



U.S. Department of Energy

Request for Applications (RFA) No. IUP-001-21 for Nuclear Energy Undergraduate Scholarship Opportunities

Subject: University Nuclear Leadership Program (formerly Integrated University Program):
Undergraduate Scholarship Opportunities – RFA

Issue Date: September 15, 2021

Application Due Date: January 27, 2022

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1 INTRODUCTION

This Scholarship Request for Applications (RFA) is for the University Nuclear Leadership Program (UNLP), formerly the Integrated University Program (IUP), as administered by the Department of Energy (DOE), Office of Nuclear Energy (NE) for the 2022 – 2023 academic year. Questions regarding this RFA should be submitted using the question-and-answer feature at neup.gov or via email to neup@inl.gov.

The UNLP works to attract qualified nuclear science and engineering (NS&E) students to nuclear energy professions by providing undergraduate scholarships, which are awarded for undergraduate study at two- and four-year institutions leading to a major or minor degree or certificate in the fields or disciplines of NS&E relevant to the DOE-NE mission.

The primary mission of NE is to advance nuclear power as a resource capable of meeting the nation's energy, environmental, and national security needs by resolving technical, cost, safety, proliferation resistance, and security barriers through research, development, and demonstration (RD&D) as appropriate.

Ensuring an adequate number of high-quality NS&E students will 1) support the need for qualified personnel to develop and maintain the nation's nuclear power technology, 2) enhance educational institutions' capabilities to perform nuclear energy related RD&D, and 3) meet DOE's and the national laboratories' needs for highly trained scientists and engineers in support of DOE-NE programs.

Note:

The following topics are NOT a priority of DOE-NE: medical physics, nuclear fusion, nuclear forensics, or environmental management.

Additionally, the Nuclear Regulatory Commission (NRC) and National Nuclear Security Administration (NNSA) administer related programs; therefore, applicants interested in regulatory (NRC) or international nonproliferation (NNSA) careers are encouraged to apply to those opportunities as well.

Prospective students are advised that submission of an application implies a commitment, if selected, to the pursuit of study in a program in the NS&E disciplines relevant to nuclear energy. Acceptance of a scholarship is an explicit acceptance of this commitment and assurance that the student will be duly enrolled, full time, in an acceptable program beginning in the Fall of 2022.

DOE-NE is seeking applications under this RFA for the following opportunities:

1. Four-year College/University Undergraduate Scholarship Program
2. Trade School and Community College Scholarship Program

All information and instructions required to respond to this RFA are accessible at neup.gov. Students must submit their applications electronically through neup.gov. No hard copy applications will be accepted (letters of recommendation, transcripts, and other supporting documents listed in Table 3 will be accepted as described in Section 4.5).

2 ELIGIBILITY INFORMATION

It is critical to our nation’s economic leadership and global competitiveness that the United States (U.S.) educate, train, and retain more scientists and engineers from varying backgrounds.

Applications will be accepted from all U.S. citizens and legal permanent residents attending an UNLP-approved college or university while pursuing NS&E disciplines, including those from underrepresented groups, those with disabilities, and people from all geographic and economic backgrounds.

In addition, DOE-NE strives to ensure energy justice and is fully committed to broadening the inclusion and contribution of those communities that have been historically underserved within its programs. Students attending minority-serving institutions (MSI), Historically Black Colleges and Universities (HBCU), or institutions located in a disadvantaged community, are highly encouraged to apply to this RFA.

Table 1 provides a list of schools currently approved to participate in UNLP. This list is current as of August 2021, but it may not contain universities that have recently applied. Refer to neup.gov for the most up-to-date listing.

Table 1. UNLP-approved Colleges and Universities.

