



**EPA'S NATIONAL NETWORK FOR
ENVIRONMENTAL MANAGEMENT STUDIES
FELLOWSHIP PROGRAM**

Catalog for 2008

Student Fellowship Program



Visit the NNEMS Web site at www.epa.gov/education/students.html



EPA's NATIONAL NETWORK FOR ENVIRONMENTAL MANAGEMENT STUDIES FELLOWSHIP PROGRAM

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Introduction

Background

The United States Environmental Protection Agency (EPA) established the National Network for Environmental Management Studies (NNEMS) Fellowship Program in 1986 to foster a growing interest among higher education students in environmental careers. The NNEMS program is a comprehensive fellowship program that provides students an opportunity to participate in a fellowship project that is directly related to their field of study. The NNEMS program is sponsored by the Environmental Education Division (EED) in the EPA Office of Children's Health Protection and Environmental Education (OCHPEE).

EPA has awarded more than 1,400 fellowships under the NNEMS program since its inception in 1986, and expects to award approximately 20 to 30 fellowships in 2008 for an estimated total of \$300,000.

How to Use the NNEMS Catalog for 2008

The NNEMS Catalog for 2008 is divided into eight main sections:

- *Introduction* provides background information about the NNEMS program and identifies points of contact.
- *Overview of the NNEMS Program* describes the program and the types of fellowships offered, identifies the role of program coordinators, and discusses compensation.
- *How to Apply* lists the eligibility requirements and describes the application materials and application process.
- *Evaluation and Selection of NNEMS Fellows* discusses the evaluation of applications by staff of EPA and the notification process.
- *Procedures to Initiate and Complete a Fellowship* identifies step-by-step actions a student must take to initiate and complete a fellowship.
- *Guidelines for NNEMS Fellows* explains the program guidelines that a student selected for a fellowship must follow.
- *Frequently Asked Questions* lists questions asked by applicants during previous years, as well as those from students awarded fellowships.
- *Catalog of 2008 Fellowships* provides detailed descriptions of each of the fellowships offered in 2008, including information about the EPA office sponsoring the project, the location and duration of the project, as well as the desired educational level of the student.

Several appendices are included to assist students who are interested in applying for a NNEMS fellowship. *Appendix A, Application Materials*, provides complete application materials. *Appendix B, NNEMS Program Coordinators*, provides a list of the schools or educational institutions that have a designated NNEMS Program Coordinator. *Appendix C, IRS Publication 970: Tax Benefits for Education*, provides information about taxes on a fellowship award.

How to Obtain Additional Copies

The NNEMS Catalog for 2008 can be viewed or downloaded in portable document format (pdf) from EED's Web site at www.epa.gov/education/students.html. Portions of the 2008 catalog are also available in HTML format for interactive viewing of the fellowships.

Additional copies of this document can be obtained from:

U.S. Environmental Protection Agency
NNEMS Program
Office of Children's Health Protection and Environmental Education
Environmental Education Division (1704A)
1200 Pennsylvania Avenue, NW
Washington, DC 20460
Telephone: 202-564-0443

For Additional Information

Please contact:

Mr. Michael Baker
NNEMS Program
Office of Children's Health Protection and
Environmental Education
Environmental Education Division (1704A)
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Washington, DC 20460
Telephone: 202-564-0443 or 800-358-8769

or:

visit EPA's NNEMS Web site at:
www.epa.gov/education/students.html

Overview of the NNEMS Program

Purpose

The purpose of the NNEMS program is to:

- Provide students with practical research opportunities and experiences in EPA's program and regional offices and in its laboratories;
- Increase public awareness of and involvement in environmental issues;
- Encourage qualified individuals to pursue environmental careers; and
- Help defray the costs associated with the pursuit of academic programs related to the field of environmental protection, such as pollution control, science, engineering, technology, social science, and specialty areas.

Students selected for NNEMS fellowships are offered a unique opportunity to gain research and training experience directly linked to their undergraduate or graduate studies. NNEMS fellows conduct research projects to augment their academic studies, which EPA supports with financial assistance.

Fellowships

Under the NNEMS program, a range of fellowship activities are offered to help students increase their knowledge of environmental issues while refining their professional skills. Each year, the NNEMS program offers approximately 20 to 30 fellowships, developed and sponsored by EPA Headquarters in Washington, D.C. and in EPA's 10 regional offices and laboratories throughout the United States. The projects are specifically narrow in scope, allowing students to complete the fellowship while working full-time at EPA during the summer or part-time during the school year. Typically, the research is conducted at an EPA office or laboratory, although other arrangements can be made in certain circumstances.

The fellowships are organized among five categories:

- **Environmental Policy, Regulation, and Law**

Fellowships offered in this category provide students an opportunity to review and evaluate existing policies and regulations, as well as conduct research related to the development of new policies. The projects may include a component that focuses on environmental compliance.

- **Environmental Management and Administration**

The topics of fellowships in this category focus on environmental management goals.

- **Environmental Science**

Fellowships in this category typically include direct participation in field studies and laboratory research. Environmental policy and regulation review requiring technical expertise is included in the Environmental Policy, Regulation, and Law category described above.

- **Public Relations and Communications**

These types of fellowships include the review and analysis of public response to EPA policies and regulations, as well as general public opinion of environmental issues. The projects may include the development of communication tools; for example, pamphlets and informational materials.

- **Computer Programming and Development**

Fellowships in this category may include the development of computer software, the development and querying of databases, and the design of programming functions required in laboratory work.

Detailed descriptions of the fellowships offered this year are provided in the section, *Catalog of 2008 Fellowships*, which begins on page 17 and on the NNEMS Web site at www.epa.gov/education/students.html. Each fellowship is sponsored by an EPA project officer who serves as the main point of contact for the project.

Sample Project Description

Provided below is a sample project description from the NNEMS 2005 program. This example illustrates the content and format of the project descriptions that begin on page 17.

Project number	Title of project	Educational level of applicant
<p>Mission and activities of the sponsoring office</p> <p>PROJECT NUMBER: 2005-301</p> <p>Project Title Diagnosing Causes of Impairment in Estuarine Systems</p> <p>Sponsoring Office National Health and Environmental Effects Research Laboratory/Atlantic Ecology Division</p> <p>Office Mission/Responsibility The mission of the Atlantic Ecology Division (AED) at Narragansett is to perform research to better understand and quantify the ecological effects of anthropogenic stressors on the coastal waters and watersheds of the Atlantic seaboard.</p>	<p>Name of the office sponsoring the project</p>	<p>Location at which project will be conducted</p> <p>Desired Level of Education Junior to Graduate Student</p> <p>Project Location EPA Region 1 – Narragansett, RI</p> <p>Preferred Project Period 6/1/2005 to 5/31/2006</p> <p>Project Officer Rob Burgess Kay Ho</p>
<p>Project Overview</p> <p>Over the next several years, AED is responsible for developing diagnostic tools for assessing the causes of ecological impairment to estuarine and marine water bodies. This project involves conducting research which relates the effects of toxic chemicals, nutrients, pathogens, and clean sediments to these impairments. The focus of this research will be on ecosystems within the Narragansett Bay watershed.</p> <p>The student will perform an independent and unique project involving the effects of anthropogenic stressors on estuarine and marine systems. Along with their independent project, the student will be involved in field sampling; preparing samples for analysis; and analyzing samples for toxicity, nutrients, dissolved oxygen, sediment grain size, and organic carbon.</p> <p>The student's research project will include developing an experimental design, conducting the research, and completing a brief report.</p> <p>Project Goals</p> <p>The student's involvement in the project will allow him or her to experience all aspects of the scientific process, from the conception of his or her specific scientific question to the summarization of what his or her research means. Further, through his or her participation in AED's program, the student will gain useful and valuable experience in estuarine and marine field sampling and sample preparation and analysis.</p> <p>Final Product of the Project</p> <p>The student will develop a brief report summarizing the results of the project.</p>		
<p>Activities to be undertaken by the student</p>	<p>EPA's goals for the student and project</p>	<p>Final product to be developed by the student</p>
		<p>Name of the project officer</p>

Compensation

All NNEMS fellowships are awarded directly to the individual students who are selected as fellows. The awards cannot be made to the educational institution at which the student is enrolled, although a student may request that EPA submit payment of a portion of his or her tuition costs directly to the institution. See *Payment of the Grant* on page 13 for more information.

Students selected for a fellowship receive a grant award in the form of a stipend. The grant is paid in monthly installments based on the duration of the project. Grant awards reflect an individual student's level of education, as well as the location and duration of the fellowship. Even though students selected to receive NNEMS fellowships are grantees and not federal employees, the formula for the appropriate stipend amount is based on the current General Schedule (GS)-04 through GS-09 federal pay scale, and includes standard government locality rates. Freshmen students, for example, will be paid at the GS-04 rate; advanced graduate students at the GS-09 rate. For example, grants awarded for a 3-month full-time period would range from approximately \$7,400 to \$12,600 per award. The stipend will be increased to compensate for costs associated with travel or training for fellowships that require these activities. Information about the 2007 GS pay scale by localities is available online at www.opm.gov/oca/07tables/indexGS.asp. Please note that rates for 2008 will be adjusted according to the new GS scale.

There is no matching or cost sharing required of students awarded NNEMS fellowships.

