

**FINANCIAL ASSISTANCE
FUNDING OPPORTUNITY ANNOUNCEMENT**



**U. S. Department of Energy
Idaho Operations Office**

Integrated University Program – Scholarship and Fellowship Support

Funding Opportunity Number: DE-FOA-0002265

Announcement Type: Initial

CFDA Number: 81.121

Issue Date: October 15, 2020

Initial Application Due Date: December 2, 2020 at 5:00 p.m. ET

This FOA will be open continuously through October 14, 2030.

After the initial application due date, reviews will be conducted annually for applications received no later than March 31.

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SECTION I – FUNDING OPPORTUNITY DESCRIPTION

A. STATEMENT OF OBJECTIVES

This Funding Opportunity Announcement (FOA) is to award multiple cooperative agreements to accredited United States (U.S.) two- and four-year colleges and universities (Institutions of Higher Education (IHEs)) to receive and administer scholarship and fellowship funding—provided through the Integrated University Program (IUP) and as administered by the Department of Energy, Office of Nuclear Energy (DOE-NE)—on behalf of selected students attending these U.S. IHEs. The selection of students to receive scholarships and fellowships through the program will occur via a separate DOE-NE process.

A.1 BACKGROUND AND OBJECTIVES

IUP works to attract qualified nuclear science and engineering students (NS&E) to nuclear energy professions by providing undergraduate level scholarships and graduate level fellowships. The scholarships and fellowships are focused on two-, four-year, and graduate programs 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, and Nuclear Engineering Technology at U.S. IHEs.

DOE-NE's mission is to encourage development and exploration of advanced nuclear science and technology. DOE-NE promotes nuclear energy as a resource capable of meeting the nation's energy, environmental, and national security needs by resolving scientific, technical, and regulatory challenges through research, development, and demonstration.

IUP supports DOE-NE's Nuclear Energy University Program (NEUP), which enables outstanding, cutting-edge, and innovative research at U.S. IHEs through the following:

- Integrating research and development (R&D) at U.S. IHEs, national laboratories, and industry to revitalize nuclear education and support NE's Programs
- Attracting the brightest students to the nuclear professions and supporting the nation's intellectual capital in science and engineering disciplines
- Improving U.S. IHE's infrastructure for conducting R&D and educating students
- Facilitating knowledge transfer to the next generation of workers

Educating undergraduate and graduate students in NS&E will:

- Support the ongoing need for personnel who can develop and maintain the nation's nuclear power technology
- Enhance the R&D capabilities of U.S. IHEs
- Fulfill national demand for highly trained scientists and engineers to work in NS&E areas

The U.S. IHEs selected under this FOA must comply with the attached guidelines. See Appendix A.

NOTE: The term “applicant” as used in this FOA refers to U.S. IHEs that submit an application to DOE-NE in response to this FOA; it does not refer to students who apply to the IUP Scholarship and Fellowship Program under a separate Request for Applications (RFA).

SECTION II – AWARD INFORMATION

A. TYPE OF AWARD INSTRUMENT

DOE anticipates awarding cooperative agreements under this program (see Section VI.B.5 Statement of Substantial Involvement).

B. ESTIMATED FUNDING

Funding will not be received at the time U. S. IHEs are selected to participate in the IUP program. The base award made to each U.S. IHE will indicate an assigned dollar ceiling amount the cooperative agreement is authorized to achieve during its period of performance. Funding will be incrementally added to awards at U.S. IHEs via amendment to the award equal to an amount necessary to fund a specific number of awards selected under the IUP Scholarship and Fellowship Program.

NOTE: Up to \$5 million is expected to be available in any given fiscal year for scholarship and fellowship awards. Future funding availability is anticipated to be in the same range but is dependent upon DOE-NE appropriations.

C. MAXIMUM AND MINIMUM AWARD SIZE

See Paragraph B above.

NOTE: The amount of individual scholarships and fellowships are fixed, as specified below. The number of individual scholarships/fellowships awarded to each U.S. IHE will be determined by the number of students selected under the IUP Scholarship and Fellowship Program.

The scholarship and fellowship amounts awarded under separate DOE-NE Requests for Applications (RFAs) will be as follows:

Graduate Fellowship: A maximum of up to \$161,000 total for three (3) contiguous years will be awarded per student. This equates to a maximum of \$52,000 per year, with an additional \$5,000 provided to offset the costs of a 10-week minimum internship required of all fellows.

