

## INTERNATIONAL OVERSEAS STUDY TOUR 2015

### Best Practice & Innovation in Public Works

USA, FRANCE, DENMARK 22<sup>nd</sup> Aug – 11<sup>th</sup> Sept 2015

#### STUDY TOUR INFORMATION

The Institute is proposing an International Study Tour to the United States, France and Denmark timed to include the American Public Works Congress and Exhibition to be held in Phoenix from 30<sup>th</sup> August to 2<sup>nd</sup> September 2015.

It is proposed to visit several cities in the United States, France and Denmark after the APWA Congress departing 22<sup>nd</sup> August and returning 11<sup>th</sup> September 2015. There is an opportunity to stay on and further explore the UK and Europe privately.

The number and places of visits will depend on further planning, available funds, and more detailed costing.

Applications to participate in the Tour will be invited by participating State Foundations who will offer grants towards the cost of the Tour. **Privately funded participants may also apply to join the Tour.** The tour will be lead by Chris Champion, current CEO of the IPWEA. The Australasia Office will be responsible for most travel, transport and accommodation arrangements.

The detail of the visits to cities will be jointly arranged in conjunction with the successful tour participants following the fixing of places to visit and the itinerary generally.

The general Study Tour theme will be “Best Practice & Innovation in Public Works”. It is proposed to explore how individual study tour topics can also be investigated though this will need to be part of a group decision.

#### FOUNDATION STUDY GRANTS

Arrangements are presently being put in place for a number of the State Foundations to offer Fellowship Grants to cover the cost of participating in the 2015 Study Tour. It is expected that NSW, WA, SA and QLD are sponsoring participants in 2015; however these will not available in VIC or TAS this year. It is also open for members to join the study tour without the benefit of a Foundation Fellowship if they can arrange full payment themselves, or for example have their participation sponsored by their employer.

The Study Tour is a real opportunity to broaden your perspective of the world and how you approach your daily work and personal life. It is an opportunity not to be missed.

## General Conditions

Each participant will be required to:

- Be a member of IPWEA
- A person who will further the science and knowledge of Public Works Engineering and Management
- Remain employed in the Public Works Engineering industry for 12 months
- Stay together with the Study group (no side trips during the study tour)
- Travel on the same airline, coaches, etc
- Share accommodation (single supplement also available)
- Prepare a brief summary of their current position & special interests to enable preparation of a study tour group profile; indicate their particular interest in the Study topic area
- Participate in arranging the detail of the visit to each city/organisation
- Make adequate arrangements for travel, health and accident insurance
- Satisfy the respective Foundation fellowship conditions, where applicable
- Contribute to making the Tour a successful experience.

## ITINERARY

A draft itinerary is proposed via Dallas, Phoenix, Paris and Copenhagen (subject to change). There is also the opportunity to return via Hong Kong (or other) privately. Participants can also stay on and further explore Europe under own arrangements. The Study Tour will include attendance at the American Public Works Congress and Exhibition to be held in Phoenix from 30<sup>th</sup> August to 2<sup>nd</sup> September 2015.

Airfares based on a round world ticket are generally cheaper and more flexible. This allows those on the tour to return via the UK, Europe and Singapore/Bangkok/Hong Kong with stopovers if desired.

The Study Tour is to commence in Australia on Saturday 22<sup>nd</sup> August 2015 (where departing Sydney) or to meet in Dallas the same day.

August 2015	Date	Note: Subject to Change!	Overnight Accommdn
Saturday	22	<b>Sydney (or other) to Dallas</b>	Dallas
Sunday	23	<b>Dallas.</b> Free.	Dallas
Monday	24	<b>Dallas.</b> Visit Local Council (1)	Dallas
Tuesday	25	<b>Dallas.</b> Visit Local Council (2)	Dallas
Wednesday	26	<b>Dallas to Phoenix.</b>	Phoenix
Thursday	27	<b>Phoenix.</b> Visit Local Council (3)	Phoenix
Friday	28	<b>Phoenix.</b> Visit Local Council (4)	Phoenix
Saturday	29	<b>Phoenix.</b> Free. Chicago Chapter Dinner	Phoenix
Sunday	30	<b>APWA Congress &amp; Exhibition, Phoenix</b> First timers reception in am	Phoenix
Monday	31	<b>APWA Congress &amp; Exhibition, Phoenix</b> International Reception evening	Phoenix
Tuesday	1	<b>APWA Congress &amp; Exhibition, Phoenix</b> Chapter Dinner evening	Phoenix
Wednesday	2	<b>APWA Congress &amp; Exhibition, Phoenix</b> Overnight to Paris	-
Thursday	3	<b>Paris.</b> Arrive from Phoenix	Paris
Friday	4	<b>Paris.</b> Visit to Local Council (5)	Paris
Saturday	5	<b>Paris.</b> Free	Paris
Sunday	6	<b>Paris to Copenhagen.</b>	Copenhagen
Monday	7	<b>Copenhagen.</b> Visit Local Council (6)	Copenhagen
Tuesday	8	<b>Copenhagen.</b> Visit Local Council (7)	Copenhagen
Wednesday	9	<b>Copenhagen to Sydney (or other) or stay on.</b>	-
Thursday	10	-	-
Friday	11	<b>Arrive Sydney (or other).</b>	-