Role of Program Coordinators

Many colleges, universities, and distance-learning organizations in the United States have identified NNEMS Program Coordinators. The Program Coordinators act as representatives of the NNEMS program by promoting the program on campus, displaying and making available to students all of the NNEMS materials, and assisting students in the preparation of their applications. For 2008, there are approximately 250 NNEMS Program Coordinators representing more than 200 educational institutions. A complete list of the NNEMS Program Coordinators is provided in *Appendix B, NNEMS Program Coordinators* and on the NNEMS Web site at www.epa.gov/education/NNEMS/2008pc.html.



Please note: Any eligible student enrolled for academic credit at an accredited¹ 2- or 4-year college, university, or distance-learning institution may apply for a NNEMS fellowship, regardless of whether or not there is a NNEMS Program Coordinator at his or her university.

Disclaimer

EPA reserves the right to reject all applications for NNEMS fellowships and to make no awards or make fewer awards than anticipated. The EPA also reserves the right to make additional awards under this announcement consistent with Agency policy, if additional funding becomes available. Any additional selections for awards will be made no later than August 2008.

¹ The 2- or 4-year college, university, or distance-learning institution must be accredited by a regional or national accrediting organization recognized by the U.S. Department of Education or the Council for Higher Education Accreditation.

How to Apply

The following section provides step-by-step instructions for how to apply for a NNEMS fellowship, identifies the eligibility requirements, lists the application materials, and provides an overview of the application process.

The Application Process

Applying for a NNEMS fellowship can be summarized in four steps:

- Step 1:** Carefully read the section below, *Eligibility Requirements*, to determine whether you meet all of the general requirements, as well as those identified for specific student levels. If you are eligible, continue on to Step 2.
- Step 2:** Review the 2008 project descriptions that begin on page 17. Identify the project(s) in which you are most interested, as well as those in which you have attained the desired level of education as specified by EPA. Please note that students are not allowed to develop or propose independent projects. If you would like additional information on or clarification of a specific project, please complete and submit the "Project-specific Questions" form that is available online at <http://www.epa.gov/education/NNEMS/2008projects.html>. A response to your question will be provided by e-mail as soon as possible.
- Step 3:** Complete and submit a NNEMS Application for each project identified under Step 2.
- Step 4:** Submit the completed application(s) by **January 22, 2008**.



A student selected for a NNEMS fellowship must complete additional documentation required by the federal government to apply for an official grant with EPA. The steps required to process a fellowship and the grant award are lengthy (see *Procedures to Initiate and Complete a Fellowship* on pages 11 and 12 for more details).

Eligibility Requirements

A NNEMS fellowship is available to any associate, undergraduate, or advanced student who meets the general requirements listed below, as well as those requirements identified for associate, undergraduate, and advanced students.

General Requirements

At a minimum, all applicants must be:

- A citizen of the United States, its territories or possessions, or lawfully admitted to the United States for permanent residency. The U.S. Citizenship and Immigration Services defines lawful permanent residency as any person not a citizen of the United States who is residing in the United States under legally recognized and lawfully recorded permanent residence as an immigrant, also known as "Permanent Resident Alien," "Resident Alien Permit Holder," and "Green Card Holder." A lawful permanent resident must provide his or her Green Card number on his or her application.
- Enrolled for academic credit at a 2- or 4-year college or university, or distance-learning institution accredited by a regional or national accrediting organization recognized by the United States Department of Education or the Council for Higher Education Accreditation², and
- Pursuing an educational program directly related to pollution control or environmental protection for the duration of the fellowship.

² Applicants are not required to be enrolled at the time the application is due, typically in January, but must be enrolled at the time of fellowship award, which is typically in April or May. For example, an applicant who graduated with an undergraduate degree a few years ago and is not currently enrolled in an academic program, may submit an application for a NNEMS fellowship if the applicant has applied to, been accepted at, and is enrolled in a graduate school or a doctoral program that will begin in the Fall of 2008. Please note that EPA is prohibited from awarding fellowships to applicants who have been accepted, but have not enrolled, in an academic program.

Associate and Undergraduate Students

Students attending 2- or 4-year institutions or distance-learning institutions must meet the following requirements:

- 3.0 cumulative grade point average (GPA) based on a scale of 4.0 **at the time the application is due** (a GPA of 2.999 for example, is not sufficient), and
- Completion of at least four undergraduate courses related to the field of environmental studies.



Please note:

There are no exceptions to the requirement that applicants must have attained a 3.0 GPA at the time the application is due. Applicants whose GPA is below 3.0 based on the transcript enclosed with the application will not be eligible for consideration. For example, applicants with a GPA below 3.0 who submit applications in January with the expectation that their spring semester grades will increase their GPA to 3.0 are not eligible.

Advanced Students

Students enrolled in graduate or doctoral programs must meet the following requirements:

- Currently enrolled in a graduate or Ph.D. program or can provide proof of acceptance and enrollment to a graduate or Ph.D. program at the time of fellowship award², and
- Completion of at least one semester of graduate or Ph.D. work, or at least four undergraduate courses related to the field of environmental studies.

The following students are not eligible for a NNEMS fellowship:

- Federal employees, including those who are on “leave without pay” status.
- Undergraduate and graduate students who will graduate before the NNEMS fellowship is completed (students who complete their undergraduate studies before the end of a fellowship may apply if they are admitted and enrolled in a graduate program).
- Students enrolled in certificate programs.
- High school students.

Application Materials

Application packages may be submitted in hard copy or electronically through **www.grants.gov** as explained more fully below (only part of the package can be submitted electronically through **www.grants.gov**). Whether submitting an application via hard-copy or electronically, all students who are interested in applying for a NNEMS fellowship must submit a complete application package that includes:

- A completed NNEMS Application Form.
- A completed Standard Form 424 – Application for Federal Assistance (SF 424).
- A résumé.
- An official transcript for each 2- or 4-year college or university, or distance-learning institution attended. Official transcripts should be opened and photocopied as one original and three photocopies of the transcript are required for each complete application. If submitting multiple applications, only one original transcript is required. Applicants should include in the application package the envelope in which the original transcript was provided.
- A completed NNEMS Reference Form. The Reference Form should be prepared by a professor or advisor who knows the applicant well and can specifically discuss the student’s aptitude and/or experience for the project. The Reference Form should be included with the application package; however, a reference submitted under separate copy will be accepted if it is postmarked on or before the application deadline.
- A completed and signed original NNEMS Disclosure and Waiver Statement.
- Verification of acceptance and/or enrollment in a graduate or Ph.D. program if the applicant is a graduating senior.

Applications must substantially comply with the application submission instructions and requirements or the application will be rejected. Applications deemed ineligible for funding consideration will be notified within 15 calendar days of the ineligibility determination.

Students have the option of submitting their application package in one of the following two ways:

- 1) hard-copy submission submitted via mail, courier, or commercial delivery service.
- 2) partial electronic submission with hard-copy attachments submitted via mail, courier, or commercial delivery service. Please carefully read the following submission instructions for each option.

Hard-Copy Submission

Applicants must submit all application materials listed on page 6. Blank application forms are included in *Appendix A, Application Materials*, and may also be obtained on the NNEMS Web site at www.epa.gov/education/students.html. Students must submit a complete application package (one original application package and three copies) for each project for which they are applying. Students may also wish to contact the NNEMS Program Coordinator at their school (see *Appendix B, NNEMS Program Coordinators*) for additional information and assistance.

All hard-copy NNEMS applications and hard-copy portions of applications submitted electronically must be postmarked by January 22, 2008 and submitted by mail, courier, or commercial delivery service to:

NNEMS Fellowship Program
Tetra Tech EM Inc.
1881 Campus Commons Drive, Suite 200
Reston, VA 20191

Partial Electronic Submission

As an alternative to full hard-copy submission of their application package, students have the option of submitting the SF 424 electronically through www.grants.gov. Students must submit the remaining required parts of their application package including the: 1) NNEMS Application Form, 2) résumé, 3) transcripts, 4) NNEMS Reference Form, 5) NNEMS Disclosure and Waiver Statement, and 6) verification of acceptance and/or enrollment in a graduate or Ph.D. program (if appropriate), in hard-copy form via U.S. mail, courier, or commercial delivery service, and this submittal must be postmarked by the application deadline of January 22, 2008. All portions of the hard-copy submission must include one original and three photocopies. Students wishing to exercise the option of partial electronic submission can access the SF 424 for the 2008 NNEMS Program at www.grants.gov (by entering the Funding Opportunity Number [EPA-EED-08-01] or the CFDA number [66.952]). The SF 424 must be submitted to www.grants.gov by 11:59 p.m. on January 22, 2008.

The Web site www.grants.gov requires an individual registration to submit an application; however, registration is not required to view the NNEMS application package. To register, go to www.grants.gov, click on "Get Registered" on the left side of the page and click on "Individual Registration." Please note that the registration process may take a day to complete.

To begin the application process, go to www.grants.gov and click on the "Apply for Grants" tab on the left side of the page. The screen will refresh and provide directions on how to download PureEdge viewer and obtain the application package and instructions for applying. You may retrieve the application package and instructions by entering the Funding Opportunity Number (EPA-EED-08-01) or the CFDA number (66.952) in the space provided.

The SF 424 must be transferred through www.grants.gov no later than 11:59 p.m. on January 22, 2008. All hard-copy portions of applications including: 1) NNEMS Application Form, 2) résumé, 3) transcripts, 4) NNEMS Reference Form, 5) NNEMS Disclosure and Waiver Statement, and 6) verification of acceptance and/or enrollment in a graduate or Ph.D. program (if appropriate), must be postmarked on or before January 22, 2008.

