholars is expected to finish the postdoctoral program in the United States by September 2014.

Visiting Scholar finalists were interviewed face-to-face during the VEF Oral/Exam Interviews conducted in August 2013. Leading U.S. professors provided their recommendations to VEF regarding each finalist.

VISITING SCHOLAR ALUMNI

As of September 2013, 38 Visiting Scholars have completed their programs and returned to Vietnam. The average training period for the 38 Visiting Scholars is 12 months. During their programs in the United States, aside from their research activities, most of the Visiting Scholars also observed classes, attended conferences and workshops, and joined other professional development activities. Upon return to Vietnam, they were expected to conduct seminars and workshops, implement new research or cooperation projects, apply new teaching methods, and use the knowledge and skills acquired in the United States to train others. They also play an essential role in strengthening the VEF Alumni Network.

FINANCIAL SUPPORT FOR VISITING SCHOLARS

Visiting Scholar training programs vary from 5 to 12 months in length. For each VEF Visiting Scholar, VEF provides the total amount of the fixed **monthly stipends** (\$2,300 per month), though the stipend is prorated for any partial month. The stipend is provided to cover reasonable living expenses in the United States, including lodging, meals, local transportation, and incidentals. In addition, VEF provides a \$300-per-month **Professional Development Grant (PDG)** for each VEF Visiting Scholar for professional development expenses.

Funds are not provided directly to the Visiting Scholar, but rather through the U.S. host institution. The number of months or partial months is calculated according to the dates of the VEF Visiting Scholar's academic program, as approved by the VEF Board of Directors. The funds for the stipend and the PDG for the period of the Visiting Scholar's program is provided to the U.S. institution for distribution to the Visiting Scholar.

In addition, VEF provides the following financial support for a Visiting Scholar:

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. Expenses to attend the **VEF Annual Fellows and Scholars Conference** in the United States during the grant period, if the Visiting Scholar is in the United States at the time of the conference.

2013 GRANT LETTER FOR VISITING SCHOLARS

VEF issued a comprehensive **grant letter** for each Visiting Scholar, which specifies the duration of the training program and the obligations of the Scholar. 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 Visiting Scholar's and obligation to return to Vietnam with dependents after the completion of the training program.

SUMMARY

The **Visiting Scholar Program** meets the VEF legislative mandate by offering a postgraduate program as 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."¹⁰ Though the Visiting Scholar Program provides only a small number of grants each year, the program has a more immediate impact since Visiting Scholars pursue their programs in the United States for no longer than one year and must share the 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 to be closely-related groups of skilled scientists and professionals. They are not only instrumental in the continuing development of science and technology in Vietnam, but as a result of their U.S. experience, they will also help to build the relationship between the United States and Vietnam through their academic and professional ties and through sharing their experiences in the United States with the Vietnamese during and after their U.S. program. Fostering a strong community and ongoing solidarity among the Fellows and Visiting Scholars is an extremely important goal for VEF. Such cooperative professional relationships are essential to move Vietnam forward globally in the STEMM fields.

¹⁰ Quoted from Sec. 202. (1) (A) of P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

U.S. FACULTY SCHOLAR PROGRAM

The U.S. Faculty Scholar Program fulfills the VEF legislative mandate as stated in the VEF Act that “... United States citizens can teach in the fields [supported by VEF] in academic institutions in Vietnam.”¹¹ As a result, the U.S. Faculty Scholar 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 may lead to sustainable partnerships

The U.S. Faculty Scholar **teaches one or more courses in English** for one or two terms (fall and/or spring) at a 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 and teach at the Vietnamese host institution(s) for at least one week at the beginning and one week at the end of the teaching program. The Vietnamese host institutions serve as the visa sponsor for the American Faculty Scholars. While VEF serves as the organizer and sponsor for this project, the Vietnamese host institution(s) and the cooperating U.S. institution collaborate with the Scholar in order to deliver a successful course.

An applicant for the U.S. Faculty Scholar grant must submit a proposal to VEF through an online application. The call for proposals for the 2013 U.S. Faculty Scholar Grants was advertised widely throughout the United States and Vietnam through print media as well as by email notification to VEF contacts, program participants, and VEF Alumni.

TOTAL NUMBER OF U.S. FACULTY SCHOLARS

As of Fall 2013, VEF has awarded **37 U.S. Faculty Scholar** grants¹² to **30** American professors in five cohorts:

1. 2008: 4 Faculty Scholar grants
2. 2009: 2 Faculty Scholar grants
3. 2010: 6 Faculty Scholar grants
4. 2011: 5 Faculty Scholar grants
5. 2012: 9 Faculty Scholar grants
6. 2013: 11 Faculty Scholar grants

¹¹ Quoted from Sec. 202. (1) (B) of P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

¹² Some U.S. Faculty Scholars competed during another application and selection cycle and succeeded in receiving more than one grant.

For the academic year 2013-2014, VEF awarded 11 grants to 11 American professors, two (2) of whom had received a U.S. Faculty Scholar Grant in the past (*Appendix 8: 2013 U.S. Faculty Scholars*).

Eight (8) Scholars will teach via video conferencing from the United States, which requires at least one week of teaching in Vietnam at the beginning and at the end of the course. Two (2) will integrate both teaching methods (on site and via video conferencing) over a more equal time distribution. One (1) will teach on site in Vietnam.

To date, U.S. Faculty Scholars have chosen most often to teach via videoconferencing from the United States with 17 (57%) choosing this method, while nine (30%) have chosen to teach on site in Vietnam and four scholars (13%) have used a hybrid approach, combining face-to-face and videoconferencing.

U.S. FACULTY SCHOLAR ALUMNI

As of September 2013, 21 U.S. Faculty Scholars had completed their teaching programs in Vietnam. These U.S. Faculty Scholar Alumni have contributed to capacity building in the STEM fields in Vietnam through teaching and related research activities. They have also helped Vietnamese institutions to develop curriculum, to integrate research opportunities, to improve student learning outcomes, and to conduct student and instructor evaluation. Through the teaching programs of these Faculty Scholars, the positive collaborative relationships between U.S. and Vietnamese higher education institutions and faculty members have been expanded in a way that should lead to sustainable partnerships. The U.S. Faculty Scholar Alumni are an integral part of the VEF Alumni Network, and many of them continue to support VEF and the VEF Fellows and Scholars community. Some have served as reviewers and interviewers for the VEF Application and Selection Process. Many have continued their collaborations without VEF funding.

FINANCIAL SUPPORT FOR U.S. FACULTY SCHOLARS

U.S. Faculty Scholars grants **provide a maximum of \$55,000**. The Scholar budget must indicate additional funding provided by the home or host university, whether pledged in cash or as an in-kind or direct contribution from the U.S. and Vietnamese universities. VEF usually pays the grant to the Scholar's U.S. home institution, but has sometimes paid it directly to the U.S. Faculty Scholar. At the end of the course(s), any teaching materials and equipment purchased through the grant must be given to the Vietnamese host university or universities. VEF also pays expenses for the U.S. Faculty Scholars to participate in the VEF Annual Fellows and Scholars Conference held at a U.S. university during the academic year of their Faculty Scholar grant.

2013 GRANT LETTER FOR U.S. FACULTY SCHOLARS

The grant letter 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 and 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 the Director of Finance, Accounting, and Administration.

A Press Release in September 2013 provided the public with brief details on the sixth group of the 2013 VEF U.S. Faculty Scholars.

The U.S. pre-departure Orientation for the 2013 cohort of U.S. Faculty Scholars was held on May 13, 2013, at the VEF U.S. Headquarters office. The agenda included presentations by each Faculty Scholar on his/her 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.

Two Vietnam arrival Orientations were held in Hanoi at the VEF Hanoi Field Office for the 2013 cohort on August 20 and September 16, 2013 as the Faculty Scholars started their teaching programs in Vietnam at different times. To enhance the information presented during the earlier U.S. Orientation, the U.S. Faculty Scholars were briefed further about teaching and living in Vietnam. In addition, the Faculty Scholars were introduced to representatives of the U.S. Embassy, the American Chamber of Commerce (AmCham), and representatives of the Ministry of Education and Training (MOET) as well as the Ministry of Science and Technology (MOST).

SUMMARY

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

PROGRAMS IN GENERAL

VEF 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 hired a full-time Senior Program Officer, serving as the official Responsible Officer (RO) as well as a full-time Program Associate, serving as the Alternate Responsible Officer (ARO), both housed in the U.S. Headquarters. In addition, as a backup, the Executive Director is designated as an ARO and serves when needed. Their role involves managing all matters related to immigration and visas for Vietnamese nationals, who are Exchange Visitors under VEF sponsorship.

The RO and ARO regularly use 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 programs 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 MOU TEMPLATE

In 2005, in order to achieve the cost-sharing mandate of the VEF legislation, VEF conducted a major campaign to establish cost-sharing agreements with U.S. universities that would like to host VEF Fellows. This community of academic institutions, known as the **VEF Alliance**, consists of U.S. universities that share in the VEF mission and that benefit from its success. As of September 2013, **112 leading American universities** are members of the VEF Alliance (*Appendix 9: VEF Alliance: 112 U.S. Universities*).

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 in its initial campaign, any accredited U.S. university with graduate programs in fields supported by VEF may join the VEF Alliance. VEF seeks to collaborate with the Alliance by identifying and recruiting the best scholars from Vietnam to attend 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.

Other U.S. universities, who are not members of the VEF Alliance, may admit VEF Fellows to their graduate programs as long as the university agrees in writing that it accepts the VEF Financial Terms. Thus, non-Alliance members are included among the U.S. universities that host VEF Fellows, but VEF does not collaborate with and assist non-Alliance members to the same extent as it does with Alliance members.

PRE-DEPARTURE ORIENTATION

To bolster the success of new VEF Fellows and Visiting Scholars and to meet the requirements of the U.S. Department of State Exchange Visitor Program, VEF provides a **Pre-Departure Orientation (PDO)** for all new VEF Fellows and Visiting Scholars prior to their departure from Vietnam. The postdoctoral Visiting Scholars are able to network with VEF Fellows, and this contact 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 learn about the multitude of issues that an international student/scholar encounters when living in the United States and about the way American academia functions. Prior to the PDO in June 2013, a press release provided the public with brief details on the eleventh cohort of VEF Fellows and the seventh cohort of Visiting Scholars.

The PDO is an important step in facilitating the new Fellows' and Visiting Scholars' transition to American culture and to U.S. campus life. VEF organizes the intensive PDO in two sections:

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

For the 2013 cohort, VEF organized the PDO in Nha Trang, Khanh Hoa, Vietnam, from June 9-14, 2013 (*Appendix 10: 2013 Pre-Departure Orientation*). Starting with the **team-building event** held at Nha Trang Beach, the first two days consisted of outdoor games and activities organized by Phat Tire Ventures, an American company contracted by VEF, with extensive experience providing outdoor and experiential training in Vietnam. Through physical activities, the Fellows and Visiting Scholars were able to experience the following challenges, preparing them better for real-life situations in the United States:

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

The PDO experiential activities were organized to give the Fellows and Visiting Scholars self-confidence in situations that mirror what they might encounter in the transition to a new culture and environment in the highly competitive American academic environment. Team-building exercises break down perceived differences in age, gender, and socio-economic position, so that each Fellow and Scholar can learn how to work as a team and contribute to the good of the group.

The final two days of the PDO were held at the Sheraton Nha Trang Hotel. VEF invited VEF Alumni to participate in this part of the PDO and to share their experiences. In addition, the Deputy Principal Officer of the U.S. Consulate General in Ho Chi Minh City welcomed the new Fellows and Visiting Scholars and provided advice on general adjustment matters. This dynamic **cultural and academic portion** of the orientation consisted of interactive presentations, lectures, and discussions, which included the following topics:

- Academic life (advisors, campus orientations, course choices, grading, graduate assistantships, language assistance, and planning for a thesis or dissertation)
- Campus life (bank accounts, health and well-being, housing, social life, and travel)

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

During the June 2013 PDO, for the third time, VEF called for participation of all Fellows and Visiting Scholars in a story contest, entitled “My Journey to VEF.” This served as an opportunity for Fellows and Scholars to share memorable stories of their journey so far and their success in receiving the VEF Fellowship or VEF Visiting Scholar Grant. The six submitted stories enhanced better understanding among VEF Fellows and Scholars. Some of the stories will be considered for inclusion in a future VEF publication that could motivate other Vietnamese nationals, who would like to pursue graduate studies and postdoctoral programs in the United States.

10TH ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE

VEF encourages the development of a community among VEF Fellows and Scholars to help them establish professional and personal ties while in the United States and maintain them when they return to Vietnam. As one means to this end, VEF organizes an annual conference in the United States so that VEF Fellows, Visiting Scholars, and U.S. Faculty Scholars can interact with each other and with the U.S. scientific community. The VEF Fellows and Scholars Association (VEFFA), a 501c3 established by VEF Fellows with the encouragement of VEF, also joins in this effort. VEF provides VEFFA with meeting space and shares in the planning of some conference events.

The tenth **Annual VEF Fellows and Scholars Conference**, “Leading the Change” was organized in Tallahassee, Florida, on January 3-5, 2013 (*Appendix 11: 10th Annual VEF Fellows and Scholars Conference Agenda*) and was hosted by Florida State University in Tallahassee, Florida, a member of the VEF Alliance. The conference provided VEF Fellows and Scholars with opportunities for professional career and leadership development, networking, and scientific sessions. The gathering also allowed for casual interaction through optional recreational activities, a VEFFA Idol Night, and a Gala Dinner that included cultural entertainment and awards organized by the Fellows. The conference agenda included the following:

- Welcoming remarks by Dr. Nguyen Vu Tung, Deputy Chief of Mission, Embassy of the Socialist Republic of Vietnam in the United States, by Mr. Tran Ba Viet Dzung, the Director-General, International Cooperation Department, Ministry of Education and Training, Vietnam, and by Dr. Mai Ha, the Director-General, International Cooperation Department, Ministry of Science and Technology, Vietnam
- Presentations made by Dr. Gary K. Ostrander, Vice President for Research and Nancy Marcus, Dean of the Graduate School, Sir Harold W. Kroto, Nobel Laureate for Chemistry (1996), and other representatives of Florida State University
- Scientific Poster Session
- Leadership training and workshops facilitated by representatives of Florida State University and invited guests

- Forum with members of the VEF Board of Directors
- VEF Fellows and Scholars Association (VEFFA) Annual Meeting
- Motivational presentations and discussions on professional career and leadership development, including:
 - ✓ Fostering an Ecosystem for Change in Research and Education in Vietnam
 - ✓ Créativité Sans Frontières
 - ✓ Leading the Change in Vietnam: Stories of Challenges and Successes

The tenth Annual Conference was the first event in the year that marked the 10th anniversary of VEF since it began operations in March 2003. On this occasion, a documentary film entitled “A Bridge to the Future” was premiered at the Conference. The film captured the history and achievements of VEF over the past 10 years. The three versions, (20-minute, 3-minute, and 1-minute), of the film in both English and Vietnamese are available at www.vef.gov.

5TH VEF ALUMNI CONFERENCE

As of September 2013, VEF had a network of 249 Alumni: 190 Fellows, 38 Visiting Scholars, and 21 U.S. Faculty Scholars. VEF organized an Alumni Conference in Vietnam for VEF Alumni, which was established by the Board of Directors as an annual event in 2010.

The 5th VEF Alumni Conference was held June 14 - 16, 2013, in Nha Trang, Khanh Hoa, Vietnam, with the theme *VEF Alumni: Giving Back to Vietnam* (*Appendix 12: 5th VEF Alumni Conference Agenda*). The Conference was organized in three sections:

1. Friday, June 14: (a) outreach activity at Nha Trang University, with an advising session and open discussion on how to seek financial support for and succeed in graduate study in the United States; and (b) Alumni community service project
2. Saturday, June 15: (a) visit to Nha Trang University, that included laboratory visits and interactive discussions with Nha Trang University scientists, faculty members, and students; (b) parallel working group discussions on Alumni projects; and (c) group networking activities
3. Sunday, June 16: Wrap-up and presentation of each working group

Among nearly 110 attendees, the Conference attracted 96 VEF Alumni, of whom 79 were past Fellows and 17 were past Visiting Scholars.

The 5th VEF Alumni Conference serves as a forum for VEF Alumni to share rich and productive discussions, design programs, and lay out plans of action for prospective collaborative projects, so that they can maximize their contributions to Vietnam. They also had a chance to learn more about opportunities for funding from the National Foundation for Science and Technology Development (NAFOSTED), which is part of MOST, and the Fostering Innovation through Research, Science and Technology (FIRST) Project that will be funded by the World Bank in Vietnam. Furthermore, the Conference also highlighted the achievements and contributions of the VEF Alumni and explored the most effective means to prepare other VEF Fellows and Visiting Scholars for their return to Vietnam and

how they might best apply their education and experience in the United States to the Vietnamese environment. The Alumni working group addressed the following five topics:

1. VEF Alumni Summer Courses (First summer course to be piloted at Nha Trang University)
2. Contributing to Communities: Health Care and Beyond
3. Training for Success: Soft Skills for Students
4. Best for Business: Connections that Count
5. From an Idea to a Plan: Create the Possibilities (open session for potential projects)

Following the successful model of the 3rd and the 4th VEF Alumni Conferences, this year's Conference was hosted at Nha Trang University, an outstanding higher education institution in the Center region of Vietnam. Conference participants had an opportunity to visit member departments and institutions within Nha Trang University, to interact with students, staff and faculty members, to share knowledge and experience, to explore potential collaborations, and to create networks. Specific departments and institutions included:

1. Department of Aquaculture and Centre for Aquatic Breeds and Diseases
2. Department of Biotechnology and Environment
3. Department of Food Technology
4. Department of Mechanical Engineering
5. Department of Transportation Engineering

Besides the VEF Alumni, participants included invited speakers and representatives from the Vietnam Ministry of Science and Technology, the U.S. Consulate General, Ho Chi Minh City, and the Viasa Fund, notably Dr. Le Thanh Binh (Deputy Director, Department of International Cooperation, MOST), Mr. An Le (U.S. Consul General), and Dr. Alan Phan (Chairman, Viasa Fund).

As a public service activity and as an integral part of the Conference, VEF facilitated the arrangements for a group of Alumni and VEF staff to visit the SOS Children's Village in Nha Trang and provided the Village with in-kind and financial donations contributed by the VEF Board members, staff, and Alumni. This was a continuation of the community service activities that were organized during the 2nd, 3rd, and 4th VEF Alumni Conferences.

For the 5th VEF Alumni Conference, VEF received a donation of U.S. \$2,300 and other in-kind support from various organizations in Vietnam. All funds were applied toward the expenses and needs of the Alumni Conference.

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 that do the following: (1) promote science and technology initiatives; (2) build the relationship between U.S. and Vietnamese institutions and government entities; and (3) help to lay the foundation for the return of VEF Fellows and Visiting Scholars to their home country. While some earlier capacity-building activities (workshops and seminars) were meant to address the legislative mandate for Americans to teach at Vietnamese institutions, the U.S. Faculty Scholar Program now fulfills that directive in the VEF legislation.

In the past, capacity-building activities organized by VEF also included research publications and special projects that involved, or were requested by MOET, MOST, or the U.S. Embassy in Vietnam. During this reporting period, VEF arranged for eight of the ten U.S. experts who were in Vietnam to evaluate VEF Fellowship and Visiting Scholar applicants to give lectures and meet with students, faculty, and administrators at two Education USA Advising Centers and a number of educational institutions in Hanoi and Ho Chi Minh City. As VEF focuses more on its exchange programs, the capacity building efforts have naturally diminished, due to limited funds.

