

Mandela Washington Fellowship Evaluation: Survey 3 – Academic and Leadership Institute Staff Survey

Introduction *FOR ELECTRONIC SURVEY INTRODUCTION*

Thank you for taking the time to participate in the Mandela Washington Fellowship evaluation! The purpose of the independent evaluation is to review the Fellowship’s effectiveness in meeting its goals and objectives during its first five years of implementation, 2014 - 2018, assess the Fellowship’s impact on Alumni and other stakeholders, and determine areas for improvement and growth. We are not affiliated with IREX.

IMPORTANT NOTE: If you wish to complete the survey in more than one session, you will only be able to return to your responses if you (1) use the same computer for each session, and (2) do not clear your cache or cookies.

Your participation in this survey is voluntary. You may opt to withdraw from the survey at any time, choose not to answer select questions, or choose to not submit your survey responses.

By selecting the “I consent to participate in this survey” below, you are consenting to the following:

- Aggregated responses or de-identified qualitative insights from open-ended questions may be included in the final report or publications resulting from the evaluation.
- De-identified data files will be submitted to the Bureau of Educational and Cultural Affairs (ECA) at the U.S. Department of State upon completion of the evaluation (without names or any contact information).
- The data you provide may be reanalyzed at a later date for a follow-up study or other purpose approved by ECA.

Your contributions are confidential and no individual identities will be used in any reports or publications resulting from the evaluation unless the individual provides consent to the Evaluation Team.

If you have any questions or concerns about this survey or the Mandela Washington Fellowship evaluation more broadly, please reach out to the Evaluation Team at fellowshipevaluation@guidehouse.com.

0) Please acknowledge if you consent to participate in this survey:

OMB Control Number: 1405-XXXX Burden Estimate: 30 minutes Expiration Date: XX-XX-XXXX	PRA Statement Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: ecaevaluation@state.gov .
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Answer Options

- I consent to participate in this survey
- I do not consent to participate in this survey [note: if 'I do not consent' is selected, survey will automatically close]

Notes *INTERNAL ONLY*

Survey Scope: Approximate completion time is about 30 minutes

Logistics: Distribute Word version with email, so that respondents can see the survey questions in advance

Survey Navigation:

- **Skip Logic:** Respondents may not see all questions in this survey. Some questions use “skip logic”, where the question being posed to the respondent is dependent on their response to the previous question. The jumps between questions will be a seamless process for respondents.
- **Save & Continue:** Prior to submission, respondents will be able to save survey responses and return to them later. Survey responses cannot be changed after submission. Additional instructions will be provided to respondents in the email invitation.

Questions

Section 1: Background Information

1 *To the best of your knowledge, select all years that your university hosted Mandela Washington Fellows, and the corresponding tracks for each year. Select all that apply.*

Answer type: Multiple selection of available years and tracks

Options:

- Business and Entrepreneurship: 2014, 2015, 2016, 2017, 2018
- Civic Leadership: 2014, 2015, 2016, 2017, 2018
- Public Management: 2014, 2015, 2016, 2017, 2018
- Energy: 2016
- Energy – Public Management: 2017

2 *Check the box that most closely describes your formal role in the Academic and Leadership Institute.*

Answer type: Multiple choice (Select one)

Options:

- Academic Director
- Administrative Director
- Session leader / discussant / facilitator / speaker
- Leadership Director
- Networking Coordinator

OMB Control Number: 1405-XXXX
Burden Estimate: 30 minutes
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Questions	
	<ul style="list-style-type: none"> • Community Service Lead • Cultural Activities Coordinator • Site Visit Lead • Faculty Member • Support/Administrative staff • Other (please describe)
3	<p><i>How did you support the Academic and Leadership Institute in your role?</i></p> <p>Answer type: Short answer Character limit: 1,000 characters</p>
4	<p><i>What year(s) have you personally engaged (in any role) in the Academic and Leadership Institute?</i></p> <p>Answer type: Multiple selection Options: 2014, 2015, 2016, 2017, 2018</p>
Section 2: Individual level impact.	
5	<p><i>For the most recent year, select the curriculum components provided by the Academic and Leadership Institute. (Select all that apply)</i></p> <p>Answer type: Multiple choice Options:</p> <ul style="list-style-type: none"> • Academic sessions • Practical/Experiential sessions • Leadership training • Community service • Cultural experiences • Networking activities • Fellow feedback activities • Site visits to organizations/businesses/government agencies • Unstructured/independent networking time • Other (insert)
6	<p><i>Has your university hosted Fellows for more than one year?</i></p> <p>Answer type: Multiple choice</p> <ul style="list-style-type: none"> • Yes (if selected, go to Q6a) • No • I don't know
7	<p><i>To the best of your knowledge, from one year to the next, has your Institute made any key programming changes or modifications (outside of any Department of State-mandated changes) and the reasons for these changes or modifications.</i></p>

