

## **GLOSSARY OF IVLP TERMINOLOGY**

### **Councils for International Visitors (CIVs)**

Community-based affiliates or Councils for International Visitors are predominantly nonprofit organizations with a 501(C)(3) designation that develop projects at the local level. Often these organizations are referred to as Local Sponsors.

### **DOS Overseas Missions**

Public Affairs Sections at the U.S. embassies and consulates handle public diplomacy activities including media relations and international exchanges. Each embassy prepares an annual plan, which identifies specific goals to be accomplished in the host country. The plans are usually organized around major foreign policy objectives such as national security, economic prosperity, American citizens, law enforcement, democracy and human rights, humanitarian response, and global issues: environment, population, health, and mutual understanding. This plan is a starting point for designing most IVLP projects. Responsibility for nominating all IVLP participants rests with the overseas missions.

### **ECA/PE/V Program Officers**

ECA/PE/V program officers coordinate all planning, design, implementation and evaluation phases of the projects and serve as liaisons with overseas missions. ECA/PE/V program officers approve all IVLP nominations submitted by missions. Throughout the development of the project the award recipient should maintain close contact with the appropriate ECA/PE/V program officer. ECA/PE/V program officer responsible for the national program exercises final authority in approving project design, pace, itinerary, and budget.

### **Electronic National Program Agency (eNPA)**

The eNPA software application allows award recipients to share information and data electronically through the DOS Exchange Visitor Database (EVDBe) and with the CIVs. The application also allows production of the national program book and other supporting documents (e.g., evaluations, appointment requests and confirmations, participant welcome letters, and various mailing labels) generated directly into Microsoft Word.

## Attachment I

### **English Language Officers and Interpreters (ELOs/Is)**

English Language Officers and Interpreters are assigned to accompany groups and individuals. These individuals are professionals under contract with the Department of State's Office of Language Services. The ECA/PE/V program officer responsible for the national program cooperates with the Office of Language Services for all assignments. ELO/I duties include interpreting during meetings and free time (interpreters only), facilitating contact with Americans, assisting with travel and program logistics, and bridging cultural gaps. ELOs/Is are the principal link with the participant during project travel. Most ELO/Is submit a written report to the DOS at the conclusion of each project.

### **Exchange Visitor Database (EVDBe)**

DOS database that stores participant and project data for all IVLP participants.

### **National Council for International Visitors (NCIV)**

The NCIV is a national network of individual members, national program agencies, and over 90 community-based organizations throughout the United States. These non-profit groups design and implement professional projects and provide cultural activities and home hospitality opportunities for foreign leaders, specialists, and international scholars. The DOS and NPAs rely on the community-based affiliates of NCIV (the CIVs) to develop and implement projects throughout the country as local sponsors.

### **National Program Agencies (NPA)**

IVLP projects are developed by private nonprofit organizations called National Program Agencies. These organizations coordinate the projects based on themes proposed by ECA/PE/V or the DOS overseas missions. Organizations receiving cooperative agreements through the assistance award competition will become National Program Agencies.

### **Office of International Visitors (ECA/PE/V)**

The Office of International Visitors, Bureau of Educational and Cultural Affairs, is divided into three divisions: Regional Programs, Voluntary Visitors, and Community Resources. The Regional Programs and Voluntary Visitors divisions are organized into geographic areas.

**International Visitor Leadership Project Types**

<b>TYPE</b>	<b>DESCRIPTION</b>	<b>DEFINITION</b>	<b>FUNDING SOURCE</b>
IND	Individual	One person	Comes from one country and funding source.
ITT	Individuals Traveling Together	Two to three people from a single country	Comes from one country; possibly differing funding sources
SCP	Single Country Project	Four or more people from a single country	Comes from one country; possibly differing funding sources. Enhancement funding available
SRP	Sub-Regional Project	Four or more people from different countries within a geographic sub-region	Comes from differing countries and possibly differing funding sources. Enhancement funding available
RP	Regional Project	Six or more participants from different countries within a geographic sub-region	Comes from differing countries and possibly differing funding sources. Enhancement funding available
MRP	Multi-Regional Project	Twelve or more participants from multiple regions of the world	Comes from differing countries worldwide. Enhancement funding available
PL 80-402	Individual/Group	Long-term fellowship program for participants to train at government agencies. Selected due to their potential for leadership within their individual ministries.	Could come from different countries, but currently only from Japan. Limited enhancement funding available