On the electronic "Grant Application Package" page, students should enter their name, starting with last name, in the "Application Filing Name" field.

SF 424 - Application for Federal Assistance

Complete the SF 424 following the instructions included in *Appendix A, Application Materials*. For additional guidance, please review the sample completed SF 424 prior to completing the form.

Once the application package has been completed, the "Submit" button will become active. Students should save their completed application package with two different file names before submission to avoid having to re-create the package should they experience submission problems. Close all other software before attempting to submit the application package.

If a student experiences submission problems, he or she should reboot his or her computer (turning the power off may be necessary) and re-attempt the submission. If a student continues to experience submission problems, he or she should contact www.grants.gov for assistance (phone: 1-800-518-4726; e-mail at <http://www.grants.gov/help/help.jsp>).

Applications submitted through www.grants.gov will be time and date stamped electronically.

Submitting Confidential Information

In accordance with 40 Code of Federal Regulations (CFR) 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure.

Application Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications/proposals. However, EPA will respond to questions in writing from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification.

Submitting Multiple Applications

Students may apply for as many fellowships as desired. Separate, complete application packages (one original and three copies) must be submitted for each fellowship project. Official transcripts may be photocopied if a student is submitting more than one application package. If more than one project application is submitted, the student must indicate the order of preference of each project on the Application Form.

Applications by Current NNEMS Fellows

A student who is currently holding a fellowship may apply for a new fellowship in 2008. The existing fellowship, however, must be completed and the fellowship ended (see *Procedures to Initiate and Complete a Fellowship* on pages 11 and 12) before a student will be considered eligible to receive and begin a new fellowship.

Submitting Applications for Consecutive Projects

Students may apply for consecutive projects, but the first fellowship must be completed before the second fellowship begins. For example, an applicant may apply for a project that ends in August as well as for a project that begins in September.

Deadline for Applying

The deadline for electronic or hard-copy submissions of applications for 2008 fellowships is January 22, 2008. All hard-copy materials must be postmarked on or before January 22, 2008 to be eligible for consideration. Applications postmarked after January 22, 2008 will not be accepted. Students wishing to exercise the option of partial electronic submission must submit the SF 424 to **www.grants.gov** by 11:59 p.m. on January 22, 2008.

Mailing Address for Applications

Hard-copy applications must be submitted via mail, courier, or commercial delivery service to:

NNEMS Fellowship Program
Tetra Tech EM Inc.
1881 Campus Commons Drive, Suite 200
Reston, VA 20191



The deadline for submitting applications for 2008 fellowships is January 22, 2008. All hard-copy materials must be postmarked on or before January 22, 2008 to be eligible for consideration.

Evaluation and Selection of NNEMS Fellows

Evaluation of Applications

NNEMS fellowships are awarded annually on the basis of EPA's request for applications and established evaluation criteria. Every application submitted for a specific fellowship will first be reviewed by external reviewers to determine whether the eligibility requirements have been met. Applications that meet the eligibility requirements will subsequently be reviewed by panels comprised of EPA staff members. The panels review and evaluate each application based on the evaluation criteria listed below.

- Relevancy of the classroom experience of the student as it relates to the EPA fellowship (maximum score = 15 points)
- Student's understanding of the proposed EPA fellowship subject matter (maximum score = 10 points)
- Relevancy of work experience of the student (whether volunteer activities, internships, or paid jobs) as it relates to the EPA fellowship (maximum score = 10 points)
- Relevancy of the student's academic studies to the EPA fellowship (maximum score = 5 points)
- Leadership skills, written communication skills, and demonstrated success at working well in an office, laboratory, or field environment, as appropriate to the project (maximum score = 5 points)
- Potential for success, as reflected by academic records, letters of reference, and other relevant information (maximum score = 5 points)

Applications that are scored highly based on the evaluation criteria listed above by the panels of reviewers are then sent to the NNEMS staff and EPA project officers for consideration.

Selection and Notification of Award Status

Once EPA has made a decision about whom to award a fellowship, the EPA project officer will contact the student to offer the fellowship and discuss specific details about the fellowship. Discussions between the project officer and applicant are intended to produce a clear, mutual understanding of the details of the project and the results the student wishes to achieve from the project. The student should expect to discuss with the EPA project officer general information about the project, including:

- Specific location where the project will be conducted;
- Amount of the stipend to be paid to the student;
- Approximate duration of the project;
- Primary point of contact for the student;
- Names of the EPA staff with whom the student will be working;
- Access to telephone, e-mail, and the Internet; and
- General sources of information that will be made available to the students (for example, previous research studies, resources, etc.) and any non-monetary assistance that EPA may be able to provide to the student during the fellowship

During the notification call, the EPA project officer will also review with the student the procedures he or she must follow to initiate and complete the fellowship as described in detail under *Procedures to Initiate and Complete a NNEMS Fellowship* on pages 11 and 12.

A background investigation for security purposes may be required of fellowship recipients, and personal information about the recipient will be required to complete these investigations. EPA reserves the right to terminate the fellowship agreement with a recipient if his or her background investigation reveals adverse information.

Student Acceptance of Award

A student selected for a NNEMS fellowship must complete additional documentation required by the federal government to apply for an official grant with EPA. The steps required to process a fellowship and the grant award are lengthy (See *Procedures to Initiate and Complete a Fellowship* on pages 11 and 12 for more details).

Once a student has accepted a fellowship offer, the NNEMS staff will send to the student a Fellowship Application Packet, instructions for completing the forms in the packet, and a copy of the Guidebook for NNEMS 2008 Fellows. **The forms must be completed and returned to the NNEMS staff within 2 weeks of receipt in order to begin the processing of the paperwork required of all fellowships.**

Notification of Non-Selection

Students who are not selected for a 2008 fellowship will be notified initially by e-mail within 15 calendar days after a decision of non-selection is made. An official notification letter will be sent to the student's address provided on the NNEMS Application Form. Information on assistance agreement competition-related dispute procedures will also be included.



Students selected to receive a NNEMS fellowship must complete the forms in the Fellowship Application Packet within 2 weeks of receipt of the forms from EPA.

Procedures to Initiate and Complete a Fellowship

This section describes the procedures that students who are selected to receive NNEMS fellowships must follow to initiate and complete fellowships.

How to Initiate a Fellowship

The steps required to process a fellowship and the grant award are lengthy. It is imperative that students follow the instructions provided by EPA and submit all materials on time. A student may not begin a fellowship until all of the required documents are submitted.

Step 1: Complete and Submit the Fellowship Application Packet Forms

A student selected for a NNEMS fellowship will receive a grant award in the form of a stipend. Because a NNEMS fellowship is a grant issued by a federal agency, the student must complete additional documentation required by the federal government. In addition to completing a NNEMS application, a student selected for a NNEMS fellowship must submit the forms described below to receive a fellowship grant.

An applicant selected to receive a fellowship will be notified by the EPA project officer. NNEMS staff will then mail the student an official Fellowship Application Packet that includes a Fellowship Application (EPA Form 5770-2) and a Fellowship Facilities and Commitment Statement (5770-3).

The Fellowship Application Packet forms must be completed, signed, and returned to the NNEMS staff within 2 weeks of receipt. A delay in the submittal of the paperwork will result in a delay in the fellowship start date.

Step 2: Processing of the Fellowship Application

Upon receipt of the completed Fellowship Application Packet forms, NNEMS staff will work with the EPA project officer to submit the necessary paperwork to EPA's Grant Administration Division (GAD) for approval and award of the grant. All the information that the student provided will be verified by GAD and entered into its computer files. The student's grant will be assigned a number and a grants specialist will process the student's forms and mail the acceptance documents to the student's permanent mailing address for the student's signature. The processing of the grant may take up to 6 weeks to complete. The official notification of an award will be made by GAD. A Congressional notification period of 5 days must be observed before the acceptance documents are mailed to the student.

Step 3: Complete and Submit the Acceptance Documents

Approximately 6 weeks after the Fellowship Application Packet forms have been submitted to EPA, the student will receive a Fellowship Agreement (EPA Form 5770-8), Fellowship Activation Notice (EPA Form 5770-7), and EPA Fellowship Termination Notice (EPA Form 5770-9). **The student may not start work with EPA until they have signed and returned the Fellowship Agreement. In addition, the student must have his or her EPA project officer sign the Fellowship Activation Notice on the student's first day with EPA and return it to GAD.**

- **Fellowship Agreement (EPA Form 5770-8).** The Fellowship Agreement is the written agreement (including any amendments) between EPA and the student awarded a fellowship. The amount of the fellowship award and the terms and conditions of the fellowship are provided in the Fellowship Agreement. The student must sign the form and return it to GAD at the address provided on the form within 3 weeks of receipt or within a timeframe approved by GAD. If the student does not return the Fellowship Agreement or requests an extension of the acceptance time limit within 3 weeks, the proposed start date of his or her fellowship will be delayed. EPA will not be responsible for any costs incurred under a voided agreement.