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Questions

	Answer type: Open-ended Character limit: 2,000 characters
8	<p><i>In the most recent year, across Academic and Leadership Institute programming, what percentage of time did Fellows spend on the following:</i></p> <ul style="list-style-type: none">• Activities focused on applied academic knowledge• Leadership skills• Teamwork, problem solving, interpersonal communication, conflict resolution, time management• Other (please specify) <p><i>Round each percentage to the nearest whole number. Answers should equal 100%.</i></p> <p>Answer type: Four short answer fields for percentages (Percentage theoretical, Percentage other) Validation will require answers add to 100%</p>
9	<p><i>Indicate your level of agreement with the following statement: “The Academic and Leadership Institute at our university contributed to the professional development of the Fellows we hosted.”</i></p> <p>Note: Professional Development is defined here as the development of professional knowledge, skills, competency, and effectiveness as a professional or leader</p> <p>Answer type: Likert Scale Options:</p> <ul style="list-style-type: none">• Strongly agree• Agree• Neutral• Disagree• Strongly disagree• Don’t know / can’t ascertain
9a	<p><i>Explain the key reasons for your rating in the previous question and/or any examples of Fellows’ Professional Development that you may have.</i></p> <p>Answer type: Open-ended Character limit: 1,000 characters</p>
10	<p><i>Please highlight one or two of the most significant experiences for the Fellows at your Academic and Leadership Institute.</i></p> <p>Answer type: Open-ended Character limit: 1,000 characters</p>

Section 3: Community & Public Diplomacy Impact. How does the Mandela Washington Fellowship

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Questions

benefit local American Communities?

11 *Indicate the extent to which your university's participation in the Fellowship was influential in supporting the following:*

- Breaking down stereotypes of Africa in the local community
- Building on existing relationships with private companies
- Forming new relationships or partnerships with private companies
- Building on existing relationships with local/state government
- Forming new relationships with local/state government
- Working more closely with other university/college departments
- Internationalizing courses/programs

Answer Type: Likert Scale (all topics above shown in a table)

Options:

1. Extremely Influential
2. Very Influential
3. Somewhat Influential
4. Not at all Influential
5. Don't know / can't ascertain

If 1, 2, or 3 selected, move to question 11a.

If 4 or 5 selected, go to question 11b.

11a *Please provide some examples of how the Academic and Leadership Institute has benefitted the local community.*

Note: Local community is defined here as the community in which the university resides.

Answer type: Open-ended

Character limit: 1,000 characters

11b *In your opinion, how could the Academic and Leadership Institute have had a stronger impact on the local community?*

Note: Local community is defined here as the community in which my university resides.

Answer type: Open-ended Character limit: 1,000 characters

12 *Indicate your level of agreement with the following statement: "Hosting the Academic and Leadership Institute has strengthened ties between the local community (e.g., the community in which my university resides) and my institution."*

Answer type: Likert Scale

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Questions

	<p>Options:</p> <ul style="list-style-type: none"> • Strongly agree • Agree • Neutral • Disagree • Strongly disagree • Don't know / can't ascertain
12c	<p><i>Optional: Explain the key reasons for your selection in the previous question.</i></p> <p>Answer Type: Open-ended</p>
13	<p><i>How impactful has hosting the Academic and Leadership Institute been in further enhancing your institutional capacity to support international visitors (e.g. scholars, students, Fellows, etc.)?</i></p> <p>Answer type: Likert Scale</p> <p>Options:</p> <ul style="list-style-type: none"> • Significant positive impact • Some positive impact • Neutral • Some negative impact • Significant negative impact • Don't know / can't ascertain
13c	<p><i>Optional: Explain the key reasons for your selection in the previous question.</i></p> <p>Answer Type: Open-ended</p>
14	<p><i>Are you aware of any collaborations that have occurred between any of the following after hosting Fellows? (Select all that apply)</i></p> <p>Answer type: Multiple selection</p> <ul style="list-style-type: none"> • Your Institution/Fellow collaboration • Faculty/Fellow collaborations • Local Business/Fellow Collaborations • Local non-governmental organization/Fellow Collaborations • Local Religious organization/Fellow Collaborations • Other/Fellow collaborations (please describe) • I don't know
15	<p><i>Indicate your level of agreement with the following statement: "The Academic and Leadership Institute hosted by my university helped build lasting and productive <u>institutional</u> relationships between the U.S. and Sub-Saharan Africa."</i></p>

