



Fulbright Amazonia Initiative 2022-2024 Co-Lead Scholars Request for Proposals

SECTION 1: PURPOSE OF REQUEST FOR PROPOSAL

The Fulbright Amazonia Initiative, a new program funded by the U.S. Department of State, Bureau of Educational and Cultural Affairs (ECA) and the Fulbright Commission in Brazil (FBR), aims to provide a platform for Fulbright applied Scholars to conduct impact- and action-oriented research to foster a healthy, sustainable, and resilient Amazon Basin. The Fulbright Amazonia Initiative will provide grants to established scholars, early- and mid-career specialists, and applied researchers from the United States and eight South American countries —Bolivia, Brazil, Colombia, Ecuador, Guyana, Peru, Suriname, Venezuela— that share the Amazonian rainforest. The selected group of scholars will engage in multidisciplinary, collaborative research on topics relevant to Amazonian nations' shared opportunities and challenges to support the integrity of the Basin's ecosystem while enhancing the wellbeing of its communities. Research areas could include resource and land management, public health, education, energy, infrastructure, conservation, economic development, indigenous rights, climate change mitigation and adaptation, among others.

The purpose of this Request for Proposal (RFP) is to invite pairs of qualified scholars to submit joint proposals to serve as Co-Lead Scholars for the Fulbright Amazonia Initiative. The selected Co-Lead Scholar pair must be comprised of one Brazilian scholar and one U.S. scholar. Selection preference will be given to teams that include a Brazilian scholar who actively resides and conducts research in the Amazon region. The selected Co-lead Scholars will provide intellectual guidance and advising to program participants as well as support the overall facilitation of the inaugural cohort of the Fulbright Amazonia Initiative.

SECTION 2: CO-LEAD SCHOLARS REQUIRED QUALIFICATIONS

The selected Co-Lead Scholar pair must be comprised of one Brazilian scholar and one U.S. scholar, with the following qualifications:

- Ph.D. with substantial research experience and demonstrated ability to effectively translate socially relevant research into action, informing evidence-based policies across multiple sectors of society for the public good.
- Expertise in Amazonian issues, knowledge of regional scholarship, and the ability to lead an international team of scholars in fields that may include environmental studies, public health, sustainability, land management, language and cultural preservation, security, biodiversity and rural development, conservation, and social anthropology. Other interdisciplinary areas also welcomed.

- Ability to engage a broad network of stakeholders and communities interested in the Amazonian Basin across a range of sectors (academic, private, public, not for profit).
- Demonstrated commitment to, and experience with, interdisciplinary scholarship and team-based action-oriented research.
- Demonstrated ability to effectively work with others as partners in leading a team, understanding team dynamics and needs, promoting collaborative work, and creating an inclusive environment that encourages open dialogue and debate.
- Commitment to ensuring that project research findings are available to policymakers and to actively promoting collaboration with the public, private, NGO and multi-lateral sectors to support follow-on activities and result in tangible social and economic outcomes.
- Demonstrated ability to effectively engage and lead others to achieve a common goal; skill in consensus-building and negotiation among diverse views.
- U.S. and/or Brazilian citizenship.

SECTION 3: PROPOSAL CONTENTS AND PREPARATION INSTRUCTIONS

Proposals are expected to be comprehensive and include the information set forth below. Co-Lead Scholars pairs are also invited to send any additional information or supplemental material they believe will aid ECA/FBR in properly evaluating their proposal. Please be sure to respond to each of the elements requested and frame your answers in direct response to the information being sought.

The proposal should be based primarily on your own work and any text copied from other sources should be adequately cited and credited. To be qualified for this RFP, Co-Lead Scholars should provide the following information, and format their proposals as follows:

1. Letter of Transmittal (one page)

This letter will summarize, in a brief and concise manner, the Co-Lead Scholar pair's understanding of the scope of activities and make a positive commitment to perform the work in a timely manner. The letter should not exceed one page in length.

2. Basic Information (one page per Co-Lead Scholar)

Inform name, institution of affiliation, position, e-mail address, phone number, and mailing address.

3. Experience, Qualifications and Capabilities Statement (two pages per Co-Lead Scholar)

Brief description of the expertise and experience in the field that illustrates overall competencies and capabilities to fulfill the duties outlined in the Statement of Work, indicating years of relevant experience.