Undergraduate Scholarship: Undergraduates may be awarded annual scholarships of up to \$7,500 each. Scholarship recipients must reapply each year to be selected for any future scholarship awards.

No funding will be provided to any U.S. IHE unless a student has received a DOE-NE scholarship or fellowship award and is accepted or currently enrolled at that U.S. IHE.

D. EXPECTED NUMBER OF AWARDS

Awards are limited to U.S. IHEs that meet the restricted eligibility requirements, and all other requirements set forth in this FOA.

The number of awards to U.S. IHEs in any given fiscal year will depend on the actual number of U.S. IHEs that apply and otherwise meet the requirements. Only one cooperative agreement award per U.S. IHE is necessary under this FOA. Please see the [list of IUP approved U.S. IHEs](#).

NOTE: Number of awards will be predicated on the number and quality of applications received.

E. PERIOD OF PERFORMANCE

While individual student awards are limited to the previously defined durations, U.S. IHEs awarded under this FOA will be recognized for up to 13 years. However, in no event will new scholarships/fellowships be awarded after year 10 of this FOA.

F. TYPE OF APPLICATION

DOE will accept only new applications under this announcement.

SECTION III – ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS RESTRICTED ELIGIBILITY

In accordance with 2 CFR 910.126(b), eligibility for award is restricted to U.S. IHEs with two-, four-year, and graduate 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, and Nuclear Engineering Technology. Minority institutions such as Historically Black Colleges and Universities and/or minority serving institutions are encouraged to apply. U.S. IHEs with cooperative programs which share coursework between two or more U.S. IHEs to meet the above requirements are also encouraged to apply.

B. LIST OF APPROVED U.S. INSTITUTIONS OF HIGHER EDUCATION

Click on the link below for a current list of the approved U.S. IHEs.

List of approved Universities can be found here:

<https://neup.inl.gov/SitePages/IUP%20Approved%20Universities.aspx>

C. COST SHARING

Cost sharing is not required.

SECTION IV – APPLICATION AND SUBMISSION INFORMATION

A. HOW TO REQUEST APPLICATION PACKAGE

Electronic applications and instructions are available at the NEUP website. To access these materials and apply: (1) go to www.neup.gov; (2) select “Sign In” from the top right hand corner of the screen; (3) enter your user credentials or create a new account; (4) select “Applications” from the menu; and (5) click on “Create New Application” for the type of application you are creating.

B. LETTER OF INTENT AND PRE-APPLICATION

1. Letter of Intent

Letter of Intent is not required.

2. Pre-application

Pre-applications are not required.

C. CONTENT AND FORM OF APPLICATION

Applicants must complete the mandatory forms and any applicable optional forms (e.g., SF-LLL Disclosure of Lobbying Activities) in accordance with the instructions on the forms and the additional instructions below. Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.

Documents should be saved using the document naming suggestion at the bottom of each document description. The tracking ID will automatically be generated by the application system and can be found at the top of the application form under “Tracking ID.”

1. SF 424 - Application for Federal Assistance

Complete all required fields in accordance with the pop-up instructions on the form. The correct form to use is Application for Federal Assistance SF-424 (OMB 4040-0004) and is available at NEUP.gov. The list of certifications and assurances referenced in Field 21 can be found on the DOE Financial Assistance page at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms> under Certifications and Assurances.

Save form as “SF424 Fed Assist (Insert Tracking ID#).pdf.”

2. Program Narrative File

The program narrative page limitation is as described in each section below. The program narrative shall be a document that fits on a standard 8.5" by 11" paper with 1-inch margins (top, bottom, left, and right). The document shall be single spaced and use a standard font no smaller

than 11 point. EVALUATORS WILL REVIEW ONLY THE NUMBER OF PAGES SPECIFIED. Do not include any Internet addresses (URLs) that provide information necessary to review the application. See Section VIII.D for instructions on how to mark proprietary application information.

Save the information in a single file named "Program Narrative (Insert Tracking ID#).pdf."

The program narrative must include the following:

Program Description

This section should describe the currently established Nuclear Science and Engineering programs, not to exceed 2 pages per discipline. Please provide a brief history of the academic program, discuss the current program, and describe the future plans for the program. When describing future plans, provide evidence as to the U.S. IHE's commitment to the growth and maintenance of the academic program. The description should also include additional attachments as stated below. These attachments are not included in the 2 page per discipline limitation of the program description.