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Questions

Answer type: Likert Scale

Options:

1. Strongly agree
2. Agree
3. Neutral
4. Disagree
5. Strongly disagree
6. Don't Know

If 1 or 2 selected, go to 15a

If 3, 4, 5, or 6 selected, go to 16

15a

Please describe examples of relationships that have been formed.

Answer type: Open-ended Character limit: 1,000 characters

16

Indicate your level of agreement with the following statement: "The Academic and Leadership Institute hosted by my university helped build lasting and productive personal relationships between people in the U.S. and Sub-Saharan Africa."

Answer type: Likert Scale

Options:

1. Strongly agree
2. Agree
3. Neutral
4. Disagree
5. Strongly disagree
6. Don't Know

If 1 or 2 selected, go to 16b

If 3, 4, 5, or 6 selected, go to 17

16b

Please describe examples of relationships that have been formed.

Answer type: Open-ended

Character limit: 1,000 characters

16c

***How would you describe the nature of your personal relationship(s) with the Fellow(s)?
Select all that apply.***

Answer type: Multiple selection

Options:

- Academic/research
-

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Questions	
	<ul style="list-style-type: none"> Professional/business collaboration Social/personal communication Other (please describe) Not applicable to me
16d	<p>How many Fellowship Alumni have you been in contact with within the last 12 months?</p> <p>Answer type: drop down menu</p> <ul style="list-style-type: none"> 0 alumni 1-2 alumni 3-5 alumni More than 5 alumni <p>If 0, move to Question 17 If 1 or more, move to Question 16e</p>
16e	<p>How often do you maintain contact with the Fellowship Alumni?</p> <p>Answer type: Multiple Choice</p> <p>Options:</p> <ul style="list-style-type: none"> Frequently (at least once a month) Somewhat frequently (at least a few times a year) Infrequently (maybe once a year) Not at all Other (if 'other' is selected, please describe)

Section 4: Support of U.S. Foreign Policy Goals

17	<p>Indicate if the Fellowship resulted in any of the following types of collaboration between personnel from your Academic and Leadership Institute and Fellowship Alumni (from any year). Select all that apply.</p> <p>Answer type: Multiple selection</p> <p>Options:</p> <ul style="list-style-type: none"> Professional visit to Alumni's home country and/or workplace Personal visit to Alumni's home country and/or workplace Signed MOU between an Alumni's home organization/ company and the host university Signed MOU between Alumni's home organization/company and other entity that supported Fellows during the Academic and Leadership Institute Developed a joint program or project Collaborated on joint publication of articles or research Collaborated on joint grant applications or other complementary funding opportunities Commercialization of a product resulting from joint research Requested additional funding for a collaborative project
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Questions

	<ul style="list-style-type: none"> • Presented at a conference • Hosted Americans in Alumni’s workplace • Hosted Alumni at university after the Fellowship • Collaborated on joint seminars, courses, trainings etc. • Other -Please describe (short answer field available)
<p>18</p>	<p><i>If relevant, provide specific examples of the types of collaborations or joint activities that you are aware of that were a result of the Academic and Leadership Institute. Write N/A if not applicable.</i></p> <p>Answer type: Open-ended Character limit: 1,000 characters</p>
<p>19</p>	<p><i>Indicate your level of agreement with the following statement.</i></p> <p><i>“Hosting the Academic and Leadership Institute increased cross-cultural understanding in my community.”</i></p> <p>Answer type: Likert Scale Options:</p> <ul style="list-style-type: none"> • Strongly agree • Agree • Neutral • Disagree • Strongly disagree • Don’t know
<p>19a</p>	<p><i>Optional: Explain the key reasons for your selection in the previous question.</i></p> <p>Answer Type: Open-ended</p>
<p>20</p>	<p><i>Indicate your level of agreement with the following statement.</i></p> <p><i>“Hosting the Academic and Leadership Institute supported internationalization of my institution.”</i></p> <p>Answer type: Likert Scale Options:</p> <ul style="list-style-type: none"> • Strongly agree • Agree • Neutral • Disagree • Strongly disagree • Don’t know

