



This document was prepared for the National Oceanic and Atmospheric Administration (NOAA) by the Oak Ridge Institute for Science and Education (ORISE) through an interagency agreement with the U.S. Department of Energy (DOE). ORISE is managed by Oak Ridge Associated Universities under DOE contract number DE-AC05-00OR22750.

NOAA's Educational Partnership Program is designed to provide financial assistance to minority serving academic institutions to support collaborative research and training of students in NOAA-related sciences through competitive processes. The program's goal is to increase the number of students who are trained and graduate in sciences directly related to NOAA's mission. It also seeks to increase collaborative research efforts between NOAA scientists and researchers at minority serving academic institutions, as defined by the Department of Education. Financial assistance is provided through four program components, they include: the Cooperative Science Centers; the Environmental Entrepreneurship Program; the Graduate Sciences Program; and, the Undergraduate Scholarship Program.

Oak Ridge Associated Universities (ORAU) is a university consortium leveraging the scientific strength of 86 major research institutions to advance science and education by partnering with national laboratories, government agencies, and private industry. ORAU manages the Oak Ridge Institute for Science and Education for the U.S. Department of Energy.

The **Oak Ridge Institute for Science and Education (ORISE)** is a U.S. Department of Energy facility focusing on scientific initiatives to research health risks from occupational hazards, assess environmental cleanup, respond to radiation medical emergencies, support national security and emergency preparedness, and educate the next generation of scientists. ORISE is managed by Oak Ridge Associated Universities.

Equal Opportunity Policy

It is the policy of the Oak Ridge Institute for Science and Education to recruit and select participants without regard to race, age, gender, religion, color, national origin, mental or physical disability, or special disabled or Vietnam Era veteran status.

This document describes activities performed under a contract between the U. S. Department of Commerce and Oak Ridge Institute for Science and Education.



**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION
EDUCATIONAL PARTNERSHIP PROGRAM
WITH MINORITY SERVING INSTITUTIONS
UNDERGRADUATE SCHOLARSHIP**



2005

PROGRAM DESCRIPTION

and

APPLICATION

Prepared for

**National Oceanic and Atmospheric Administration (NOAA)
Educational Partnership Program**

Administered By

**Oak Ridge Institute for Science and Education
Science and Engineering Education**

DEADLINE FOR APPLICATIONS IS JANUARY 31, 2005

NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

**EDUCATIONAL PARTNERSHIP PROGRAM
WITH MINORITY SERVING INSTITUTIONS**

UNDERGRADUATE SCHOLARSHIP

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This is an equal opportunity program open to all qualified individuals without regard to race, sex, religion, color, age, physical or mental disability, national origin, or status as a disabled veteran or veteran of the Vietnam era.



NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

EDUCATIONAL PARTNERSHIP PROGRAM WITH MINORITY SERVING INSTITUTIONS

UNDERGRADUATE SCHOLARSHIP

I. INTRODUCTION

NOAA's historical role has been to predict environmental changes, protect life and property, provide decision makers with reliable scientific information, and foster global environmental stewardship. Our goals and programs today reflect a commitment to these basic responsibilities in the service of our customers and the Nation.

NOAA's mission is to describe and predict changes in the Earth's environment, and conserve and wisely manage the Nation's coastal and marine resources.

NOAA's Strategy consists of seven interrelated Strategic Goals for environmental assessment, prediction and stewardship which are presented below:

ENVIRONMENTAL ASSESSMENT AND PREDICTION:

1. Advance Short-Term Warnings and Forecast Services
2. Implement Seasonal to Interannual Climate Forecasts
3. Assess and Predict Decadal to Centennial Change
4. Promote Safe Navigation

ENVIRONMENTAL STEWARDSHIP:

1. Build Sustainable Fisheries
2. Recover Protected Species
3. Sustain Healthy Coastal Ecosystems

II. PROGRAM OBJECTIVE

The National Oceanic and Atmospheric Administration (NOAA) Educational Partnership Program (EPP) with Minority Serving Institutions (MSIs) Undergraduate Scholarship provides an opportunity for junior and senior year students attending minority serving institutions to study in disciplines relating to the agency's mission. Appointments will be made to students attending MSIs, including Hispanic Serving Institutions (HSIs), Historically Black Colleges and Universities (HBCUs) and Tribal Colleges and Universities (TCUs), at approved NOAA offices and sites.

The NOAA EPP/MSI Undergraduate Scholarship is aimed at bringing students into approved NOAA offices and sites, to participate in current research and development activities and to receive financial assistance for tuition and fee costs for one academic year and two summers. The program will also link NOAA's technologies with the capabilities of the academic community. Under the program, undergraduate students are provided opportunities for hands-on learning and participation at NOAA sites.

III. ELIGIBILITY

1. An applicant for the Scholarship Program must be enrolled full-time at a minority serving institution including HSIs, HBCUs and TCUs.
2. Applicants should have completed their sophomore or junior class requirements.
3. Overall minimum GPA requirement is 3.0 (based on A=4.0).
4. U.S. citizenship is required.
5. Participants are required to provide proof of coverage under a health insurance plan prior to beginning an appointment.