DEADLINES

Within 2 weeks
of receipt

Up to 6 weeks
following receipt
of the Fellowship
Application Packet
by EPA

Within 3 weeks
of receipt

continued on next page

<p>Step 3 Continued...</p> <ul style="list-style-type: none"> • Fellowship Activation Notice (EPA Form 5770-7). The Fellowship Activation Notice should be signed by the EPA project officer on the student's first day of work. The EPA project officer then should return the signed form to GAD. Once the signed Fellowship Activation Notice is received, GAD is responsible for sending the notice to EPA's Financial Management Center in Las Vegas, Nevada, to authorize payments to the student. If the Fellowship Activation Notice is not submitted to GAD within 90 days of the start of the fellowship, EPA will initiate action to terminate the fellowship agreement. • EPA Fellowship Termination Notice. The EPA Fellowship Termination Notice should be submitted as indicated in "How to Complete a Fellowship" at the end of his or her work with EPA. 	<p>DEADLINES</p> <p>First day of fellowship</p> <p>Last day of fellowship</p>
<p>Step 4: Begin the Fellowship</p> <p>The student should begin the fellowship on the date and at the location arranged with the EPA project officer and specified in the Fellowship Agreement.</p>	<p>Varies, as agreed by EPA project officer and student</p>

Guidelines for NNEMS Fellows

Provided below are the general rules and regulations that guide NNEMS fellows.

Payment of the Grant

Students selected for a fellowship receive a grant award in the form of a stipend. The grant is paid in monthly installments based on the duration of the project. EPA will not make payments under a fellowship agreement until the award official receives the signed Fellowship Activation Notice. Unless the fellowship provides another payment process, the student may request EPA to make the stipend payment as follows:

- A portion paid directly to the educational institution for tuition costs, or
- Payment to the student on a monthly basis or another basis approved by the EPA project officer and as stated in the Fellowship Agreement. The payment may be made directly to the student or by direct deposit. Students interested in direct deposit should complete the Fellowship Stipend Payment Enrollment Form that is included in the Guidebook for NNEMS 2008 Fellows. Once the form is completed and returned to EPA's Financial Management Center, the stipend payment will be made by direct deposit.

The first stipend payment is typically received approximately 4 to 6 weeks after the fellowship begins.



Tuition costs sent directly to the educational institution attended by the student are tax exempt. Students who prefer that their tuition costs be sent directly to their educational institution must make this request of their EPA project officer when initially accepting their fellowship offer.

Taxes

EPA does not withhold any taxes nor generate an Internal Revenue Service (IRS) Form W-2, Wage and Tax Statement; nonetheless, the stipend amount is taxable. Students must maintain a record of their stipend amount and file their own taxes. According to the rules of the IRS, portions of the stipend may be tax exempt. Tax-exempt funds for NNEMS fellowships include the portion of money sent directly to a student's school for tuition. These funds do not have to be reported to the IRS. The IRS recommends that students pay quarterly taxes on large stipend amounts in order to minimize the possibility of being assessed a penalty at the end of the year. Please see *Appendix C: IRS Publication 970: Tax Benefits for Education*, for detailed information and instructions for filing taxes on a fellowship award. Please contact your local IRS office if you have further questions.



Important Tax Information:

- EPA does not withhold any taxes nor generate an IRS Form W-2;
- The stipend amount is taxable, although the portion of the stipend used for tuition costs is tax exempt (see above, *Payment of the Grant*);
- Students are required to keep their own income records and file their own taxes;
- Students will not receive an IRS Form W-2 from EPA.

Benefits

A student selected for a NNEMS fellowship is an EPA grant recipient, not a federal employee. As such, the student will not accrue leave, will not be entitled to health or life insurance benefits, nor have taxes withheld from his or her stipend.

Travel and Housing

EPA is not responsible for a student's travel expenses to and from the project site nor for the student's housing costs. If selected for a NNEMS fellowship that is located away from home or school, students are responsible for making their own arrangements for travel and housing.

If a student is required to participate in official travel during the performance of a project, EPA will add to the stipend additional funds to cover associated travel costs. Because students will not be reimbursed for any unapproved travel costs, it is very important that students do not incur any travel expenses until the stipend has been increased to cover such costs.

NNEMS fellows may not drive a government-owned (EPA or General Services Administration [GSA]) vehicle; however, they may ride as passengers in government-owned vehicles.

If a student must travel for research purposes, he or she does so at his or her own risk; EPA is not responsible for any accidents that may occur. Please see the following section about liabilities for more information.

Liabilities

The issue of liability for injuries that result from the acts of NNEMS fellows arises with respect to two categories of injured persons: the NNEMS fellow and all others.

- In the case of a NNEMS fellow who is injured while performing his or her fellowship, it is important to recognize that the fellow is not a federal employee. Rather, as the recipient of a stipend that is comprised of grant monies, the student is a grantee. As such, the student is not entitled to compensation for on-the-job injuries under the Federal Employees Compensation Act (FECA), Section 5 of the United States Code (U.S.C.) §§ 9101 et seq. The government is not responsible for any accidents that may occur on site or during the course of required travel for a fellowship.
- In the event that a student's injury is the result of negligence on the part of an EPA employee, the student may be eligible for compensation under the Federal Tort Claims Act (FTCA), 28 U.S.C. §§ 1346, 2671-2680.³
- In instances in which a student injures others, in the execution of his or her research duties, the government generally is not liable under the FTCA for any injury that results from the student's negligent acts because the student is not a federal employee.

In summary, a student may be vulnerable to significant personal liability for any damages or injuries that may result from his or her acts. Consequently, EPA recommends that students be fully informed of their exposure to personal liability and suggests that students may wish to secure personal injury insurance. EPA project officers or managers should not place the students in hazardous situations or in situations in which a considerable potential for accident or injury exists.

Student Program Evaluation

In an effort to continuously improve the NNEMS program each year, EPA may contact NNEMS fellows by telephone or e-mail to determine their overall satisfaction with the NNEMS program and to request suggestions for improving the program in future years. Participation in the evaluation will take no more than a few minutes and is voluntary.

Confidential Business Information

NNEMS fellows are not permitted access to or use of Confidential Business Information (typically referred to as "CBI") or enforcement-sensitive information.

Resolution of Disputes

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630, (January 26, 2005) which can be found at <http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm>.

³ The FTCA provides a cause of action against the United States to individuals who incur damage to property or suffer personal injury as a result of a negligent or wrongful act or omission of a government employee acting within the scope of his or her employment.

Frequently Asked Questions

Listed below are questions asked by applicants to the NNEMS program in previous years, as well as by students who received fellowship awards.

- Q** How would I obtain information, specifically application materials, for a fellowship in environmental science?
- A** Detailed information about EPA's NNEMS Program, including application forms, is available in this catalog online at www.epa.gov/education/students.html, and online at www.grants.gov. Undergraduate or graduate students pursuing environmental programs are encouraged to apply. Updated program and application materials are posted on the Web site each year, typically in November.
- Q** I am interested in applying for a NNEMS fellowship, but I do not have a NNEMS Program Coordinator at my school. May I apply?
- A** Yes, any eligible student may apply for a NNEMS fellowship, regardless of whether or not there is a NNEMS Program Coordinator at his or her university.
- Q** I am graduating in May 2008 and will be taking a year off before attending graduate school in the Fall of 2009. Am I eligible to apply for a fellowship scheduled to take place during the Summer of 2008?
- A** No, only students who are currently enrolled in undergraduate or graduate school at the time of fellowship award are eligible.
- Q** I am interested in the NNEMS Fellowship Program, but no projects are being offered this year in the state in which I live. May I apply for projects outside my home state?
- A** Yes, you may apply for fellowships located outside your home state, but EPA will not provide funding to cover transportation or housing costs.
- Q** Is the NNEMS program open to international students who attend U.S. universities or colleges?
- A** No. The NNEMS program is only available for students who are citizens of the United States, its territories or possessions, or who are lawfully admitted to the United States for permanent residency. The U.S. Citizenship and Immigration Services defines lawful permanent residency as any person not a citizen of the United States who is residing in the United States under legally recognized and lawfully recorded permanent residence as an immigrant, also known as "Permanent Resident Alien," "Resident Alien Permit Holder," and "Green Card Holder". A lawful permanent resident must provide his or her Green Card number on his or her application.
- Q** I am an American citizen currently enrolled as a full-time graduate student at Cambridge University. Are American students pursuing graduate-level studies in the area of environmental management/environmental protection at Cambridge University eligible to apply for the NNEMS Fellowship Program?
- A** Yes. You are eligible to apply for a NNEMS fellowship because you are a U.S. citizen, Cambridge University is recognized by the U.S. Department of Education as a fully accredited academic institution, and you are enrolled in an academic program directly related to pollution control or environmental protection.
- Q** Are high school students eligible for the NNEMS Fellowship Program?
- A** No, only undergraduate and graduate students are eligible for NNEMS fellowships.
- Q** Do the project descriptions offered in the NNEMS Catalog remain the same each year, or are new projects offered each year?
- A** The number and types of projects change each year depending on EPA's departmental and program issues and priorities, as well as funding available for the fellowships.
- Q** Do applications have to be received or postmarked by the date of the deadline?
- A** The application packets must be postmarked on or before the date of the deadline. The deadline for the 2008 program is January 22, 2008.