Describe relevant projects you implemented within the past three years demonstrating expertise on Amazonian issues. This may include environmental law, resource governance, land management, sustainable development and community resilience, rights of native peoples, food security, language and cultural vitality, and environmental conservation, among others. Please include applicable details such as organization name and activity location, synopsis of the activity and relevance to this RFP, performance period, cost for activity, and the contact details for each previous sponsors for relevant projects.

Document and summarize proven track record of successfully implementing similar activities. Describe any experience relevant to:

- interdisciplinary scholarship and team-based research.
- effectively engaging and leading others to achieve a common goal.
- consensus-building and negotiation among diverse views.
- working to connect socially relevant scholarship with regional, national, or international policy.

4. CV (two pages per Co-Lead Scholar)

5. Recommendation Letters (two per Co-Lead Scholar)

6. Implementation of the Statement of Work

Provide a detailed description of activities to be developed and any information relevant to meeting the specific responsibilities stated in the Statement of Work (**Attachment A**), including:

- Methodology for activities and plan being offered, and reasoning behind the methodology chosen. Provide a plan to work as a team to lead a multi-national and multi-disciplinary team of up to 16 scholars during an 18-month program that fulfills Fulbright's dual mission of supporting collaboration on Amazonian issues and increasing mutual understanding among the peoples of Bolivia, Brazil, Colombia, Ecuador, Guyana, Peru, Suriname, United States, and Venezuela.
- Plan for evaluation and assessment during the period of performance to ensure high-quality standards and successful project implementation.
- Staffing plan, if applicable, and a general overview of the expected expertise of the individuals included.
- Co-Lead Scholar division of roles, i.e., the model the Co-Lead Scholars will use to share responsibilities and work as a team to manage an international group of scholars.
- Exceptions to the RFP, additional or different ideas, and modifications to the statement of work and other requirements should be expressly noted.

7. Strategies for Broader Impact (two pages)

The proposal should detail strategies for impact in the following realms:

- Engage a broad network of stakeholders, including forest-dependent communities, and promote collaboration across sectors of society and Amazon Basin nations.
- Ensure that project research findings are relevant and available/accessible to policymakers.
- Integrate the Fulbright Program's mission to promote diversity, equity, inclusion and access (i.e., creating access pathways of participation for new scholars and research, ensure that activities with local communities are culturally sensitive, etc.) to proposed programming.

8. Budget Proposal (template)

The budget proposal must be presented using the spreadsheet in the **Attachment B**. It includes one budget proposal per Co-Lead Scholar, referring to the activities under the responsibility of each Co-Lead Scholars, as described in the statement of work. Each Co-Lead Scholar budget proposal cannot exceed **\$45,000**, and the consolidated budget proposal

\$90,000. The budget proposal must refer to the activities described in the Statement of Work.

SECTION 4: SUBMISSION INSTRUCTIONS

The proposal must be presented in the format set forth below. It must be sent, in one single PDF file, attached to an e-mail to amazonia@fulbright.org.br. The submission **deadline is May 31st, 2022, 12:00 BRT (GMT-3).**

Format of the proposal (check list)

- Letter of Transmittal (one page)
- Basic Information
 - Co-Lead Scholar #1 (one page)
 - Co-Lead Scholar #2 (one page)
- Experience, Qualifications and Capabilities Statement
 - Co-Lead Scholar #1 (two pages)
 - Co-Lead Scholar #2 (two pages)
- CV
 - Co-Lead Scholar #1 CV (two pages)
 - Co-Lead Scholar #2 CV (two pages)
- References
 - Co-Lead Scholar #1 CV (two recommendation letters)
 - Co-Lead Scholar #2 CV (two recommendation letters)
- Implementation of the Statement of Work
- Strategies for Broader Impact (two pages)
- Budget Proposal (one page template)

For any further information, contact Alexandre Silveira, Fulbright Commission in Brazil
www.fulbright.org.br
amazonia@fulbright.org.br
+ 55 61 3248 8600

SECTION 5: TERMS OF PAYMENT

Payment shall be made by the Fulbright Commission in Brazil to each Co-Lead Scholar separately, via electronic funds transfer/bank wire, in accordance with the schedule and rates set forth in the Agreement. The first payment of US\$25,000 will be made prior to commencing activity. The second and third payments of US\$10,000 each, will be made at the mid-point and end of the program and would be tied to reporting requirements as described in the Statement of Work.

