

GUIDELINES FOR COUNTY INTERNATIONAL DIRECTORS

- Objective:** To work with people throughout the world to promote peace, friendship and international understanding.
- Goal:** To include an international program and/or project in each county's yearly program.
- To cooperate with other organizations in promoting, understanding all our world neighbors.

SUGGESTED ACTIVITIES:

A. Support and promote ACWW and other international projects such as:

Illinois International Projects

Study of a selected culture/country each year

Friendship Projects Fund – sent to ACWW for global projects, collected from HCE throughout the state.

International Homemaker Exchange – to promote better understanding of cultural diversity and womens' organizations worldwide when possible.

International 4-H/Youth Exchange programs

International Peace Garden – a continuing visual display of our effort to attain world peace and harmony.

ACWW ongoing and new projects

Women Feed the World - supports subsistence food production, cooperation and training in appropriate agricultural techniques.

Water For All – helps provide clean drinking water and finances basic sanitation projects.

Women Walk the World - marks ACWW Day, April 29, and promotes and supports the work of the organization.

Nutrition Education Fund - supports good nutrition, improved hygiene, and food production.

General Projects - support HIV/AIDS awareness, small business plans and skill training.

Other international projects

- B. Conduct programs to educate about and interact with ethnic groups, sharing knowledge of necessary life skills.
- C. Encourage members to participate in Associated Country Women of the World (ACWW) and Country Women's Council (CWC).

GUIDELINES FOR COUNTY INTERNATIONAL DIRECTORS

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REMINDER: All money collected for INTERNATIONAL PROJECTS is to be sent directly to the IAHCE TREASURER. Identify the project and county who is sending the donation. **DO NOT SEND MONEY TO THE INTERNATIONAL EDUCATION DIRECTOR.** All money must be received postmarked to the State Treasurer by November 20th to be included in the annual report

NOTE: Send the International **IAHCE Educational Award Form**, no later than January 31, to the International Director whose name and address is on Page 1 of this Guidebook.



ACWW FRIENDSHIP LINKS 'Pen Friend' APPLICATION

Complete and mail the application or e-mail the information as you wish.
(Please Print)

Your name and full regular postal service mailing address:

E-mail Address: _____ Phone # _____

Mobile Home

Indicate if you prefer to correspond by: E-mail Postal Service No Preference

ACWW Society of which you are a member (please spell out - NO abbreviations): _____

Country Choice: 1st _____ 2nd _____ No preference

List any information (special interests, hobbies, talents, ambitions, age group preference for corresponding, location, etc.) you feel would be helpful in selecting your member friend:

Correspondence is carried out in English.

Please mail completed application to ACWW Friendship Links Coordinator, USA

Pat Weitzmann 23485 Eagle's Nest Road Antioch, IL 60002-8725	E-mail: pweitzmann5@gmail.com	Cell phone: (847) 308-6256 Home phone: (847) 395-6255
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The ACWW Friendship Links Program is the pen friend plan of the Associated Country Women of the World (ACWW). It is just one part of ACWW's commitment to Connecting and Supporting Women and Communities Worldwide, and incorporates both traditional handwritten letters as well as digital means such as e-mail, social media messaging and online friendship. www.acww.org.uk info@acww.org.uk

ACWW, A04 Parkhall, 40 Martell Road, London, SE21 9EN, United Kingdom

registered charity

ILLINOIS ASSOCIATION FOR HOME AND COMMUNITY EDUCATION

INTERNATIONAL HOMEMAKERS EXCHANGE

- PURPOSE:** To promote a better understanding of cultural diversity among women's organization world wide.
- OBJECTIVES:** To compare and contrast family life.
To study women's organizations worldwide.
- AVAILABILITY:** The exchange program is only available as the IAHCE Board deemed appropriate for circumstances.
- FUNDING:** The Homemaker's Exchange Program is to be an ongoing project to be financed by Friendship Projects Fund, and or other grants of funds. All monies for this program will be held in a special account managed by the IAHCE Board, with recommendations from the International Exchange Committee.

INTERNATIONAL HOMEMAKERS EXCHANGE COMMITTEE: The committee will be made up of one person from each District (may be Director or other), the IAHCE Treasurer and the IAHCE International Director as Chairman. Committee members each serve a three year term that corresponds with their term on the IAHCE Board. The committee should meet several times a year, at IAHCE Board meetings, at Annual Conference, at District Workshops and by other arrangements if needed.