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- Q** May my academic advisor mail the NNEMS Reference Form required for the NNEMS application under separate cover, or must the reference be included in the original application packet?
- A** We prefer that the Reference Form be included in the application package, but your advisor may send the form directly to the NNEMS Fellowship Program. However, please be sure to note on your application packet that the form will be coming under separate cover. In addition, the form must be received by the deadline and be clearly marked to correspond with your application.
- Q** If I request an original, sealed transcript, may I break the seal to make copies of the transcript as required?
- A** Yes. If you receive one original transcript from your university's records office, you may open the sealed envelope to make photocopies. Please include the envelope that contained the original transcript in the application package and note that it was opened to make the photocopies.
- Q** I am interested in applying for a NNEMS fellowship and would like to apply for multiple projects. Do I need to submit original transcripts for each of the projects?
- A** You must submit an original transcript and three copies of your transcripts for at least one of the projects for which you are applying. You are permitted to include copies of your transcript for other projects for which you are applying. See the section, *How to Apply*, on page 5 for detailed instructions on applying for a fellowship.
- Q** I have been selected for one of the projects for which I submitted an application, but have decided to decline the offer. Would I be penalized for the other project or projects for which I applied?
- A** No, you would not be penalized for declining a fellowship offer. The criteria for evaluating and selecting NNEMS fellows are based on determining who is the most qualified candidate who will meet the needs of the specific project.
- Q** When do we find out whether we were selected for the NNEMS Program?
- A** Most candidates are notified of their acceptance in April or May. Students who are not awarded fellowships are typically notified in late April or early May, or within 15 calendar days after a decision of non-selection.
- Q** I just started work on my project. When can I expect my first stipend check?
- A** You should get your first check within 4 to 6 weeks after returning the signed Fellowship Agreement and the signed Fellowship Activation Notice to the Grants Administration Division (see *Procedures to Initiate and Complete a Fellowship* on page 11). The Fellowship Agreement should be signed and returned immediately upon receipt, and the Fellowship Activation Notice should be signed by your EPA project officer and submitted to the Grants Administration Division on your first day of work.
- Q** I have been receiving my stipend checks monthly, but I've noticed that no taxes are being deducted. Are fellowships taxable?
- A** Yes. While EPA does not withhold any taxes, nor generate an IRS Form W-2, Wage and Tax Statement, the stipend amount is taxable. Students must maintain a record of their stipend amount and file their own taxes. According to the latest IRS rules, portions of the stipend may be tax exempt. Tax-exempt funds include, for example, the portion of money sent directly to a student's school for tuition and supplies. These funds do not have to be reported to the IRS. The IRS recommends that students pay quarterly taxes on large stipend amounts to minimize the potential for a penalty at the end of the year. *Appendix C* provides information about filing taxes on the fellowship award. Please contact the IRS for any further information related to the filing of taxes on a fellowship grant.
- Q** My project report has been finalized, and I've given a copy to my project officer and the NNEMS staff. May I copyright the report or have it published in a periodical?
- A** Yes. Because NNEMS students are grantees, you have copyright authority without having to seek the approval of the federal government as discussed in 40 CFR, Subchapter B - Grants and Other Federal Assistance, Part 30, Subpart C - Post Award Requirements, 30.36. Please consult the CFR for limitations and exceptions to this authority.
- Q** What if a project description is described minimally? How can I develop my Proposed Research Plan in response?
- A** If you would like additional information on or clarification of a specific project, please complete and submit the "Project-specific Questions" form that is available online at www.epa.gov/education/NNEMS/2008projects.html. A response to your question will be provided by e-mail as soon as possible.

Catalog of 2008 Fellowships

Described on the following pages are the NNEMS fellowships being offered in 2008. As discussed in detail in the *Overview of the NNEMS Program* section, the fellowships are organized under five categories:

- **Environmental Policy, Regulation, and Law**

Fellowships offered in this category provide students an opportunity to review and evaluate existing policies and regulations, as well as conduct research related to the development of new policies. The projects may include a component that focuses on environmental compliance.

- **Environmental Management and Administration**

The topics of fellowships in this category focus on environmental management goals.

- **Environmental Science**

Fellowships in this category typically include direct participation in field studies and laboratory research. Environmental policy and regulation review requiring technical expertise is included in the Environmental Policy, Regulation, and Law category described above.

- **Public Relations and Communications**

These types of fellowships include the review and analysis of public response to EPA policies and regulations, as well as general public opinion of environmental issues. The projects may include the development of communication tools; for example, pamphlets and informational materials.

- **Computer Programming and Development**

Fellowships in this category may include the development of computer software, the development and querying of databases, and the design of programming functions required in laboratory work.

The fellowships are organized by category and listed in numerical order by project number. Each entry presents a description of the fellowship and identifies the EPA office that is sponsoring the fellowship, the location at which the fellowship will be conducted, the timeframe for the project, the desired educational level of the student, and the name of the EPA project officer.

Provided on the following pages is a matrix that identifies for each project offered in 2008 the project number, category, desired educational level of the student, location, and duration of the project.



2008 Fellowships Matrix

Project Number	Desired Level of Education					Project Location	Preferred Project Period						
	Freshman	Sophomore	Junior	Senior	Graduate Student	Ph.D. Student	6/08	7/08	8/08	9/08	2009	2010	2011..►
Environmental Policy, Regulation, and Law													
2008-101			•	•	•	EPA Region 3 - Philadelphia, PA							
2008-102					•	EPA Headquarters - Washington, DC							
2008-103					•	EPA Region 4 - Research Triangle Park, NC							
2008-104					•	EPA Region 3 - Philadelphia, PA				12/20/08			
Environmental Management and Administration													
2008-201	•	•	•	•	•	EPA Region 10 - Seattle, WA							
2008-202			•	•		EPA Region 3 - Philadelphia, PA							
2008-203			•	•	•	EPA Headquarters - Arlington, VA							
Environmental Science													
2008-301			•	•	•	EPA Headquarters - Arlington, VA							
2008-302			•	•	•	EPA Headquarters - Arlington, VA							
2008-303			•	•	•	EPA Region 2 - New York City, NY				12/15/08			
2008-304					•	EPA Region 4 - Research Triangle Park, NC							
2008-305					•	EPA Region 3 - Washington, DC							
2008-306					•	EPA Region 1 - Stamford, CT				10/15/08			
2008-307			•	•	•	EPA Region 3 - Philadelphia, PA							
2008-308			•	•	•	EPA Region 3 - Philadelphia, PA							
2008-309			•	•	•	EPA Region 3 - Philadelphia, PA							
2008-310					•	EPA Region 4 - Research Triangle Park, NC							
2008-311					•	EPA Region 2 - New York City, NY				12/1/08			
Public Relations and Communications													
2008-401					•	Student's Academic Institution						6/1/11	
2008-402			•	•	•	EPA Region 2 - New York City, NY							
2008-403					•	EPA Headquarters - Arlington, VA							
2008-404					•	EPA Region 3 - Philadelphia, PA							
Computer Programing and Development													
2008-501			•	•		EPA Headquarters - Arlington, VA							

2008 Fellowships

Environmental Policy, Regulation, and Law

PROJECT NUMBER: 2008-101

Project Title:

Wetlands and Oceans Regulatory Process

Sponsoring Office:

Office of Environmental Programs

Office Mission:

The Office of Environmental Programs is responsible for implementation of the Wetlands Program under Section 404 of the CWA, the National NEPA Program, and the Coastal and Oceans Monitoring Programs. The branch integrates regulatory responsibilities and activities in innovative ways to maximize environmental benefits.

Desired Level of Education:

Junior to Graduate Student

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/2/2008 to 8/22/2008

Project Officer:

Jessica Martinsen

Project Overview:

The Clean Water Act was signed into law with the goal of maintaining or restoring the biological, chemical, and physical integrity of waters of the United States. Section 404 of the act establishes a program to regulate the placement of dredge or fill material into waters of the United States. The regulatory program is jointly administered by EPA and the U.S. Army Corps of Engineers. EPA develops and interprets policy, guidance, and environmental criteria to evaluate permit applications, reviews and provides comments on individual permit applications, and enforces provisions of Section 404. This program is dynamic and evolving. The NNEMS fellow will work with the Wetlands and Oceans team to conduct research on case-by-case specific project impacts. The student will also conduct research on the Rapanos Guidance, which will determine the significant nexus of smaller streams and wetlands to traditionally navigable waters and identify hydrologic models in support of flow determinations.

This is a dynamic and evolving program. The NNEMS fellow will work with the Wetlands and Oceans team to assess permit applications, conduct research on case-by-case specific project impacts and develop criteria to evaluate the environmental effects of those impacts which will provide evidence in the support of EPA's permit and enforcement activities. The student will also provide research in support of the Rapanos Guidance which will assist in determining the significant nexus of smaller streams and wetlands to traditionally navigable waters and identify hydrologic models in support of flow determinations.

Project Goals:

The student will acquire and enhance his or her knowledge in wetland science and what the federal and state governments do to regulate those wetlands and oceans. The student will also obtain valuable insight into the role of various stakeholders in the process. The experience will enhance the student's understanding of environmental laws, regulations, and policies.

Final Product of the Project:

As a result of the on-hands training the student receives, he or she will develop a compendium of permit review and enforcement resources.



PROJECT NUMBER: 2008-102**Project Title:**

Risk Assessment and Risk Management of Engineered Nanomaterials in the Environment

Sponsoring Office:

PARMS, OPM, OSWER

Office Mission:

Hazardous waste is a waste with properties that make it dangerous or potentially harmful to human health or the environment. The universe of hazardous wastes is large and diverse. Hazardous wastes can be liquids, solids, contained gases, or sludges. They can be the by-products of manufacturing processes or simply discarded commercial products, such as cleaning fluids or pesticides. In regulatory terms, a Resource Conservation and Recovery Act (RCRA) hazardous waste is a waste that appears on one of the four hazardous wastes lists (F-list, K-list, P-list, or U-list) or that exhibits at least one of four characteristics—ignitability, corrosivity, reactivity, or toxicity. Hazardous waste is regulated under RCRA Subtitle C. Superfund is the name given to the environmental program established to address abandoned hazardous waste sites. It is also the name of the fund established by the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended (CERCLA statute, CERCLA overview). This law was enacted in the wake of the discovery of toxic waste dumps such as Love Canal and Times Beach in the 1970s. It allows EPA to clean up such sites and to compel responsible parties to perform cleanups or reimburse the government for EPA-lead cleanups.

