



U.S. Department of Energy

REQUEST FOR APPLICATIONS NO. NEUP-002-10

for Nuclear Energy and Science Scholarships

SUBJECT: NUCLEAR ENERGY UNIVERSITY PROGRAMS: SCHOLARSHIP PROGRAM -
REQUEST FOR APPLICATIONS

DATE: March 12, 2010

APPLICATION DUE DATE: April 26, 2010

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INTRODUCTION

This Scholarship Request for Applications (RFA) was prepared by the Nuclear Energy University Programs (NEUP) Integration Office for the Department of Energy Office of Nuclear Energy (DOE-NE). **Questions regarding this RFA should be made using the question and answer (FAQ) feature under the “Scholarship” tab on the NEUP home page located at www.ne-up.org.**

The objective of the Undergraduate Scholarship Program is to attract the brightest students to all nuclear energy-related disciplines, such as Nuclear Engineering, Mechanical Engineering, Electrical Engineering; Chemistry, Health Physics, Nuclear Materials Science, Radiochemistry, Applied Nuclear Physics, and Nuclear Policy at universities and colleges located in the United States (U.S.). Two-year programs that lead to a certificate or minor are also included, such as Nuclear Power Technology, Nuclear Maintenance Technology, Nuclear Engineering Technology, and Radiation Protection Technology.

Ensuring high-quality Nuclear Science & Engineering (NS&E) undergraduate and graduate students will 1) support the need for qualified personnel to develop and maintain the Nation’s nuclear power technology, 2) enhance the university’s or college’s capability to perform research and development (R&D) relevant to the Nation’s nuclear energy goals and objectives; and 3) meet DOE’s and the National Laboratories’ needs for highly trained scientists and engineers in NS&E areas in which DOE has ongoing R&D programs.

The Undergraduate Scholarship Program awards scholarships for undergraduate study and two-year programs leading to a certificate, major, or minor degree in the fields or disciplines of nuclear engineering and science mentioned above that are relevant to the DOE-NE nuclear energy missions.

The Undergraduate Scholarship Program supports a comprehensive plan for undergraduate education and considers individual interests and competencies of the students. Thus, a student must provide a summary of her or his relevant educational experiences and plans for undergraduate education to demonstrate the potential to contribute to nuclear engineering or science disciplines.

Prospective students are advised that submission of an application implies a commitment, if selected, to the pursuit of study in a program in the nuclear engineering or science disciplines. Acceptance of a scholarship award is an explicit acceptance of this commitment and assurance that the student will be duly enrolled in an acceptable program by the beginning of the following academic year.

NEUP welcomes and encourages applications from all U.S. citizens including those who belong to underrepresented populations in the sciences, those with disabilities, and people from all geographic and economic backgrounds attending any accredited institution NEUP-accepted college or university (listed in Table 4 and on the www.ne-up.org website) while pursuing nuclear engineering and science disciplines.

NOTE: All information and instructions required to respond to this RFA is accessible from www.ne-up.org. Students MUST submit their application(s) electronically through

the “Students” tab on the NEUP website. NO hard copy applications will be accepted (letters of recommendation, transcripts, and other supporting documents listed in Table 2 will be accepted as described in Section 3 below).

1. ELIGIBILITY INFORMATION

Any student responding to this RFA must be a **U.S. citizen** enrolled in a NEUP-accepted university. Table 4 provides the current list of accepted universities; however, students may apply from other universities, provided the university is interested in pursuing affiliation with the government. Current sophomores and above who are U.S. citizens attending U.S. colleges and universities are eligible to apply. Students entering their freshman year at a U.S. college or university in spring or fall 2010 terms are not eligible. Undergraduate Scholarships are for one year only. A student who is awarded a scholarship may apply for a scholarship in subsequent years, provided he or she meets eligibility criteria.

2. AWARD DESCRIPTION

DOE-NE expects to make a \$5,000 scholarship award per student. Approximately 88 Undergraduate Scholarships will be awarded under this solicitation pending availability of funds. DOE also reserves the right to offer up to \$25,000 for undergraduate scholarships if outstanding candidates are identified and funding is available. Appendix A includes allowable and unallowable expenses for this award. The anticipated award date is June 15, 2010. The Department may issue awards in multiple phases throughout the fiscal year if funds are available. The actual level of funding depends on the fiscal year 2010 appropriation for DOE-NE.