FOLLOW-UP RESEARCH

About 7 years after publishing the 2 VEF reports: (1) *Observations on Undergraduate Education in Computer Science, Electrical Engineering, and Physics at Select Universities in Vietnam*, published in August 2006; and (2) *Observations on the Current Status of Education in the Agricultural Sciences in Vietnam*, published in January 2007, VEF conducted the Follow-up Research project that will be entitled “Observations on the Current Status of Higher Education in Agricultural Sciences, Civil Engineering, Computer Science, Electrical Engineering, Environmental Sciences, Physics, and Transport and Communications at Select Universities in Vietnam.” A series of site visits to 14 Vietnamese higher education institutions was conducted in July 2013 to reassess and update findings from the two earlier reports. In addition to the 4 previous fields of specialization—agricultural sciences, computer science, electrical engineering, and physics, the visits included 3 new fields—environmental sciences, civil engineering, and transport and communications at the request of MOET.

The site visits were endorsed by several Vietnamese ministries, government agencies, universities, and the U.S. Embassy in Hanoi. VEF provided organizational and logistical support, funding for the U.S. researchers, who were volunteering their time, and for the VEF support team. The final written report will appear in 2014.

The site visits sought to review both the strengths in undergraduate and graduate education in Vietnam and the challenges that remain in the fields of agricultural sciences, civil engineering, computer science, electrical engineering, environmental sciences, physics, and transport and communications, especially in light of the previous two reports. The new report will develop recommendations for innovation and

improvement to enhance the quality of education in these fields and to make Vietnam more competitive at the regional and international levels.

The research team (*Appendix 13: Site Visit Participants*) included eight U.S. experts in the subject areas listed above, including those who participated in the two previous research reports. Three senior level VEF staff members were involved in organizing and managing the project as well as in compiling the results for the final review of the U.S. site visitors.

In preparation for the visits, online surveys were conducted with more than 900 administrators, instructors and students to provide a baseline on Vietnamese higher education. The site visits took place July 22 - 27, 2013, at 14 Vietnamese universities in Hanoi, Ho Chi Minh City, Can Tho, and Thai Nguyen (*Appendix 14: Follow-up Research List of 14 Vietnamese Participating Universities*), which included face-to-face interviews with 575 administrators, instructors, students, university alumni, and employers. Insights gleaned from this study and recommendations and suggestions for further development should be useful not only to the 14 participating Vietnamese universities, but also to other Vietnamese universities as they work toward improving the quality of education programs in the seven targeted fields, as well as in other fields.

LECTURE/PRESENTATION PROGRAM

As part of its capacity-building efforts, VEF arranges for American experts, who are visiting Vietnam under VEF sponsorship, to give lectures and presentations at Vietnamese academic institutions or research institutes and at the U.S. Embassy in Hanoi and the U.S. Consulate in Ho Chi Minh City. The annual Interview Mission, also known as the VEF Oral Exam/Interview, brings a number of U.S. professors to Vietnam under VEF sponsorship to serve on panels to interview finalists for the VEF Fellowship and the VEF Visiting Scholar grants.

Prior to the start of the annual Interview Mission, VEF informs the professors that they may volunteer to give public lectures and presentations in their specializations or knowledge base, and VEF then confirms their willingness to participate. VEF informs Vietnamese academic institutions in Hanoi and in Ho Chi Minh City, as well as U.S. government entities, about the availability of these U.S. experts and provides abstracts of their presentations. In turn, the organizations contact VEF if they are interested, and VEF makes the logistical arrangements.

During the VEF Interview Mission in July-August 2013, eight of the ten American professors, each representing a different U.S. academic institution, volunteered to give lectures or presentations or to conduct scientific or specialized meetings for faculty members and students at five academic institutions in Vietnam and for the public at Education USA in Hanoi or Ho Chi Minh City (*Appendix 14: Capacity Building Activities of U.S. Interviewers in Vietnam*). The lecture/presentation program was very well received by Vietnamese higher education institutions and research institutes and by the U.S. Embassy and Consulate.

SUMMARY

VEF capacity building efforts build the relationship between U.S. and Vietnamese institutions and government entities and strengthen the foundations in Vietnam for the return of VEF Fellows and Visiting Scholars to their home country. Furthermore, through these activities, VEF has become well-known as an excellent U.S. government agency, offering outstanding programs in Vietnam and for the Vietnamese.

MANAGEMENT AND ADMINISTRATION

The VEF Headquarters office is located in the United States, and the VEF Field Office is in Vietnam. The U.S. Headquarters is fully responsible for all VEF activities. The U.S. office staff members are U.S. Federal Government employees while the Vietnam office staff members are employed through a Vietnamese human resources contractor that second the Vietnamese employees to VEF. As a U.S. Federal Government agency, VEF can only hire U.S. citizens in permanent positions. To assist VEF with hiring and salary/benefits payments, the Vietnamese human resource company is responsible for arranging payments to the VEF Vietnamese staff for salary, awards, and other benefits and is responsible for ensuring there is compliance with Vietnamese Labor Laws and with VEF internal regulations as stated in the VEF Staff Handbook for the Hanoi office.

U.S. HEADQUARTERS OFFICE

Located in the metropolitan Washington, D.C., area as mandated by the VEF legislation, the VEF U.S. Headquarters office is located in offices within an executive office suite in Arlington, Virginia. With the VEF office in Virginia, the location allows easy access to congressional and cabinet level members of the VEF Board of Directors, to members of Congress in general, and to other significant entities located in the U.S. Capitol.

Staff continuity is important in meeting VEF's mission and goals and in assuring 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 organizations contracted by VEF are capable of covering necessary activities in the absence of critical staff. During this reporting period, two personnel change occurred in the VEF U.S. office, while operations continued successfully and uninterrupted. Specifically, in March 2013, Ms. Donna Brickers was appointed to the position of **Human Resources and Administration Specialist**; and in April 2013, Mr. Taylor Wynings was appointed to the position of **Director of Finance and Accounting** in the replacement of Ms. Lana Walbert, the former Director of Finance, Accounting and Administration who resigned in February 2013.

VIETNAM FIELD OFFICE

The VEF Field Office in Vietnam functions independently while working cooperatively and closely with the U.S. Embassy in Hanoi and the U.S. Consulate General in Ho Chi Minh City. The VEF Field Office is located in an office suite in a professional office building in Hanoi, which allows easy access to visitors. Under the guidance and direction of the U.S. staff, the Hanoi Field Office employees organize and execute activities in Vietnam; manage specified processes involved in the various VEF programs and activities; create and implement IT needs and requirements, and manage the VEF program data. The U.S. Headquarters Executive Director is the final authority in overseeing and managing all personnel, financial expenditures, and operations of the VEF Hanoi Field office.

During this reporting period, a few personnel changes occurred in the VEF Hanoi Field office. They are specifically as below:

1. In May 2013, for the first time, VEF had a temporary position of Executive Assistant to the Country Director. Ms. Hang Trinh was appointed to this position.
2. In August 2013, Ms. Ha Phuong Nguyen resigned from her position of Program Assistant to pursue higher education. Ms. Hanh Huy, who was holding the Administration and Program Assistant, was selected to fill this vacant position after an internal search. Following that change, Ms. Anh Hoang was appointed to the Administration and Program Assistant in the same month.
3. Also in August 2013, Mr. Hung Do resigned from his position of IT and Data Technician to relocate to the U.S.

STAFF DEVELOPMENT

VEF is dedicated to having high-quality, professional staff to ensure that VEF runs efficiently. VEF has developed several ways to provide professional development for the staff as a whole, for the staff on specific teams, and for individual staff members.

As a means of professional development, staff from both offices travel to either Vietnam or to the United States each year, not only to assist with major VEF activities during that time, but also to provide or participate in training activities. Typically, four or five VEF **Hanoi staff members travel to the United States** for multiple purposes in January each year: (1) to assist with the Annual VEF Fellows and Scholars Conference; (2) to visit select U.S. universities; (3) to visit and get training from GSA staff in Kansas City, Missouri; and (4) to meet with U.S. staff at the U.S. Headquarters. In January 2013, Dr. Phuong Nguyen, Ms. Hanh Bui, Ms. Hanh Nguyen, Ms. Ha Phuong Nguyen, and Mr. Hung Do went to the United States for professional development. Also, in order to build understanding about the VEF financial procedures, the Director of Finance, Accounting, and Administration, Ms. Lana Walbert, arranged for the Hanoi staff involved in financial matters, specifically Ms. Hanh Nguyen and Mr. Hung Do for this year, to accompany her to GSA Kansas City for training. Generally, select VEF **U.S. Headquarters staff members travel to Vietnam** for periods of two to three weeks, and each staff member travels for different reasons, which include the following: (1) to oversee the administration of the Hanoi office; (2) to develop and guide the management of VEF activities; (3) to provide training; (4) to deliver presentations and to oversee major VEF events, organized under their direction; and (5) to meet with U.S and Vietnamese entities of interest to VEF.

Besides, to assist individual staff in their professional growth, VEF provides funds for training each year, which must be related to the employee's needs identified during the annual performance evaluation. Each Hanoi office staff is allotted up to \$1,000 per year for such training. The U.S. staff must identify a training program to meet his or her professional development needs as described in the summary evaluation letter issued to each staff member by the Executive Director. In all cases, the Executive Director provides the final approval for training of all staff.

SUMMARY

The **two VEF offices function exceptionally well** together, despite the geographical distance and cultural differences between the United States and Vietnam. The staff communicates continually via emails, phone calls, conference calls, WebEx meetings, and internet Skype chats and calls. As the final authority, the U.S. senior staff establishes strategies, finalizes policies and procedures, reviews final documents, and oversees all operations, all with the final approval of the Executive Director. The Hanoi staff members manage the logistics of VEF activities in Vietnam and assist with all VEF programs and activities with oversight and approval by the U.S. Headquarters office. VEF management remains strongly focused on quality, efficiency, and performance, and makes every effort to ensure that VEF meets its mission and goals.

RELATIONSHIPS WITH GOVERNMENT AND OTHER EXTERNAL ENTITIES

U.S. GOVERNMENT RELATIONS

On January, 28, the Chair of the VEF Board, Dr. Isaac Silvera, Dr. Lynne McNamara, and VEF staff members met with Dr. William Colglazier, the Science Advisor to the U.S. Secretary of State. Dr. Colglazier has offered strong support for the VEF exchange programs for many years.

On May 19, the Executive Director and VEF staff also visited Deputy Assistant Secretary, Susan Stevenson of the Bureau of East Asian Pacific Affairs, U.S. Department of State, to inform her about our programs and initiatives.

VEF took a strong leadership role in the U.S./Vietnam Joint Commission Meeting (JCM), and participated in several preparatory meetings (April 17, August 13, August 29, and September 18). The Executive Director was the Co-Chair with Sonia Ortega of the National Science Foundation of the Break-Out Group on Educational Exchange. Dr. McNamara also served as a moderator for that session and the Open Forum, held on September 23, at George Mason University. Responsibilities have continued in helping to finalize the action items for 2014-15. VEF has also volunteered to assist with the State Department's' Diaspora Program to encourage Vietnamese Americans to support efforts of educational and economic development in Vietnam.

VIETNAMESE GOVERNMENT RELATIONS

VEF meets regularly with government ministries in Vietnam as well as with the Embassy of Vietnam in the United States in order to maintain positive ongoing relationships and to introduce new Board members, new VEF staff, and other invited guests. VEF also seeks to update the ministries and the Embassy on VEF successes and activities, to hear about any concerns or interests, and to invite Vietnamese government representatives to attend VEF events as observers or keynote speakers.

In Vietnam, VEF maintains frequent contact with the **Ministry of Education and Training (MOET)** as well as the **Ministry of Science and Technology (MOST)**. In addition, VEF keeps in contact with the **Ministry of Foreign Affairs (MOFA)**. Typically, major meetings are scheduled during the visits of the VEF Executive Director to Vietnam and, in particular, when VEF Board members are in Vietnam to attend a VEF event.

In July 2013, VEF organized a Preliminary Findings Session to provide initial findings and recommendations after site visits to 14 Vietnamese universities undertaken on behalf of the site visits on higher education in Vietnam. Representatives from MOET, MOST, MOFA, the Ministry of Transport and the Vietnam Academy of Agricultural Sciences attended the session and showed positive support for the project.

In the United States, VEF maintains close relationships with the **Vietnam Embassy** in Washington, D.C. In January of 2013, 5 staff members from Hanoi met with his Excellency, Nguyen Quoc Cuong. During

this reporting period, VEF assisted the representative of MOST at the Vietnam Embassy in communications with, and introductions to, various U.S. universities.

On January 23, 2013, VEF co-sponsored an Education Roundtable held at the Vietnam House. VEF identified possible participants and sent out the initial invitations to educators, policy-makers, VEF Board Members, Fellows, and grant recipients across the country. Speakers and panel members included representatives from the Ministry of Science and Training and the Ministry of Science and Technology, the VEF representative from the U.S. Department of Education, Sylvia Crowder, and from several U.S. universities, including Arizona State University and the University of Missouri.

VEF met with the National Council for S&T Policy when the delegation visited the United States on October 10, and met with a delegation from MOST on December 3, 2013. Both delegations were investigating best practices for on peer review.

In 2013, VEF invited the Ministers of MOET and MOST (or their representative) to give keynote speeches at the VEF Annual Conference in the United States and at the VEF Alumni Conference in Vietnam at VEF expense. VEF also invited them to attend other VEF events as observers at their own cost. VEF usually invites the Deputy Chief of Mission, Embassy of Vietnam in the United States to speak at the VEF Annual Conference. Other representatives from the Vietnam Embassy in Washington, D.C., are also invited to the Annual Conference at their own cost. In this way, VEF Fellows, Scholars, and Alumni have an opportunity to hear from, and interact with, top government officials from Vietnam; and the MOET, MOST, and Vietnam Embassy representatives have the opportunity to observe VEF activities first-hand.

Through all of these interactions, VEF creates and maintains good will and cooperation and further builds the relationship between the United States and Vietnam.

U.S. UNIVERSITY RELATIONS

Following the 2013 Annual Fellows and Scholars Conference in January 2013, two VEF staff members and three staff members from Hanoi visited the University of Florida, Gainesville.

VEF met the following universities to discuss establishing MOUs or better relationships: New York University Polytechnic School of Engineering, the University of Kansas, the University of North Carolina, Chapel Hill, the University of California, Los Angeles, and Arizona State University. During the course of the year, NYU Polytechnic School of Engineering and Arizona State University signed MOUs and became new VEF Alliance Members. The other schools, which are already members of the alliance, wanted to discuss ways that they might cooperate with VEF to increase the number of Vietnamese students at their institution and to establish better contacts with Vietnamese universities. Three representatives of the University of North Carolina at Chapel Hill wished for advice in regard to their efforts to establish a new program on improving medical care in Vietnam.

VIETNAMESE UNIVERSITY RELATIONS

VEF continues to build relationships with **Vietnamese universities**. On a regular basis, VEF informs Vietnamese universities about the following:

1. Announcements on all VEF programs (Fellowships, Visiting Scholar grants, U.S. Faculty Scholar grants);
2. Opportunities to attend the VEF Annual Fellows and Scholars Conference;
3. Possibilities of observing VEF activities, such as the Fellowship and Visiting Scholar interviews;
4. Opportunities to host a U.S. professor, who is sponsored by VEF in Vietnam, to give a lecture or presentation; and
5. Exchange of website links to reinforce information updates. To date, the following Vietnamese universities have posted the VEF website on their university website and VEF provides a link to theirs at the VEF website: Hanoi University of Science -Vietnam National University Hanoi; Danang University of Education; and the University of Danang; HCM University of Technology, University of Technology and Transport, University of Technical and Education, Ho Chi Minh City, Hanoi School of Public Health, HCM University of Transport, HCM University of Science.

As additional activities on an annual basis, the VEF Hanoi staff reaches out to Vietnamese universities in order to conduct presentations or seminars with the participation of VEF Alumni on the various opportunities that VEF offers through its exchange programs. Among the multiple Vietnamese universities visited during this reporting period are the Public Health Faculty of the Hanoi Medical University, the Vietnam Maritime University, the National University of Civil Engineering, International University - Vietnam National University, the University of Transport and Communications and the Vietnam Military Technical Academy. In addition, VEF assists in introducing Vietnamese universities to U.S. government entities and U.S. universities, upon request.

In the year 2013, which marks its 10th Anniversary, VEF also worked closely with Vietnamese Universities to conduct a follow-up research entitled "Observations on the Current Status of Higher Education in Agricultural Sciences, Civil Engineering, Computer Science, Electrical Engineering, Environmental Sciences, Physics, and Transport and Communications at Select Universities in Vietnam". In carrying out the research, VEF paid site visits to 14 Vietnamese Universities in Hanoi, Ho Chi Minh City, Can Tho and Thai Nguyen (*Appendix 15: Follow-up Research: List of 14 Vietnamese Participating Universities* and *Appendix 16: Sample Agenda for Follow-up Research Site Visits*). Administrators, instructors and students from these universities responded to survey questions as well as participated in face-to-face interviews designed by VEF. The VEF research team received excellent support and appropriate pre-arrangement from the universities for these visits to happen. The interactions during the follow-up research continue to build a stronger relationship between VEF and Vietnamese universities, and hence foster better understanding of the Vietnam Higher Education system. The opportunity to be in closer contact with these universities also outlined the opportunities for improvement in the current system and how to better address the needs of students and education experts. All in all, VEF aims to build positive relationships with Vietnamese universities that demonstrate interest in the multiple aspects of the mission of VEF.

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's efforts will steadily increase 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 in regard to Vietnam, and in bringing Vietnam and the United States closer together. VEF continues to move forward confidently as a high-quality, well-respected, internationally-recognized educational exchange program. VEF remains a catalyst for the strong development of the STEMM fields in Vietnam and for the continual opening of positive relationships between the people of the United States and Vietnam. Without a doubt, VEF is a notable success for the United States government.

* * * * *

APPENDICES

APPENDIX 1:
VIETNAM EDUCATION FOUNDATION BOARD OF DIRECTORS

As of September 30, 2013

Isaac F. Silvera, Ph.D. – Chairman

Professor
Harvard University

Richard Blumenthal

U.S. Senator

Sandy Hoa Dang

Principal
11plus Philanthropy Consultants

Arne Duncan

U.S. Secretary of Education

David Duong

CEO, California Waste Solutions

John Forbes Kerry

U.S. Secretary of State

Jacob J. Lew

U.S. Secretary of the Treasury

Marjorie Margolies

President
Women's Campaign International

Anhlan P. Nguyen

IT Portfolio Manager
University of Texas
MD Anderson Cancer Center

Joseph R. Pitts

U.S. Congressman

Loretta Sanchez

U.S. Congresswoman

David Vitter

U.S. Senator

Quyen N. Vuong

Executive Director
International Children Assistance Network (ICAN)

APPENDIX 2:
VIETNAM EDUCATION FOUNDATION STAFF
As of September 30, 2013

Note: After listing the head of each office, the VEF staff is listed alphabetically in English order by family name.

VEF U.S. Headquarters Office, Arlington, Virginia

Lynne A. McNamara, Ph.D.

Executive Director

Donna L. Brickers

Human Resources and Administration Specialist

Sandarshi Gunawardena

Senior Program Officer

Margaret K. Petrochenkov, Ph.D.

Program Officer

Taylor Wynings

Director of Finance and Accounting

VEF Vietnam Field Office, Hanoi

Phuong Nguyen, Ph.D.

