

# **ASTM INTERNATIONAL MOU TECHNICAL VISITOR GRANT PROGRAM**

## **BACKGROUND**

The ASTM International MoU Technical Visitor Grant Program (TVGP) is a special funding opportunity offered by ASTM to its Memorandum of Understanding (MoU) signatories to strengthen the participation of technical experts from around the world in the ASTM standards development process and broaden the global relevance, acceptance and use of ASTM International standards. The Grant is intended to benefit technical experts from MoU signatories who would experience a significant benefit by being exposed to standards related information from a given sector within ASTM's scope of work. A secondary goal of the TVGP is to improve trade and market access for the sector through the use of ASTM International standards.

## **FUNDING OPPORTUNITY DESCRIPTION**

The TVGP provides partial financial assistance, for a period of between 2-3 weeks, to support one individual from an MoU partner country to participate in an educational program about ASTM International standards in a given sector. MoU signatory personnel, as well as industry experts serving on the MoU signatory's technical committees are eligible to apply. The ASTM funding level depends upon the programmatic needs and other costs expected to be incurred, as well as the sponsor's ability to provide matching funding. ASTM will fund up to 50% of the program costs, not to exceed 5000 USD.

All proposals submitted must be in accordance with the program objectives listed below. ASTM International's Global Cooperation Department may be contacted for clarification of the program objectives; Maria L. Jiverage, 100 Barr Harbor Drive, West Conshohocken, PA 19428, [mjiverage@astm.org](mailto:mjiverage@astm.org), + 1-315-278-4998.

## **PROGRAM OBJECTIVES**

ASTM International technical committees develop international standards for a broad range of industry sectors. The TVGP participant must demonstrate advanced knowledge or standards experience in an industry sector closely aligned with one ASTM technical committee and explain how selection to participate in the program would enhance their personal development, support their organization, and benefit the chosen sector within the country or region.

Recognizing that this program provides a unique opportunity for the program participant to share information about their organization and country, the selected participant must be able to present related topics or issues from the country of origin within the given industry sector.

## **ELIGIBILITY**

- At the time of application, the program participant shall possess at least two years' experience working in, or with, the selected sector in the country of origin.
- Applicants must provide a resume or CV demonstrating at least two years' experience working in the related sector.
- All applicants must be proficient in the English language and complete an online interview via web conference with ASTM staff.
- Applicants shall have at least one reference from a senior staff member currently employed at their organization.
- The applicant's sponsor shall provide an indication of whether matching funds from existing sources are available or if the sponsor is currently applying for such funds.

# MOU TECHNICAL VISITOR GRANT APPLICATION

Applicant's Name: \_\_\_\_\_  
(Given Name) (Surname)

Organization Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (State) (Country) (Postal Code)

Dates of Employment (From – To): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Country Issuing Passport and Expiration Date: \_\_\_\_\_

ASTM Technical Committee Selected: \_\_\_\_\_

Proposed Dates of Program (From – To): \_\_\_\_\_

(Note: dates of the program should coincide with a scheduled meeting of the selected ASTM technical committee)

Related Work Experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Educational History (post High School)

SCHOOL LOCATION DATES (FROM - TO)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ADDITIONAL INFORMATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **INSTRUCTIONS TO APPLICANT**

1. This application has been prepared as a means of obtaining necessary information regarding the applicant. The applicant is required to give all information requested (unless noted as “optional”). Read the contents carefully and understand each question and all information requested.
2. No consideration will be given to carelessly prepared or incomplete applications, answers must be legible
3. Every question and statement must be answered and submitted. Do not answer any question with a check mark. If the answer is “none” or “does not apply”, it should be so stated. If spaces are inadequate for some answers, use a separate sheet.
4. The following must be received by ASTM International, Pennsylvania HQ Office no later than 5:00 p.m. EST, 1 March
  - The forms MoU Technical Visitor Grant Application (completed by applicant) and Organization Reference Form (completed by a senior staff person at the organization)
  - A copy of the applicant’s official academic record or document noting related work experience
  - A one-page narrative from the applicant (1000 words or less) reflecting interest in, and any experience or accomplishments toward, the use, development, or application of ASTM International standards in the chosen technical sector
  - A one-page resume
  - The applicant’s consent to ASTM’s contacting references and schools, and/or confirming any information provided in this application
  - Confirmation of ability to participate in an online interview

### **Applicant Certification:**

I solemnly affirm to the correctness of the information supplied in this Application, and that I have thoroughly read and understand the “Instructions to Applicant” as transmitted herewith. The signature below also serves as my consent to ASTM’s contacting references and schools, and/or confirming any information provided in this application.

**APPLICANT’S PRINTED NAME** \_\_\_\_\_

**APPLICANT’S SIGNATURE** \_\_\_\_\_

**NOTE:** Application forms are available online and applicants are encouraged to type their responses and submit them electronically.

**ASTM International  
MOU Technical Visitor Grant Program  
Organization Reference Form**

ASTM International  
100 Barr Harbor Drive  
West Conshohocken, Pa 19428-2959  
Attention: Maria Jiverage  
mjiverage@astm.org

Date: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Note: The grant applicant will forward this form to the organizational superior providing a reference. Individuals providing references should complete this form fully and send it to ASTM International by 1 March.

**Pertaining to Applicant**

1. I have known the applicant for \_\_\_\_\_ years.
2. My relationship with the applicant is:

\_\_\_\_\_  
\_\_\_\_\_

Please attach your one-page recommendation related to the applicant's ongoing work in the selected sector of interest. The recommendation should include information about the applicant's ability and how the organization stands to benefit from the ASTM International MoU Technical Visitor Grant Program.

**Pertaining to Individual Providing Reference:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization \_\_\_\_\_

Dates of Employment (From – To): \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Email \_\_\_\_\_ Telephone \_\_\_\_\_

Signature \_\_\_\_\_