IV. BENEFITS

Scholars will receive a stipend of \$650/week during the summer internship assignment period. Travel expenses from the applicant's home or school to the host facility or office for the internship(s) will be provided. Scholars will receive a housing allowance during the summer internship if they "live" away from home. Additional assistance during the 2005-2006 academic year of up-to \$4,000 (NOTE: book, meal, housing and other expenses, **may** be supported if proper documentation is provided).

Stipends are reported to the Internal Revenue Service as scholarship awards. However, no federal income taxes will be withheld by ORISE.

Students are responsible for payment of all applicable taxes.

V. APPOINTMENT PERIOD

Appointments will be for one academic year and two summer internships. Summer internship appointments will be for a 10 week period. All appointments are subject to the availability of funds, student performance, G.P.A. requirement, and may be terminated if the conditions of the appointment are not met.

VI. APPLICATION PROCEDURE

A student interested in the NOAA EPP/MSI Undergraduate Scholarship should contact ORISE for general information and an application packet. NOAA and participating offices and sites will also be supplied application materials for distribution. The completed application and supporting materials must be submitted directly to ORISE by January 31, 2005.

An applicant must submit the following for consideration: a completed application form including past/current/planned course work, grade point average information, awards and honors, extracurricular activities, references (minimum of two), at least one of these must be academic and one from a major professor or departmental chairperson, career and academic statement, and transcripts of the applicant's complete academic record.

Applications are received, processed, and reviewed by ORISE for eligibility and completeness. Applications for all eligible candidates are reviewed through a review process which includes qualified scientific and academic personnel who are knowledgeable about the areas of study related to NOAA's mission. Eligible candidates are submitted by ORISE to NOAA.

The completed application will be used for the purpose of selecting participants and administering the research participation program and will be copied for that purpose. Disclosure of such information is made subject to Public Law 93-579 (the Privacy Act of 1974) and the Department of Energy regulations as published in the Federal Register on September 30, 1977.

VII. SELECTION PROCEDURE

The final selection of scholars is made by NOAA, and is based on background and experience; accomplishments; academic records; statement of career interests and goals; recommendations; compatibility of the applicant's background with the interests of NOAA. Those selected are offered scholarship appointments by ORISE.

National Oceanic and Atmospheric Administration Educational Partnership Program with Minority Serving Institutions Undergraduate Scholarship Program

PROGRAM OBJECTIVE

The National Oceanic and Atmospheric Administration (NOAA) Educational Partnership Program (EPP) with Minority Serving Institutions (MSIs) Undergraduate Scholarship provides an opportunity for junior and senior year students attending minority serving institutions to study in disciplines relating to the agency's mission. Appointments will be made to students attending MSIs including Hispanic Serving Institutions (HSIs), Historically Black Colleges and Universities (HBCUs), Tribal Colleges and Universities (TCUs), and Alaska Native or Native Hawaiian Serving Institutions at approved NOAA offices and sites.

PROGRAM BENEFITS

Summer Internships --- Scholars will be placed at NOAA offices and sites for two 10-week paid summer internships.

Stipends --- Scholars will receive a stipend of \$650/week during the summer internship period.

Travel --- Scholars' Travel costs to and from the NOAA site or office will be covered.

Tuition/Fee Assistance --- A maximum of \$4,000 per academic year is provided to each scholar to cover the costs of actual tuition and fees and other allowable expenses approved by the program sponsor.

Housing Subsidy --- Scholars will receive a housing allowance during the summer internship assignment if they "live" away from home.

ELIGIBILITY REQUIREMENTS

1. Applicants must be enrolled full-time at a minority serving institution, including Hispanic Serving Institutions, Historically Black Colleges and Universities, Tribal College and Universities and AN/NHSIs.
2. Applicants should have completed their sophomore or junior class requirements prior to beginning an appointment.
3. Applicants must be pursuing studies in one of the following subject areas: atmospheric science, biology, cartography, chemistry, computer science, engineering, environmental science, geodesy, geography, marine science, mathematics, meteorology, photogrammetry, physical science, physics and remote sensing.
4. Overall minimum GPA requirement is 3.0 (based on A=4.0).
5. U.S. citizen.
6. Participants are required to provide proof of coverage under a health insurance plan **prior** to beginning an appointment.

PROGRAM DEADLINE: January 31, 2005

Application Instructions

An application, including official transcripts and references, will be reproduced by the Oak Ridge Institute for Science and Education and transmitted to a review panel for selection recommendation.

We recommend you review additional information on the NOAA Home Page at www.noaa.gov.

A complete application consists of:

Application Form: Part I – Applicant Information Form, two pages
 Part II – Courses and Grades Pertaining to Your Major
 Part III – Description of Research Interests and Career Plans (2 pages)

Two References: Academic references required
Official transcripts from **all** universities and colleges attended

1. Complete all information requested on Parts I, II, and III. Incomplete applications will be not be reviewed.
2. Sign Parts I and II. This is required; an application without signatures will be returned.
3. Send Parts I, II, and III of the application to the address below. The applicant Data Form is optional.
4. Request official transcripts from ALL institutions of higher education attended to be sent directly to the address below.
5. Arrange for references to be sent to the address below. Two references are required; at least one of these must be **academic and one from a major professor or department chairperson**.