Country Director

Hanh Bui

Program Manager

Anh Hoang

Administration and Program Assistant

Hanh Huy

Program Assistant

Huyen Le

Deputy Director of Finance, Accounting, and Administration

Tu Ngo

IT and Data Manager

Cuong Nguyen

Program Assistant

Hanh Nguyen

Executive Assistant for Finance and Administration

Hang Trinh

Executive Assistant to the Country Director

**APPENDIX 3:
FISCAL YEAR 2013 BUDGET APPROVED BY THE VEF BOARD OF DIRECTORS**

TOTAL Budget	\$7,793,688
Fellow Expenses	\$3,510,455
University Expenses (includes 2012 and 2013 cohorts)	\$2,970,000
Annual VEF Conference in U.S. (includes new Fellows)	\$267,455
Professional Development Grants (PDG) (Includes all active Fellows)	\$217,000
Travel for Graduates Returning to Vietnam (35 Fellows)	\$56,000
New Fellow Expenses (2013 Cohort) (60 Fellows)	\$269,840
Travel (including insurance) to the U.S.	\$97,920
Settling-in Allowance (\$505 per Fellow)	\$30,300
Health Checks (\$300 per Fellow)	\$18,000
English as a Second Language (ESL) Required by Univ. of Fellows (5 Fellows)	\$35,000
Pre-Departure Orientation (PDO)	\$88,620
Pre-Fellow Expenses	\$223,154
Nominees* Statement of Purpose (SOP); UnivAppl Orientation Meeting Expenses	\$5,000
Applicants** Prep Exp (Univ. Visits, Orientations, GRE Reimb.)	\$1,200
August Interview Mission in Vietnam	\$216,954
Visiting Scholars (4 VS up to 12 months in U.S.)	\$212,587
Cohort 2012 - Annual Conference in January 2013	\$6,870
Cohort 2012 - Return Travel to VN	\$9,600
Cohort 2013 - Travel to the US (One way)	\$6,400
Cohort 2013 - Monthly Stipend (\$2300 per month)	\$165,600
Cohort 2013 - Travel and Medical Insurance (Annual)	\$3,200
Cohort 2013 - Professional Development Grant (PDG) (\$300/mthly)	\$14,400
Cohort 2013 - PDO	\$3,297
Cohort 2013 - Settling-in Allowance	\$2,020
Cohort 2013 - Health Check	\$1,200
U.S. Faculty Scholars (10 FS)	\$563,250
Faculty Scholar Grant (2013 Cohort)	\$550,000
Annual VEF Conference in U.S.-Travel & Costs (2012 Cohort)	\$13,150

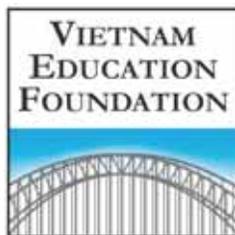
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Local transportation for FS Orientation in VN	\$100
Fellow and Scholar Alumni Conference in Vietnam	\$58,470
VN Invited Guest(s) - Travel and Lodging	\$3,160
VEF Alumni - Travel and Lodging	\$43,000
Meeting Expenses	\$12,310
Follow Up Research Project	\$78,000
U.S. Professors - Travel and Lodging	\$60,450
Temporary project assistant	\$10,500
Other expenses	\$7,050
Higher Education Consortia	\$100,000
Higher Education Consortia Grant	\$100,000
VEF 10th Anniversary	\$30,000
Additional invited guests to VEF receptions	\$3,100
VEF film production	\$12,000
Promotional gifts	\$7,500
Other PR activities	\$7,400
Outreach to Educate about VEF	\$25,000
Outreach to Educate about VEF	\$25,000
Contractual Services	\$299,700
Contractors in Vietnam	\$95,900
Professional Memberships (e.g., NAFSA, AmCham, CGS)	\$6,300
General Services Administration (Acctg, Legal, HR)	\$80,000
Annual Audit	\$35,000
Transcript Services	\$7,500
Computer Tech Support (U.S.)	\$10,000
Press Releases/Publicity	\$15,000
Miscellaneous	\$25,000
Education Conference with US Embassy in Vietnam	\$25,000
VEF Staff Travel	\$303,641
International Travel	\$208,641
Domestic Travel	\$68,000
Emergency Travel Fund (not just for Staff)	\$20,000

VIETNAM EDUCATION FOUNDATION – ANNUAL REPORT 2013

SOS Medical Assistance	\$7,000
Board Member Expenses	\$147,400
Board Member Salaries	\$20,088
Board Member Domestic Travel	\$26,312
Board Member International Travel	\$100,000
Board Member Local Travel (Taxi, etc.)	\$1,000
Personnel Expenses	\$1,672,290
U.S. Staff (Salary & Benefits)	\$966,150
Hanoi Staff (Salary & Benefits)	\$643,320
Staff Training (ESL/ Communication/Professional Development)	\$45,000
VEF Staff Retreat	\$17,820
Rent, Communication and Utilities	\$185,652
Rent/ Utilities - U.S.	\$91,800
Rent/ Utilities - VN	\$75,852
Communication (cell phones, edge card, FedEx, etc.)	\$18,000
Supplies and Materials	\$114,250
Supplies/ Materials - U.S.	\$50,400
Supplies/ Materials - VN	\$63,850

***APPENDIX 4:
AUDITOR'S REPORT FOR FISCAL YEAR 2013***



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Lynne A. McNamara, Ph.D.
Executive Director

Message from the Executive Director

December 16, 2013

Board of Directors

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Professor
Harvard University

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LSU Health Sciences Center-
Shreveport

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David Duong
CEO, California Waste Solutions

John Forbes Kerry
U.S. Secretary of State

Jacob J. Lew
U.S. Secretary of the Treasury

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Associate Professor, Political
Science
Duke University

Anhlan P. Nguyen
IT Portfolio Manager University
of Texas
MD Anderson Cancer Center

Joseph R. Pitts
U.S. Congressman

Loretta Sanchez
U.S. Congresswoman

David Vitter
U.S. Senator

Quyen N. Vuong
Executive Director
International Children Assistance
Network (ICAN)

The Vietnam Education Foundation (VEF) was established by the U.S. Congress in 2000 and its legislation is inscribed in the Vietnam Education Foundation Act of 2000. In brief, VEF is an independent executive level agency and reports directly to the President of the United States. It is governed by a Board of Directors, which selects an Executive Director to run the day-to-day activities. The VEF mission is to further the process of reconciliation and to build the bilateral relationship between the United States and Vietnam, thus serving the interests of both countries through education in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology). The annual budget for VEF is U.S. \$5 million fixed, beginning in fiscal year 2001 and continuing through 2018. VEF began operations in 2003 and has enjoyed a high level of success in its many activities over the last ten years.

VEF concentrates on two main activities: (1) scholarships and grants for Vietnamese and U.S. nationals; and (2) capacity building in Vietnam.

The VEF Fellowships and Grants Program consist of three key activities:

1. Fellowship Program: Established in 2003. As of September 30, 2013, VEF has brought to the United States a total of 485 Fellows for graduate degree programs. Currently 252 Fellows have graduated and have either returned to Vietnam or continued on to post-degree Academic Training.

2. Visiting Scholar Program: Established in 2007. As of September 30, 2013, VEF has brought a total of 42 Visiting Scholars to the United States for post-doctorate professional development programs, and 38 have completed their program and returned to Vietnam.

3. U.S. Faculty Scholar Program: Established in late 2007. As of September 30, 2013, VEF sponsored 38 grants for 30 different American professors to teach at Vietnamese universities, both on-site in Vietnam or via videoconferencing.

The VEF Capacity Building Program consists of activities to build the scientific and technological capacity of Vietnam. VEF has sponsored nearly 100 U.S. scientists, engineers, and experts from more than 60 U.S. institutions to deliver lectures and

presentations at over 50 Vietnamese host institutions throughout Vietnam. In the past, VEF had been involved in several special projects, including the potential development of Millennium Science Initiative (MSI) Centers of Excellence, the investigation of the prospective establishment of a top-tier university in Vietnam, the development of Vietnam OpenCourseWare (VOCW), and research reports on the status of higher education in Vietnam.

In April 2013, a new Director of Finance and Accounting (DFA) joined VEF's team. Shortly after the arrival of the new DFA, several lapses in internal control were discovered and VEF management promptly began the process of rectifying these shortcomings. The attached audit report details these lapses, and VEF management has addressed the findings, and provided corrective action plans, where appropriate, directly within the report. Appendix A details a list of changes to internal controls during the latter half of FY2013. Despite the lapses in internal controls, the audit opinion does note that VEF's financial statements for the fiscal year 2013 are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles.

As we move forward, VEF management continues striving toward the goal of leaving a profound scientific and technological impact on Vietnam through the various VEF programs and efforts. Our efforts are always directed toward a bright and productive future for U.S.-Vietnam relations.

Please feel free to contact us at any time.

Sincerely,



Lynne A. McNamara, Ph.D.

VEF Executive Director

Performance and Accountability Report (PAR) FY 2013

Mission

The Vietnam Education Foundation (VEF), an independent federal agency created by the U.S. Congress in December 2000, has continued its dynamic growth during this tenth reporting period from October 1, 2012, through September 30, 2013. By law, VEF is governed by a Board of Directors, including the Secretaries of State, Treasury, and Education, all of whom have ongoing appointments on the Board; two U.S. Senators and two U.S. Representatives, who have six-year non-renewable appointments; and six Presidential appointees on three-year renewable terms. VEF operates as an independent establishment of the Executive Branch under Section 104 of Title 5, United States Code. VEF is funded through the Vietnam Debt Repayment Fund, which is described in Sections 203, 206, and 207 of the Vietnam Education Foundation Act (U.S. Public Law 106-554). VEF is authorized to award Fellowships and grants on a cost-sharing basis, Section 206 (d), and to "receive money and other property donated, bequeathed or devised," Section 209 (a) (2).

VEF is a special initiative by the Government and the people of the United States to promote closer relations between the United States and Vietnam. VEF does this by providing opportunities for Vietnamese nationals to pursue graduate and post-graduate studies in the United States in the sciences (natural, physical, and environmental), engineering, mathematics, medicine (including public health), and technology (including information technology) and for American citizens to teach in the same fields of study at Vietnamese universities. The mission of VEF is to help Vietnam build excellence in these fields, and by doing so, bring the United States and Vietnam closer together. Specifically, VEF aims to help Vietnam establish a science, engineering, and medical community of people and institutions that can implement a strong teaching and research agenda, create economic growth, maintain scientific cooperation with the United States, and enable Vietnam to gain from, and contribute to, scientific and technological advances globally.

VEF focuses on educational exchange activities to achieve its purposes. Highlighting the efforts of VEF are the following: a) Fellowship Program, which sends Vietnamese nationals (VEF Fellows) to the United States for graduate study; b) Visiting Scholar Program, which supports Vietnamese nationals (VEF Visiting Scholars), 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 c) U.S. Faculty Scholar Program, which provides grants to American professors (U.S. Faculty Scholars) to build capacity in science and technology in Vietnam by teaching classes at Vietnamese universities either on-site or via teleconferencing from the United States.

NOTE: All the data/numbers listed below are as of September 30, 2013.

Organizational Overview

In order to accomplish its mission, VEF has established two offices. The headquarters in Arlington, Virginia, was established in March 2003; and the field office in Hanoi, Vietnam, was established in November 2003.

VEF employs six full-time positions in Arlington, Virginia: (1) Executive Director; (2) Director of Finance and Accounting; (3) Senior Program Officer; (4) Program Associate; (5) Program Officer; and (6) Human Resources and Administration Specialist. VEF also has a staff of ten contractors, all Vietnamese nationals, in its Hanoi, Vietnam office.

PERFORMANCE GOALS AND RESULTS

Fellowship Program

Since 2003, VEF has financially supported 485 VEF Fellows, most of whom pursue Ph.D. degrees, at U.S. universities. In order to become a VEF Fellow, the applicant must go through a rigorous selection process that is open, competitive, and transparent; and the applicant must then succeed in being admitted to a graduate school in the United States. In addition to submitting scores of standardized exams, applicants are interviewed in Vietnam by a panel of American experts. There are two ways that a Vietnamese can be considered for a VEF Fellowship:

1. Process A. The candidate goes through a nationwide competitive process in Vietnam conducted by VEF and, in the past, with the support of the National Academies. VEF has now assumed full responsibility for administering in-house the application and selection process of its programs. This process involves a review of qualifications and a personal interview/oral exam with U.S. scientists/engineers, who recommend the chosen candidates for graduate study at U.S. universities.
2. Process B. The candidate gains admission to a leading U.S. graduate program and then applies for a VEF Fellowship.

In both cases, Fellowship award decisions are made by the VEF Board of Directors. All applicants are considered solely on their past academic performance, intellectual capability, and scientific promise. In FY 2013, ultimately 111 qualified applicants were reviewed for the 2013 Fellowship competition and recommended as finalists to be interviewed. In the end, out of the 103 finalists who completed the interviews, VEF awarded 47 Fellowships, which formed the eleventh cohort of the Fellowship Program, which is called cohort 2013 because the group began degree programs in the fall of 2013. In total, 252 Fellows have graduated, some of whom are doing post-degree Academic Training in the United States while the majority have already returned to Vietnam. Annually, VEF organizes and sponsors a conference for all Fellows and Scholars in the United States to network together and to discuss matters related to academic studies, research, developments in their fields, and career planning.

As an annual event, VEF conducts a Pre-Departure Orientation in Vietnam for the newly selected Fellows and Visiting Scholars to familiarize them with U.S. academic and cultural issues. The program includes academic skills, techniques for success in the American university, cross-cultural understanding, and leadership and team-building activities.

To help finance the educational costs of VEF Fellows, VEF has signed agreements with over 100 research universities in the United States to form the VEF Alliance. This arrangement has dramatically reduced the total cost of education for VEF Fellows. Under the arrangement, which gives the same standard financial terms presented to any university accepting a VEF Fellow, VEF agrees to pay universities \$27,000 annually for the first two years that a student is enrolled; and the university supplements this amount in

order to cover all required tuition, fees, health insurance, and normal monthly stipends for twelve months. In most cases, this is significantly less than the amount the university would have charged VEF for full expenses. By the third year, the student must be fully funded by the university, typically through graduate assistantships. Thus, for universities that have agreed to the VEF financial structure, VEF does not have any financial obligation to the university after the third year. Currently, VEF sends the university a grant of \$1,000 annually to be provided to each Fellow for professional development purposes that are specified by VEF as allowable from the first year until the Fellow completes his/her degree program.

Visiting Scholar Program

The VEF Visiting Scholar Program is in its seventh 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 following breakout of 42 Visiting Scholars shows the numbers in each cohort since 2007:

1. 2007 Cohort: 12 Visiting Scholars
2. 2008 Cohort: 7 Visiting Scholars
3. 2009 Cohort: 7 Visiting Scholars
4. 2010 Cohort: 3 Visiting Scholars
5. 2011 Cohort: 3 Visiting Scholars
6. 2012 Cohort: 6 Visiting Scholars
7. 2013 Cohort: 4 Visiting Scholars

The Visiting Scholar Program supports post-doctoral professional development. 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 5 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.

VEF provides the following financial support for the Visiting Scholar:

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

To date, of the 42 Visiting Scholars selected, 38 have completed their program and returned to Vietnam, while 4 are just beginning their programs in the United States during the 2013-2014 Academic Year.

U.S. Faculty Scholar Program

The VEF U.S. Faculty Scholar Program is in its sixth year, having begun its first placements at Vietnamese universities during the Academic Year 2008-09. The U.S. Faculty Scholar Program was developed with three main goals in mind:

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

Funding of a maximum of \$55,000 for each grant is available for the approved Faculty Scholars each year. The applicant for the U.S. Faculty Scholar grant submits a proposal to VEF through an online application. The following summarizes the number of grants issued since the inception of the U.S. Faculty Scholar program:

1. 2008 Cohort: 4 Faculty Scholars
2. 2009 Cohort: 3 Faculty Scholars/2 Grants (1 grant for 2 Faculty Scholars, who taught as a team)
3. 2010 Cohort: 6 Faculty Scholars (1 Scholar of the 2010 cohort deferred to 2011).
4. 2011 Cohort: 5 Faculty Scholars
5. 2012 Cohort: 9 Faculty Scholars
6. 2013 Cohort: 11 Faculty Scholars

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 institution serves 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. institutions collaborate with the U.S. Faculty Scholar to execute a successful teaching program.

To date, VEF has awarded 38 grants to U.S. Faculty Scholars, 11 of whom are teaching during the 2013-2014 Academic Year.

Alumni

VEF promotes continued networking and leadership through its on-going relationship with its Alumni. To that end, VEF conducted the 5th VEF Alumni Conference in Vietnam in June 2013.

Lectures, Research, Seminars, and Workshops Program

In addition to the educational exchange activity of sending Vietnamese nationals to the United States for graduate study and professional development and providing grants for American professors to teach at Vietnamese universities, VEF has sponsored leading U.S. professors and scientists to give lectures and presentations, to offer seminars and workshops in Vietnam, and to conduct specific research studies. The activities have taken place in locations throughout Vietnam -- in the north, the south, and the center of the country -- and were co-sponsored, together with VEF, by a broad spectrum of Vietnamese counterparts.

During FY 2013, VEF arranged for the 10 American professors, who interviewed Fellowship finalists in Vietnam, to give lectures and/or presentations at various Vietnamese universities in Hanoi and in Ho Chi Minh City.

Special Projects

In further efforts to build the internal capacity of science and technology in Vietnam, VEF has been involved in special projects that have been on-going or recurring. Each project may have multiple events over an extended time period. VEF has been committed to these types of projects because of the intended broad and long-term impact to the development of science and technology capacity in Vietnam, thus paving the way for VEF Fellows' and Scholars' return to Vietnam.

In FY2013, VEF conducted a second round of a Research Project on the overall efficacy of the Vietnamese higher education system. This research was conducted, in part, at the request of officials in the Vietnamese government, and the study will be used to further advance the progress of higher education in Vietnam. Eight (8) highly regarded American professors conducted site visits at Vietnamese universities for the research required, and VEF staff aim to complete the draft report on behalf of the professors in the spring of 2014. VEF staff believe the outcomes reached within the Vietnamese higher education system because of the project's findings will further the goal of building the relationship between the United States and Vietnam.

SUMMARY

Through these numerous VEF activities, positive relationships between the United States and Vietnam have been created. The long-term benefits of the VEF Fellowship and Visiting Scholar programs will be evident with time as VEF Fellows and Scholars return to Vietnam. The collaborative relationships that the U.S. Faculty Scholars are building will continue into the future and will serve as the foundation of cooperation for research and academic programs. Furthermore, contributions to the development of science and technology in Vietnam have been achieved through the Lectures, Research, Seminars, and Workshops Program and the Special Projects Program.

Highly successful exchange programs have been established by VEF and, as with any successful venture, success breeds success. Now, VEF has to contend with finding enough resources to fund: (1) an ever-increasing number of individuals qualified for the limited number of Fellowships and Grants; (2) the expansion and development of present and future programs and projects; and (3) the continuing requests from both Vietnamese and U.S. stakeholders for further programs and activities.

FINANCIAL STATEMENT HIGHLIGHTS

Budgetary Resources and Outlays

Beginning in 2002, and in each subsequent year through 2018, VEF receives a mandatory appropriation of \$5 million; and funds not spent in one year are available to be spent in subsequent years. In FY 2013, VEF had total fund resources of \$8.9 million. This was the result of funds appropriated to VEF, but unused, due to an initial low level of financial activity in the fiscal years preceding the beginning of operations in 2003. The fund balance will decrease steadily over the next fiscal years as VEF continues to add additional VEF Fellows and Scholars to the program and further implements its strategic plan. In FY 2013, VEF incurred \$6.4 million in obligations, most of which were related to U.S. university payments.

Systems, Controls and Legal Compliance

The Socialist Republic of Vietnam is responsible for repaying loans owed to the United States. The principal and interest from these debt repayments are made to the U.S. Department of Agriculture (USDA) and the U.S. Agency for International Development (USAID), which in turn transfer the funds to the Vietnam Debt Repayment Fund (VDRF). However, not all of the money deposited in the VDRF is made available to VEF. Only \$5 million is transferred to VEF and any excess amount is transferred to the general fund by the end of the fiscal year.

New and adjusted policies and practices have been developed and more are being developed to respond to ensure that VEF meets all Federal Government laws and rules. The VEF Board and management are employing the highest priorities to assure the quality of VEF's comprehensive internal control framework as well as the quality of its management of risk assessment.