Project Overview:

The Agency has a leading role in understanding issues related to nanotechnology and the environment. By administering environmental statutes, EPA has gained expertise in identifying, obtaining, and using scientific information to inform decisions on human health and ecological safety. There are very little data on the potential hazard, effects, exposure, or movement and transformation of nanomaterials in the environment. Nanomaterials in a growing number of commercial products may enter the waste stream. In addition, nanomaterials are being used in a number of settings as tools for remediation of pollution. In both instances, their hazards and exposure potential need to be assessed. The fellow will work with Agency staff in a variety of offices within the Office of Solid Waste and Emergency Response, the Office of Research and Development, and the Office of Pollution Prevention and Toxic Substances to help to understand and shape the identification and integration of research and assessment activities related to assessment and management of the potential risks of engineered nanomaterials. The fellow will have an opportunity to study, evaluate, and to contribute to the development of science policy in this emerging area of environmental policy and regulation. These responsibilities will be carried out primarily with respect to hazardous waste management, including techniques for detection and analysis, environmental fate and transport, potential for human exposure, use in remediation and emergency response, disposal, and regulatory considerations.

Project Goals:

The goal of the project is to facilitate and help to develop a coherent and integrated approach to this issue with respect to key issues and research. The fellow will have an opportunity to study, evaluate, and to contribute to the development of science policy in this emerging area of environmental policy and regulation.

Final Product of the Project:

The fellow will be expected to develop a Nanotechnology White Paper that identifies research needs in this area and to make presentations to EPA staff and management as well as others, as appropriate, on the results of this effort.

Desired Level of Education:

Graduate Student

Project Location:

EPA Headquarters - Washington, DC

Preferred Project Period:

6/1/2008 to 9/1/2008

Project Officer:

Richard Mattick



PROJECT NUMBER: 2008-103**Project Title:**

Air Quality Impacts on Ecosystem Services

Sponsoring Office:

Office of Air Quality Planning and Standards

Office Mission:

The Office of Air Quality Planning and Standards' (OAQPS) primary mission is to preserve and improve air quality in the United States.

Project Overview:

Changes in air quality affect ecosystems and the services they provide, and it is therefore important to understand the ecological impacts of air quality. The selected fellow will design and implement a research project that furthers the knowledge base of the critical linkages between ecosystems and air quality. Specifically, the fellow will investigate the potential impacts of changing air quality on the services that ecosystems supply. The fellow will meet with experts across EPA and government, including those in the Office of Air and Radiation and the Office of Research and Development, as well as experts in academia, to gather relevant peer-reviewed data and literature.

Project Goals:

The fellow will gain critical insight into the state of the science and potential policy applications of that science and be exposed to a range of federal research and policy perspectives.

Final Product of the Project:

The fellow will develop a final report and presentation summarizing the state of the science on the specific ecosystem services-air quality topic.

Desired Level of Education:

Graduate Student

Project Location:

EPA Region 4 - Research Triangle Park, NC

Preferred Project Period:

6/1/2008 to 8/21/2008

Project Officer:

Randall Waite

**PROJECT NUMBER: 2008-104****Project Title:**

Potomac Watershed Land Prioritization Strategy

Sponsoring Office:

Office of Drinking Water and Source Water Protection, Water Protection Division

Office Mission:

The mission of the Office of Drinking Water and Source Water Protection, Water Protection Division, is to protect sources of drinking water, maintain optimal water treatment, and ensure public health protection.

Project Overview:

Land conservation is becoming an extremely important aspect of protecting surface and ground water sources of drinking water. It is also a difficult activity to put into practice in the Eastern United States, as land is being developed for residential or commercial use at a rapidly increasing rate. Drinking water source protection depends on the ability of the land to slowly discharge precipitation runoff without releasing sediments, pollutants, and pathogenic microorganisms that man is responsible for placing on or in the land. Rapid land development requires a careful and

Desired Level of Education:

Graduate Student to Ph.D. Student

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/1/2008 to 12/20/2008

Project Officer:

Rick Rogers

Charles Kanetsky

concise analysis of available open space that would provide the best water quality protection if it were conserved and not developed, or developed in low-impact ways. This project will require a detailed analysis using geographic information systems (GIS) and various data layers to produce a model that will predict the best open space to protect in terms of drinking water source quality protection. This project will involve the acquisition and analysis of spatially arrayed data such as aquatic resources (for example water quality, hydric soils, floodplains, forested water quality, riparian water quality, Clean Water Act 305(b) and 303(d) data, impervious coverages, and drinking water intake locations), terrestrial resources (such as natural resource areas and sewerage and non-sewerage areas, water supply distribution system areas, source water assessment areas, high-value waters, agricultural lands, and forested lands), and others like these. Building on other publicly available land conservation predictive models, the student will develop the best data layers for predicting land conservation priorities for drinking water source protection by using overlapping data layers and conducting geo-spatial analysis to identify areas that will deliver multiple benefits from being conserved.

Project Goals:

The student will gain experience using GIS and various data layers and experience assessing open space for drinking water source quality protection.

Final Product of the Project:

The student will develop a GIS-based predictive model and a narrative report to prioritize open lands within the Potomac River Basin that will provide the most benefits to surface water and ground water quality. The focus will be on drinking water supplies and protection of public health of the residents of the basin, including Washington, DC, residents and workers and visitors, who consume water that comes from the Potomac basin, through sustaining and delivering safe drinking water.



Project Number: 2008-201

Project Title:

Risk Management Program Compliance Assistance

Sponsoring Office:

Environmental Cleanup Office/Emergency Response Unit

Office Mission:

The primary mission of the Emergency Response Unit is to prevent, prepare, and respond to emergency incidents that could affect human health and the environment. The Risk Management Program (RMP) is a prevention program designed to protect workers and the public from off-site releases of hazardous substances. The EPA Region 10 RMP regulates approximately 472 facilities that store, generate, or use one or more of 144 toxic and flammable substances at or above EPA-designated threshold quantities. Facilities are required to submit a Risk Management Plan (summary checklist) to EPA and develop and implement a comprehensive program. In addition to preventing releases of the RMP-covered substance or substances through process safety management, the RMP requires that facilities have a complete and current plan for responding to an accidental release.

Project Overview:

The student will have an opportunity to participate in many aspects of the Clean Air Act Risk Management Program (RMP) program. The fellow will research current outreach and compliance assistance information and determine what additional information would benefit the prevention of hazardous chemical releases. The project may also involve researching human health and environmental impacts from accidental releases. The fellow will interact with other federal, state, and local government agencies and have an opportunity for limited travel. The fellow will be exposed to the broader mission of the Emergency Response Unit, including the Emergency Planning and Community Right to Know Act (EPCRA), the Oil Pollution Act (OPA), removal cleanups, and first-response activities.

Project Goals:

The student will gain knowledge of EPA's RMP, EPCRA, OPA, and other emergency response programs. The student will enhance his or her writing, communication, and presentation skills and participate in briefings and meetings. The student will understand the challenges posed to EPA and the regulated community as they relate to enforcing and complying with the RMP and prioritizing methods for enhanced compliance assistance.

Final Product of the Project:

The student will develop a report containing visuals that summarizes his or her research.

Desired Level of Education:

Freshman to Graduate Student

Project Location:

EPA Region 10 - Seattle, WA

Preferred Project Period:

6/15/2008 to 9/15/2008

Project Officer:

Kelly Huynh

Sally Hanft



Project Number: 2008-202

Project Title:

STOrage and RETrieval (STORET) Water Quality Exchange (WQX) in Region 3

Sponsoring Office:

EPA Region III Water Protection Division

Desired Level of Education:

Junior to Senior

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/2/2008 to 8/22/2008

Project Officer:

Larry Merrill

Office Mission:

The Office of Standards, Assessment, and Information Management works with state and interstate agencies on assessment of water quality conditions, manages EPA's water quality database (STORET) functions for Region 3, and develops tools to enhance entry and retrieval of water quality data by and for interested organizations in Region 3.

Project Overview:

During fiscal year (FY) 2008, sufficient progress will have been made in the STOrage and RETrieval (STORET) Water Quality Exchange (WQX) program to require an enhancement of regional functions and tasks to implement this program with Region 3 states and other organizations. STORET, EPA's principal water quality database, is undergoing a transition to a web-based system of both data entry and retrieval. This transition is expected to expand the potential users of STORET. Region 3, in conjunction with Headquarters, will work with states and other key organizations on the transition to STORET WQX, and a review of STORET WQX functions and benchmarking current developments from other users will assist Regional staff in this initiative. Region 3 is also emphasizing the role of volunteer monitoring organizations (a regional conference is scheduled for October 2007), and the expectation is there will be considerable interest in the use of STORET WQX from many additional organizations. Region 3 is developing an implementation plan for primary users. In addition, through training, technical reviews, and assessment of available practices, a project plan is being developed for outreach and eventual implementation of procedures to expand the use of STORET WQX to many other Region 3 stakeholder organizations. This effort will likely include a pilot study of STORET WQX input from one or more organizations. Under this project, the student will interact with state, tribal, and other stakeholders and research water quality monitoring data.