COMMITTEE RESPONSIBILITIES:

- INBOUND:**
1. Select the country for the exchange.
 2. Make and find a contact and promote exchange.
 3. Select host families/counties and arrange guest's schedule while in Illinois.
 4. Bring the above recommendations to the IAHCE Board for final approval

- OUTBOUND:**
1. Select a host country.
 2. Select a women's organization in the country (ACWW affiliated if possible).
 3. Make contacts and promote exchange.
 4. Select our exchangee and alternate, by application and personal interview.
 5. Bring all of the above to the IAHCE Board for final approval.

- FINANCIAL:**
1. Submit a yearly budget request to the IAHCE Board.
 2. Pay round trip fare for both inbound and outbound exchangees.
 3. Provide short term health insurance for both inbound and outbound exchangees, if needed.
 4. Provide housing, food and local transportation for the inbound exchangee.

QUALIFICATIONS OF THE OUTBOUND EXCHANGE

1. Should be warm and friendly. Give an outward expression of really liking people. Is able to create an atmosphere in which others respond openly.
2. Has a sensitivity to others and their viewpoint. Lets others speak, and tries to perceive what others really mean. Shows understanding and respect for the beliefs/opinions of others.
3. Is able to explain how Americans live. Is comfortable discussing American customs and values.
4. Is aware at all times that they are representing the U.S. and IAHCE.
5. Must be independent and show initiative in helping arrange the trip. Must be flexible and able to deal with changes/situations apparent in traveling abroad.
6. Must be in good physical and mental health and provide a medical certificate.
7. Must have or be able to obtain a U. S. passport.
8. Must be able to be gone for 4 to 6 weeks.
9. May not be a current IAHCE board member – unless there are no applications from outside the Board.

RESPONSIBILITIES OF THE EXCHANGE

1. Must be available, upon return, to travel to counties throughout the state for programs. (Mileage and housing provided by the counties.)
2. Be available to relate experiences to other IAHCE members.
3. Be available to help with an International Workshop at Annual Conference or speak at District Workshops, if requested.
4. Stress the home, family, cultural and community life and women's organizations in the country visited when giving programs.
5. Take handcrafted items that would be typical of our country's culture to show and display during her/his visit.
6. A log of my presentations will be provided to the International Exchange Committee within a year of my return.

ILLINOIS ASSOCIATION FOR HOME AND COMMUNITY EDUCATION
INTERNATIONAL HOMEMAKERS EXCHANGE OUTBOUND APPLICATION

NAME _____

ADDRESS _____ CITY _____ ZIP _____

PHONE __ (____) _____ COUNTY _____

Number of years in HEA/HCE _____

Briefly explain the benefits of being a member of HCE:

List offices held and dates:

Local:

County:

State:

List personal achievements significant to you: _____

Have you participated in an exchange before? _____ When? _____

If yes, where did you visit? _____

Please explain why you would like to be chosen as an exchange participant. Tell of previous experience in exchanges and speaking before groups. (Use separate sheet if necessary.)

List community activities with which you are affiliated and in what capacity.

Would you be willing to take a physical examination, and carry a medical certificate with you?

Would you be able to be out of the country for 4-6 weeks?

IAHCE HOMEMAKER EXCHANGE OUTBOUND APPLICATION

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Do you consider your health such that you could meet an intensive schedule during the trip abroad and program obligations here afterwards? _____

Do you drive a car? _____ Would you have a car accessible for traveling when you return? _____

Would you have access to a slide, movie or video camera and be able to take photos? _____

Have you hosted International guest in your home? _____ If yes, list Country /year. _____

Do you speak or read a second language? _____ If yes, what? _____

Have you traveled abroad? _____ If so, where, when and for how long? _____

Provide a name and phone number of someone to notify in case of an emergency.

This is to certify that if selected, I will travel at my own risk. I also pledge to participate as an International program speaker as requested and approved by the exchange committee. I guarantee within one (1) year of my return, if I do not fulfill my contract duties, I will reimburse the IAHCE for the expenses incurred on my behalf during my exchange.

SIGNED: _____

DATED: _____

(ATTACH PHOTOGRAPH HERE)

This application must be completed fully to be considered as an applicant. If selected for an interview, you will also have to provide three letters of recommendation (one each from a community activity leader, a professional/business person and your County HCE Board.)

SEND COMPLETED FORM, TO INTERNATIONAL DIRECTOR WHOSE NAME AND ADDRESS IS ON PAGE 1 OF THIS GUIDEBOOK POST MARKED BY JANUARY 5.