VEF continues to review internal controls and compliance with all applicable laws and regulations regarding federal financial management. Given the small staff size of the office, VEF has a contract with the General Services Administration (GSA) to provide payroll, accounting, and legal services. As a result, VEF's processes and policies in place are typically based on those required by GSA. Indeed, VEF adopts, as appropriate, written guidelines, policies, procedures and practices of GSA with regard to relevant VEF operations, including financial accounting and budgetary management. As noted in the Message from the Executive Director, prefacing this report, an appendix is included which details changes made to VEF internal controls in the latter half of FY2013.

The 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, 2013, 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. VEF continues to put procedures in place to avoid material weaknesses in internal control over financial reporting and compliance. VEF's independent auditors are Rocha & Company, PC, who review the procedures and processes of VEF regarding adequate control mechanisms over its financial management structure and monitoring processes, its accounts payable and disbursement processes, its budgetary accounting and reporting process, and control of its information systems environment. VEF continues to monitor, evaluate, and improve on all procedures, processes, and systems. All negative findings in the FY2013 report from Rocha either have been or are in the process of being resolved.

Future Directions

During ten years of operations from March 2003 to September 2013, VEF has established an excellent infrastructure as well as effective and efficient procedures for maintaining high-quality operations. With an optimistic future vision, VEF will excel to the next level of operations, focusing on sustainable and high standard activities that will not only serve as a bridge between the U.S. and Vietnamese scientific and educational communities, but will also encompass the corporate and industrial communities of the United States and Vietnam.

The goal of VEF, with its small staff and an immense mission, is to leave a profound scientific and technological impact on Vietnam by facilitating cooperative activities between U.S. and Vietnamese research and educational institutions. VEF will continue to help VEF Fellows and Visiting Scholars to build their dreams, to transform their dreams into their visions, and finally to bring their visions into action and reality. VEF will also continue to build the U.S. Faculty Scholar program as a basis for cooperative relationships between U.S. and Vietnamese institutions.

Education is a means to a great end: deeper knowledge, genuine understanding, expanding on the past, and building for the future. VEF Fellows, Visiting Scholars, and Faculty Scholars are contributing enormously to the mutually beneficial relationship between Vietnam and the United States. VEF's efforts, combined with the active involvement of U.S. and Vietnamese scientists, engineers, and experts in the United States and Vietnam, are dynamically building solid connections that bridge the U.S. and Vietnam. These efforts contribute in a very positive way to a bright and productive future for U.S.-Vietnam relations.

At the request of VEF for further clarification of the language in the VEF legislation, which states that VEF can receive donated or bequeathed money and other property, VEF legal counsel has determined that VEF is authorized to do fundraising. The final opinion stated specifically that "the express statutory authority contained in a statute to accept gifts includes the implied authority to solicit gifts." In December 2009, the VEF Board of Directors asked one Board member to identify fundraising processes and potential donors. To be able to accept funds, VEF set up a means by which monies can be received through a special VEF account at the General Services Administration (GSA). Because VEF has gained a very strong and supportive relationship with the Vietnamese government, the Vietnamese government now processes refund payments of taxes that VEF has paid in the past in Vietnam, and the refund/money is transferred to a VEF bank account that has been established in Vietnam. VEF was refunded \$85,035 in FY 2013.

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.

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 and U.S. 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, medicine, and technology in Vietnam and as a catalyst for the continual expansion of positive relationships between the people of the United States and Vietnam.

Appendix A follows providing recent steps that VEF has taken to put into place further internal controls.

APPENDIX A

Vietnam Education Foundation Summary of Changes to Internal Controls

During the latter half of FY2013, VEF instituted a number of new internal controls to protect monetary assets, to include the following:

1. **Financial Management Policy.** The Financial Management Policy is uploaded onto the Online Library, and details VEF's policies and procedures in place to ensure that all purchases are approved by the Executive Director before they are made, and that all invoices and charges to federal purchase and travel cards have proper receipt documentation before being paid.
2. **Reduction in Purchase Card Accounts.** VEF has reduced the number of active purchase card accounts from eight to three. Currently, only the Executive Director, the Director of Finance and Accounting, and the Administration Officer have an account. The Executive Director must approve all charges to any account before they occur, and the Executive Director must consult with the Director of Finance and Accounting before placing charges on her own account.
3. **Signature of Authority.** The Signature of Authority letter is uploaded onto the Online Library, and details which employees are authorized to sign for which transactions. Incompatible duties have been segregated so that one employee cannot complete a transaction with a financial impact without oversight by another. This policy is enforced by an outside entity (the General Services Administration), adding an extra layer of control. GSA will not create a financial obligation or pay an invoice if a correct person's signature is not on the respective document.
4. **Vietnamese Citibank Account Controls.** The Executive Director now approves all transactions conducted in the Hanoi office before they occur. In some cases, Hanoi staff have been delegated a certain purchasing authority with specific vendors. This is to ensure the Hanoi Staff can order basic office supplies, mail packages, print documents, etc. without an approval for every small purchase. In order to get more spending authority, Hanoi staff must provide a justification why they need it and obtain a new approval from the Executive Director. The Director of Finance and Accounting matches all receipts to transactions before approving the disbursement of funds from the Citibank account, and further ensures that expenditures do not exceed the amount approved by the Executive Director.
5. **Separation of Contracting Function from Payment Function.** Previously, the Director of Finance and Accounting functioned as VEF's Contracting Officer and Payments Officer. The contracting duties have been shifted to the Executive Director, who forwards most contracts to GSA Legal Counsel before signing. Only those contracts that are very simple renewals of prior contracts are signed without a review by Legal Counsel.
6. **Upgrades to the Online Management System.** The Online Management System now houses all of VEF's financial transactions and supporting documents. The Executive Director, the Director of Finance and Accounting, the Deputy Director of Finance, Accounting, and Administration (in Hanoi), and the Administration Officer have access to all of these transactions, ensuring that oversight of any and all transactions can occur at any time. The Director of Finance and Accounting regularly reconciles these records to those in GSA's Financial Management Information System (FMIS) to ensure GSA has entered each document correctly.

VEF's independent audit firm's report begins on the next page. Audited financial statements follow that report.

VIETNAM EDUCATION FOUNDATION

FINANCIAL STATEMENTS

As Of And For The Years Ended September 30, 2013 and 2012



Independent Auditor's Report
Board Members and Executive Director
Vietnam Education Foundation

Report on the Financial Statements

We have audited the accompanying balance sheet of the Vietnam Education Foundation (VEF) as of September 30, 2013, and the related statements of net cost, changes in net position, and statement of budgetary resources for the year then ended.

Summary

As discussed in our Opinion on the Financial Statements, we concluded that VEF's financial statements for the fiscal year 2013 are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles.

As stated in the Consideration of Internal Control section of this report, the following findings were identified:

- Significant deficiencies in internal control over financial reporting have been found related to entity-level controls and controls over disbursements.

The following sections further discuss in more detail (1) these conclusions, (2) our conclusions on Management's Discussion and Analysis (MD&A) and other accompanying information, and (3) our audit objectives, scope, and methodology.

Opinion on the Financial Statements

In our opinion, the financial statements including the accompanying notes present fairly, in all material respects, in conformity with U.S. generally accepted accounting principles, the financial position of the Vietnam Education Foundation as of September 30, 2013, and its net costs; changes in net position; and budgetary resources for the year then ended.

The financial statements of the Vietnam Education Foundation as of September 30, 2012 were audited by other auditors whose report dated November 12, 2012, expressed an unqualified opinion on those statements.

Consideration of Internal Control

In planning and performing our audit, we considered the Vietnam Education Foundation's internal control over financial reporting as a basis for designing our auditing procedures and to comply with the Office of Management and Budget (OMB) audit guidance for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on internal control and compliance or on management's assertion on internal control included in the MD&A. Accordingly, we do not express an opinion on internal control over financial reporting and compliance or on management's assertion on

the effectiveness of the entity's internal control over financial reporting or on management's assertion on internal control included in the MD&A.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. A material weakness is a significant deficiency, or combination of significant deficiencies, that results in a more than 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 consideration of internal control over financial reporting was for the purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in VEF's internal control that might be material weaknesses or significant deficiencies. However, in accordance with Government Auditing Standards, we are required to report significant deficiencies in internal control identified during our audit. Significant deficiencies have been identified in the following areas:

- Entity-Level Controls
- Accounts Payable-Disbursement

The details of these significant deficiencies are presented in Exhibit A.

Compliance With Applicable Laws and Regulations

As part of obtaining reasonable assurance about whether the VEF's financial statements are free from material misstatement, we also performed tests of its compliance with certain provisions of laws and regulations for fiscal year 2013. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests of compliance disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Consistency of Other Information

The information in the Management's Discussion and Analysis is not a required part of the financial statements, but is supplementary information required by U.S. generally accepted accounting principles. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of this information. However, we did not audit this information and, accordingly, we express no opinion on it.

The information in the Message from the Executive Director, Performance Section and Other Accompanying Information, is presented for purposes of additional analysis and is not required as part of the financial statements. This information has not been subjected to auditing procedures and, accordingly, we express no opinion on it.

Responsibilities

Management’s Responsibilities. Management is responsible for preparing the financial statements; establishing and maintaining effective internal control over financial reporting; and complying with laws, regulations, contracts, and grant agreements applicable to the Foundation.

Auditors’ Responsibilities. Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in the U.S. Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget (OMB) Bulletin No. 14-02, Audit Requirements for Federal Financial Statements. Those standards and OMB Bulletin No. 14-02 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the agency’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the agency’s internal control. Accordingly, we do not express such an opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

VEF’s written response to the deficiencies in internal control identified in our audit is attached to our report, and was not subjected to the auditing procedures applied in the audit of the VEF’s financial statements and, accordingly, we express no opinion on it.

Rocha & Company, PC

Gaithersburg, Maryland
December 12, 2013

Independent Auditors' Report
Introduction to Exhibits on Internal Control

Our report on internal control over financial reporting is presented in accordance with Government Auditing Standards, issued by the Comptroller General of the United States. The internal control weaknesses and findings related to compliance with certain laws, regulations, contracts, and grant agreements presented herein were identified during our audit of the Vietnam Education Foundation (VEF's) financial statements as of, and for the year ended September 30, 2013. Our findings are presented in the following exhibit:

Exhibit A: Significant deficiencies identified throughout VEF that are not considered a material weakness at the financial statement level.

Independent Auditors' Report
Exhibit A – Internal Control

A-1 Entity-Level Controls

Background: Entity-level controls encompass the overall control environment throughout the entity. This includes the governance and management functions and the attitudes, awareness, and actions of those charged with governance, and management concerning the entity's internal control and its importance in the entity. The control environment sets the tone of an organization, influencing the control consciousness of its people. Entity-level controls are often categorized as environmental controls, risk assessment, monitoring or communications, as defined by the *Committee of Sponsoring Organizations* of the Treadway Commission (COSO), and the Government Accountability Office. These controls must be effective, to create and sustain an organizational structure that is conducive to reliable financial reporting.

Conditions: We noted the following internal control weaknesses related to financial reporting at VEF:

- Weak or ineffective controls affecting some key financial reporting processes. The control deficiencies noted included weaknesses in transactional and supervisory reviews over disbursements, travel reimbursements, and payroll processing. There were several noted instances where employees authorized, approved and processed their own purchases, travel payments and compensation time pay outs.
- Controls are not functioning within an acceptable degree of precision over management's quarterly review of financial statements and supervisory reviews over journal vouchers, including understanding the business events that trigger a financial reporting event that are performed by External Services Branch (BCED) of the General Services Administration (GSA). During our audit we noted BCED performs accounting analysis and financial reporting services for VEF that are not reviewed for validity or understanding. VEF has not fully engaged certain program and operational personnel, or utilized available data to review the financial reporting process performed by GSA.

Cause/Effect: Management has not established or implemented an effective internal control system. VEF has implemented several new procedures and internal controls to correct known deficiencies. However, some procedures still require improvements to fully consider all circumstances or potential errors that could occur in the process. These control deficiencies contributed to several instances

during our testing where disbursements and purchases did not have proper supporting documentation that would enable a third party to verify the appropriateness and accuracy of the transactions.

Criteria: The Government Accountability Office's Standards for Internal Control in the Federal Government

Recommendations: We recommend that VEF:

1. Emphasize and train employees on the critical aspects of key transactional and supervisory review controls, including the precision of the review, the need for supporting documentation, and impact to the financial statements;
2. Expand the monthly financial statement review process to incorporate entity-level review of activities into the evaluation and assessment process.

Management's Response: VEF acknowledges that during the audited time period (FY2013), effective controls were not completely in place over disbursements, travel reimbursements, and payroll processing. VEF has put into place a Signature of Authority letter with GSA which requires that appropriate federal employees at the agency review disbursements and travel reimbursements before they are sent for processing at GSA. GSA will not process the disbursements and travel reimbursements unless the correct individual's signature is on them. In addition, VEF has requested that GSA assist VEF staff with better understanding as to how to reconcile all GSA reports to VEF accounting records, such that these reports can be incorporated into the evaluation and assessment process.

Auditors' Response: FY 2014 audit procedures will determine whether the corrective actions have been implemented and are operating effectively.

A-2 Accounts Payable- Travel Disbursement Controls

Background: Our preliminary discussions with VEF management addressed the lack of controls associated with travel claim disbursements. Management agreed with the recommendations to establish policy/procedures that (1) precludes personnel from having permission to approve their own transactions, (2) requires an assessment regarding whether personnel should have permission to make changes to travel claims as well as approve the changes and if so, establish compensating controls, such as supervisory reviews prior to approval, to mitigate the risks related to the lack of segregation of duties, and (3) establishes a process to periodically monitor the roles and responsibilities of personnel to ensure proper segregation of duties.

Conditions: VEF personnel, responsible for reviewing travel claims, have the authority to make additions and deletions to travel claims as well as approve the claims. These individuals also have the authority to approve their own transactions. As a result, unsupported travel claims were paid to include, but are not limited to, such items as airfare for unauthorized travelers, reimbursements for unsupported travel claims, and unapproved travel.

Cause/Effect: VEF does not properly maintain records to support travel orders issued to members, nor does it properly maintain records to support travel claim disbursements. Errors could occur and not be detected, which could result in a material misstatement in the financial statements.

Criteria: The Government Accountability Office’s Standards for Internal Control in the Federal Government.

Recommendations: We recommend that VEF establish policies and procedures to ensure documentation is properly maintained to support the authorization of travel orders and the payment of expenses for travel.

Management’s Response: Management concurs with the Notification of Finding and Recommendation and has provided a corrective action plan developed to address the condition of VEF Travel Disbursement Controls. In summary, VEF has instituted and is currently following a policy and specific procedures which ensure that all travel is approved in advance, that duties have been effectively segregated to ensure that one employee cannot process a transaction from start to finish without oversight, and that proper documentation is kept to prove that financial transactions are proper for payment. Further, VEF has created a financial management system that encourages transparency among relevant approving officials for all travel items which have a financial impact. We have developed procedures to ensure the following:

- In cases where a cash advance is needed, the Administration Officer will clearly document the amount of the advance on the Travel Authorization, and the Director of Finance and Accounting will ensure that the agency is made whole in the event of a cancelled travel assignment.
- All Travel Authorizations, Vouchers, and supporting documentation are now housed on VEF’s Online Management System.
- Periodic reassessment of roles to ensure that duties are properly segregated to ensure that a federal employee is overseeing all financial transactions conducted throughout the agency, that no one federal employee can oversee an entire transaction without oversight from another, and that the process in place allows for oversight without significantly affecting the ability of the agency to meet its mission expeditiously.

Auditors’ Response: FY 2014 audit procedures will determine whether the corrective actions have been implemented and are operating effectively.

A-3 Accounts Payable- Purchase Card Disbursement Controls

Background: Our preliminary discussions with VEF management addressed the lack of controls associated with credit card disbursements. Federal Acquisition Regulations state that procurements within an approved budget or purchase plan that are less than \$3,000 can be purchased by approved purchase card holders, upon obtaining advance written approval from an approving official.

Conditions: VEF credit card transactions did not consistently show evidence of review and approval. The process to periodically monitor the roles and responsibilities of personnel to ensure proper segregation of duties is not effective. In many cases the same person who makes charges to credit cards can also approve the purchase for payment resulting in the purchase of airline tickets for unapproved travelers. One item selected for testing revealed travel expenses were paid for a VEF spouse to accompany them on VEF travel.

Cause/Effect: VEF lacks consistent execution of controls over reviewing purchase card holder monthly statements, purchase orders, and invoices; as well as ensuring all purchases were properly approved and adequately supported with receipts and applicable documentation. Misuse of foundation’s purchase card could possibly go undetected, if approving officials do not consistently review and monitor usage on

monthly statements, or enforce the requirement for approval of purchases and adequate documentation to support.

Criteria: The Government Accountability Office's Standards for Internal Control in the Federal Government.

Recommendations: We recommend that VEF establish policies and procedures to ensure documentation is properly maintained to support the delegation of authority for purchase card purchases under \$3,000 and the payment of purchases made with credit cards.

Management's Response: Management concurs with the Notification of Finding and Recommendation and has provided a corrective action plan developed to address the condition of VEF Purchase Card Disbursement Controls. VEF has instituted and is currently following a policy and specific procedures which ensure that all purchase card transactions are approved in advance, that duties have been effectively segregated to ensure that one employee cannot process a transaction from start to finish without oversight, and that proper documentation is kept to prove that financial transactions are proper for payment. Further, VEF has created a financial management system that encourages transparency among relevant approving officials for all items which have a financial impact.

VEF is committed to periodically reassessing roles to ensure that duties are properly segregated to ensure that a federal employee is overseeing all financial transactions conducted throughout the agency, that no one federal employee can oversee an entire transaction without oversight from another, and that the process in place allows for oversight without significantly affecting the ability of the agency to meet its mission expeditiously.

Auditors' Response: FY 2014 audit procedures will determine whether the corrective actions have been implemented and are operating effectively.

**VIETNAM EDUCATION FOUNDATION
BALANCE SHEET**

As Of September 30, 2013 and 2012

		2013	2012
Assets:			
Intragovernmental:			
Fund Balance With Treasury	(Note 2)	\$ 2,807,610	\$ 4,168,361
Total Intragovernmental		2,807,610	4,168,361
Assets With The Public:			
Cash, Foreign Currency and Other Monetary Assets	(Note 3)	84,748	59,450
Accounts Receivable, net		591	
Total Assets With The Public		85,339	59,450
Total Assets		\$ 2,892,948	\$ 4,227,811
Liabilities:	(Note 4)		
Intragovernmental:			
Accounts Payable		650	675
Other:	(Note 5)		
Employee Benefits		2,838	2,789
Total Intragovernmental		3,488	3,464
Liabilities With the Public:			
Accounts Payable		211,730	93,564
Other:	(Note 5)		
Accrued Funded Payroll and Leave		11,043	11,005
Employer Contributions and Payroll Taxes Payable		502	354
Unfunded Leave		118,222	189,019
Total Liabilities With the Public		341,497	293,942
Total Liabilities		\$ 344,985	\$ 297,405
Net Position:			
Cumulative Results of Operations - (Funds From Dedicated Collections)	(Note 7)	2,547,963	3,930,406
Total Net Position		2,547,963	3,930,406
Total Liabilities and Net Position		\$ 2,892,948	\$ 4,227,811

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

The accompanying notes are an integral part of these statements.

**VIETNAM EDUCATION FOUNDATION
STATEMENT OF NET COST**

As Of And For The Years Ended September 30, 2013 and 2012

	2013	2012
Program Costs:		
VIETNAM EDUCATION FOUNDATION:		
Gross Costs	(Note 8) \$ 6,244,759	\$ 6,123,337
Net Program Costs	6,244,759	6,123,337
Net Cost of Operations	\$ 6,244,759	\$ 6,123,337

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

The accompanying notes are an integral part of these statements.