Project Goals:

The student will gain knowledge of the STORET WQX program and water quality monitoring data. The student will also be provided opportunities to interact with Region 3 stakeholders.

Final Product of the Project:

The student will develop a report outlining his or her water quality monitoring data research.

**PROJECT NUMBER: 2008-203****Project Title:**

Addressing Leaking Underground Storage Tanks

Sponsoring Office:

OSWER/OUST/Implementation Division

Office Mission:

The goal of the Office of Solid Waste and Emergency Response, Office of Underground Storage Tanks, Implementation division is protecting human health and the environment by preventing leaks from regulated underground storage tanks (USTs): ensuring operational compliance with leak prevention and detection regulations; and assisting the cleanup of releases of petroleum products from regulated tanks.

Project Overview:

EPA's federal underground storage (UST) regulations require that contaminated UST sites must be cleaned up to restore and protect groundwater resources and create a safe environment for those who live or work around these sites. Petroleum releases can contain contaminants of concern that can make water unpleasant to drink or produce long-term health effects. EPA is committed to helping state and local agencies make cleanups faster, more effective, and less expensive. EPA is working with states to encourage and disseminate the use of effective assessment

Desired Level of Education:

Junior to Ph.D. Student

Project Location:

EPA Headquarters - Arlington
(Crystal City), VA

Preferred Project Period:

6/2/2008 to 8/22/2008

Project Officer:

Adam Klinger
Carolyn Hoskinson

techniques, technologies, and funding mechanisms. EPA leverages its grant money to encourage both environmentally effective cleanups and the redevelopment of formerly contaminated areas. The student will research and evaluate impediments facing regions and states in cleaning up the backlog of sites where leaks from underground storage tanks have occurred. The student will further explore the specific policy, financial, and technical approaches used to remediate contaminated properties.

Project Goals:

The student will gain knowledge of a successfully delegated federal environmental program and how various levels of government (federal, state, local and tribal) collaborate to solve environmental problems.

Final Product of the Project:

The student will develop issue papers on his or her research about the causes contributing to the site backlog. In addition, the student will perform analyses of the site backlog in selected states and present these findings in a final presentation.



PROJECT NUMBER: 2008-301

Project Title:

Survey of Approaches to Characterizing Emerging Contaminants

Sponsoring Office:

Office of Superfund Remediation and Technology Innovation/Technology Innovation Program

Office Mission:

EPA's Technology Innovation Program (TIP) advocates the development and application of new treatment and characterization technologies by government and industry to contaminated waste sites.

Project Overview:

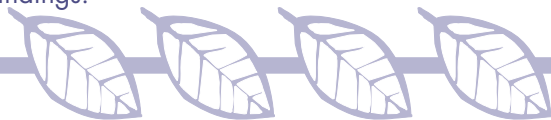
This project will enable the selected fellow to develop a basic understanding about newly identified contaminants of potential concern for EPA's Superfund program. This project will focus on one or both of the following topics: (1) polybrominated flame retardants (BFRs), or (2) analytical chemistry methods associated with metal speciation. BFRs are one of several "emerging contaminants" that have been identified as contaminants that may require EPA Office of Superfund Remediation and Technology Innovation's attention in the future because they may cause adverse health effects and may be widespread in the environment. BFRs may disrupt endocrine function, and some sources suggest that their concentrations in the environment will surpass polychlorinated biphenyls. One of the major sources of potential BFRs has been identified in electronic waste and plastic waste, making leachates from landfills a potential significant source of BFRs. The fate and transport of these chemicals is not fully understood, making this an area of significant interest to the scientific community. Metal speciation can also be a significant issue at hazardous waste sites. Work on this topic will focus on summarizing currently available analytical chemistry methods. The fellow will review scientific journal articles, search Web sites, and contact individuals.

Project Goals:

Through this project, the fellow will gain a greater knowledge of the kinds of chemicals that pose risk to humans and the environment and the analytical methods available for detecting them at hazardous waste sites. During the course of the summer, the fellow will become familiar with the currently available analytical services and programs that support cleanups in the 10 EPA regions. The fellow will gain a basic understanding of the fate and transport of emerging contaminants such as BFRs, as well as their potential adverse health effects. The fellow will also benefit from exposure to the organization, operation, and mission of EPA.

Final Product of the Project:

The fellow will use a case study approach to investigate how specific sites or research studies have approached the characterization of the emerging contaminants under review. The fellow will provide a summary report of his or her recommendations and findings.



PROJECT NUMBER: 2008-302

Project Title:

Benefits of Phytoremediation

Sponsoring Office:

Office of Superfund Remediation and Technology Innovation/Technology Innovation Program

Desired Level of Education:

Junior to Graduate Student

Project Location:

EPA Headquarters - Arlington, VA

Preferred Project Period:

6/2/2008 to 8/22/2008

Project Officer:

Cheryl Johnson

Office Mission:

EPA's Technology Innovation Program (TIP) advocates the development and application of new treatment and characterization technologies by government and industry to contaminated waste sites.

Project Overview:

The fellow will gain knowledge of and research the beneficial ecological impacts of phytoremediation. Phytoremediation is the use of vegetation for the cleanup of contaminated groundwater, soil, and sediment. The qualitative benefits of phytoremediation are well characterized, but the quantitative benefits are not as well known. The fellow will investigate carbon sequestration, soil erosion, air and water quality, and storm water runoff. This task will be completed by reviewing articles, searching Web sites, as well as contacting individuals.

Project Goals:

Through this project, the fellow will gain a greater knowledge of phytoremediation and the ways to quantify the ecological beneficial impacts of phytoremediation. The student will also benefit from exposure to the organization, operations, and mission of EPA.

Final Product of the Project:

The student will provide a written report and give a brief oral presentation to the division on the beneficial ecological impacts of phytoremediation.

**PROJECT NUMBER: 2008-303****Project Title:**

Environmental Stewardship and Pollution Prevention Fellowship Program

Sponsoring Office:

Pollution Prevention Team/Division of Environmental Protection and Planning

Office Mission:

The team has overall responsibility for Region 2 Pollution Prevention Programs.

Project Overview:

The student will research available sustainable tools (such as green engineering, green chemistry, design for the environment, environmental management systems, and industrial ecology), and explore their application and dissemination in the pharmaceutical and hospitality sectors. The pharmaceutical industry, widely represented in Region 2, has one of the highest waste generation rates per pound of product produced, and the highest amount of organic solvents used per pound of product produced for any commercial operation. Hospitality, a major segment of the regional economy, is ideally amenable to stewardship and pollution prevention (P2) approaches (conceptualization, design, construction, and operation). The student will research sector specific sustainable tools that result in enhanced environmental and economic performance. The student or students will have the opportunity to interact with industry (pharmaceutical manufacturers and hotels), academia, government (state and local), and other relevant stakeholders in the community (such as trade associations and professional associations).

Desired Level of Education:

Junior to Ph.D. Student

Project Location:

EPA Region 2 - New York City, NY

Preferred Project Period:

6/15/2008 to 12/15/2008

Project Officer:

Carlos Ramos

Project Goals:

The student will develop documents that elucidate sustainable tools applicable to the pharmaceutical and hospitality sectors. The student will gain knowledge in the state of the science of sustainability approaches, and experience in the development of technology transfer documents.

Final Product of the Project:

The student will develop case studies and a final presentation that elucidates sustainable tools applicable to the pharmaceutical and hospitality sectors.

**PROJECT NUMBER: 2008-304****Project Title:**

Estimating the Benefits of Improved Air Quality

Sponsoring Office:

Office of Air and Radiation, Office of Air Quality Planning and Standards, Health and Environmental Impacts Division, Air Benefits and Cost Group

Office Mission:

The mission of Office of Air Quality Planning and Standards (OAQPS) is to lead and manage national air quality programs to protect public health and the environment from air pollution. The Air Benefit and Cost Group within OAQPS is charged with estimating the benefits and costs of achieving air quality management strategies and standards.

Project Overview:

The process of estimating the human health and environmental benefits of improvements in air quality is both controversial and technically complex. The academic literature regularly generates new data and techniques that can be used to estimate air pollution control benefits. The fellow will explore innovative and novel benefits estimation methods to be used in the course of estimating human health and ecological air quality benefits. Such research could focus on developing methods to estimate certain benefits of air quality impacts that have previously not been quantified or valued; new epidemiological studies that have not yet been considered; new health impact functions; new valuation studies and methods that have not yet been considered; and new approaches to estimating the baseline incidence of certain adverse health effects.

Project Goals:

The student working on this project can expect to increase his or her knowledge of environmental health science, microeconomics, air quality modeling and policy analysis. Research completed under this fellowship could inform a Master's Thesis or PhD dissertation.

Final Product of the Project:

Upon the completion of the project, the fellow will have accomplished one or more of the following: (1) identified a new or improved method for quantifying the benefits of improved air quality on a human health or ecological endpoint; (2) identified new methods for estimating the baseline incidence rate for one or more human health endpoints. The fellow will develop a final report and presentation summarizing his or her findings.

**Desired Level of Education:**

Graduate Student to Ph.D. Student

Project Location:

EPA Region 4 - Research Triangle Park, NC

Preferred Project Period:

6/1/2008 to 9/1/2008

Project Officer:

Neal Fann

PROJECT NUMBER: 2008-305**Project Title:**

Study of Conventional Drinking Water Treatment Practice Possibilities for the Washington Aqueduct Treatment Works

Sponsoring Office:

Office of Drinking Water and Source Water Protection, Water Protection Division

Office Mission:

The mission of the Office of Drinking Water and Source Water Protection, Water Protection Division, is to protect sources of drinking water, maintain optimal water treatment, and ensure public health protection.