SECTION 6: EVALUATION OF PROPOSALS

Item	Requirement	Points
Experience, Qualifications and Capabilities	Assessment of the Co-Lead Scholars' qualifications and capacity to complete the scope of work, including evidence of ability to provide intellectual leadership and support to the Fulbright Amazonia Initiative Scholars in meeting their professional goals. Expertise of the individual applicant(s).	25

Implementation of the Statement of Work	Assessment of proposed approach to completing the scope of work, including project timeline and proposed platform capabilities. Higher scores will be awarded to proposals that indicate a greater practical understanding of implementing the work, and more innovative, collaborative but realistic ways of carrying out the work. Higher scores will be awarded to materials that are more detailed, more accessible, and professionally developed.	25
Broader Impact	Clear strategy to engage diverse, international, multisectoral stakeholders and audiences, including policymakers. Higher scores will be awarded to proposals that demonstrate attention to the Fulbright Program’s broad mission and diversity, equity, and inclusion mandate.	20
CV and References	Assessment of CV and reference responses.	20
Budget Proposal	ECA/FBR review of the budget proposal shall determine if the usage of the funds available are realistic for the work to be performed, reflect a correct understanding of the project requirements, and are consistent with the Co-Lead Scholar’s proposal.	10
Total		100

SECTION 7 : TIMELINE

- May 31st, 2022: Co-Lead Scholars team proposal deadline
- Late June 2022: Co-Lead Scholars team selected
- June-August 2022: Program design and planning phase
- September 16th, 2022: Fulbright Amazonia Initiative Scholars application opens
- December 15th, 2022: Fulbright Amazonia Initiative Scholars application deadline
- March 2023: Fulbright Amazonia Initiative Scholars selected
- June 2023: Opening meeting in Brazil
- March 2024: Mid-program meeting
- December 2024: Final meeting in the U.S.

SECTION 8: RFP CONDITIONS

ECA/FBR reserve the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Co-Lead Scholars or other party.
- Select the proposal based on initial offers received, without discussions or requests for best and final offers.
- Select more than one proposal.

Nothing in this RFP is or should be relied on by Co-Lead Scholars as a promise or representation by ECA/FBR. ECA/FBR do not make any representation or warranty as to the completeness of this RFP or have any liability for any representations (express or implied)

contained in, or omitted from, this RFP. This RFP and any replies to any written notifications are transmitted to the Co-Lead Scholars solely for the purposes of the Co-Lead Scholar preparing and submitting a Proposal. Each Co-Lead Scholar shall keep the RFP and its contents confidential and shall return the RFP (without keeping copies) to ECA/FBR if the Co-Lead Scholars elect not to submit a proposal, or upon being requested to do so by ECA/FBR.

Any information or materials submitted in response to this RFP and/or as a proposal (whether successful or unsuccessful) shall become the property of ECA/FBR and will not be returned.

Failure to follow the specifications and requirements provided in this RFP may result in disqualification.

The successful Co-Lead Scholars will be obligated to accept the Terms and Conditions similar to the terms and conditions found at: **Attachment C**. The terms and conditions may be changed, added to, deleted or modified by ECA/FBR prior to awarding the agreement. Other terms and conditions may be negotiated between ECA/FBR and the successful Co-Lead Scholars, at ECA/FBR's discretion. This agreement is solely ECA/FBR and the individual co-lead scholars, and not their affiliate institutions. Universities and Agencies should not expect or ask ECA/FBR to modify its Terms and Conditions to incorporate any State Regulations or Statutes.

Selection may be renewed at the conclusion of the performance period, at ECA/FBR's sole discretion, for an additional program cohort before re-competition. ECA/FBR reserve the right to exercise any one of the following options:

- Accept the updated proposal if changes are reasonable and within the scope of the original selection.
- Negotiate any updates/changes; or,
- Decide not to renew.

SECTION 9: CONTACT INFORMATION

Fulbright Commission in Brazil
www.fulbright.org.br
amazonia@fulbright.org.br
+ 55 61 3248 8600

ATTACHMENT A: STATEMENT OF WORK

Through the Fulbright Scholar Program, the Department of State's Bureau of Educational and Cultural Affairs (ECA) and Fulbright Commission in Brazil (FBR) intend to sponsor a new initiative to support and promote research and cooperation on shared challenges in the Amazonian Basin.