3. APPLICATION SUBMITTAL REQUIREMENTS

Application Due Date:

Applications are due by 5:00 p.m. Mountain Time, April 26, 2010. Students **MUST** submit their responses through the NEUP website on the electronic application submission form.

Application Schedule:

Table 1.

Issue Application Request	March 12, 2010
S&F Applications Due	April 26, 2010
S&F Selection Review Completed	May 15, 2010
Issue Awards	June 15, 2010

Late Applications: Applications received after the designated date and time may be retained without opening, with the student notified of this decision. Extension of the application due date shall be at the sole discretion of the Department.

Application Preparation Instructions: Complete scholarship applications must be submitted electronically via the NEUP website (www.ne-up.org) before the deadline discussed above.

To register, please visit the NEUP website and click on "Students" tab for the link to the Scholarship information and application. Official sealed transcript(s) is (are) due by the above application deadline and must be submitted to the contact address shown below. All technical instructions for submittal including file naming conventions are listed on the website.

In addition to the information required on the S&F RFA submittal form, the following must also be provided, unless marked as optional:

Table 2.

	Submittal Documents	Pg. Limit
1.	Personal Career Statement	2
2.	Program Eligibility Essay (optional)	2
3	Two Reference Letters	2
4	Official Academic Transcripts	none
5	ACT or SAT Scores	none

Document Descriptions:

1. The Personal Career Statement shall address why the student is interested in pursuing a career in nuclear science and engineering.
2. Program Eligibility Essay (optional) shall describe how the program of study you intend to pursue fits the DOE-NE mission profile. This essay is particularly important if you intend to pursue a course of study outside of the traditional nuclear energy related fields such as Nuclear Engineering, Mechanical Engineering, Electrical Engineering, Chemistry, Health Physics, Nuclear Materials Science, Radiochemistry, Applied Nuclear Physics, and Nuclear Policy.
3. Two Reference Letters (Due April 26, 2010): Students are required to submit two reference letters. Reference writers should use the online system, if possible, and include the following information:
 - Name and title of reference writer;
 - Department;
 - Institution or Organization;
 - Explain the nature of the relationship to the student;
 - Detail prior research experiences;
 - Give statements about the student's academic potential; and
 - Provide any other information to enable review panels to evaluate the application according to the Merit Review criteria described in Section 6 below.

A link will be included in an email sent to the reference writer's email address supplied

by the student on the application form. Reference writers are to use this link to electronically submit a letter of reference. Letters may also be submitted electronically as a .pdf attachment via email to: neup@inl.gov.)

4. Official Academic Transcripts (Due April 26, 2010): Academic transcripts are required, including fall 2009. Required transcripts include academic transcripts from all completed college or university work. Official transcripts must be received in a sealed envelope by the application deadline and submitted to the NEUP Integration Office in hard copy via FAX, postal mail, express service, or courier to:

CAES NEUP
Attn: Marsha Lambregts
Idaho National Laboratory (MS 3560)
PO Box 1625
Idaho Falls, ID 83415
Telephone: 208-526-1336
FAX: 208-526-8076

5. ACT or SAT Test Score (Due April 26, 2010): It is required that students have either ACT or SAT scores reported. Only scores from tests taken between October 1, 2003 and December 31, 2009 will be accepted for the 2010 Undergraduate Scholarship competition. Students should NOT submit scores themselves directly. For ACT scores please choose NEUP's identification code: 6309. For SAT scores please choose NEUP's identification code: 5965.

Documentation Requirements: Please adhere strictly to the document requirements in Table 3 for all submitted documents:

Table 3.

Document Format	.pdf
Font Size	12 pt
Font	Times New Roman
Margins	1" all around
Line Spacing	Single Spaced

Note: Do not send extraneous information or materials such as CDs, manuscripts, resumes, medical reports, or news clippings. These items will not be reviewed with your application. Images may be included but will be produced only in black and white.

4. APPLICATION INSTRUCTIONS

Interpretations and Exceptions: Students shall submit applications on the basis of compliance with the RFA requirements. Any interpretation of the requirements by the student may be considered an exception and treated accordingly, i.e., establish the application as non-responsive. The student must obtain NEUP concurrence/clarification regarding its interpretation to classify her/his application as compliant with, or an exception to, the RFA requirements. Any exception must be documented as part of the application.