- Degree or certificate plans in all major, minor, or two-year relevant program areas identified previously, including all established requirements in each field and for each program.
- List of and explanation for the courses offered under each relevant degree or certificate program, which are most relevant to the two-year, undergraduate, and graduate programs. Please include a table with course title, course number, description, and number of times offered per year.
- List of facilities or affiliated program(s) and brief description of each facility as to how it is used in the relevant academic program offered (two-page limitation).
- List of any collaborative or affiliated, relevant academic programs with other U.S. IHEs (optional).
- Metrics on current and recent existing student population involved in the relevant academic programs:
 - Number of students currently enrolled
 - Number and type of degrees issued over the past five years
 - Titles of Projects, Theses, and Dissertations completed over the past five years

Faculty Description

Principal Faculty Members: List the names, title (Associate, Assistant, Professor, etc.), research interest areas, and percentage of time devoted to the program for each faculty member involved in delivering the relevant academic programs.

3. Certifications and Assurances

Applicants must complete and attach the Certifications and Assurances form found on the DOE Financial Assistance Forms Page at: <http://energy.gov/management/downloads/certifications-and-assurances-use-sf-424>.

Name File: Cert & Assurances “Insert ID #”

4. Principal Investigator (PI) Curriculum Vitae (CV)

Applicants shall provide a CV from the PI. CVs are limited to a 2-page maximum. The CV must include the following:

- Contact Information.
- Education and Training: Undergraduate, graduate, and postdoctoral training. Identify institution, major/area, degree, and year.
- Research and Professional Experience: Beginning with the current position, list, in chronological order, professional/academic positions with a brief description.
- Publications: Provide a list of up to 10 publications most closely related to the proposed project. For each publication, identify the names of all authors (in the same sequence in which they appear in the publication), the article title, book or journal title, volume number, page numbers, year of publication, and website address if available electronically.
- Patents, copyrights, and software systems developed may be provided in addition to or substituted for publications.
- Synergistic Activities: List no more than 5 professional and scholarly activities related to the effort proposed.

CVs should be provided for all staff providing significant and required expertise on the project, following the instructions provided above.

Name File: CV ‘Insert PI Name’ (Insert Tracking ID#).pdf.”

5. SF-LLL Disclosure of Lobbying Activities

If applicable, complete SF- LLL. Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the cooperative agreement, you must complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying."

Save this form as “SF-LLL (Insert Tracking ID#).pdf.”

Summary of Required Forms/Files

Your application must include the following documents:

Name of Document	Format
Application for Federal Assistance – SF424	Form
Program Narrative File and Attachments	PDF
Certifications and Assurances	Form
Principal Investigator Curriculum Vitae (CV)	PDF
SF-LLL Disclosure of Lobbying Activities, if applicable	Form

D. SUBMISSIONS FROM SUCCESSFUL APPLICANTS

If selected for award, DOE-NE reserves the right to request additional or clarifying information for any reason deemed necessary.

E. SUBMISSION DATES AND TIMES

1. Pre-application Due Date

Pre-applications are not required.

2. Application Due Date

Applications will be accepted continuously until August 13, 2030.

F. INTERGOVERNMENTAL REVIEW

Program Not Subject to Executive Order 12372

This program is not subject to Executive Order 12372 - Intergovernmental Review of Federal Programs.

G. FUNDING RESTRICTIONS

Funding for all awards and future budget periods are contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.

Cost Principles: Costs must be allowable, allocable, and reasonable in accordance with the applicable Federal cost principles referenced in 2 CFR 200.

Pre-award Costs: Recipients may charge to an award resulting from this announcement pre-award costs that were incurred within the ninety (90) calendar day period immediately preceding the effective date of the award, if the costs are allowable in accordance with the applicable Federal cost principles referenced in 2 CFR 200. Recipients must obtain the prior approval of the contracting officer for any pre-award costs that are for periods greater than this 90-day calendar period.

Pre-award costs are incurred at the applicant's risk. DOE is under no obligation to reimburse such costs if for any reason the applicant does not receive an award or if the award is made for a lesser amount than the applicant expected.

H. SUBMISSION AND REGISTRATION REQUIREMENTS

1. Where to Submit

Applications must be submitted through www.neup.gov.