As the world's largest and most biodiverse tropical rainforest, the Amazon is home to one-third of the world's known animal and plant species and the largest river system in the world. Supporting the integrity and conservation of this ecosystem contributes to resilient communities and a healthy global climate. All the while, it reduces health security vulnerabilities, mitigating risks for zoonotic disease spillover resulting from deforestation, wildlife trafficking, loss of biodiversity, and other disruptions to ecosystems. Protecting the Amazon rainforest from further degradation, therefore, also strengthens global pandemic preparedness efforts.

Fulbright is uniquely positioned to contribute to this effort through its focus on building bridges of scientific collaboration and good will among nations to solve the most pressing issues of our time. Working in multidisciplinary and multinational teams, the Fulbright Amazonia Scholars will develop scientific networks, explore public-policy research questions, and engage governments, NGOs, the business sector, and Amazonian communities.

Over 18 months, from mid-2023 to late- 2024, up to 16 applied scholars from the U.S. and eight South American countries that share the Amazonian rainforest—Bolivia, Brazil, Colombia, Ecuador, Guyana, Peru, Suriname, Venezuela— will engage in collaborative research to address public policy and other applied research questions relevant to Amazonian nations' shared opportunities and challenges. Researchers will work in multidisciplinary research teams organized around relevant topics. The inaugural Fulbright Amazonia Initiative cohort will include up to four U.S. citizens and up to four Brazilians plus nationals from the other partnering countries. Two prominent experts, one from the United States and one from Brazil, will serve as Co-Lead Scholars, providing intellectual leadership and guidance to the group. Throughout the program, all scholars will participate in three in-person plenary meetings to share and present on their research with the expectation of tangible research outcomes and products by the end of the program. In addition to research activities within their assigned teams, participating scholars will undertake an individual exchange experience in participating countries. The U.S. scholars will travel to another participating country in the region, while scholars from other participating countries will carry out their exchange visits in the United States.

ECA/FBR are seeking a team of two distinguished scholars to serve as Co-Lead Scholars to provide intellectual guidance and overall facilitation of the Fulbright Amazonian Initiative. The Co-Lead Scholars will work closely with ECA/FBR beginning in the summer of 2022 through the conclusion of the program in 2024.

Co-Lead Scholar Required Qualifications:

- Ph.D. with substantial research experience and demonstrated ability to effectively translate socially relevant research into action, informing evidence-based policies across multiple sectors of society for the public good.
- Expertise in Amazonian issues, knowledge of regional scholarship, and the ability to lead an international team of scholars in fields that may include environmental studies, public health, sustainability, land management, language and cultural preservation, security, biodiversity and rural development, conservation, and social anthropology. Other interdisciplinary areas also welcomed.
- Ability to engage a broad network of stakeholders and communities interested in the Amazonian Basin across a range of sectors (academic, private, public, not for profit).
- Demonstrated commitment to, and experience with, interdisciplinary scholarship and team-based action-oriented research.

- Demonstrated ability to effectively work with others as partners in leading a team, understanding team dynamics and needs, promoting collaborative work, and creating an inclusive environment that encourages open dialogue and debate.
- Commitment to ensuring that project research findings are available to policymakers and to actively promoting collaboration with the public, private, NGO and multi-lateral sectors to support follow-on activities and result in tangible social and economic outcomes.
- Demonstrated ability to effectively engage and lead others to achieve a common goal; skill in consensus-building and negotiation among diverse views.
- U.S. and/or Brazilian citizenship.

Specific responsibilities of both Co-Lead Scholars include the following:

- Advise ECA/FBR during the period of program design, launch, and through the duration of the 18-month program
- Offer intellectual leadership for the initiative's overall research agenda, identify working group themes, provide guidance and support to research teams, and lead the three group seminar meetings, in close collaboration with ECA/FBR.
- Assist ECA/FBR in the identification and recruitment of potential program participants in accordance with Fulbright Program policies, with a particular focus on recruiting a diverse cohort of scholars from all participating countries.
- Suggest qualified peer reviewers and participate in the selection committee panel that will review applications and nominate finalists for consideration by the Fulbright Scholarship Board.
- Assist research teams with setting research objectives and provide ongoing support so they meet deadlines for deliverables and outputs.
- Both Co-Lead Scholars will monitor and support Fulbright Scholar participation and progress; and both will provide verbal and written feedback to participants as well as to ECA/FBR on individual and working group projects throughout the course of the program; Co-Lead Scholars will provide encouragement and ideas to stimulate discussion and research collaboration.
- Initiate, sustain, and regularly monitor virtual communication; interact at least monthly with individual scholars and working groups (via a web-based collaboration platform, webinars, video chat, teleconferences, etc.). Propose a virtual platform (university-based or otherwise) for ongoing participant and research team members' collaboration to ensure they have tools for sharing documents and work seamlessly through the duration of the program.
- Consult regularly with ECA/FBR regarding progress and outcomes for the program.
- In collaboration with ECA/FBR, plan and lead the working sessions of the program's three in-person meetings (opening, mid-term, and final). Contribute to overall meeting agendas and coordinate meeting structure and content with cooperating Fulbright partner organizations or binational Commission responsible for hosting each meeting.
- Travel in support of key program events including the scholar selection panel meeting (Washington, DC), opening meeting (international destination – TBD), mid-term meeting (international destination – TBD), final meeting (Washington, DC). Additional travel in support of program activities, promotion and conference representation is optional.
- Co-Lead Scholars will submit three joint narrative reports and three individual financial reports with relevant receipts. A narrative and financial report will be due within 30 days following the opening, mid-term, and final program meetings.

Selection Process Overview

ECA/FBR intend to select the Co-Lead Scholars for the Fulbright Amazonia Initiative based on the relevance of the applicants' backgrounds, experiences, and achievements to the criteria for the position as listed in the call for applications. Finalists may be invited to participate in virtual interviews (phone, or video).

ATTACHMENT B: BUDGET PROPOSAL SPREADSHEET

Submit a detailed budget for the activities described in al proposal. ECA/FBR’s review of the budget proposal shall determine if the proposed usage of the funds made available are realistic for the work to be performed, reflect a correct understanding of the project requirements, and are consistent with the Co-Lead Scholars’ Proposal.

The Co-Lead Scholar team will be provided a total budget not to exceed \$90,000, and \$45,000 per Co-Lead Scholar, to be used for salary, administrative support, travel expenses and other program expenses. The budget must include air travel costs in support of key program events including the scholar selection panel meeting (Washington, DC), opening meeting (international destination – TBD), mid-term meeting (international destination – TBD), final meeting (Washington, DC). All other costs related to the participation in the meetings are covered by the program. Additional travel in support of program activities, promotion, and conference representation is optional.

The attached spreadsheet – sample here below - must be used to present the budget proposal. The Co-Lead Scholars may list any budget line items, but it is recommended that they follow the major categories listed in the spreadsheet, breaking down all “lump sum” items as much as reasonably possible.

Fulbright Amazon Initiative 2022-2024					
Budget Proposal					
No.	Budget Category	Description (if necessary)	General Program Costs	University Cost Share	Total
<i>Co-Lead Scholar #1 or #2 name:</i>					
Direct Costs					
I	Salary				
	Co-Lead Scholar		\$25,000		\$25,000
	Assistants		\$10,000		\$10,000
	Subtotal - Salaries		\$35,000	\$0	\$35,000
II	Travel and Transportation				
	Air tickets (at least 3 air tickets to 3 plenary meetings. Other expenses covered by the program)		\$6,000		\$6,000
	Subtotal - Travel and Transportation		\$6,000	\$0	\$6,000
III	Supplies				
	Others		\$2,000		\$2,000
	Subtotal - Supplies		\$2,000	\$0	\$2,000
IV	Other Direct Costs		\$1,000		\$1,000
	Subtotal - Other Direct Costs		\$1,000	\$0	\$1,000
Subtotal - Direct Costs (I + II + III + IV)			\$44,000	\$0	\$44,000
V	Indirect Costs				
	Facilities and Administration		\$1,000		\$1,000
Subtotal: Indirect Costs			\$1,000	\$0	\$1,000
Co-Lead Scholar #1 or #2 Costs (Direct + Indirect, up to \$45,000)			\$45,000	\$0	\$45,000

ATTACHMENT C: TERMS & CONDITIONS

Congratulations on your selection to Co-Lead Scholar in the Fulbright Amazonia Initiative (FAI) 2022 - 2024.

Note: Please read this document very carefully and fill in the blanks. You must confirm your agreement with the information contained in this document by signing your name on the last page. Please sign and return to the Fulbright Commission in Brazil.