## **ESTIMATED COSTS**

Estimated cost is \$10,500 (twin share) plus shared cost of Tour Leader and tour organisational costs (see below).

Limited Fellowships are to be offered to cover actual costs up to a maximum value set by the particular Foundation.

For Foundation Grant recipients, the additional Tour Leader and organisational costs will be met separately by the Foundation under an arrangement directly with the IPWEA National Office.

Privately funded participants should allow an additional \$2,000 for shared tour leader and organisational costs (total \$12,500). Payments will be required prior to bookings being made.

Actual tour costs will be the responsibility of the participant. The above are estimated costs. Airfare, accommodation, conference registration and ground transport costs are generally pre-booked by the IPWEA Australasia Office and paid prior to leaving. It has been found best to pool the remainder for majority of meals and other shared tour costs.

It should be anticipated that there will be other direct personal costs for sightseeing, leisure, evening activities and some meals additional to the estimated cost noted above. Tour participants should expect to incur some personal costs in participating in the tour.

## **CONDITIONS APPLICABLE TO FOUNDATION FUNDED RECIPIENTS ONLY**

The above Study Tour Information and the following "Foundation Recipients Only" conditions are to be read in conjunction with any applicable State Foundation award conditions.

### **On Return**

- a) Before December 11, 2015, Foundation grant recipients will be required to compose and submit a report on the study tour of not less than 3,000 nor more than 5,000 words clearly detailing the tour topics examined, and their relevant findings and recommendations and their applicability to Australian conditions. The report is to be accompanied by a one-page synopsis and should include photographs or diagrams. The report is to initially be provided in draft form in hard copy and on acceptance by the relevant Foundation Trustees, the final report is to be provided in electronic format suitable for display on the IPWEA Web Site. On completion and acceptance of the report, the amount of retention monies withheld from the initial grant will be paid.
- b) If required, attend a meeting of the Foundation Trustees for a debriefing of the tour arrangements and findings.
- c) Be available for presentations as required, including to regional groups, during the year following the Award and, if required, provide a presentation to a Division or Australasia Conference of IPWEA.
- d) If required prepare an article on the tour for the IPWEA *Public Works Professional* journal with appropriate photographs and illustrations.

## **Retention Monies**

Retention of 20% of the Grant (or greater % as required by the State Foundation) will be withheld pending the return of the Awardee and the completion of all obligations. However the recipient will be responsible for pre-paying to the IPWEA Australasia Office all airfare, accommodation, conference registration and ground transport costs booked and/or paid prior to departure.

## **APPLICATIONS for FOUNDATION GRANTS**

Enquiries for Foundation Grants should be made direct to your local IPWEA Division for availability of Grants and to confirm closing date details.

### **Applications close Tuesday 28th April 2015**

NSW, WA, SA and QLD are sponsoring participants in 2015; not available in NZ, VIC or TAS at this time. However privately funded participants are welcome.

The minimum particulars to be contained in any application for a Foundation Grant should include:

- Full Name and Address
- Employer and current position
- Present responsibilities (brief description)
- Previous positions held (list with dates)
- Other information
- Membership of professional trade or other organisations
- Involvement in IPWEA activities at a local, state, or national level
- Community service and other activities outside regular occupation
- Details of previous overseas study experience and/or travel, if any
- Study Tour Theme (up to 300 words)
- Supporting information and objectives on special interest in participating in the 2015 Study Tour which has as its theme "Best Practice and Innovation"

**Applications for Foundation Grants should be addressed to the relevant participating IPWEA State Foundation. Note: Check with the relevant State Division for any local Foundation conditions that may also apply.**

Applications to participate in the Study Tour on a privately funded basis can be directed to Chris Champion at the Australasia Office of IPWEA.

## **FURTHER INFORMATION**

Further information on the Study Tour can be obtained from the IPWEA Australasia Office on +612 8267 3003, or e-mail [chris.champion@ipwea.org](mailto:chris.champion@ipwea.org).

**Chris Champion**  
Chief Executive Officer  
IPWEA Australasia Office

17<sup>th</sup> March 2015