SECTION V – APPLICATION REVIEW INFORMATION

A. CRITERIA

1. Initial Review Criteria Application Award Eligibility

Prior to a comprehensive merit evaluation, DOE will perform an initial review to determine that (1) the applicant is eligible for an award; (2) the information required by the announcement has been submitted; (3) all mandatory requirements are satisfied; and (4) the application is responsive to the objectives of the FOA. Only applications meeting these initial review criteria will be considered during the merit review and award selection decision.

2. Merit Review Criterion

The evaluation criterion and weights are provided below. In accordance with the evaluation criterion and available funding, the Selection Official (SO) will make the final selection of awards.

Criterion – Weight 100%

- Potential of the program to conduct nuclear science and engineering education
- Alignment of the programs with the NE mission
- Scope and depth of the classes
- History and future plans of the program
- Quality of the current staff

3. Other Selection Factors

Program Policy Factors. The Selection Official may consider the following program policy factors in the selection process:

- Degree to which proposed applicant's programs in science and engineering disciplines optimizes/balances/maximizes use of available DOE funding to achieve DOE program goals and objectives.
- Cost/Budget considerations, including availability of funding.
- The demonstrated ability of the applicant to successfully process the distributing of scholarship/fellowship funds, tracking usage, and reporting.

Any of the above factors may be independently considered by the Selection Official in determining the optimum mix of applications that will be selected for support. These factors, while not indicators of the application's merit, may be essential to the process of selecting the application(s) that, individually or collectively, will best achieve the program objectives. Such factors are often beyond the control of the applicant.

B. REVIEW AND SELECTION PROCESS

1. Merit Review

Applications Subject to Merit Review

Applications that pass the initial review will be subjected to a merit review in accordance with the guidance provided in the "Department of Energy Merit Review Guide for Financial Assistance." This guide is available under Financial Assistance Policy and Guidance at <https://www.energy.gov/management/office-management/operational-management/financial-assistance>.

2. Selection

Selection Official Consideration

The SO will consider the merit review recommendation and program policy factors. The Merit Review Board will consider the overall evaluation results and recommend a final set of applications for approval by the Selection Official.

3. Discussions and Award Government Discussions with Applicant

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including but not limited to (1) the Government needs additional information to determine that the recipient is capable of complying with the requirements in 2 CFR 200; and/or (2) special terms and conditions are required. Failure to resolve satisfactorily the issues identified by the Government will preclude award to the applicant.

C. ANTICIPATED NOTICE OF SELECTION AND AWARD DATES

Selection and Award Date

Initial applications from U.S. IHEs will be due December 2, 2020 at 5:00 p.m. ET. After the initial application due date, reviews will be conducted annually for applications received no later than March 31 at 5:00 p.m. ET. These applications will be considered for award and, if selected, awarded by the end of June of the same year.

SECTION VI – AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

1. Notice of Selection

Selected Applicants Notification

DOE will notify applicants selected for award by email. This notice of selection is not an authorization to begin performance.

Non-selected Notification

Organizations whose applications have not been selected will be notified by email as promptly as possible. This notice will explain why the application was not selected.

2. Notice of Award

A Notice of Financial Assistance Award or Assistance Agreement issued by the contracting officer is the authorizing award document. It normally includes (either as an attachment or by reference) the following: (1) Special Terms and Conditions; (2) applicable program regulations, if any; (3) application as approved by DOE- NE; (4) DOE assistance regulations at 2 CFR 200; (5) National Policy Assurances to be incorporated as award terms; (6) Budget Information Sheet; and (7) Federal Assistance Reporting Checklist, which identifies the reporting requirements.

For grants and cooperative agreements made to colleges, universities, non-profits, and other entities subject to OMB Circular A-110, the award also includes the Research Terms and Conditions located at <http://www.nsf.gov/bfa/dias/policy rtc/index.jsp>.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. Administrative Requirements

The administrative requirements for DOE grants and cooperative agreements are contained in 2 CFR 200, as amended by 2 CFR 910 (see <http://www.eCFR.gov>). Grants and cooperative agreements made to colleges, universities, non-profits, and other entities subject to Title 2 CFR are subject to the Research Terms and Conditions located on the National Science Foundation website: <http://www.nsf.gov/bfa/dias/policy rtc/index.jsp>.