Application, official transcripts, and reference forms should be sent directly to the address below:

**Rose Etta Cox, MS 36
NOAA EPP/MSI Undergraduate Scholarship
Oak Ridge Institute for Science and Education
230 Warehouse Road
P.O. Box 117
Oak Ridge, Tennessee 37831-0117**

Phone: (865) 576-9279

Fax: (865) 576-8293

E-mail: coxre@ornl.gov

APPLICANT INFORMATION FORM (Please type or PRINT using black ink)

My application may be reviewed by other similar programs. () Yes () No

Name _____ **SSN** _____
First Middle Last

Preferred Mailing Address _____
Street Name, Apartment Number, or P.O. Box

City State Zip

Permanent Address _____
Street Name, Apartment Number, or P.O. Box

City State Zip

Current Phone _____ **Permanent Phone** _____

Fax Number _____ **E-mail Address** _____

Citizenship U.S. Citizen () Yes () No If no, country _____

Health Insurance (required for summer internship appointments)

Company Name _____ Effective Date _____

Current University _____

City/State _____ Expected Graduation Date _____

Department _____ Major _____

Cumulative GPA (4.0 scale) _____

Current Class Status () Sophomore () Junior

List the University you plan to attend if awarded a scholarship _____

References – two persons who have been asked to transmit references directly to ORISE

1. _____ 2. _____

Education – list all previous colleges/universities attended

College/University	Major	Dates Attended	Degree Program	Degree Date

Academic Awards and Honors

Employment/Experience (paid or unpaid)

Employer	Dates	Position/Title

Special Skills:

Computer Languages – list and rate your proficiency in each as good, very good, or expert

Computer Language	Proficiency

Computer Language	Proficiency

Signature _____ **Date** _____

APPLICATION WILL NOT BE ACCEPTED WITHOUT SIGNATURE

DESCRIPTION OF ACADEMIC AND CAREER PLANS (use additional sheets if necessary)

Please print or type

Name _____

1. Please provide a description of your Academic and Career Plans and how these plans support the objective of the NOAA EEP/MSI Undergraduate Scholarship Program. Be sure to identify the office in NOAA that would benefit the most from your scientific/research experience. For information on NOAA, visit the web-site at www.noaa.gov.

Signature _____ Date _____

APPLICATION WILL NOT BE ACCEPTED WITHOUT SIGNATURE

REFERENCE FORM

Applicant Name _____

How long and in what association have you known this applicant? _____

In a group of 100 other students of comparable age and experience, how would you rate the applicant with respect to the following:

	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
Imagination and Originality of Thought						
Ability to Work with Others						
Leadership Potential						
Independence and Self-Reliance						
Mastery of Fundamental Knowledge in Field						
Motivation Toward a Productive Career						
Ability to Communicate (Written/Oral)						

Add any descriptive comments that will assist in providing a complete picture of the applicant's character, attitude, abilities, and potential. Focus on NOAA related fields/subjects. Use additional sheets as necessary.

Signature _____ Dept. _____

Typed/Printed Name _____ Date _____

Address _____

REFERENCE FORM

Applicant Name _____

How long and in what association have you known this applicant? _____

In a group of 100 other students of comparable age and experience, how would you rate the applicant with respect to the following:

	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
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Independence and Self-Reliance						
Mastery of Fundamental Knowledge in Field						
Motivation Toward a Productive Career						
Ability to Communicate (Written/Oral)						

Add any descriptive comments that will assist in providing a complete picture of the applicant's character, attitude, abilities, and potential. Focus on NOAA related fields/subjects. Use additional sheets as necessary.

Signature _____ Dept. _____

Typed/Printed Name _____ Date _____

Address _____

Applicant Data

Applicant data is important in assessing the effectiveness of our efforts to solicit applications from a diverse population. Your completion and submission of this form will assist us in this regard.

Recognizing the importance of achieving a diverse group of participants will be based on several factors. These criteria include, but are not limited to, disciplinary field, academic records, recommendations, and relevance to the facility's mission, ethnic background, and gender.

Providing this information is voluntary. If you decline to give this information, it will in no way affect consideration of your application.

Name _____ Date _____

- Race**
- () **Caucasian** (Having origins in any one of the original peoples of Europe, North Africa, or the Middle East)
 - () **African-American** (Having origins in any Black racial groups of Africa)
 - () **Hispanic** (of Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture of origin, regardless of race)
 - () **American Indian** (Having origins in any of the original peoples of North America, and maintaining cultural identification through tribal affiliation or community recognition)
 - () **Asian or Pacific Islander** (Having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands – for example, India, China, Japan, Korea, Philippine Islands, and Samoa)
 - () **Other** _____

Gender

() Female () Male

Date of Birth _____
Month Day Year

Physical/mental handicap (physical or mental impairment that substantially limits one or more major life activities – for example blindness, deafness, or mobility impairment) Yes _____ No _____