**VIETNAM EDUCATION FOUNDATION
STATEMENT OF BUDGETARY RESOURCES
As Of And For The Years Ended September 30, 2013 and 2012**

	2013	2012
	Budgetary	Budgetary
BUDGETARY RESOURCES		
Unobligated balance brought forward, October 1	\$ 4,119,424	\$ 5,013,552
Unobligated balance brought forward, October 1, adjusted	4,119,424	5,013,552
Recoveries of prior year unpaid obligations (unobligated balances)		70,006
Unobligated balance from prior year budget authority, net	4,119,424	5,083,558
Appropriations (discretionary and mandatory)	4,830,332	5,078,188
Total budgetary resources	\$ 8,949,756	\$ 10,161,746
 STATUS OF BUDGETARY RESOURCES		
Obligations incurred	(Note 9) \$ 6,363,468	\$ 6,042,321
Apportioned	2,586,288	4,049,419
Unapportioned		70,006
Unobligated balance brought forward, end of year	2,586,288	4,119,424
Total budgetary resources	\$ 8,949,756	\$ 10,161,746
 CHANGE IN OBLIGATED BALANCE		
Unpaid obligations, brought forward, October 1 (gross)	\$ 108,387	\$ 128,088
Obligations incurred	6,363,468	6,042,321
Outlays (gross) (-)	(6,165,785)	(5,992,017)
Recoveries of prior year unpaid obligations (-)		(70,006)
Unpaid obligations, end of year	(Note 10) 306,069	108,387
Obligated balance, start of year (net)	108,387	128,088
Obligated balance, end of year (net)	\$ 306,069	\$ 108,387
 BUDGET AUTHORITY AND OUTLAYS, NET		
Budget authority, gross (discretionary and mandatory)	\$ 4,830,332	\$ 5,078,188
Budget authority, net (discretionary and mandatory)	4,830,332	5,078,188
Outlays, gross (discretionary and mandatory)	6,165,785	5,992,017
Outlays, net (discretionary and mandatory)	6,165,785	5,992,017
Distributed offsetting receipts (-)	85,332	78,188
Agency outlays, net (discretionary and mandatory)	\$ 6,080,453	\$ 5,913,829

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

The accompanying notes are an integral part of these 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). 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 (U.S. Faculty Scholar Program and Capacity Building Projects).

In order to accomplish its mission, VEF has two offices: (1) the headquarters in Arlington, Virginia, established in March 2003, with six employees; and (2) the field office in Hanoi, Vietnam, established in November 2003, with ten 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 three times per year, 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 John F. Kerry, Secretary of Education Arne Duncan, and Secretary of Treasury Jacob J. Lew. 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 Richard Blumenthal and David Vitter and U.S. Representatives Joe Pitts and Loretta Sanchez.

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, 2013, 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.

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 July 2013. 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) 2013 and 2012, 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 the total debt, of which typically \$2.5 million is paid to VEF each January and typically another \$2.5 million is paid to VEF 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."

Revenues and Other Financing Sources (continued)

"Transfers in without reimbursement" are treated as funds from dedicated collections 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 new apportionment documents based on the actual receipt of funds from the Vietnamese government, not the full amount of expected annual payments (which occurred in prior years). Funds from dedicated collections 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 Funds From Dedicated Collections*.

A second financing source for VEF consists 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, a Special Fund Receipt Account, is established for fundraising private dollars. Contributions are tax deductible. Donors are legally prohibited from providing restricted grants. Starting in fiscal year 2012, VEF established a bank account in Vietnam where tax rebates from the Vietnamese Government will be deposited. The Department of the Treasury's Financial Management Service approved the Citibank N.A, Hanoi Branch - Hanoi, Vietnam, for a local currency operating account to support the Vietnam Education Foundation (VEF) as it receives funds from the Vietnamese Government for Vietnamese

Federal Taxes that have been paid. This financing source is reflected at Treasury as Funds Held Outside of Treasury.

Imputed Financing Sources

In certain instances, operating costs of 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 regardless of whether the agency will ultimately pay those 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 contractors, who are based in the field office in Hanoi, Vietnam. The non-U.S. government contractors are paid through a third party in Vietnam and are not processed through the U.S. government payroll systems. The information below applies only to U.S. government employees.

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 actually 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.

During FY 2013, VEF's employees participated in two retirement programs: the Federal Employees Retirement System (FERS), which became effective on January 1, 1987, and the Civil Service Retirement System (CSRS). Both VEF and its employees contributed to FERS and CSRS during FY 2013. Although VEF funds a portion of benefits under FERS and CSRS 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 to the plan an amount equal to 7% of each employee's basic pay. For FERS employees covered under FERS prior to January 1, 2013, VEF contributes to the plan an amount equal to 11.9% of each employee's basic pay. FERS employees covered under FERS on or after January 1, 2013, pay a higher percentage of their pay for their retirement, and thus VEF contributes only 9.6% of each employee's 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.

Personnel Compensation and Benefits (continued)

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 based on guidance from the Department of the Interior's Office of Financial Management.

VEF 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 rescissions, negative non-expenditure transfers, disbursements, and other expenditure cash outflows of funds.

Property and Equipment

Property, plant, and equipment (PP&E) has been defined in the Federal Government as a tangible item 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 PP&E that do not meet the capitalization criteria will be recorded as operating expenses. General PP&E consists of items that are used by VEF to support its mission.
- Depreciation on these assets is calculated using the straight-line method. Depreciation begins the day the asset is placed in service.

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, and 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.

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 through FY 2018.

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

Account	FY 2013	FY 2012
Special Fund		
Fund Balance with Treasury	\$2,807,610	\$4,168,361
Funds Held Outside Treasury	\$84,748	\$59,450
Total	\$2,892,358	\$4,227,811
Status of Fund Balance with Treasury		
Unobligated Balance		
Available	\$2,586,288	\$4,049,419
Unavailable		\$70,006
Obligated Balance Not Yet Disbursed	\$306,069	\$108,387
Total	\$2,892,358*	\$4,227,811*

* Rounding

NOTE 3 - CASH AND OTHER MONETARY ASSETS

In fiscal year 2012, VEF established a bank account in Vietnam where tax rebates from the Vietnamese Government are now deposited. The Department of the Treasury's Financial Management Service approved the Citibank N.A, Hanoi Branch - Hanoi, Vietnam, for a local currency operating account to support the Vietnam Education Foundation (VEF) as it receives returned funds from the Vietnamese Government for Vietnamese Federal Taxes that have been paid. This financing source is reflected at Treasury as Funds Held Outside of Treasury. VEF expects to receive this tax refund on an annual basis. In Fiscal Year 2013, VEF received financing sources of \$85,332 from the Vietnamese Government and expended \$60,033. In fiscal year 2012, VEF received financing sources of \$78,188 from the Vietnamese Government and expended \$18,738.

NOTE 4 - LIABILITIES NOT COVERED BY BUDGETARY RESOURCES

VEF's liabilities are classified either as Liabilities Covered by Budgetary Resources or Liabilities Not Covered by Budgetary Resources. As of September 30, 2013, Liabilities Covered by Budgetary Resources totaled \$226,763 and Liabilities Not Covered by Budgetary Resources totaled \$118,222. As of September 30, 2012, Liabilities Covered by Budgetary Resources totaled \$108,387 and Liabilities Not Covered by Budgetary Resources totaled \$189,019.

As of September 30, 2013, Liabilities Covered by Budgetary Resources was composed of Accounts Payable of \$212,380, Employer Contributions and Payroll Taxes Payable of \$3,340, and Accrued Funded Payroll and Leave of \$11,043. As of September 30, 2012, Liabilities Covered by Budgetary Resources was composed of Accounts Payable of \$94,239, Employer Contributions and Payroll Taxes Payable of \$3,143 and Accrued Funded Payroll and Leave of \$11,005.

Account	FY 2013	FY 2012
Total Liabilities Covered by Budgetary Resources	\$226,763	\$108,387
Total Liabilities Not Covered by Budgetary Resources	\$118,222	\$189,019
Total Liabilities	\$344,985	\$297,405*

* Rounding

NOTE 5 - OTHER LIABILITIES

As of September 30, 2013, Other Liabilities With The Public consists of Current Liabilities (Accrued Funded Payroll and Leave of \$11,043 and Employer Contributions and Payroll Taxes Payable totaling \$502, for a grand total of \$11,545), and Non-Current Liabilities (Unfunded Leave totaling \$118,222). Other Current Liabilities for FY 2013 are the Intragovernmental Liabilities that consists of Employer Contributions and Payroll Taxes Payable totaling \$2,838. As of September 30, 2012, Other Liabilities With the Public consists of Current Liabilities (Accrued Funded Payroll and Leave totaling \$11,005 and Employer Contributions and Payroll Taxes Payable totaling \$354, for a grant total of \$11,359) and Non-Current Liabilities (Unfunded Leave totaling \$189,019). Other Current Liabilities for FY 2012 are the Intragovernmental Liabilities that consists of Employer Contributions and Payroll Taxes Payable totaling \$2,789. The totals summarized here for Other Liabilities are presented in the tables below.

Summary of Other Liabilities With the Public

Fiscal Year	Non-Current	Current	Total
2013	\$118,222	\$11,545	\$129,767
2012	\$189,019	\$11,359	\$200,377*

*Rounding

NOTE 5 - OTHER LIABILITIES (CONTINUED)

Summary of Other Intragovernmental Liabilities

Fiscal Year	Non-Current	Current	Total
2013	\$0	\$2,838	\$2,838
2012	\$0	\$2,789	\$2,789

*Rounding

NOTE 6 - 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 was renewed July 8, 2013, for a twelve-month term beginning October 1, 2013, and expiring on September 30, 2014. The Board calculates the financial obligation on this lease to be \$97,080.

VEF also leases office space at Unit No. 502, 5th Floor, Hanoi Towers, Hanoi, Vietnam. The lease was entered into on August 27, 2004, became effective September 1, 2004, and was renewed on August 31, 2011, for a term extending from September 1, 2011, to September 30, 2014. 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, which management calculates to be \$31,944, inclusive of VAT (Value-Added Tax) owed.

The following is a schedule of future minimum lease payments (\$97,080 for space in Arlington, VA and \$31,944 for space in Hanoi, Vietnam) required by the leases above:

Year Ending	Amount
September 30, 2014	\$129,024
Total Future Lease Payments	\$129,024

Funds from Dedicated Collections are funds that are financed by specifically identified revenues provided to the government by non-federal sources, 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 government's general revenues, per Statement of Federal Financial Accounting Standard (SFFAS) 27, *Identifying and Reporting Funds From Dedicated Collections* and SFFAS 43, *Funds from Dedicated Collections: Amending Statement of Federal Financial Accounting Standards 27, Identifying and Reporting Earmarked Funds*.

VEF's source of Funds from Dedicated Collections is 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 is not included as part of Funds from Dedicated Collections.

NOTE 7 – FUNDS FROM DEDICATED COLLECTIONS

Funds from Dedicated Collections are funds that are financed by specifically identified revenues provided to the government by non-federal sources, 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 government's general revenues, per Statement of Federal Financial Accounting Standard (SFFAS) 27, *Identifying and Reporting Funds From Dedicated Collections* and SFFAS 43, *Funds from Dedicated Collections: Amending Statement of Federal Financial Accounting Standards 27, Identifying and Reporting Earmarked Funds*.

VEF's source of Funds from Dedicated Collections is 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 is not included as part of Funds from Dedicated Collections.

NOTE 7 – FUNDS FROM DEDICATED COLLECTIONS (CONTINUED) NOTE 7– FUNDS FROM DEDICATED COLLECTIONS (CONTINUED)

FY 2013	VEF Funds From Dedicated Collections	VEF All Other Funds	Total Funds
Balance Sheet as of Sept. 30			
ASSETS			
Fund Balance with Treasury	\$ 2,807,610		\$ 2,807,610
Accounts Receivable	\$ 591		\$ 591
Other Monetary Assets	\$ 84,748		\$ 84,748
Total Assets	<u>\$ 2,892,948</u> *	<u>\$</u>	<u>\$ 2,892,948</u> *
Intragovernmental Liabilities:			
Accounts Payable	\$ 650		\$ 650
Other Liabilities:			
Employee Benefits	\$ 2,838		\$ 2,838
Total Intragovernmental Liabilities	<u>\$ 3,488</u>	<u>\$</u>	<u>\$ 3,488</u>
Liabilities with the Public:			
Accounts Payable	\$ 211,730		\$ 211,730
Other Liabilities:			
Accrued Funded Payroll and Leave	\$ 11,043		\$ 11,043
Employer Contributions and Payroll Taxes Payable	\$ 502		\$ 502
Unfunded Leave	\$ 118,222		\$ 118,222
Total Liabilities with the Public	<u>\$ 341,497</u>		<u>\$ 341,497</u>
Total Liabilities	<u>\$ 344,985</u>	<u>\$</u>	<u>\$ 344,985</u>
Cumulative Results of Operations	<u>\$ 2,547,963</u>		<u>\$ 2,547,963</u>
Total Liabilities and Net Position	<u>\$ 2,892,948</u>	<u>\$</u>	<u>\$ 2,892,948</u>
Statement of Net Cost For the Period Ended Sept. 30			
Gross Program Costs	<u>\$ 6,212,774</u>	<u>\$ 31,984</u>	<u>\$ 6,244,759</u> *
Net Program Costs	<u>\$ 6,212,774</u>	<u>\$ 31,984</u>	<u>\$ 6,244,759</u> *
Net Cost of Operations	<u>\$ 6,212,774</u>	<u>\$ 31,984</u>	<u>\$ 6,244,759</u> *
Statement of Changes in Net Position For the Period Ended Sept. 30			
Net Position Beginning of Period	\$ 3,930,406		\$ 3,930,406
Other Financing Sources			
Nonexchange Revenue	\$ 624		\$ 624
Donations and Forfeitures of Cash	\$ 85,035		\$ 85,035
Transfer In Without Reimbursement	\$ 4,745,000		\$ 4,745,000
Other Budgetary Financing Sources	\$ (328)		\$ (328)
Imputed Financing		\$ 31,984	\$ 31,984
Total Financing Sources	<u>\$ 4,830,332</u> *	<u>\$ 31,984</u>	<u>\$ 4,862,316</u> *
Net Cost of Operations	<u>\$ 6,212,774</u>	<u>\$ 31,984</u>	<u>\$ 6,244,759</u> *
Change in Net Position	<u>\$ (1,382,443)</u> *	<u>\$</u>	<u>\$ (1,382,443)</u> *
Net Position End of Period	<u>\$ 2,547,963</u> *	<u>\$</u>	<u>\$ 2,547,963</u> *

*Rounding

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FY 2012	VEF Funds From Dedicated Collections	VEF All Other Funds	Total Funds
Balance Sheet as of Sept. 30			
ASSETS			
Fund Balance with Treasury Cash, Foreign Currency and Other Monetary Assets	\$ 4,168,361		\$ 4,168,361
	\$ 59,450		\$ 59,450
Total Assets	<u>\$ 4,227,811</u>	<u>\$</u>	<u>\$ 4,227,811</u>
Intragovernmental Liabilities:			
Accounts Payable	\$ 675		\$ 675
Other Liabilities:	\$ 2,789		\$ 2,789
Total Intragovernmental Liabilities	<u>\$ 3,464</u>	<u>\$</u>	<u>\$ 3,464</u>
Liabilities with the Public:			
Accounts Payable	\$ 93,564		\$ 93,564
Other Liabilities:	\$ 200,377		\$ 200,377
Total Liabilities with the Public	<u>\$ 293,942</u> *		<u>\$ 293,942</u> *
Total Liabilities	<u>\$ 297,405</u> *	<u>\$</u>	<u>\$ 297,405</u> *
Cumulative Results of Operations	<u>\$ 3,930,406</u>		<u>\$ 3,930,406</u>
Total Liabilities and Net Position	<u>\$ 4,227,811</u>	<u>\$</u>	<u>\$ 4,227,811</u>
Statement of Net Cost For the Period Ended Sept. 30			
Gross Program Costs	<u>\$ 6,076,017</u>	<u>\$ 47,320</u>	<u>\$ 6,123,337</u>
Net Program Costs	<u>\$ 6,076,017</u>	<u>\$ 47,320</u>	<u>\$ 6,123,337</u>
Net Cost of Operations	<u>\$ 6,076,017</u>	<u>\$ 47,320</u>	<u>\$ 6,123,337</u>
Statement of Changes in Net Position For the Period Ended Sept. 30			
Net Position Beginning of Period	\$ 4,928,235		\$ 4,928,235
Non-Exchange Revenue			
Other Financing Sources			
Nonexchange Revenue	\$ 139		\$ 139
Donations and Forfeitures of Cash	\$ 78,049		\$ 78,049
Transfer In Without Reimbursement	\$ 5,000,000		\$ 5,000,000
Imputed Financing		\$ 47,320	\$ 47,320
Total Financing Sources	<u>\$ 5,078,188</u>	<u>\$ 47,320</u>	<u>\$ 5,125,507</u> *
Net Cost of Operations	<u>\$ 6,076,017</u>	<u>\$ 47,320</u>	<u>\$ 6,123,337</u>
Change in Net Position	<u>\$ (997,830)</u> *	<u>\$</u>	<u>\$ (997,830)</u> *
Net Position End of Period	<u>\$ 3,930,406</u> *	<u>\$</u>	<u>\$ 3,930,406</u> *

*Rounding

NOTE 8 - INTRAGOVERNMENTAL COSTS AND EXCHANGE REVENUE

Summary of VEF Intragovernmental Costs and Exchange Revenue

Account	FY 2013	FY 2012
Intragovernmental Costs	\$291,172	\$318,522
Public Costs	\$5,953,586	\$5,804,815
Total Program Costs	\$6,244,759*	\$6,123,337

* Rounding

NOTE 9 - APPORTIONMENT CATEGORIES OF OBLIGATIONS INCURRED

VEF is subject to apportionment, but does not have reimbursable authority. Therefore, all obligations are direct in fiscal year 2013 and are split between Category A and Category B. The Category A obligations are those incurred by VEF and paid by obligating from the Fund Balance with Treasury, whereas Category B obligations are those incurred using the Vietnamese Bank account and paid by obligating the Funds Held Outside of Treasury.

Summary of Direct Obligations

Account	FY 2013	FY 2012
Category A	\$6,303,435	\$6,023,583
Category B	\$60,033	\$18,738
Total Obligations	\$6,363,468	\$6,042,321

NOTE 10 - UNDELIVERED ORDERS AT THE END OF THE PERIOD

The amount of Unpaid Obligated Balance, Net, End of Period includes obligations relating to Undelivered Orders (goods 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 already received).

Summary of Unpaid Obligated Balance, Net, End of Period

Account	FY 2013	FY 2012
Undelivered Orders	\$79,306	\$0
Accounts Payable	\$226,763	\$108,387
Total Unpaid Obligated Balance, Net	\$306,069	\$108,387

NOTE 11 - RECONCILIATION OF NET COST OF OPERATIONS (PROPRIETARY) TO BUDGET (FORMERLY THE STATEMENT OF FINANCING)

As of, and for the year ended, September 30, 2013, Liabilities Not Covered by Budgetary Resources totaled \$118,222, and the change from the end of FY 2012 in components requiring or generating resources in future periods was a negative \$70,797. This amount (\$70,797) is the net decrease of Future Funded Expenses - Leave between appropriations of Fiscal Year 2012 and Fiscal Year 2013. VEF's Accrued Funded Payroll and Leave 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 liabilities for which budgetary resources will be provided in a subsequent period.

As of, and for the year ended, September 30, 2012, Liabilities Not Covered by Budgetary Resources totaled \$189,019, and the change from the end of FY 2011 in components requiring or generating resources in future periods was \$46,172. This amount (\$46,172) is the net increase of Future Funded Expenses - Leave between appropriations of Fiscal Year 2011 and Fiscal Year 2012. The assertions in the first paragraph of this Note 11 regarding VEF's Accrued Funded Payroll and Leave liability and its Unfunded Leave liability are also applicable for the year-ended September 30, 2012.

