APPLICATION FOR MERIDIAN/CBM STAFF EXCHANGE
for hosting Meridian Staff

The exchange is an opportunity for Meridian Staff to gain a greater understanding of the workload and challenges at a CBM. Meetings and site visits will focus on management and programming best practices.

Please fill out this form if you are interested in hosting a Meridian staff member and submit for approval to PEDstaffexchange@meridian.org by Friday, February 14, 2020.

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<tr>
<th>CBM:</th>
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<tbody>
<tr>
<td>Contact Person:</td>
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<td>Website:</td>
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<td>Office Phone:</td>
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<td>Cell:</td>
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1. Describe your interest in hosting a Meridian International Center staff member:
2. Would it be possible to provide housing and transportation for a visiting Meridian staff member? If there are anticipated program-related costs, please mention them below:

3. What meetings could you arrange to discuss management topics, such as budgeting, proposal writing, programming best practices, and any other topics of interest?

4. Should your CBM be selected to participate in the Staff Exchange program, please check which of the following weeks you would prefer:

   Week of:
   - April 20 – 24, 2020: ☐
   - April 27 – May 1, 2020: ☐
   - May 4 – 8, 2020: ☐
   - May 11 – 15 2020: ☐
   - May 18 – 22, 2020: ☐
   - June 1 – 5, 2020: ☐
   - June 8 – 12, 2020: ☐
   - June 15 – 19, 2020: ☐
   - June 22 - 26, 2020: ☐
   - June 29 - July 3, 2020: ☐
   - Other: ___________________________ ☐

Name (print): ________________________________________________ Date: ____________
Signature: ____________________________________ Date: ____________
Supervisor Signature: __________________________ Date: ____________