2. DUNS and SAM Requirements

Additional administrative requirements for DOE grants and cooperative agreements are contained in 2 CFR Part 25 (see <http://www.eCFR.gov>). Prime awardees must keep their data at the System for Award Management (SAM) current at <http://www.sam.gov>. SAM is the government-wide system that replaced the Central Contractor Registration (CCR). If you had an active registration in the CCR, you have an active registration in SAM. Subawardees at all tiers must obtain DUNS numbers and provide the DUNS to the prime awardee before the subaward

can be issued. The prime will provide this valid unique entity identifier in its application. DOE may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements. If an applicant has not fully complied with the requirements by the time DOE is ready to make the award, DOE may determine that the applicant is not eligible to receive an award and use that determination as a basis for making an award to another applicant.

3. Special Terms and Conditions and National Policy Requirements

The DOE Special Terms and Conditions for Use in Most Grants and Cooperative Agreements are located at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms> under Award Terms.

The National Policy Assurances To Be Incorporated As Award Terms are located at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms>, under Award Terms.

4. Statement of Federal Stewardship

DOE will exercise normal Federal stewardship in overseeing the project activities performed under DOE awards. Stewardship activities include, but are not limited to, conducting site visits; reviewing performance and financial reports; providing assistance and/or temporary intervention in unusual circumstances to correct deficiencies that develop during the project; assuring compliance with terms and conditions; and reviewing technical performance after project completion to ensure project objectives have been accomplished.

5. Statement of Substantial Involvement

Substantial involvement will be required in various aspects of effort necessary to accomplish the completion of students selected for scholarships and fellowships. Substantial direct operational involvement/participation is anticipated to ensure compliance with the objectives of the IUP Scholarship and Fellowship Program. This involvement includes, but is not limited to, collaboration as necessary with schools, participation in the management of the project, and intervention in the activity, namely:

- Assist in publicizing scholarship and fellowship opportunities (at no additional expense to the schools) on either a national, regional, or local basis, as may be determined necessary by DOE-NE;
- Receive and review scholarship/fellowship request forms from individual students; and
- Participate in selecting students for receipt of scholarships and fellowships as well as participate in the decision as to whether a fellowship is continued.

C. REPORTING

Reporting requirements are identified on the Federal Assistance Reporting Checklist, DOE F 4600.2, attached to the award agreement. The checklist is available at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms>, under Award Form.

SECTION VII – QUESTIONS/AGENCY CONTACTS

A. QUESTIONS

Questions concerning this FOA or the Scholarship and Fellowship Program should be directed to one of the contacts below. Answers to questions containing information about the FOA or the FOA process that would be necessary for the preparation of applications will be posted to www.NEUP.gov as soon as practical. Information provided to a potential applicant in response to its request will not be disclosed if doing so would reveal the potential applicant's confidential business strategy and/or is otherwise protected. DOE will try to respond to a question within three (3) business days, unless a similar question and answer have already been posted on the website.

B. CONTACTS

For general questions regarding Scholarship and Fellowship Support under the University Program, contact:

Name: Julie Jacobson
E-mail: Julie.Jacobson@inl.gov
Telephone: 208-526-6760

For FOA procedural questions, contact:

Name: Andrew Ford
E-mail: fordaj@id.doe.gov
Telephone: 208-526-3059

SECTION VIII – OTHER INFORMATION

A. MODIFICATIONS

Notices of any modifications to this announcement will be posted on Grants.gov and the FedConnect portal. You can receive an email when a modification or an announcement message is posted by registering with FedConnect as an interested party for this FOA. It is recommended that you register as soon after release of the FOA as possible to ensure you receive timely notice of any modifications or other announcements. More information is available at <http://www.fedconnect.net>.

B. GOVERNMENT RIGHT TO REJECT OR NEGOTIATE

DOE reserves the right, without qualification, to reject any or all applications received in response to this announcement and to select any application, in whole or in part, as a basis for negotiation and/or award.

C. COMMITMENT OF PUBLIC FUNDS

The Contracting Officer is the only individual who can make awards or commit the Government to the expenditure of public funds. A commitment by anyone other than the Contracting Officer, either explicit or implied, is invalid.