Summary of Change in Components Requiring or Generating Resources

Account	FY 2013	FY 2012
Liabilities Not Covered by Budgetary Resources	\$118,222	\$189,019
Change in Components Requiring or Generating Resources	(\$70,797)	\$46,172

Summary of Net Cost of Operations

Account	FY 2013	FY 2012
Budgetary Resources Obligated	\$6,363,468	\$6,042,321
Spending Authority from Recoveries and Offsetting Collections	\$0	(\$70,006)
Distributed Offsetting Receipts	\$85,332	\$78,188
Imputed Financing from Costs Absorbed by Others	\$31,984	\$47,320
Changes in Budgetary Resources Obligated for Goods, Services, and Benefits Ordered but Not Yet Provided	(\$79,306)	\$57,530
Resources that Finance the Acquisition of Assets	(\$591)	\$0
Other Resources or Adjustments to Net Obligated Resources That Do Not Affect the Net Cost of Operations	(\$85,332)	(\$78,188)
Financing Sources Yet to be Provided	(\$70,797)	\$46,172
Net Cost of Operations	\$6,244,759	\$6,123,337

NOTE 12 - SUBSEQUENT EVENTS

In preparing these financial statements, management has evaluated events and transactions for potential recognition or disclosure through November 15, 2013, which is the date the financial statements were available to be issued.

**APPENDIX 5:
2013 VEF FELLOWS**

The table below is organized alphabetically by name, presented in Vietnamese order; last (family) name, middle name(s), and then first (given) name. A Fellow without a middle name is listed at the beginning of the alphabetical listing the same last (family) names.

#	LAST	Middle	First	Gender	Cohort Year	U.S. University	Degree Sought	Field of Study
1	BUI	Tuan	Anh	M	2013	Northwestern University	PhD	Industrial Engineering and Management Sciences
2	DAM	Tien	Dung	M	2013	Texas A&M University	Master's	Computer Science
3	DO	Hai	Ninh	M	2013	University of New Orleans	PhD	Engineering and Applied Science
4	DO	Ngoc	Huan	M	2013	Michigan State University	PhD	Mechanical Engineering
5	DO	Van	Khanh	F	2013	Louisiana State University Health Sciences Center	PhD	Neuroscience
6	HO	Phan Minh	Tuan	M	2013	University of Texas at Arlington	PhD	Electrical Engineering
7	HOANG	Hong	Tham	F	2013	University of Connecticut	PhD	Computer Science and Engineering
8	HOANG	Thi Huyen	Nhung	F	2013	University of Missouri at Columbia	PhD	Plant, Insect and Microbial Sciences
9	HOANG	Van	Thang	M	2013	University of Michigan at Ann Arbor	PhD	Environmental Engineering
10	HUYNH	Vinh	Khang	M	2013	Michigan State University	PhD	Biosystems Engineering
11	HUYNH	Vinh	Loc	M	2013	University of Southern California	PhD	Computer Science
12	KHUAT	Tan	Lam	M	2013	University of California, Davis	PhD	Immunology
13	LE	Dan	Tam	F	2013	Michigan State University	PhD	Computer Science
14	LE	Minh	Duc	M	2013	University of Southern California	PhD	Computer Science
15	LE	Minh	Ngan	F	2013	University of Notre Dame	PhD	Chemistry and Biochemistry
16	LE	Thi Thanh	Huyen	F	2013	University of Iowa	PhD	Computer Science
17	LE	Thi Thanh	Nga	F	2013	Case Western Reserve University	PhD	Biomedical Sciences
18	LUU	Thi Thanh	Huong	F	2013	University of Kentucky	Master's	Public Health

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#	LAST	Middle	First	G e n d e r	Cohort Year	U.S. University	Degree Sought	Field of Study
19	NGO	Anh	Tuan	M	2013	University of Texas at Austin	PhD	Electrical and Computer Engineering
20	NGUYEN	Anh	Duc	M	2013	Texas A&M University	Master's	Computer Science
21	NGUYEN	Dinh	Hung	M	2013	Massachusetts Institute of Technology	PhD	Mechanical Engineering
22	NGUYEN	Gia	Khue	M	2013	University of Arkansas	PhD	Cell and Molecular Biology
23	NGUYEN	Manh	Cuong	M	2013	University of Mississippi	PhD	Computer Science
24	NGUYEN	Nam	Son	M	2013	University of Texas at Arlington	PhD	Electrical Engineering
25	NGUYEN	Phan	Anh	M	2013	University of Pittsburgh	PhD	Computer Science
26	NGUYEN	Que	Phuong	F	2013	University of California, Davis	PhD	Materials Science and Engineering
27	NGUYEN	Tan	Cuong	M	2013	University of Texas at Austin	PhD	Civil Engineering
28	NGUYEN	Thi	Li Na	F	2013	University of Missouri at Columbia	PhD	Plant Biology
29	NGUYEN	Thi	Nhung	F	2013	University of Arkansas	PhD	Cell and Molecular Biology
30	NGUYEN	Thi Huyen	Trang	F	2013	Oregon State University	PhD	Soil Science
31	NGUYEN	Trung	Hieu	M	2013	University of Southern California	PhD	Computer Science
32	NGUYEN	Van	Quang	M	2013	University of Mississippi	PhD	Environmental Engineering
33	PHAM	Bao	Trung	M	2013	Oregon State University	PhD	Mechanical Engineering
34	PHAM	Quoc	An	M	2013	University of Missouri at Columbia	PhD	Plant, Insect and Microbial Sciences
35	PHAM	Van	Chi	M	2013	University of California, Davis	PhD	Electrical and Computer Engineering
36	PHAM	Xuan	Huy	M	2013	University of Oklahoma	Master's	Industrial Engineering
37	PHAN	Thi Nhu	Hoa	F	2013	Michigan State University	PhD	Pharmacology and Toxicology
38	PHAN	Thuy	Linh	F	2013	University of Illinois at Chicago	Master's	Environmental and Occupational Health Sciences
39	PHAN	Tu	Linh	F	2013	Kent State University	Master's	Technology
40	PHUNG	Anh	Quang	M	2013	University of Missouri at Columbia	PhD	Biological Science

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#	LAST	Middle	First	G e n d e r	Cohort Year	U.S. University	Degree Sought	Field of Study
41	TANG	Thi Ngoc	Nu	F	2013	Cornell University	PhD	Biochemistry, Molecular and Cell Biology
42	THIEU	Mai	Lam	M	2013	Virginia Polytechnic Institute and State University	PhD	Macromolecular Science and Engineering
43	TRAN	Anh	Duc	M	2013	University of Houston	PhD	Civil Engineering
44	TRAN	Anh	Minh	M	2013	University of California, Santa Barbara	PhD	Electrical and Computer Engineering
45	TRAN	Dinh	Cuong	M	2013	Rutgers University	PhD	Computer Science
46	TRAN	Thi Ngoc	Diep	F	2013	Michigan State University	PhD	Horticulture
47	TRAN	Vu	Hoang	M	2013	University of Nebraska Medical Center	Master's	Epidemiology

APPENDIX 6:
2013 U.S. REVIEW PANELS FOR VEF ORAL EXAM/INTERVIEW MISSION

The following ten U.S. scientists and professors, listed alphabetically by last (family) name, were organized by VEF to serve on interview panels conducted in Vietnam in July-August 2013 to select the best candidates among the finalists for the VEF Fellowship and Visiting Scholar 2014 cohorts.

Betsy Foxman

Hunein F. and Hilda Maassab Endowed Professor of Epidemiology
Director, Center for Molecular and Clinical Epidemiology of Infectious Diseases

John Z. Kiss

Dean of the Graduate School
Professor of Biology
University of Mississippi

Timothy M. Logan

Professor and Chair
Department of Chemistry and Biochemistry
Florida State University

Gustavo J. Parra-Montesinos

C.K. Wang Professor of Structural Engineering
University of Wisconsin-Madison

Edward Scheinerman

Vice Dean for Education, Whiting School of Engineering
Professor, Department of Applied Mathematics & Statistics
Johns Hopkins University

Cyrus Shahabi

Professor of Computer Science and Electrical Engineering
University of Southern California

Vernon L. Snoeyink

Professor Emeritus of Environmental Engineering
Department of Civil and Environmental Engineering
University of Illinois at Urbana-Champaign

Keith A. Teague

Professor
School of Electrical and Computer Engineering
Oklahoma State University

Sheryl A. Tucker

Associate Provost for Graduate Education
Dean of the Graduate School
Oklahoma State University

Charles R. Westgate

Research Professor, SUNY Binghamton

**APPENDIX 7:
2013 VEF VISITING SCHOLARS¹**

The list below is organized alphabetically by name, presented in Vietnamese order; LAST (Family) name, middle name(s), and then first (given) name.

#	Name (LAST Middle First)	G e n d e r	Residence in Vietnam	Field of Expertise	Position	Vietnam Home Institution, Location	U.S. Host Institution, Location	Training Dates (mm/dd/yyyy)	Description of Training Program
1	NGUYEN Kien Cuong	M	Hanoi	Materials Science	Lecturer	University of Engineering and Technology, Vietnam National University, Hanoi	University of Texas at Arlington, TX	9/1/2013 to 8/31/2014	Research on sputtered gold deposition and functional groups of self-assembling molecules for bio-molecular immobilization
2	NGUYEN Thi Nguyet Hanh	F	Hanoi	Electrical Engineering	Lecturer and Researcher	Hanoi University of Science and Technology, Hanoi	Arizona State University, Tempe, AZ	9/1/2013 to 8/31/2014	(1) Research on power system stability enhancement, power systems control and smart grids (2) Develop an exchange teaching program between Hanoi University of Science and Technology and Arizona State University
3	NGUYEN Thi Thu Nga	F	Can Tho	Plant Pathology	Lecturer	Can Tho University, Can Tho	University of Florida, Gainesville, FL	8/20/2013 to 8/19/2014	Research on biological control bacterial leaf blight on rice (Xanthomonas Oryzaepv. Oryzae) by bacteriophage in Vietnam
4	PHAN Hong Phuong	F	Ho Chi Minh City	Electrical Engineering	Vice Dean	Department of Electrical and Electronics Engineering, Ho Chi Minh City University of Technology, Vietnam National University, Ho Chi Minh City	Arizona State University, Tempe, AZ	9/10/2013 to 8/31/2014	Study, design and fabrication of ultra-wide band for wireless application

¹The cohort designation indicates the fall of the academic year, during which the Visiting Scholars begin their programs.

**APPENDIX 8:
2013 VEF U.S. FACULTY SCHOLARS¹**

The U.S. Faculty Scholars are listed alphabetically according to last (family) name. The title and U.S. home university affiliation reflect the individual’s position at the time that the individual served as a Faculty Scholar.

#	Full Name	Title, U.S. Home University	Field(s) of Expertise	Vietnamese Host Institution(s), Location	Course Title(s)	Level of Teaching	Teaching Model	Period of Teaching
1	Juzar Ali, M.D.	Professor, School of Medicine, Louisiana State University Health Sciences Center	Clinical Pulmonary Medicine	Thai Binh Medical University, Thai Binh	<i>Clinical Pathological Radiological Cardiopulmonary Resuscitation (CPR) Correlation in Chest Medicine</i>	Graduate	Video-conferencing	Fall 2013
2	JaySingh Kunwar Bagga, Ph.D.	Professor, Ball State University	Computer Science	University of Engineering and Technology, Vietnam National University, Hanoi	<i>Theory of Computation</i>	Undergraduate	Video-conferencing	Fall 2013
3	Deborah D.L. Chung, Ph.D.	Professor, University at Buffalo, State University of New York	Materials Science and Engineering	Thai Nguyen University of Technology, Thai Nguyen University, Thai Nguyen	<i>Engineering Materials</i>	Undergraduate	Video-conferencing	Fall 2013
4	Mong-Hong Lee, Ph.D.	Professor, University of Texas at Houston, MD Anderson Cancer Center	Biomedical Sciences, Cancer Biology	University of Science, Vietnam National University, Ho Chi Minh City	<i>Cancer Cell Signaling</i>	Graduate	On site and Video-conferencing	Fall 2013
5	Terry L. Marsh, Ph.D.	Associate Professor, Michigan State University	Biochemistry/Microbiology	Can Tho University, Can Tho	<i>An Advanced Undergraduate Course in Microbial Bioinformatics and Biotechnology</i>	Undergraduate	On site and Video-conferencing	Fall 2013
6	Austin Scott Marshall, Ph.D.	Professor, University of Texas at El Paso	Civil Engineering, Waste Disposal	Institute of Resources, Environment and Biotechnology, Hue University, Thua Thien Hue	<i>Waste Management Technology</i>	Graduate	Video-conferencing	Fall 2013

¹ The term “cohort 2013” refers to Faculty Scholars teaching at any time during AY 2013-14, namely, during the Fall 2013 and/or Spring 2014.

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#	Full Name	Title, U.S. Home University	Field(s) of Expertise	Vietnamese Host Institution(s), Location	Course Title(s)	Level of Teaching	Teaching Model	Period of Teaching
7	Grant James Mathews, Ph.D.	Professor, University of Notre Dame	Physics/Astrophysics	Hanoi National University of Education, Hanoi	<i>Introductory Astronomy</i>	Undergraduate	On site	Fall 2014
					<i>Introduction to General Relativity and Cosmology</i>			
8	Walker Orson Smith, Ph.D.	Professor, VA Institute of Marine Science, College of William & Mary	Environmental Science/Oceanography	Institute of Oceanography, Vietnam Academy of Science and Technology (VAST), Nha Trang	<i>Biological Oceanography</i>	Graduate	Video-conferencing	Fall 2013
9	Venkateswararao Vemuri, Ph.D.	Emeritus Professor, University of California, Davis	Computer Science	Ho Chi Minh City University of Science, Vietnam National University, Ho Chi Minh City	<i>Introduction to Machine Learning</i>	Undergraduate	Video-conferencing	Fall 2013 and Spring 2014
					<i>Advanced Machine Learning</i>	Graduate		
10	Michael C. Wadman, M.D.	Associate Professor, University of Nebraska, Medical Center	Emergency Medicine	Thai Binh Medical University, Thai Binh	<i>Introduction to Clinical Emergency Medicine</i>	Graduate	Video-conferencing	Fall 2013
11	Glenn Marvin Young, Ph.D.	Professor, University of California, Davis	Microbiology and Food Safety	Nong Lam University, Ho Chi Minh City	<i>Action Research in Crop Protection and Food Science</i>	Undergraduate	Video-conferencing	Fall 2013
				Hanoi University of Agriculture, Hanoi				

**APPENDIX 9:
VEF ALLIANCE: 112 U.S. UNIVERSITIES**

As of September 30, 2013

SUMMARY: In 2005, the Vietnam Education Foundation (VEF) established the VEF Alliance, a consortium of leading U.S. universities that share in VEF’s mission and that benefit from its success. The Alliance is open to accredited U.S. universities that agree to a specified cost-sharing agreement, spelled out in a Memorandum of Understanding (MOU). The list below consists of the VEF Alliance schools as of September 2013: 112 major research institutions across the United States. Specific divisions/departments that participate in the Alliance are also listed.

#	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 and Biostatistics; Macromolecular Science and Engineering; Materials Science and Engineering; Mathematics; Physics; Statistics
11	Catholic University	Graduate School
12	Chatham University	University-wide
13	Clemson University	Graduate School
14	Colorado School of Mines	Graduate School
15	Colorado State University	Graduate School
16	Columbia University	School of Engineering and Applied Science
17	Cornell University	College of Agriculture and Life Sciences; School of Civil and Environmental Engineering
18	Duke University	Graduate School
19	Florida International University	Graduate School

#	University	Division/Department
20	Florida State University	Graduate School
21	Fordham University	Graduate School
22	George Washington University	Graduate School
23	Georgia State University	Graduate School
24	Gerstner Sloan-Kettering Graduate School of Biomedical Sciences	Graduate School of Biomedical Sciences
25	Iowa State University	Graduate School
26	Johns Hopkins University	Whiting School of Engineering; Zanvyl Krieger School of Arts and Sciences
27	Kansas State University	Graduate School
28	Kent State University	Graduate School
29	Lehigh University	Graduate School
30	Louisiana State University at Baton Rouge	Graduate School
31	Louisiana State University Health Sciences Center	Graduate School
32	Loyola University Chicago	Graduate School
33	New York University Polytechnic School of Engineering	Graduate School
34	Michigan State University	Graduate School
35	Mississippi State University	Graduate School
36	North Carolina State University	Graduate School
37	Northeastern University	Graduate School
38	Northern Illinois University	Graduate School
39	Northwestern University	Graduate School
40	Oklahoma State University	Graduate School
41	Old Dominion University	Graduate School
42	Oregon State University	Graduate School
43	Pennsylvania State University	Graduate School
44	Princeton University	Graduate School
45	Rensselaer Polytechnic University	Graduate School
46	Rice University	Graduate School

#	University	Division/Department
47	Rutgers University	Graduate School
48	Saint Louis University	Graduate School
49	Southern Illinois University at Carbondale	Graduate School
50	Stony Brook University, the State University of New York	Graduate School
51	Syracuse University	Graduate School
52	Temple University	Graduate School
53	Texas A&M University	Graduate School
54	Texas Tech University	Graduate School
55	Tulane University	Graduate School
56	University at Buffalo, the State University of New York	School of Engineering and Applied Sciences
57	University of Alabama at Birmingham	Graduate School
58	University of Arkansas	Graduate School
59	University of California, Berkeley	Chemical Engineering; Chemistry; Comparative Biochemistry; Environmental Science, Policy and Management; Epidemiology; Logic and the Methodology of Science; Mathematics; Molecular and Biochemical Nutrition; Neuroscience; Nutritional Sciences and Toxicology; Physics; Plant and Microbial Biology; Vision Science; all College of Engineering departments
60	University of California, Davis	Graduate School
61	University of California, Irvine	Graduate School
62	University of California, Los Angeles	School of Engineering and Applied Sciences
63	University of California, Riverside	Graduate School
64	University of California, San Diego	Graduate School
65	University of California, San Francisco	Graduate Division
66	University of California, Santa Barbara	Graduate School
67	University of Colorado Boulder	Graduate School
68	University of Colorado at Denver, Health Sciences Center	Graduate School
69	University of Connecticut	Graduate School
70	University of Delaware	Graduate School

#	University	Division/Department
71	University of Florida	School of Engineering
72	University of Georgia	Graduate School
73	University of Hawaii at Manoa	Graduate School
74	University of Houston	Graduate School
75	University of Idaho	Graduate School
76	University of Illinois at Urbana - Champaign	Graduate College
77	University of Iowa	Graduate School
78	University of Kansas	Graduate School
79	University of Kentucky	Graduate School
80	University of Louisville	Graduate School
81	University of Maine	Graduate School
82	University of Maryland, Baltimore	Graduate School
83	University of Massachusetts Amherst	Graduate School
84	University of Michigan	College of Engineering (doctoral programs only)
85	University of Minnesota	College of Science and Engineering
86	University of Mississippi	Graduate School; University of Mississippi Medical Center (UMMC)
87	University of Missouri	Graduate School
88	University of Nebraska-Lincoln	Graduate School
89	University of North Carolina at Chapel Hill	Graduate School
90	University of North Carolina at Charlotte	Graduate School
91	University of North Texas	Graduate School
92	University of North Texas Health Science Center at Fort Worth	Graduate School
93	University of Notre Dame	Graduate School
94	University of Oklahoma	Graduate School
95	University of Oregon	Graduate School
96	University of Pennsylvania	School of Arts and Sciences; School of Nursing
97	University of Rhode Island	Graduate School