Personal information

Full name: _____

Date of Birth (mm/dd/yyyy): _____

Cell Phone: () _____

e-mail: _____

Mailing Address: _____

Term and termination:

start date: July 1st, 2022

end date: February 28th, 2025

Termination: Upon 90 days written notice. Any remaining payments will prorated, after report evaluation.

Terms and Conditions (T&C) information and reporting requirements:

The funds related to this T&C will cover stipend and associated direct costs, administrative and supplies (such as, printing, copying, postage, IT) and travels (airfare and health insurance only) for the selection meeting and the three group seminar. Fulbright Commission in Brazil and Bureau of Educational and Cultural Affairs (ECA) will cover the other expenditures in these events. All air travel and all air shipments paid for must conform to the Fly America Act and use American Flag Carriers where such service is available. These terms and conditions are 32 months in length and are not renewable.

Terms of Payments: US\$ 45,000 which will paid as set forth:

Payment Schedule*	Amount	Conditions
July 2022	\$25,000	No later than 5 days after the signature of the Terms and Conditions
May 2024	\$10,000	No later than 5 days of the presentation of the report of the mid-term group seminar
February 2025	\$10,000	No later than 5 days of the presentation of presentation of the final group seminar meeting report and other materials

*Dates are approximate and may be subject to change.

Payments will be wire transferred to the Co-Lead Scholar's bank account (at the exchange rate of the date, when applicable). Please fill below the bank information:

Bank name and routing number/ABA (if applicable): _____

Account number: _____

Special instruction, if applicable: _____ CPF number (if Brazilian citizen): _____

Programs other than specified in terms: The Fulbright Commission in Brazil or ECA have any responsibility, financial or otherwise, in connection with any program other than that specified in these Terms and Conditions.

Acceptance of terms of appointment: Sign below and return a copy of these Terms and Conditions, including the Description of Assignment (Schedule A) with your initials, to the Fulbright Commission in Brazil, amazonia@fulbright.org.br, to indicate that you understand, accept, and will comply with all provisions stated, including the Description of Assignment, in Schedule A.

By my signature, I accept the Terms and Conditions appearing on all pages of this document including Schedule A. I also confirm that I have read and will abide by the regulations outlined in these Terms and Conditions.

Full name: _____ Date (mm/dd/yyyy): _____

Signature: _____

SCHEDULE A: SAMPLE OF DESCRIPTION OF ASSIGNMENT

[Name] will be the Co-Lead Scholar of the Fulbright Amazonia Initiative 2022-2024.

Short Bio

[short bio]

Pre-Program Activities

- If necessary, identify a research assistant to provide administrative support for all virtual communication, group seminar and reporting during the period of the program.
- Consult with Fulbright Commission in Brazil, ECA, and Institute of International Education (IIE) staff on the process for peer review and selection of the Fulbright Scholars participating in the Fulbright Amazonia Initiative.
- Assist Fulbright Commission in Brazil, ECA, IIE staff with prescreening of applications and recommend up to one peer reviewer.
- Co-chair peer review meeting with the Co-Lead Scholar to pre-selected Fulbright Scholars.
- Establish preliminary thematic working groups based on pre-selected Fulbright Scholars.

Program Activities

- In collaboration with Fulbright Commission in Brazil, ECA, IIE and the Co-Lead Scholar, establish agenda and provide leadership for setting program goals for all three group seminar and program year as a whole.
- Propose and recruit speakers, workshop leaders, panelists, and other special guests as necessary for group seminar.
- Help to ensure that Fulbright Scholars maintain contact during the periods between group seminar, facilitating interactions that will work towards achieving overall program objectives and outcomes during the program period.
- Assist working groups with setting objectives and deadlines in preparation for the final group seminar.
- Monitor Fulbright Scholar participation and progress; provide verbal and written feedback on individual and working group projects throughout the course of the program year; provide encouragement and ideas to stimulate discussion.
- Arrange, initiate, and monitor all virtual communication; interact at least bi-weekly with individual Fulbright Scholars and working groups (via a web-based collaboration platform, webinars, etc).
- Attend, co-lead, and co-facilitate all Fulbright Amazonia Initiative group seminars.
- Assist with final editing of proceedings, reports, recommendations, or other materials generated by final group seminar for publication.
- Produce program and group seminar reports as requested by the Fulbright Commission in Brazil and ECA.