TASK ORDER
2007 U.S.-Japan Cross Cultural Exchange & Study Program for
Tokyo College of Welfare and Saitama College of Welfare
January 15 through 21, 2007
(150 Students, Teachers, Travel Escorts)

Call Number:

Type of Work:

This program will bring approximately 150 participants in total. One-hundred Social Work students, teachers and travel escorts from Tokyo College of Welfare from January 15 – 20, 2007 and fifty Social Work students, teachers and travel escorts from Saitama College of Welfare from January 16 - 21, 2007 to The University of West Florida in Pensacola, Florida. The students will study the field of social work in the U.S. as well as English language and American culture. They will also attend the Tenth Annual U.S.-Japan Social Welfare Symposium which will be held on January 18, 2007.

Objective:

This program will place the students in a hands-on learning environment in their specialized field: social work. This program will also provide the students with the opportunities to improve their English language skills and allow them to experience American culture and lifestyles.

Period:

January 15 through 21, 2007

Cost:

The program fee is approximately $69,903.93. After completing the program, Jikei Co., Ltd. will be invoiced based on the final cost of the program expenses.

Funding Sources:

Jikei Company, Ltd.
Mr. Toyonori Tanaka, President
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Special Requirements:

--- UWP will provide insight and understanding of social work in the U.S. through various lectures and site visitations relating to this field of study.
--- UWP will provide intensive exposure to English language and American culture.
--- UWP will provide adequate housing — having not more than three students per room. Chaperones will be housed in single rooms unless they request to share a room with another person.
--- Transportation to housing facilities and most scheduled activities will be provided by UWP-purchased transportation. Some transportation will be provided by local volunteers and UWP staff.
--- A purchasing or funds distribution mechanism shall be devised to pay for all scheduled cultural/social activities within the community. Program funds will be used to pay for all meals for Japanese program participants, accompanying UWF students and hired staff, invited UWF faculty and community supporters as required by the program agenda. Off-campus luncheons, banquets, dinners and receptions will be paid directly to the vendor via UWP Purchase Order, Advance Check or "P" card as required and accepted by the vendor.
--- UWP may collect optional fees from program participants for optional trips or cultural and recreational activities. These fees are to be deposited to the established program auxiliary account to cover transportation, lodging costs, telephone costs and other expenses associated with these activities.

Anticipated Special Activities are listed below:

--- Orientation
--- Tenth Annual U.S.-Japan Social Welfare Symposium at UWF
--- Cultural exchanges with community people.
--- Interactions with UWF students
--- Technical visits to health care facilities
--- Attend Senior Fair event at Lakeview Center
--- Shopping trip to local merchants in Pensacola or Foley, Alabama Outlet Mall
--- Visit Pensacola Beach and historical sites
--- Farewell Dinner in Pensacola

Approval Signatures:

Mr. Toyonori Takaoka
President, Jikei Co. Ltd.
20 Sep. 2006

Mr. Hideski Hirata
CEO, Jikei Gakuen
9-26-06

Shigeko Honda
Director, Japan Center*Jikei
University of West Florida

Dr. John C. Cavanaugh,
President, University of West Florida

Dr. Sandra Flake
Provost, University of West Florida

Dr. Phyllis Metcalf-Turner
Associate Vice President, Diversity and International Education and Programs
University of West Florida

Approved As To Form And Legality:

[Signature]
UWF Attorney