No.	University/College	No.	University/College
1	Abilene Christian University	29	University of California, Berkeley
2	Alfred University	30	University of California, Irvine
3	Arizona State University	31	University of California, Irvine
4	Auburn University	32	University of California, San Diego
5	Boise State University	33	University of Chicago
6	Brigham Young University	34	University of Florida
7	Case Western Reserve University	35	University of Idaho
8	Chattanooga State Community College	36	University of Illinois, Urbana-Champaign
9	Colorado School of Mines	37	University of Maryland, College Park
10	Colorado State University	38	University of Massachusetts, Lowell
11	Florida International University	39	University of Michigan
12	Francis Marion University	40	University of Missouri, Columbia
13	Georgia Institute of Technology	41	University of Nevada, Las Vegas
14	Idaho State University	42	University of Nevada, Reno
15	Illinois Institute of Technology	43	University of New Mexico
16	Kansas State University	44	University of Notre Dame
17	Kennesaw State University	45	University of Pittsburgh
18	Massachusetts Institute of Technology	46	University of South Carolina
19	Mississippi State University	47	University of Tennessee at Knoxville
20	Missouri University of Science & Technology	48	University of Texas at Arlington
21	Montana State University	49	University of Texas at Austin
22	North Carolina State University	50	University of Utah

No.	University/College	No.	University/College
23	The Ohio State University	51	University of Wisconsin, Madison
24	Oregon State University	52	Utah State University
25	Pennsylvania State University	53	Vanderbilt University
26	Purdue University	54	Virginia Commonwealth University
27	Rensselaer Polytechnic Institute	55	Virginia Polytechnic Institute and State University
28	Texas A&M University	56	Washington State University

A student may still apply for an UNLP scholarship if his/her university is not listed; however, the university will need to apply to the Department's Financial Assistance Funding Opportunity Announcement (FOA) prior to the distribution of funds (refer to Section 2 for more information).

Any institution interested in administering a scholarship as an UNLP-approved college or university must submit an application in response to Funding Opportunity Announcement DE-FOA-0002265, found at grants.gov and neup.gov. Institutions will need to demonstrate that they have an applicable nuclear science and engineering program and will need to provide a commitment to the growth and maintenance of that academic program to be considered eligible. Eligibility does not guarantee funding and is restricted to U.S. colleges and universities with programs of study in science and engineering disciplines related to nuclear energy such as nuclear engineering, mechanical engineering, electrical engineering, chemistry, health physics, nuclear materials science, radiochemistry, applied nuclear physics, nuclear policy, radiation protection technology, nuclear power technology, nuclear maintenance technology, nuclear engineering technology, computer science, and cybersecurity. In addition, disciplines in support of training nuclear energy-related technicians in areas including, but not limited to, nuclear operations, mechanical and electrical maintenance, and radiation protection, are also applicable.

Questions related to institution eligibility should be directed to Jenna Payne at jenna.payne@nuclear.energy.gov. The institution must be an approved organization prior to the transfer of scholarship funds.

2.1 Four-year College/University Undergraduate Scholarship Program

Eligibility Restrictions:

1. Students must have completed at least one semester of undergraduate study to apply and be enrolled as an undergraduate at the time of award.
2. Students must have maintained at least a 3.0 cumulative GPA (based on a 4.0 scale). GPAs are not rounded.
3. Students holding a F1 student visa are not eligible.

2.2 Trade School and Community College Scholarship Program

Eligibility Restrictions:

1. Students must be entering their first or second year of undergraduate study to apply.
2. Students must have maintained at least a 3.0 cumulative GPA (based on a 4.0 scale). GPAs are not rounded.
3. Students holding a F1 student visa are not eligible.

3 AWARD DESCRIPTION

DOE-NE is seeking applications under this RFA for the following opportunities:

1. Four-year College/University Undergraduate Scholarship Program
2. Trade School and Community College Scholarship Program

3.1 Four-year College/University Undergraduate Scholarship Program

DOE-NE expects to award \$10,000 undergraduate scholarships under this RFA. The number of awards is dependent upon application quality and total funding available. Appendix A includes allowable and unallowable expenses for this award.

Undergraduate scholarships are for **one year only**. A student who is awarded a scholarship may apply in subsequent years, provided he or she meets eligibility criteria.