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Questions	
20a	<p>Optional: Explain the key reasons for your selection in the previous question.</p> <p>Answer Type: Open-ended</p>
21	<p>Indicate your level of agreement with the following statement:</p> <p><i>“Hosting the Academic and Leadership Institute increased my personal cross-cultural understanding.”</i></p> <p>Answer type: Likert Scale</p> <p>Options:</p> <ul style="list-style-type: none"> • Strongly agree • Agree • Neutral • Disagree • Strongly disagree • Don’t know
21a	<p>Optional: Explain the key reasons for your selection in the previous question.</p> <p>Answer Type: Open-ended</p>
22	<p>Indicate your level of agreement with the following statement:</p> <p><i>“Hosting the Academic and Leadership Institute increased interest in international exchange/opportunities within our local community.”</i></p> <p>Note: Local community is defined here as the community in which your host university resides.</p> <p>Answer type: Multiple Choice (select one)</p> <p>Options:</p> <ul style="list-style-type: none"> • Yes • No • I don’t know <p>If “Yes” selected, go to Question 22a If “No” or “Don’t Know” selected, go to Question 23</p>
22a	<p><i>If yes, briefly describe how the Fellowship Academic and Leadership Institute increased interest in international exchange/opportunities within your local community.</i></p> <p>Answer type: Open-ended Character limit: 1,000 characters</p>

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Questions	
23	<p>Indicate your level of agreement with the following statement:</p> <p><i>“Hosting the Academic and Leadership Institute increased my interest in international exchange/opportunities.”</i></p> <p>Answer type: Likert Scale Options:</p> <ul style="list-style-type: none"> • Strongly disagree • Disagree • Neutral • Agree • Strongly Agree • Don’t know
23a	<p>Optional: Explain the key reasons for your selection in the previous question.</p> <p>Answer Type: Open-ended</p>
24	<p>Indicate your level of agreement with the following statement: “The Fellowship helped Fellows understand how their professional activities/leadership can contribute to stronger democratic institutions and/or governance.”</p> <p>Answer Type: Likert Scale Options:</p> <ul style="list-style-type: none"> • Strongly agree • Agree • Neutral • Disagree • Strongly disagree • Don’t know
24a	<p>Optional: Explain the key reasons for your selection in the previous question.</p> <p>Answer Type: Open-ended.</p>
Section 5: Suggestions/Recommendations	
25	<p>What is your overall experience with the management of the Fellowship by IREX and the U.S. Department of State? Please share feedback for the entire time you have been involved with the Fellowship. In your response, please include:</p> <ul style="list-style-type: none"> • Professional interactions • Promptness and effectiveness of managing problems and finding solutions to problems • Clarity of Institute/program goals and objectives

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Questions

	<p>Answer type: Likert Scale Options:</p> <ul style="list-style-type: none">• Excellent• Good• Neutral• Poor• Very Poor• Don't know
25a	<i>Please use the comment box to provide any additional details on your response to the previous question.</i>
26	<i>Did you encounter any problems or issues with the Mandela Washington Fellowship process? For example, team/fellow interactions, financing match, travel and logistics, Summit preparations, other?</i> <p>Answer type: Multiple choice Options:</p> <ul style="list-style-type: none">• Yes (if selected, go to 26a)• No (if selected, go to 27)
26a	<i>Please explain briefly and how (or if) the problems or issues were resolved.</i> <p>Answer type: Open-ended Character limit: 1,000 characters</p>
27	<i>Have you personally attended the Mandela Washington Fellowship Summit?</i> <p>Answer type: Multiple Choice (select one) Options:</p> <ul style="list-style-type: none">• Yes• No• I don't know <p>If "Yes" selected, go to Question 27a If "No" or "Don't Know" selected, go to Question 28</p>
27a	<i>Please indicate your agreement with the following statement: "I found the Mandela Washington Fellowship Summit to be a useful event".</i> <p>Answer Type: Likert Scale Options:</p> <ul style="list-style-type: none">• Strongly agree• Agree