#	University	Division/Department
98	University of Southern California	College of Letters, Arts and Sciences; Viterbi School of Engineering
99	University of Texas at Arlington	Graduate School
100	University of Texas at Austin	Graduate School
101	University of Texas Health Science Center at Houston	Graduate School of Biomedical Sciences
102	University of Toledo	Graduate School
103	University of Utah	Graduate School
104	University of Vermont	Graduate School
105	University of Virginia	Graduate School
106	University of Washington	Environmental and Occupational Health; Interdisciplinary Program in Pathobiology; Materials Science and Engineering
107	University of Wyoming	Graduate School
108	Virginia Commonwealth University	Graduate School
109	Virginia Polytechnic Institute and State University	Graduate School
110	Washington State University	Graduate School
111	Washington University in St. Louis	Graduate School
112	Yale University	Graduate School (doctoral programs only)

**APPENDIX 10:
PRE-DEPARTURE ORIENTATION 2013**



PRE-DEPARTURE ORIENTATION (PDO)

NHA TRANG, VIETNAM

June 9-14, 2013

AGENDA

Hotel: Sheraton Nha Trang Hotel, 26 - 28 Tran Phu Street, Nha Trang City, Khanh Hoa

All activities below are mandatory for all new Fellows (F) and Visiting Scholars (VS), Cohort 2013

DAY 1 – SUNDAY, JUNE 9, 2013

Group 1: Depart from Ho Chi Minh City (HCMC) to Nha Trang (Group 1 includes F and VS from the South)	Group 2: Depart from Hanoi to Nha Trang (Group 2 includes VEF Board members, VEF staff, Fellows, and VS from the North)
2:45 pm: Depart HCMC for Nha Trang (Flight # VN 1358: Depart at 2:45 pm, arrive at 3:40 pm)	2:50 pm: Depart Hanoi for Nha Trang (Flight # VN 1557: Depart at 2:50 pm, arrive at 4:35 pm)
4:15 pm: Travel from Cam Ranh Airport to Sheraton Hotel (Bus arranged by Phat Tire)	5:00 pm: Travel from Cam Ranh Airport to Sheraton Hotel (Bus arranged by Phat Tire)
5:15 pm: Check into Sheraton Hotel	6:00 pm: Check into Sheraton Hotel

- 7:00 pm Gather at the Hotel Lobby to depart for dinner
(Buses arranged by Phat Tire)
- 7:15 pm Dinner
(Dinner arranged by Phat Tire at Sanest Restaurant, 4 Pham Van Dong Street, Nha Trang)
- 8:30 pm Return to Sheraton Hotel
(Buses arranged by Phat Tire)
- 8:45 pm **Welcome, PDO Overview, and Team Building Program Orientation:**
(This includes delivery of name tags, T-shirts, VEF Grant Letters, Form DS-2019s, and PDO materials)
(Hon Tre Conference Room, 3rd Floor, Sheraton Hotel)
Dr. Lynne McNamara, VEF Executive Director

Ms. Sandarshi Gunawardena, VEF Senior Program Officer
Mr. Robert Ogburn, Deputy Principal Officer, U.S. Consulate General, HCMC
Ms. Kerre Burley, Representative from Phat Tire

DAY 2 – MONDAY, JUNE 10, 2013

(F and VS must wear nametag and color T-shirt distributed by VEF)

6:30 – 7:30 am Breakfast
(Feast Restaurant, 1st Floor¹, Sheraton Hotel)

8:00 am Travel to Team Building site
(Buses arranged by Phat Tire to pick up at the Hotel Lobby)

8:30 am Arrival at the Team Building site

8:30 am – 12:00 pm **Team Building: Facing Challenges**

12:00 pm Lunch
(Lunch arranged by Phat Tire at the Team Building site restaurant)

1:30 – 4:45 pm **Team Building: Out of Your Comfort Zone**

4:45 pm Travel back to Sheraton Hotel
(Buses arranged by Phat Tire)

6:15 pm Gather at the Hotel Lobby to depart for dinner
(Buses arranged by Phat Tire)

6:30 – 8:00 pm Dinner
(Dinner arranged by Phat Tire at Martinez Restaurant, 7 Le Loi Street, Nha Trang)

8:00 pm Return to Sheraton Hotel
(Buses arranged by Phat Tire)

DAY 3 – TUESDAY, JUNE 11, 2013

(F and VS must wear nametag and color T-shirt distributed by VEF)

6:30 – 7:30 am Breakfast
(Feast Restaurant, 1st Floor, Sheraton Hotel)

8:00 am Travel to Team Building site
(Buses arranged by Phat Tire to pick up at the Hotel Lobby)

8:30 am Arrival at the Team Building site

8:30 am – 12:00 pm **Team Building: Thinking Outside of the Box**

12:00 – 1:00 pm Lunch
(Lunch arranged by Phat Tire at the Team Building Site)

1:30 – 4:30 pm **Team Building: Off We Go! Riding the Waves!**

4:30 pm Return to Sheraton Hotel
(Buses arranged by Phat Tire)

¹ 1st Floor at the Sheraton is 2nd Floor in the U.S. Please press 1 in the elevator to go to the Feast Restaurant.

- 6:15 pm Gather at the Hotel Lobby to depart for dinner
(Buses arranged by Phat Tire)
- 6:30 – 9:00 pm Team Building Celebration Dinner
(Dinner arranged by Phat Tire at Champa Restaurant, 304 - 2/4 Street, Vinh Phuoc Ward, Nha Trang)
- 9:00 pm Return to Sheraton Hotel
(Buses arranged by Phat Tire)

DAY 4 – WEDNESDAY, JUNE 12, 2013

(Morning Presentation Sessions at Altitude Room, 28th Floor, Sheraton Hotel)

(F and VS must wear nametag and white T-shirt with name of U.S. university)

- 6:30 – 8:00 am Breakfast
(Feast Restaurant, 1st Floor, Sheraton Hotel)
- 8:30 – 9:00 am **Welcome Remarks**
Dr. Lynne McNamara, VEF Executive Director
Ms. Sandy Dang, VEF Board member
Mr. Basil Kiwan, VEF Board member
- 9:00 – 10:30 am **Visa Requirements, Travel, and Entry into the United States**
Ms. Sandarshi Gunawardena, VEF Senior Program Officer
- 10:30 – 10:45 am Tea/Coffee break
- 10:45 – 11:15am **Finance Matters**
Mr. Taylor Wynings, VEF Director of Finance and Accounting
- 11:15 am – 12:00 pm **Travel to the United States**
Mr. Giang Nguyen, President, New Global Tours Company
- 12:00 – 1:00 pm Lunch arranged by VEF
(Steam N' Spice Restaurant, 1st Floor¹, Sheraton Hotel)
(Afternoon Lecture Sessions at Yersin Ballroom A, 2nd Floor², Sheraton Hotel)
- 1:00 – 2:45 pm **Immigration Obligations and Maintaining Legal Status while Studying and Training in the United States** *(Topic to include maintaining J-status, international travel, employment, and reporting requirements, etc.)*
Ms. Sandarshi Gunawardena, VEF Senior Program Officer
- 2:45 – 3:00 pm Tea/Coffee Break
- 3:00– 4:00 pm **Cultural Differences and Adjustment to the United States**
Ms. Sandarshi Gunawardena, VEF Senior Program Officer
Dr. Lynne McNamara, VEF Executive Director

¹ 1st Floor at the Sheraton is 2nd Floor in the U.S. Please press 1 in the elevator to go to the Steam N' Spice Restaurant.

² 2nd Floor at the Sheraton is 3rd Floor in the U.S. Please press 2 in the elevator to go to the Yersin Ballroom.

4:00–5:00 pm	<p>Photo Session of F and VS <i>There are different group photo sessions:</i></p> <ul style="list-style-type: none"> - <i>Fellows, VS and VEF Board members, and VEF staff</i> - <i>Fellows & Visiting Scholars</i> - <i>Fellows</i> - <i>Visiting Scholars</i> - <i>Female F & VS</i> - <i>Male F & VS</i> - <i>F & VS going to the same U.S. university</i>
Evening	Free. Dinner on your own

DAY 5 – THURSDAY, JUNE 13, 2013:

(Lecture Sessions at Yersin Ballroom A, 2nd Floor, Sheraton Hotel)

(F and VS must wear nametag)

6:30 – 7:30 am	<p>Breakfast <i>(Feast Restaurant, 1st Floor, Sheraton Hotel)</i></p>
8:00 – 9:45 am	<p>Studying, Training, and Academic Expectations in the United States <i>(Topics include campus orientations, language assistance, course choices, grading, advisers, and thesis/dissertation)</i> <i>Dr. Phuong Nguyen, VEF Country Director</i> <i>Dr. Lynne McNamara, VEF Executive Director</i> Comments by: <i>Dr. Nguyen Thi Hong Thuy, VEF Fellow Alumna, Cohort 2007</i> <i>Dr. Le Van Hao, VEF Visiting Scholar Alumnus, Cohort 2008</i></p>
9:45 – 10:00 am	<p>Introduction to the VEF Online Management System (OMS) and Reporting Academic Progress to VEF <i>Mr. Hung Do, VEF IT and Data Technician</i> <i>Ms. Ha Phuong Nguyen, VEF Program Assistant</i></p>
10:00– 10:15 am	Tea/Coffee Break
10:15 – 11:00 am	<p>Health, Wellness, and Safety <i>(Topics include health check-up and immunization requirements by U.S. universities and related VEF policies)</i> <i>Dr. Lynne McNamara, VEF Executive Director</i></p>
11:00am – 12:00pm	<p>Understanding Legal Issues in the United States <i>Ms. Sandarshi Gunawardena, VEF Senior Program Officer</i></p>
12:00 – 1:00 pm	<p>Lunch arranged by VEF <i>(Feast Restaurant, 1st Floor, Sheraton Hotel)</i></p>
1:00 – 2:30 pm	<p>Living in the United States: Campus Life, Housing, Banking, Social Life, Travel, etc. <i>Dr. Nguyen Thi Hong Thuy, VEF Fellow Alumna, Cohort 2007</i> <i>Dr. Nguyen Cuong Quoc, VEF Fellow Alumnus, Cohort 2004</i> <i>Dr. Le Van Hao, VEF Visiting Scholar Alumnus, Cohort 2008</i></p>
2:30 – 3:15 pm	Informal Discussion in Small Groups combined with Tea/Coffee Break
3:15 – 4:00 pm	<p>VEF Grant Terms: Responsibilities and Expectations <i>(Topic to include VEF policies and procedures)</i> <i>Dr. Lynne McNamara, VEF Executive Director</i></p>

- 4:00 – 4:30 pm **Maintaining Connections to Vietnam and Re-entry**
Ms. Sandarshi Gunawardena, VEF Senior Program Officer
 Comments by
Dr. Nguyen Thi Hong Thuy, VEF Fellow Alumna, Cohort 2007
Dr. Nguyen Cuong Quoc, VEF Fellow Alumnus, Cohort 2004
Dr. Le Van Hao, VEF Visiting Scholar Alumnus, Cohort 2008
- 4:30 – 5:15 pm - **Collection of signed VEF Grant Letters**
 - **PDO evaluation**
 - **Distribution of settling-in allowance and reimbursement fees**
- 5:15 – 6:30 pm FREE time
- 6:30 – 9:00 pm **Farewell Dinner Reception** (*Yersin Ballroom B, 2nd Floor, Sheraton Hotel*)
 (*F, VS, and family members wear nametags*)
Closing remarks
 - *Dr. Lynne McNamara, VEF Executive Director*
 - *Ms. Sandy Dang, VEF Board member*

DAY 6 – FRIDAY, JUNE 14, 2013

Group 1: Fellows and Scholars Depart for Hanoi	Group 2: Fellows and Scholars Depart for HCMC
6:30–7:00 am: Breakfast (<i>Feast Restaurant, 1st Floor, Sheraton Hotel</i>)	6:30 – 10:00 am: Breakfast (<i>Feast Restaurant, 1st Floor, Sheraton Hotel</i>)
6:30–7:30 am: Check out individually	8:00 – 11:15 am: Checkout individually
7:45 am: Bus departs for the airport (<i>Bus arranged by Phat Tire. The bus will NOT wait for you if you are late.</i>)	11:30 am: Bus departs for the airport (<i>Bus arranged by Phat Tire. The bus will NOT wait for you if you are late.</i>)
8:45 am: Arrive at the airport	12:30 pm: Arrive at the airport
10:45 am: Depart Nha Trang for Hanoi (<i>Flight # VN 1552: Depart at 10:45 am, arrive at 12:30 pm</i>)	2:35 pm: Depart Nha Trang for HCMC (<i>Flight # VN 1357: Depart at 2:35 pm, arrive at 3:30 pm</i>)

APPENDIX 11:
10TH ANNUAL VEFFELLOWS AND SCHOLARS CONFERENCE AGENDA



**10th Annual Vietnam Education Foundation
Fellows and Scholars Conference**
January 3-5, 2013
Leading the Change



Host University: Florida State University, Tallahassee, FL

Wednesday, January 2, 2013		
4:00 – 9:00 pm	CONFERENCE CHECK-IN	Hotel, Salon A Ground Floor
4:00 pm	VEFFA BOOK DRIVE	Hotel, Adams Park
8:00 – 9:00 pm	Informal discussion with Dr. Nguyen Vu Tung , Deputy Chief of Mission, Embassy of the Socialist Republic of Vietnam, U.S.A., Dr. Mai Ha , Ministry of Science and Technology (MOST), and Mr. Tran Ba Viet Dzung , Ministry of Education and Training (MOET), Vietnam	Hotel, Ballroom
9:00 – 10:00 pm	Forum/discussion with the 2012 Cohort Fellows Sandarshi Gunawardena , Senior Program Officer, VEF	Hotel, Salon B

Thursday, January 3, 2013		
6:30 – 7:45 am	Breakfast Buffet	Hotel, Ballroom
7:50 am	Buses depart the Hotel for FSU Turnbull Conference Center at 7:50	Hotel Lobby
All Conference Sessions will take place at the Turnbull Conference Center, Florida State University (FSU) on all days (unless otherwise noted).		
8:30 – 9:30 am	CONFERENCE WELCOMING REMARKS Dr. Lynne Mc Namara , Executive Director, VEF Dr. Nancy Marcus , Dean, The Graduate School Florida State University Dr. Gary K. Ostrander , Vice President for Research, Florida State University Dr. Isaac Silvera , Chairman, Board of Directors, VEF Dr. Nguyen Vu Tung , Deputy Chief of Mission, Embassy of the Socialist Republic of Vietnam, U.S.A. Mr. Tran Ba Viet Dzung , Director-General, International Cooperation Department, Ministry of Education and Training, Vietnam Dr. Mai Ha , Director-General, International Cooperation Department, Ministry of Science & Technology, Vietnam Premier showing of the VEF 10th Anniversary film, A Bridge to the Future	Turnbull Conference Center, 208 Auditorium
9:30 – 10:15 am	KEYNOTE SPEAKER: “Fostering an Ecosystem for Change in Research and Education in Vietnam” Dr. Vu Duong , Director & THP Group Chair, Professor of Systems Science, John von Neumann Institute - Vietnam National University HCMC	208 Auditorium
10:15 – 10:45 am	Break & VEF 10 th Anniversary Celebration and group photo	Atrium 2 nd Floor
10:45 – 12:30 pm	SCIENTIFIC POSTER SESSION	Atrium 2 nd Floor
12:30 – 1:30 pm	Lunch	Turnbull Conference Center, 108 Dining Room
1:30 – 2:45 pm	IMMIGRATION MATTERS Q&A Sandarshi Gunawardena , Sr. Program Officer, VEF	208 Auditorium

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2:45 – 3:00 pm	Break	Atrium 2 nd Floor
3:00 pm	Buses depart to Hotel – for those not participating in tours. We recommend self-guided tour of Downtown Tallahassee.	
3:15 pm	Buses depart for Research Facilities Tours	
3:30 – 6:00 pm	TOURS: Research Facilities Tour: National High Magnetic Field Laboratory; High Performance Materials Institute; and Aero-Propulsion, Mechatronics and Energy Building OR Guided Walking Tour of FSU Campus <i>(Pre-registration required)</i> 2 Buses on concurrent/rotating tours depart from FSU Turnbull Conference Center and will return to Challenger Center for Opening Reception	
6:30 – 7:30 pm	OPENING RECEPTION (Walking distance from Hotel) <i>Sponsored by Florida State University</i>	Challenger Learning Center
7:30 – 8:30 pm	IMAX Movie: <i>Born To Be Wild</i> (Free tickets to all VEF program participants) http://www.imax.com/borntobewild/ <i>Sponsored by Florida State University</i>	Challenger Learning Center
8:30 pm onwards	Dinner on your own	Downtown Tallahassee (walking distance from hotel)

Friday, January 4, 2013		
6:30 – 7:45 am	Breakfast Buffet	Hotel, Ballroom
7:50 am	Buses depart the Hotel for FSU at 7:50	Hotel Lobby
8:30 – 9:15 am	FORUM WITH VEF BOARD OF DIRECTORS	Turnbull, 208 Auditorium
9:15 am – 12:00 pm	LEADERSHIP TRAINING	208 Auditorium
9:15 – 9:45 am	Keynote: "Leadership Across Cultures" Dr. Laura Osteen , Director of the Center for Leadership and Social Change, FSU	208 Auditorium
9:45 – 10:45 am and 11:00 – 12:00 pm	LEADERSHIP WORKSHOPS Concurrent Workshops (repeated twice) - Pre-registration required <ul style="list-style-type: none"> • "The Sounds of Leadership: Developing the Capacity for Change" Presenter: Antron Mahoney, Assistant Director, Center for Leadership & Social Change, FSU • "Developing Effective Cross-Cultural Communication Skills" Presenter: Aleks Nesic, Intercultural Training & Assessment Specialist, Center for Global Engagement, FSU • "Reflection: The Art and Science of Knowing Yourself" Presenter: Amber Hampton, Assistant Director, Center for Leadership & Social Change, FSU • "Inspiring Self, Motivating Others, Implementing Change" Presenters: Dr. Cadence Kidwell, Program Director, Global Pathways Certificate & Exchanges, Center for Global Engagement, FSU & Dr. Laura Osteen, Director, Center for Leadership & Social Change, FSU 	Room 101 Room 103 Room 114 Room 214
10:45 – 11:00 am	Break	Atrium, 2nd Floor
11:00 am – 12:00 pm	Concurrent workshops continue	
12:00 – 1:00 pm	Lunch Discussions over lunch with VEF U.S. Faculty Scholars	108 Dining Room, 1st Floor
1:00 – 2:45 pm	VEFFA Meeting: Open to all VEF Fellows and Scholars	208 Auditorium

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2:00 – 2:45 pm	Break during meeting	Outside 208 Auditorium
2:45 pm	Buses depart from Turnbull Conference Center to Tully Gym for those participating in Sports Tournaments	Outside of Turnbull Conference Center
3:00 pm	Buses depart from Turnbull Conference Center to Doubletree Hotel for those who do not attend Sports Tournament	Outside of Turnbull Conference Center
3:00 – 6:30 pm	SPORTS TOURNAMENTS After tournaments, buses depart FSU Tully Gym at 6:30 p.m. to return to Doubletree Hotel	Tully Gymnasium
6:30 pm	Buses from FSU Tully Gym to Doubletree Hotel for those who attend Sport Tournament	Outside of Tully Gym
6:30 – 8:30 pm	Dinner on your own	Downtown Tallahassee (walking distance from hotel)
9:00 pm – Midnight	VEFFA IDOL NIGHT	Hotel, Ballroom, Ground Floor