3.2 Trade School and Community College Scholarship Program

DOE-NE expects to award \$5,000 undergraduate scholarships under this RFA. The number of awards is dependent upon application quality and total funding available. Appendix A includes allowable and unallowable expenses for this award.

Undergraduate scholarships are for **one year only**. A student who is awarded a scholarship may apply in subsequent years, provided he or she meets eligibility criteria.

4 APPLICATION SUBMITTAL REQUIREMENTS

4.1 Application Due Date

Applications for both scholarship programs, as well as all supporting documents, are due by January 27, 2022 at 8:00 p.m. Eastern Time (ET).

4.2 Application Schedule

Table 2. Tentative UNLP Scholarship Schedule.

Issue Request for Applications	September 15, 2021
Scholarship Application Deadline	January 27, 2022
Award Announcement	Spring 2022

4.3 Late Applications

Applications and any supporting materials (transcripts, test scores, etc.) received after the designated date and time will not be accepted. Extension of the application due date shall be at the sole discretion of DOE-NE.

Note:

It is the applicant’s responsibility to confirm—prior to the application deadline— that all requirements have been met and materials received. If a requirement has not been met, the application will be considered incomplete and will not be reviewed.

4.4 Application Preparation Instructions

Complete scholarship applications must be submitted electronically through neup.gov before the deadline established above. To register and apply, visit the Scholarship and Fellowship section at neup.gov. New applicants will need to create an account prior to submitting an application. Students re-applying should use their existing account. Once logged in, applicants will need to click on the “Applications” tab located at the top, left hand corner of the page. To begin an application, click on the “Create New Application” link for either the FY 2021 Four-year College/University Undergraduate Scholarship Program or the FY 2021 Trade School and Community College Scholarship Program.

In addition to the information required on the scholarship RFA submittal form, the supporting documents listed in Table 3 must also be provided:

Table 3. Supporting Document Requirements.

Submittal Documents	Page Limit
Essay: Personal Career Goals	3
Letters of Reference (3)	2 per reference
Official Transcripts	None
Standardized Test Scores	None

4.5 Document Descriptions

For each document uploaded, the applicant should include his/her last name in the file name (for example: Smith Personal Career Goals.docx). The applicant’s name, as well as the document name, should be included in the header of each document. Additional submittal guidance can be found in the online application form. A description of each required document is listed below.

Essay: Personal Career Goals – This essay should identify the applicant’s long-term career goals and explain how the UNLP scholarship will help him/her to achieve those goals. This essay should also describe how the applicant’s program of study and personal career goals align to the DOE-NE mission. Applicants are encouraged to review the DOE-NE R&D website (<http://energy.gov/ne/office-nuclear-energy>) for additional information. Please note that this essay should not provide a summary of the current state of the nuclear industry.

Letters of Reference – Scholarship applicants are required to submit **three (3)** letters of reference. The following information should be included in each letter:

- Name and title of the reference writer
- Department
- Institute/Organization
- Explanation of the nature of the relationship to the student
- Detail of the applicant’s prior research experiences outside of the classroom
- Statements about the student’s academic potential
- Statements about the student’s proposed research
- Signature
- Any other information to enable the review panel to evaluate the application according to the guidelines described in Section 7.

Applicants should notify reference writers directly through the online application form by providing the references’ email addresses and clicking the “Notify” link. This will send the writer an email with information on how to upload the recommendation electronically to the system. Students are encouraged to contact reference writers prior to submission of their application to allow sufficient time for the reference writer to submit the letter. **Letters must be received by the application deadline.**

When selecting reference writers, applicants should choose individuals who can appropriately speak to their academic abilities and experiences (such as an advisor or core professor, preferably one who has known the applicant for a year or longer). **Students should not have family members provide recommendations regardless of their position within the industry.**

It is the applicant’s responsibility to confirm all letters have been received prior to the application deadline. Any application with fewer than three letters of reference will be considered incomplete and will not be reviewed. Letters submitted by the applicant on behalf of the writer will not be accepted.