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Questions	
	<ul style="list-style-type: none"> • Neutral • Disagree • Strongly disagree • Don't know
27b	<i>Please use the comment box to provide any additional details.</i>
28	<p><i>Have you personally attended a Fellowship Institute Partner (Planning) Retreat?</i></p> <p>Answer type: Multiple Choice (select one) Options:</p> <ul style="list-style-type: none"> • Yes • No • I don't know <p>If "Yes" selected, go to Question 28a If "No" or "Don't Know" selected, go to Question 29</p>
28a	<p><i>Please indicate your agreement with the following statement: "I found the Fellowship Institute Partner (Planning) Retreat to be a useful event".</i></p> <p>Answer Type: Likert Scale Options:</p> <ul style="list-style-type: none"> • Strongly agree • Agree • Neutral • Disagree • Strongly disagree • Don't know
28b	<p><i>Optional: Explain the key reasons for your selection in the previous question.</i></p> <p>Answer Type: Open-ended</p>
29	<p><i>From your point of view, please rank the following Academic and Leadership Institute programming objectives by level of importance for your institution, from 1 (most important) to 5 (least important) for future program implementation. Each item must have a different rank (e.g., two items cannot be ranked as "1")</i></p> <ul style="list-style-type: none"> • Leadership Development • Professional Networking • Professional/technical skill building • Personal/social relationship building/networking • Building broader cross-cultural awareness and communication skills

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Questions	
	<p>Answer Type: Ranking Options: (1) Least Important to (5) Most Important</p>
30	<p><i>Do you have any suggestions for improving or changing the Mandela Washington Fellowship?</i></p> <p>Answer type: Open-ended Character limit: 1,000 characters</p>
31	<p><i>If possible, please provide a personal anecdote that demonstrates the impact of hosting Mandela Washington Fellows at your Institute, for example, a story about a new collaboration, or partnership that wouldn't have happened without the Mandela Washington Fellowship Program.</i></p> <p>Answer type: Optional, Open-ended Character limit: 2,000 characters</p>
31a	<p><i>Please feel free to use the comment box below to share any web links (e.g., URLs) that will help further illustrate your survey feedback (e.g., news articles, videos, etc.)</i></p> <p>Answer: Comment box</p>
31b	<p><i>Please feel free to upload any media that will help further illustrate your survey feedback (e.g., news articles, Institute artifacts, social media posts, etc.)</i></p> <p>Answer: File upload option</p>

Section 6: Next Steps

As a reminder, your contributions are confidential and no individual identities will be used in any reports or publications resulting from the evaluation unless the individual provides consent to the Evaluation Team.

32	<p><i>Did your organization submit a bid to be a 2019 Academic and Leadership Institute?</i></p> <p>Answer type: Multiple choice Options:</p> <ul style="list-style-type: none"> • Yes (if selected, go to 32a) • No (if selected, go to 32b)
32a	<p><i>If yes, please describe your motivation for submitting the bid.</i></p> <p>Answer type: Short answer Character limit: 1,000 characters</p>
32b	<p><i>If no, please describe why you decided to not submit a bid.</i></p>

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Questions	
	<p>Answer type: Short answer Character limit: 1,000 characters</p>
33	<p><i>What is the name of your host university? Select all that apply.</i></p> <p>Answer type: List of all host universities</p>
34	<p><i>What is the location of your Academic and Leadership Institute (city, state)?</i></p> <p>Answer type: Short answer field</p>
35	<p><i>What is your current job title?</i></p> <p>Answer: Short answer (100 characters)</p>
36	<p><i>Please check option that best describes your gender: (OPTIONAL)</i></p> <p>Answer type: Drop-down menu Options:</p> <ul style="list-style-type: none"> • Male • Female • Non-binary • I do not wish to respond
37	<p><i>The Guidehouse Evaluation Team will be conducting follow-up one-on-one interviews and group discussions with Academic and Leadership Institute representatives. If you are interested in participating, please provide your name and email address.</i></p> <p>Answer type: Three short answer fields</p> <ul style="list-style-type: none"> • Surname/last name(s) • Given/first name(s) • Preferred email address
38	<p><i>The Guidehouse Evaluation Team will be surveying U.S. Community Members about their experiences with the Mandela Washington Fellowship. Given your interactions with these individuals, we would appreciate if you could share the survey link with them. The link is here: [TBD U.S. COMMUNITY MEMBER LINK]</i></p>

Thank you for your participation in the Evaluation of the Mandela Washington Fellowship for Young African Leaders! We greatly appreciate your time. If you have any questions about this survey, please reach out to fellowshipevaluation@guidehouse.com.

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