Saturday, January 5, 2013

6:30 – 7:45 am	Breakfast Buffet	Hotel, Ballroom
7:50 am	Buses depart the Hotel for FSU Turnbull Conference Center at 7:50	Hotel Lobby
9:00 am – 12:00 pm	LEADERSHIP KEYNOTE SPEAKER & PANEL	Turnbull, 208 Auditorium
9:00 – 10:00 am	Leadership Keynote Speaker: Sir Harold W. Kroto, “Créativité Sans Frontières” <i>Nobel Laureate for Chemistry, 1996 and Francis Eppes Professor of Chemistry and Biochemistry, FSU.</i>	
10:00 – 10:15 am	Break	Atrium, 2 nd Floor
10:15 – 12:00 pm	Panel Discussion and Forum: “Leading the Change in Vietnam: Stories of Challenges and Successes” Moderator: Dr. Huong Le, VEF Fellow Cohort 2006. Dr. James Cobbe , Professor of Economics, FSU; Tuan Phamdo , Director, Extreme Scale Technology, Intel; and Dr. Hieu Khac Le , VEF Alumnus, Caterv, Inc.	208 Auditorium
12:00 – 1:00 pm	Lunch	108 Dining Room, 1 st Floor
1:00 – 4:00 pm	LEADERSHIP WORKSHOPS (Break-out sessions) Parallel sessions - Pre-registration required. 1 st & 2 nd Floors Workshops range from 50-90 mins. in duration	Turnbull Conference Center
1:00 – 2:30 pm	<ul style="list-style-type: none"> • “Adaptive Leadership” Presenter: Sandy Dang, Change Management Consultant Casey Family Programs & VEF Board Member 	Room 201
2:45 – 4:15 pm	<ul style="list-style-type: none"> • “Introverted Leadership: Building on Your Quiet Strength” Presenters: Dr. Jennifer B. Kahnweiler, Author, Speaker & Executive Coach 	Room 103
1:00 – 2:00 pm	<ul style="list-style-type: none"> • “High-Performance Computing: Vision & Potential for Unprecedented Change in Vietnam” Presenter: Tuan Phamdo, Intel 	Room 214
3:00 – 4:00 pm		
2:00 – 3:00 pm	Break (to accommodate varying workshops times)	Atrium, 2 nd Floor
1:00 – 2:00 pm	<ul style="list-style-type: none"> • “Women and Leadership” Presenter: Anhlan Nguyen, IT Portfolio Manager, University of Texas MD Anderson Cancer Center & VEF Board Member 	Room 114

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2:00 – 3:00 pm	<ul style="list-style-type: none"> • “Leadership Development and Innovation” Presenter Dr. Vu Duong, <i>Director & THP Group Chair,</i> <i>Professor of Systems Science, John von Neumann Institute,</i> <i>Vietnam National University HCMC</i> 	Room 101
3:00 – 4:00 pm		
4:15 – 4:30 pm	Closing Comments: <i>Dr. Lynne McNamara and Dr. Issac Silvera</i>	
4:45 – 5:00 pm	All buses depart FSU for Hotel	Outside of Turnbull Conference Center
6:15 – 6:30 pm	Buses depart Doubletree Hotel for University Center Club For Gala Dinner (Last bus departs at 6:45 pm)	Hotel Lobby
7 pm – Midnight	GALA DINNER MC: VEF Fellows/Scholars Representatives Conference Closing Remarks: Dr. Lynne McNamara , <i>Executive Director, VEF</i> Dr. Isaac Silvera , <i>Chairman, Board of Directors, VEF</i> Dr. Garnett Stokes , <i>Provost, Florida State University</i> Dr. Nancy Marcus , <i>Dean, The Graduate School Florida State University</i> New VEFFA Executive Director, and BoA Chairperson Dr. Jerry Nelson , <i>Future Conference Host University Representative</i>	University Center Club Ballroom
10:00 pm	Early Buses depart University Center Club Ballroom for Doubletree Hotel	
12:15 am	Last Buses depart University Center Club Ballroom for Doubletree Hotel	

Sunday, January 6, 2013		
6:00 – 8:00 am	Breakfast Buffet	Hotel, Ballroom
	Departures	

Based on flight times, there will be a pre-determined schedule of buses from the hotel to the airport only at certain times in the morning. If you miss the scheduled buses, you will have to arrange for your own transportation to the airport.

APPENDIX 12:
5TH VEF ALUMNI CONFERENCE AGENDA

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5th VEF ALUMNI CONFERENCE AGENDA

Theme: *VEF Alumni: Giving Back to Vietnam*
Date: June 14-16, 2013
Conference Hotel: Sheraton Nha Trang Hotel
26-28 Tran Phu Street, Nha Trang
Venue for University Visit: Nha Trang University
No. 2 Nguyen Dinh Chieu, Nha Trang

DAY 1 – Friday, June 14

Morning-3:00 pm Out-of-town Conference participants arrive in Nha Trang

11:00 am – 6:00 pm **Conference Registration**
(Hon Ong Room, Third Floor, Sheraton Nha Trang Hotel)

1:30 – 3:00 pm **Outreach Activity**
Auditorium, Nha Trang University
(Optional as per pre-registration)

3:30 – 5:30 pm **Alumni Community Service Project: Beach clean-up project with Nha Trang University students**
(Nha Trang Beach, across from Sheraton Nha Trang Hotel)

6:00 – 8:00 pm **Welcome Reception**
(Yersin Ballroom, Second Floor, Sheraton Nha Trang Hotel)

Key-note Speaker
Mr. An LE, Consul General, U.S. Consulate General, Ho Chi Minh City

How do we make a difference together? – Video Clip

8:00 pm Free Evening: Dinner on your own

DAY 2 – Saturday, June 15

6:30 – 7:30 am Breakfast (for conference participants staying at the Sheraton Hotel)
(Feast Restaurant, First Floor, Sheraton Nha Trang Hotel)

7:45 am Bus pick-up from Sheraton Nha Trang Hotel Lobby to Nha Trang University

8:15 – 9:30 am	<p>Plenary Session at Nha Trang University (Auditorium, Nha Trang University)</p> <p>8:15-8:30 am VEF 10th Anniversary film, <i>A Bridge to the Future</i> 8:30-9:00 am Welcome Remarks</p> <ul style="list-style-type: none"> • Ms. Sandy DANG, VEF Board Member • Dr. LE Thanh Binh, Deputy Director, Department of International Cooperation, Ministry of Science and Technology <p>9:00-9:30 am Presentation</p> <ul style="list-style-type: none"> • Associate Professor Dr. TRANG Si Trung, Vice President, Nha Trang University
9:30 – 9:45 am	<p>Group Photo Session</p>
10:00 – 11:30 am	<p>Small-Group Visits to 5 departments at Nha Trang University/Community Outreach at Nha Trang SOS Village (for orphaned and abandoned children) (As per pre-registration both online and on-site)</p> <ol style="list-style-type: none"> 1. Department of Aquaculture and Centre for Aquatic Breeds and Diseases 2. Department of Biotechnology and Environment 3. Department of Food Technology 4. Department of Mechanical Engineering 5. Department of Transportation Engineering <ul style="list-style-type: none"> 10:00-10:15 am: Presentation/introduction about each institution 10:15-11:00 am: Informal discussions/seminars/experience sharing 11:00-11:30 am: Tour of each institution 6. Nha Trang SOS Village (2/4 Street, Dong De, Vinh Hoa, Nha Trang)
11:45 am	<p>Bus pick-up from Nha Trang University/The SOS Village to return to Sheraton Nha Trang Hotel</p>
12:00 – 1:30 pm	<p>Lunch (Feast Restaurant, First Floor, Sheraton Nha Trang Hotel)</p>
1:45 – 2:45 pm	<p>Plenary Session (Yersin Ballroom, Second Floor, Sheraton Nha Trang Hotel) Key-note Speaker Dr. Alan PHAN, Chairman, Viasa Fund</p>
2:45 – 3:00 pm	<p>Tea Break</p>
3:00 – 5:30 pm	<p>Parallel Working Groups: VEF Alumni Projects. Working Groups will discuss, plan, design and map out a feasible and pragmatic action plans (with deadlines and outcomes), for working projects to be executed in the next year.</p> <p>Session 1: VEF Alumni Summer Courses (First summer course to be piloted at Nha Trang University) Facilitators:</p>

- Dr. LE Van Hao, VEF Visiting Scholar Alumnus, Cohort 2008
- Dr. NGUYEN Thi Ngan, Deputy Director, International Cooperation Department, Nha Trang University
- Dr. NGO Thi Phuong Dung, VEF Visiting Scholar Alumna, Cohort 2007
(*Hon Ong Room, Third Floor*)

Session 2: Contributing to Communities: Health Care and Beyond

Facilitators:

- Dr. HA Huu Toan, VEF Fellowship Alumnus, Cohort 2004
- Dr. NGUYEN Cuong Quoc, VEF Fellowship Alumnus, Cohort 2004
(*Hon Ba Room, Third Floor*)

Session 3: Training for Success: Soft Skills for Students

Facilitators:

- Ms. PHAM Thi Minh Tam, VEF Fellowship Alumna, Cohort 2004
- Dr. TRINH Thi Hoa, VEF Fellowship Alumna, Cohort 2004
- Ms. Sandy DANG, VEF Board Member
(*Hon Tre Room, Third Floor*)

Session 4: Best for Business: Connections that Count

Facilitators:

- Dr. Alan PHAN, Chairman, Viasa Fund
- Dr. LE Tien Dung, VEF Fellowship Alumnus, Cohort 2005
- Dr. NGUYEN Thai Ha, VEF Fellowship Alumnus, Cohort 2003
(*Yersin Ballroom, Second Floor*)

Session 5: From an Idea to a Plan: Create the Possibilities (open session for potential projects)
(*Hon Mun Room, Third Floor*)

5:30 – 6:30 pm	Free Time
6:30 pm	Bus pick-up from Sheraton Nha Trang Hotel Lobby to Champa Island Resort
6:45 – 10:00 pm	Gala Dinner (<i>Champa Island Resort, No. 304, 2/4 Street, Nha Trang City</i>)
10:00 pm	Bus pick-up from Champa Island Resort to return to Sheraton Nha Trang Hotel

DAY 3 – Sunday, June 16:

6:30 – 7:30 am	Breakfast (<i>Feast Restaurant, Sheraton Nha Trang Hotel.</i>)
6:30 – 8:00 am	Alumni check out of Sheraton Nha Trang Hotel (<i>Luggage to be kept by the Hotel Concierge</i>)
8:00 – 9:15 am	Parallel Working Group Sessions (cont.): Further refinement of design of projects and action plans.

Session 1: VEF Alumni Summer Courses (First summer course to be piloted at

Nha Trang University)
(Hon Ong Room, Third Floor)

Session 2: Contributing to Communities: Health Care and Beyond
(Hon Ba Room, Third Floor)

Session 3: Training for Success: Soft Skills for Students
(Hon Tre Room, Third Floor)

Session 4: Best for Business: Connections that Count
(Yersin Ballroom, Second Floor)

Session 5: From an Idea to a Plan: Create the Possibilities (open session for potential projects)
(Hon Mun Room, Third Floor)

9:15 – 9:30 am

Tea Break

9:30 – 11:15 am

From ideas to action: Giving back to Vietnam: Wrap Up, Presentation of Each Working Group, and Q&A
(Yersin Ballroom)

11:15 – 11:45 am

Concluding Remarks

12:00 – 1:30 pm

Lunch
(Feast Restaurant, First Floor, Sheraton Nha Trang Hotel)

Afternoon

Departure: Travel to the airport

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**APPENDIX 13:
SITE VISIT PARTICIPANTS**

*Observations on the Current Status of Higher Education in Agricultural Sciences,
Civil Engineering, Computer Science, Electrical Engineering,
Environmental Sciences, Physics, and Transport and Communications at Select Universities in Vietnam*

U.S. Experts:	Field of Study
<p>Dr. Isaac F. Silvera (<i>Project Lead</i>) Thomas Dudley Cabot Professor of the Natural Sciences Lyman Laboratory of Physics Harvard University</p>	Physics
<p>Dr. J. Scott Angle Dean and Director College of Agriculture and Environmental Sciences University of Georgia</p>	Agriculture
<p>Dr. Bruce Hajek NAE Leonard C. and Mary Lou Hoeft Endowed Chair in Engineering University of Illinois at Urbana-Champaign</p>	Electrical Engineering
<p>Dr. John E. Hopcroft NAS/NAE Professor Computer Science Department Cornell University</p>	Computer Science
<p>Dr. G. Scott Rutherford Director, Sustainable Transportation Program Professor, Civil & Environmental Engineering Adjunct Professor, Urban Design & Planning University of Washington</p>	Transportation and Communication
<p>Dr. Jeremy D. Semrau Professor, Civil and Environmental Engineering Professor and Associate Director, Program in the Environment Professor, School of Natural Resources and the Environment</p>	Environmental Sciences
<p>Dr. Vernon Snoeyink NAE Ivan Racheff Professor, Professor Emeritus Department of Civil & Environmental Engineering University of Illinois at Urbana-Champaign</p>	Civil Engineering
<p>Dr. Neal Van Alfen Professor of Plant Pathology College of Agriculture and Environmental Sciences University of California, Davis</p>	Agriculture

Vietnam Education Foundation (VEF) Staff

Dr. Lynne McNamara
Executive Director

Dr. Phuong Nguyen (*Vietnam Project Coordinator*)
Country Director

Dr. Margaret Petrochenkov (*U.S. Project Coordinator*)
Program Officer

**APPENDIX 14:
CAPACITY BUILDING ACTIVITIES
OF U.S. INTERVIEWERS IN VIETNAM**

SUMMARY: Ten (10) U.S. professors, representing different U.S. academic institutions, were sponsored by VEF to interview VEF Fellowship and Visiting Scholar finalists in July-August 2013. Eight (8) of them volunteered to give lectures or to conduct scientific or specialized meetings at five (5) host institutions or organizations in Vietnam. The activities took place in Hanoi and Ho Chi Minh City. The following table summarizes these capacity-building activities. Two (2) general advising sessions for the public were held, one at the U.S. Embassy and the other at the U.S. Consulate, and five (5) seminars/meetings were conducted at Vietnamese institutions.

Advising Sessions for Public Audience: Panel Discussions					
No	Topic (Date)	Vietnamese Host Institution	Scientist, Title, Position	U.S. Affiliation	Field of Expertise
1	<i>How to Get into U.S. Graduate School Programs in STEMM (Science, Technology, Engineering, Mathematics, and Medicine) Fields</i> (August 2, 2013)	EducationUSA Advising Center, U.S. Embassy in Hanoi	Dr. Betsy Foxman Hunein F. and Hilda Maassab Endowed Professor of Epidemiology Director, Center for Molecular and Clinical Epidemiology of Infectious Diseases	University of Michigan	Epidemiology
			Dr. Sheryl Ann Tucker Associate Provost for Graduate Education Dean of the Graduate School	Oklahoma State University	Chemistry
2	<i>How to Get into U.S. Graduate School Programs in STEMM Fields</i> (August 7, 2013)	EducationUSA Advising Center, U.S. Consulate General in Ho Chi Minh City	Dr. John Z. Kiss Dean of the Graduate School Professor of Biology	University of Mississippi	Biology
			Dr. Timothy Mark Logan Professor and Chair, Department of Chemistry and Biochemistry	Florida State University	Chemistry and Biochemistry
			Dr. Edward Scheinerman Vice Dean for Education, Whiting School of Engineering Professor, Department of Applied Mathematics and Statistics	Johns Hopkins University	Engineering/Applied Mathematics and Statistics
			Dr. Keith Alan Teague Professor, School of Electrical and Computer Engineering	Oklahoma State University	Electrical and Computer Engineering

Seminars and Meetings with Faculty Members and Students					
No	Topic (Date)	Vietnamese Host Institution	Scientist, Title, Position	U.S. Affiliation	Field of Expertise
1	<i>Mammalian Metabolomics</i> (August 1, 2013)	University of Science, Vietnam National University, Hanoi	Dr. Timothy Mark Logan Professor and Chair, Department of Chemistry and Biochemistry	Florida State University	Chemistry and Biochemistry
2	<i>Progress in Thin Film Solar Cells</i> (August 1, 2013)	Hanoi University of Science and Technology	Dr. Charles R. Westgate Research Professor	Binghamton University, State University of New York	Electrical and Computer Engineering
3	<i>1. GAC Processes: A Critique and Promising New Directions</i> <i>2. Operational Strategies for Water Quality, Control in Distribution Systems</i> (August 2, 2013)	National University of Civil Engineering	Dr. Vernon L. Snoeyink Professor Emeritus of Environmental Engineering, Department of Civil and Environmental Engineering	University of Illinois at Urbana- Champaign	Environmental Engineering
4	<i>1. Epidemiology of Urinary Tract Infection</i> <i>2. Preparing for Success in Graduate Schools: U.S. Programs and Technology</i> (August 6, 2013)	Ho Chi Minh City University of Medicine and Pharmacy	Dr. Betsy Foxman Hunein F. and Hilda Maassab Endowed Professor of Epidemiology Director, Center for Molecular and Clinical Epidemiology of Infectious Diseases	University of Michigan	Epidemiology
5	<i>Applying to U.S. Graduate Programs</i> (August 6, 2013)	International University, Vietnam National University, Ho Chi Minh City	Dr. Sheryl Ann Tucker Associate Provost for Graduate Education Dean of the Graduate School	Oklahoma State University	Chemistry

APPENDIX 15:**FOLLOW-UP RESEARCH LIST OF 14 VIETNAMESE PARTICIPATING UNIVERSITIES**

**Observations on the Current Status of Higher Education in Agricultural Sciences,
Civil Engineering, Computer Science, Electrical Engineering,
Environmental Sciences, Physics, and Transport and Communications at Select Universities in Vietnam**

Participating Universities:

#	Participating Universities	Location	Research Fields
PARTICIPATING UNIVERSITIES IN THE NORTH (8)			
1	Hanoi University of Agriculture *	Hanoi	Agricultural Sciences
2	Hanoi University of Science and Technology *	Hanoi	Computer Science Electrical Engineering Environmental Sciences Physics
3	National University of Civil Engineering *	Hanoi	Civil Engineering
4	Thai Nguyen University *	Thai Nguyen	Agricultural Sciences
5	University of Transport and Communications *	Hanoi	Civil Engineering Transport and Communications
6	University of Transport Technology **	Hanoi	Transport and Communications
7	Vietnam National University - Hanoi University of Engineering and Technology	Hanoi	Computer Science Electrical Engineering
8	Vietnam National University - Hanoi University of Science	Hanoi	Physics
PARTICIPATING UNIVERSITIES IN THE SOUTH (6)			
9	Can Tho University *	Can Tho	Agricultural Sciences Environmental Sciences
10	Ho Chi Minh City University of Transport **	HCMC	Civil Engineering Transport and Communications
11	Nong Lam University*	HCMC	Agricultural Sciences Environmental Sciences
12	Vietnam National University - Ho Chi Minh City International University	HCMC	Electrical Engineering
13	Vietnam National University - Ho Chi Minh City University of Science	HCMC	Computer Science Environmental Sciences Physics

14	Vietnam National University - Ho Chi Minh City University of Technology	HCMC	Civil Engineering Computer Science Electrical Engineering Environmental Sciences Physics Transport and Communications
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* Administered by the Ministry of Education and Training

** Administered by the Ministry of Transport

**APPENDIX 16:
SAMPLE AGENDA FOR FOLLOW-UP RESEARCH SITE VISITS**

***Observations on the Current Status of Higher Education in Agricultural Sciences,
Civil Engineering, Computer Science, Electrical Engineering,
Environmental Sciences, Physics, and Transport and Communications at Select Universities in Vietnam***

Note: All scheduled times are approximate and the meetings may have been longer or shorter.

Time	Activity
7:45 - 8:15 a.m.	Brief campus tour (library, labs, canteen, book store, and student center)
8:15 – 9:00 a.m.	1. Meeting with the administrators of the university and departments 2. Presentation by the administrator in charge of accreditation and assessment of the university and department
9:00 – 10:15 a.m.	Individual/group meeting with department and program administrators, including any who have been VEF program participants
10:15 a.m. - 12:15 p.m.	Individual/group meeting with instructors, including any who have been VEF program participants
12:15 - 1:45 p.m.	LUNCH (includes travel if needed)
1:45 – 3:15 p.m.	Individual/group meeting with undergraduate students
3:15 – 4:00 p.m.	Individual/group meeting with graduate students
4:00 - 4:45 p.m.	Individual/group meeting with alumni
4:45 - 5:30 p.m.	Individual/group meeting with employers