Rights Reserved by NEUP: NEUP reserves the right to accept or reject any application with or without prior discussion with the Student and to disregard minor irregularities in applications received. NEUP reserves the right to conduct any necessary pre-award survey and analysis to evaluate a Student's capabilities to comply with the requirements of this RFA.

Application Validity Period: An application shall remain firm for 180 days after the application due date, unless otherwise specified by the student.

Discrepancies in the Request for Application: Should a student find discrepancies in, or omissions from, the RFA, its attachments or related documents, or should the student be in doubt as to the meaning of any requirements, the student shall notify NEUP and obtain correction or clarification prior to submitting his or her application.

5. DELIVERABLES

No reporting criteria are required for undergraduate scholars; however, NEUP is always interested in receiving captioned photographs and learning of any noteworthy accomplishments that merit public attention.

6. APPLICATION REVIEW AND SELECTION PROCESS

Applications will be reviewed by a panel of interdisciplinary scientists, engineers and other professional experts in education. Each application, therefore, will be reviewed independently on the basis of merit using all required information in the completed application. In considering applications, reviewers will be instructed to address the below Merit Review criteria, which students must address in their submittals.

- 1. How does the student's chosen course of study relate to the mission of the Department of Energy's Office of Nuclear Energy?*
- 2. How well qualified is the student to complete the proposed course of study?*

Panelists will consider: 1) the strength of the academic record, 2) references, 3) ACT or SAT scores, 4) personal career statement and 5) the appropriateness of the course of study relative to the proposed plan for education.

Recommendations of the panel will be forwarded to the Source Selection Official for final selection and approval.

7. AWARD ADMINISTRATION INFORMATION

Notification of the Award

Notification of the scholarship award is made to the student by NEUP via email. Students whose applications are not selected for scholarship award will be advised as promptly as possible.

Award Conditions

An NEUP Scholarship award consists of the award letter that includes the applicable terms and conditions and scholarship management instructions. NEUP Scholarship Program students will be notified in May 2010 of their selection. The student must accept or decline the scholarship within 30 days of notification. Failure to comply with the deadline may result in revocation of the scholarship offer.

Affiliated U.S. Colleges and Universities

Table 4.

If you do not see your preferred University listed here, please contact the NEUP office. (This list is current as of January 15, 2010, but is **not** a complete list. Refer to www.ne-up.org for the most up to date listing. If your preferred college is not listed, please notify NEUP via email at neup@inl.gov)

No.	Name of College or University
1.	Clemson University
2.	University of South Carolina
3.	University of Maryland
4.	University of Idaho
5.	University of Nevada, Las Vegas
6.	University of Florida
7.	Massachusetts Institute of Technology
8.	Northwestern University
9.	North Carolina State University
10.	University of Illinois
11.	Kansas State University
12.	Washington State University
13.	Virginia Polytechnic Institute and State University
14.	University of Texas, Arlington
15.	University of Tennessee
16.	University of Wisconsin, Madison
17.	Purdue University
18.	Ohio State University
19.	Rensselaer Polytechnic Institute

20.	University of Michigan
21.	University of New Mexico
22.	Texas A&M University
23.	University of Pittsburgh
24.	University of Nevada, Reno
25.	Idaho State University
26.	Wilberforce University
27.	Georgia Institute of Technology University
28.	Illinois Institute of Technology
29.	Oregon State University
30.	University of Missouri, Columbia
31.	University of Texas, Austin
32.	University of Colorado, Boulder
33.	Boise State University
34.	Colorado School of Mines
35.	Francis Marion University
36.	Pennsylvania State University
37.	University of California, Berkeley
38.	University of Massachusetts, Lowell
39.	Central State University

Appendix A: Allowable Costs for Scholarships

Undergraduate Scholarships Cost of Education Allowance:

Tuition, Books, Fees, Room and Board: All applicable tuition, room and board, books required for classes, and fees normally charged to students of similar academic standing, unless such charges are optional or are refundable. Only board expenses (including food) for on-campus facilities are allowed. Off campus room expenses may be reimbursed upon presentation of a valid paid rent receipt. These expenses must be submitted by the college or university for payment.

The scholarship award does **not** provide allowances for special student needs, such as, travel to employment sites, computers, and books and publications beyond those required for classes, fieldwork expenses, and special study.