D. PROPRIETARY APPLICATION INFORMATION

Patentable ideas, trade secrets, and proprietary or confidential commercial or financial information, disclosure of which may harm the applicant, should be included in an application only when such information is necessary to convey an understanding of the proposed project. The use and disclosure of such data may be restricted, provided the applicant includes the following legend on the first page of the program narrative and specifies the pages of the application which are to be restricted:

"The data contained in pages [*Insert pages*] of this application have been submitted in confidence and contain trade secrets or proprietary information, and such data shall be used or disclosed only for evaluation purposes, provided that if this applicant receives an award as a result of or in connection with the submission of this application, DOE shall have the right to use or disclose the data herein to the extent provided in the award. This restriction does not limit the government's right to use or disclose data obtained without restriction from any source, including the applicant."

To protect such data, each line or paragraph on the pages containing such data must be specifically identified and marked with a legend similar to the following:

"The following contains proprietary information that [name of applicant] requests not be released to persons outside the Government, except for purposes of review and evaluation."

E. EVALUATION AND ADMINISTRATION BY NON-FEDERAL PERSONNEL

In conducting the merit review evaluation, the Government may seek the advice of qualified non-Federal personnel as reviewers. The Government may also use non-Federal personnel to conduct routine, nondiscretionary administrative activities. The applicant, by submitting its application, consents to the use of non-Federal reviewers/administrators. Non-Federal reviewers must sign conflict-of-interest and non-disclosure agreements prior to reviewing an application. Non-Federal personnel conducting administrative activities must sign a non-disclosure agreement.

F. INTELLECTUAL PROPERTY DEVELOPED UNDER THIS PROGRAM – N/A**G. NOTICE OF RIGHT TO REQUEST PATENT WAIVER – N/A****H. NOTICE REGARDING ELIGIBLE/INELIGIBLE ACTIVITIES**

Eligible activities under this program include those which describe and promote the understanding of scientific and technical aspects of specific energy technologies, but not those which encourage or support political activities such as the collection and dissemination of information related to potential, planned, or pending legislation.

SECTION IX – APPENDICES/REFERENCE MATERIAL

Appendix A: U.S. Colleges and Universities / Institutions of
Higher Education (IHE) Responsibilities

Appendix A – U.S. College and University / Institutions of Higher Education
Responsibilities

1. Comply with terms and conditions of the awarded cooperative agreement.
2. Promote the U.S. Department of Energy, Office of Nuclear Energy Integrated University Program Scholarship and Fellowship Support program at your school.
3. Distribute scholarship/fellowship funds to enrolled students selected/identified by NE to receive scholarships/fellowships in accordance with program guidelines.
4. Collect and timely submit information required for Interim, Annual, and Final Reports (see reporting requirements checklist).
5. Return any unused funds provided for each participating student(s) at completion of the school year for scholarships, or at completion of the period covered by fellowships, or as directed by DOE.
6. Agree not to charge any indirect costs or charge a fee to administer the funds received. All funding is provided for the benefit of the student.

Allowable Costs for Scholarships

Undergraduate Scholarships Cost of Education Allowance – Up to \$7,500

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 U.S. IHE 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.

Allowable Costs for Graduate Fellowships

Graduate Fellowship Award Total - \$161,000

For each selected Fellow, the affiliated institution receives a \$52,000 award per year to be administered as follows:

1. The fellowship stipend is currently \$37,000 for a 12-month tenure period paid monthly.

2. The cost of education allowance is \$14,000 per tenure year and is to be used by the affiliated institution to cover the costs of educating the Fellow. All applicable tuition, books, and fees normally charged to students of similar academic standing, unless such charges are optional or are refundable. Students can receive reimbursement for off campus housing with their education allowance if all tuition, fees, and books have been covered. Students will need to provide paid rent receipts to their institution to receive reimbursement. The fellowship award does not provide allowances for special student needs, such as research expenses, travel to employment sites, computers, books and publications beyond those required for classes, fieldwork expenses, special study, and the like.
3. Fellows are allowed an additional \$1,000 Research Travel Allowance per year upon submission of an approved travel request. The planned travel must involve a structured research activity approved by NE.
4. A 10-week (approximate) internship must be conducted at a DOE national laboratory or facility designated and approved by DOE-NE. A \$5,000 one-time allowance is provided for travel and/or housing expenses associated with the internship.

The U.S. IHE may require service of a DOE-NE Fellow by appointment to appropriate teaching or research-related activities acceptable to and consistent with the goals of the DOE-NE Fellow. NE expects that any required service will contribute to the progress of the DOE-NE Fellow toward an advanced degree and that attainment of the degree not be delayed significantly by these service requirements.