IAHCE INTERNATIONAL HOMEMAKER EXCHANGE
INBOUND GUIDELINES AND REQUIREMENTS

THE PERSON SELECTED SHOULD:

1. Be able to stay in Illinois four or five weeks.
2. Should be able to speak fluent English and be able to share information about her country and family.
 - a. Speak as needed, while touring the state and visiting homes.
 - b. Bring a 20-30 minute presentation/talk on her country to be given at Annual Conference or Workshops as requested– using slides/video if possible.
3. Bring handcrafted items that would be typical of her country's culture to show and display during her visit.
4. Be responsible for her/his own personal gift expenses.
5. Be willing to obtain a physical examination from a doctor and carry a medical certificate with them.
6. Enjoy meeting new people and be able to endure a stressful schedule of being in different homes, attending meetings and speaking.
7. Be someone who will share information gained from exchange program visit, upon returning home.

When possible IAHCE will select a national organization in another country that has an affiliation with ACWW.

The native country chosen will then select, when possible, the exchangee and one alternate according to Illinois guidelines

RESPONSIBILITIES OF IAHCE INTERNATIONAL EXCHANGE COMMITTEE

1. Purchase round-trip airfare.
2. Obtain short-term medical insurance for exchangee.
3. Ask hosts to provide meals and lodging.
4. Select appropriate host home for the exchangee.

Proposed exchangee and alternate's name, address, and a short biography should be sent to the IAHCE International Chairman whose name and address is on page 1 of this Guidebook.

IAHCE INTERNATIONAL HOMEMAKERS EXCHANGE PROGRAM
ILLINOIS HOST APPLICATION

PLEASE PRINT OR TYPE:

1. Name of Applicant: _____
 Address _____ City _____ Zip _____
 County _____ Phone (____) _____
2. Number residing in home: Adult _____ Children _____
3. Ages and sex of children: _____

4. Is your home located in: (check category)
 City over 50,000 _____
 Town 10,000 and up _____
 Town 2,000 and up _____
 Town under 2,000 _____
 Rural/farm _____
5. What historical, commercial and educational interests are located near your home that you would be willing to share with the exchange homemaker? (Use additional page if necessary.)
6. If you are chosen as a host family, what special and/or everyday activities might you plan to help the exchange homemaker understand your way of life?
7. If selected, would your family be involved with and supportive of housing the exchange homemaker ?
8. If necessary, will your county HCE be supportive in helping to entertain/tour in your area?
9. Have you hosted International visitors before? Explain.
10. How many nights would you be willing to be a host family? _____

SEND COMPLETED APPLICATION TO INTERNATIONAL DIRECTOR WHOSE NAME AND ADDRESS IS ON PAGE 1 OF THIS GUIDEBOOK. POST MARKED BY OCTOBER 1ST.

COUNTY INTERNATIONAL MINI-STIPEND

All information must be completed for the INTERNATIONAL MINI- STIPEND to be considered. Please type and use additional pages to answer 3.

1. PROJECT TITLE _____
DATE OF PROGRAM _____
2. PROJECT PERSON/ INTL. DIRECTOR _____
ADDRESS _____
PHONE_(_____) _____ COUNTY _____ DISTRICT _____
3. **PROJECT GOALS AND TIMETABLE:** The goal of this project is to increase interest and participation in the International Programs by offering MINI-STIPENDS in the amount up to \$50.00 each. Recipients will be chosen from counties who complete the application and program following the established guidelines listed below.
4. When you have concluded your program, return one copy of your Mini–Stipend form and a completed IAHCE Report form due by January 31st to the International Director whose name/ address is on page 1 of this Guidebook.

GUIDELINES: Define the project goals and include the number of persons (members and non-members of HCE) reached. Estimate percentage of county membership. When using newspaper articles, include the circulation number of paper. Be specific, listing the tasks, timetable, budget and specific expenses. Describe how your committee and board will accomplish these goals. **Your program must have been held during this one calendar year (January 1 – December 31).**

Mini-Stipends is made available for expenses incurred for materials, speakers, postage, facilities, publicity, telephone and transportation. Skill, talent and time are to be donated by HCE Committee. Monies for stipends are from the International Project Fund, which comes from the portion of Friendship Projects Fund kept in Illinois. The number of the Mini-Stipends awarded each year may vary due to available International Project Fund monies.

SIGNATURE OF COUNTY INTERNATIONAL DIRECTOR

DATE