Official Academic Transcripts – Official academic transcripts are required, including the Fall 2021 semester. Academic transcripts from all completed college or university work are required (including community college and summer school transcripts). Official transcripts will be accepted electronically only if they are official copies from the university registrar’s office or from the official transcription company. If official electronic transcripts are not available, **official hard copy transcripts must be received in a sealed envelope by the application deadline** via postal mail, express service, or courier to the Innovative Nuclear Research Integration Office (INR-IO):

INR Integration Office

Attn: Julie Jacobson
PO Box 1625 MS 3730
Idaho Falls, Idaho 83415-3730

Faxed copies of an applicant’s transcript will be accepted and considered official **only** if sent by the university registrar. Electronic or hard copy transcripts submitted by the applicant **will not** be accepted. Official copies of transcripts must be sent in order for an application to be considered complete.

Standardized Test Scores – Standardized test scores are **not** required for either FY 2021 UNLP scholarship opportunity.

4.6 Document Format Requirements

Please adhere strictly to the document formatting requirements in Table 4 for all submitted documents:

Table 4. Formatting Requirements.

Document Format	.pdf
Font Size	12 pt
Font	Times New Roman
Margins	1-inch 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 to the review panel. DO NOT submit a personal photo.

5 APPLICATION INSTRUCTIONS

5.1 Interpretations and Exceptions

Students shall submit applications in compliance with the RFA requirements. Any interpretation of the requirements by the student may be considered an exception and treated accordingly (i.e., deem the application non-responsive). The student may obtain DOE-NE concurrence/clarification regarding its interpretation to classify the student’s application as compliant with, or an exception to, the RFA requirements by contacting neup@inl.gov. Any exception must be approved by DOE-NE and documented as part of the application.

5.2 Rights Reserved by DOE-NE

DOE-NE 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. DOE-NE 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.

5.3 Application Validity Period

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

5.4 Discrepancies in the RFA

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 DOE-NE by contacting neup@inl.gov and obtain correction or clarification prior to submitting an application.

6 DELIVERABLES AND OBLIGATIONS

No reporting criteria are required for undergraduate scholarships; however, DOE-NE may contact a Scholar in the future to request information on his/her current career path.

Additionally, DOE-NE is always interested in receiving relevant information throughout the year including captioned photographs or other material providing notification and details of any noteworthy scholarship-related accomplishments that may merit public attention.

7 APPLICATION REVIEW AND SELECTION PROCESS

Applications will be reviewed by interdisciplinary scientists, engineers, and other professional experts in education. Each application will be reviewed independently on the basis of merit using all available information in the completed application. Reviewers will be instructed to evaluate applications against the following Merit Review criteria; therefore, applicants must address the criteria below in their written statements to provide reviewers with the information necessary to fully evaluate the application.

1. How do the student's career goals and chosen course of study align to the DOE-NE mission?
2. How well qualified is the student to complete the proposed course of study?

Reviewers will consider the 1) personal career goals and alignment to the DOE-NE mission as described in the required essay, 2) references, and 3) strength of the student's academic record.

Review results will be presented to the DOE Selection Official and considered along with additional relevant objective and subjective information related to the application process. These may include program policy, management factors, and the amount of funds available. All of this information will

be factored into the final award selection and approval.

8 AWARD ADMINISTRATION INFORMATION

8.1 Notification of Award

Notification of the scholarship award will be made to both the student and his/her respective university or college via email and press release. Students whose applications are not selected for a scholarship award will also be notified of that decision via email.

8.2 Award Conditions

An UNLP scholarship award consists of the award letter that includes the applicable terms and conditions and scholarship management instructions. UNLP scholarship program students will be notified, via email, as soon as possible of their selection or non-selection. If selected, the student must accept or decline the scholarship within **14** days of notification. Failure to comply with the deadline may result in revocation of the scholarship offer.

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 represent allowable costs for scholarships, unless such charges are optional or are refundable. Only board expenses (including food) for on-campus facilities are allowed; however, off campus room expenses may be reimbursed upon presentation of a valid paid rent receipt. These expenses must be submitted to 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.