Project Overview:

The project involves performing literature research, desktop analysis, and bench-scale testing and laboratory analysis to study conventional drinking water treatment processes. Treatment studies will be identified at the start of the project based on the greatest need and may include the following: (1) evaluate the impact of alternative coagulants on organic removal, residuals generation, or distribution system water quality; (2) evaluate the impact of the use of hypochlorite for disinfection, versus chlorine, on distribution system water quality and other regulated parameters; and (3) evaluate the effectiveness of alternative conventional treatment processes on Endocrine Disruption Compounds.

Project Goals:

The student will learn about drinking water treatment options in relation to current and emerging issues.

Final Product of the Project:

The final product is a report submitted to EPA, including a summary of literature research, desktop analysis, and bench-scale testing and laboratory analysis.

Desired Level of Education:

Graduate Student to Ph.D. Student

Project Location:

EPA Region 3 - Washington, DC

Preferred Project Period:

6/1/2008 to 8/31/2008

Project Officer:

Rick Rogers

Jennie Saxe

**PROJECT NUMBER: 2008-306****Project Title:**

Long Island Sound Habitat Restoration

Sponsoring Office:

EPA Long Island Sound Office

Office Mission:

The mission of the Long Island Sound office is to coordinate the implementation of the Long Island Sound Comprehensive Conservation and Management Plan developed under the National Estuary Program.

Project Overview:

Because the magnitude of degraded wetlands or river migratory corridors blocked for fish passage has not been evaluated and documented, it is difficult to relate the restoration objectives to the total need. In other words, how does restoration achieved in the past and targeted in the future compare with the total amount that can be restored? Are we scratching the surface or making a sizable dent? This project will result in a clear picture of the total river miles of river migratory corridors and the amount currently blocked as well as the total universe of restorable habitat.

Desired Level of Education:

Graduate Student to Ph.D. Student

Project Location:

EPA Region 1 - Stamford, CT

Preferred Project Period:

7/1/2008 to 10/15/2008

Project Officer:

Mark Tedesco

During this project, the student will (1) populate a geographic information system (GIS) database with all completed river migratory corridors projects, treating migratory routes like transportation corridors and assigning the line segments attribute information (such as miles, species, or dams); (2) review and update a catalogue of potentially degraded tidal wetlands using aerial photography; (3) identify the abundance of Phragmites to help identify potential degraded tidal wetlands; (4) assess which of these sites may have tidal flow restraints that are contributing to degradation; and (5) compare the total area of wetlands and area of degraded wetlands with the wetland restoration targets.

These data can be compared with past and future restoration targets. The information would put into perspective past and targeted accomplishments in restoring habitat with the total need.

Project Goals:

The student will learn how to use GIS to identify potential degraded tidal wetlands and to compare that data against past and future restoration efforts. This project will result in a clear picture of the total river miles of river migratory corridors and the amount currently blocked as well as the total universe of restorable habitat. The information would put into perspective past and targeted accomplishments in restoring habitat with the total need.

Final Product of the Project:

The student will develop a report of potential and completed habitat restoration sites and fish passages in the Long Island Sound watershed area in New York and Connecticut.

**PROJECT NUMBER: 2008-307****Project Title:**

EPA/FHWA Green Highway Program

Sponsoring Office:

OSWP, WPD, Region III

Office Mission:

The mission of the Office of States and Watersheds Partnerships is to develop and implement partnerships among governmental and non-governmental entities for watershed restoration.

Project Overview:

The student, with the Region 3 Office of States and Watersheds Partnerships (OSWP) and the Federal Highway Administration (FHWA), will research the Green Highway Program (GHP) and its impacts on watersheds' restoration. The student will identify sites and situations where the GHP has been used in Region 3. In addition, the student will research the implications of low-impact development (LID) in watershed restoration and applicability to the GHP. The applicant should have a functional understanding of basic environmental sciences and issues and knowledge of Web sites. Field experience in stream monitoring and watershed issues would be beneficial.

Project Goals:

The student will learn about the GHP and its impacts on watersheds restoration. In addition, the student will learn about the implications of LID in watershed restoration and applicability to the GHP.

Final Product of the Project:

The student will present his or her research on the GHP and LID implications in watershed restoration to staff from EPA and FHWA.

Desired Level of Education:

Junior to Graduate Student

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/1/2008 to 8/31/2008

Project Officer:

Robert Runowski

PROJECT NUMBER: 2008-308**Project Title:**

To Examine the Effectiveness of Low-Impact Development (LID) in Storm Water Management

Sponsoring Office:

OSWP, WPD, Region III

Office Mission:

The mission of the Office of States and Watersheds Partnerships is to develop and implement partnerships among governmental and non-governmental entities for watershed restoration.

Project Overview:

The student, under the direction of Office of States and Watersheds Partnerships (OSWP) staff and with other governmental and non-governmental organizations (NGO) partners, will work on low-impact development (LID) projects in relation to storm water issues and incorporate findings into a watershed approach. The region is promoting a "green" perspective to preserve diminishing environmental resources. The student will work with local governments and other agencies to conduct research on LID projects throughout the U.S., primarily projects applicable to environmental situations in Region 3. The student will examine the current storm water management activities in the region to determine if LID applications could improve the effectiveness of storm water projects. Applicants should have some experience in either environmental science or civil engineering and some basic field experience in watersheds.

Project Goals:

The student will gain experience communicating with local governmental units and other agencies, and learn about LID and storm water issues.

Final Product of the Project:

The student will develop a report of LID techniques within the watershed approach and present this or her findings to Region 3 staff involved with storm water issues and remedial activities.

**PROJECT NUMBER: 2008-309****Project Title:**

To Employ Geographic Information Systems (GIS) to Identify Potential Geographic Areas for Green Highway Program Investments

Sponsoring Office:

OSWP, WPD, Region III

Office Mission:

The mission of the Office of States and Watersheds Partnerships is to develop and implement partnerships among governmental and non-governmental entities for watershed restoration.

Project Overview:

The student will become involved with all aspects of the Green Highway Program (GHP). The project will involve GIS mapping of planned projects, including the overlay of vulnerable environmental resources, and the student will

Desired Level of Education:

Junior to Graduate Student

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/1/2008 to 8/31/2008

Project Officer:

Robert Runowski

Desired Level of Education:

Junior to Graduate Student

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/1/2008 to 8/31/2008

Project Officer:

Robert Runowski

conduct analyses of project areas. The student will be able to attend the agencies' and community presentations. The student will research the applicability of using the watershed approach in the implementation of GHP activities. Through the use of GIS techniques, the applicant will identify areas of environmental vulnerability in the region and determine areas of potential development related to highway activities. The applicant will attend a round table with other governmental agencies encountering similar problems with environmental and highway development. Applicants should have skills in either civil engineering or geography, with some natural sciences background. Previous GIS training and experience would also be beneficial.

Project Goals:

The student will gain experience using GIS to determine areas of environmental vulnerability and areas of potential development related to highway activities. The student will also be provided with an opportunity to interact with other government agencies.

The applicant will develop an information round-table and format with other governmental agencies encountering similar problems with environmental/highway development.

Final Product of the Project:

The applicant will produce a report, make a GIS-based presentation describing the procedure for identifying vulnerable geographic areas, and recommend techniques for minimizing or eliminating environmental insults.

**PROJECT NUMBER: 2008-310****Project Title:**

Climate-Air Quality Linkages

Sponsoring Office:

Office of Air Quality Planning and Standards

Office Mission:

Recognizing the global and transboundary nature of air pollution and its impacts, the Global/International Team works to improve air quality in the United States and around the globe by leading efforts to build capacity in developing countries to manage and improve air quality; working in partnership with agencies, governments, and organizations on international treaties and actions to address transboundary air pollution; promoting an understanding of long-range transboundary air pollution and advancing air pollution science in the global context; and promoting public participation in and access to air pollution data and related public health information.

Project Overview:

Changes in air quality and climate are linked through interactions in the atmosphere and can have impacts on human and ecosystem health. To effectively address these impacts, it is necessary to understand the interactions among global climate, air quality, and regional climate, and to consider in a more integrated and holistic way the linkages with air pollution control programs. The selected fellow will design and implement a research project that furthers the knowledge base of these climate-air quality linkages and related policy issues. Specifically, the fellow will investigate the potential impacts of changing meteorology on the national ambient air quality standards (for example, by investigating the changing nature and quantity of affected emissions or atmospheric processes). The fellow will meet with experts across EPA — including those in the Office of Air and Radiation and the Office of Research and Development — government, and experts in academia to gather relevant peer-reviewed data and literature and to conduct policy-relevant analysis.

Desired Level of Education:

Graduate Student to Ph.D. Student

Project Location:

EPA Region 4 - Research Triangle Park, NC

Preferred Project Period:

6/1/2008 to 8/31/2008

Project Officer:

Dale Evarts

Project Goals:

The fellow will gain critical insight into the state of the science and potential policy applications of that science, and be exposed to a range of federal research and policy perspectives.

Final Product of the Project:

The fellow will develop a final report and presentation summarizing the state of the science on the climate-air quality topic.

**PROJECT NUMBER: 2008-311****Project Title:**

The Long-Term Effectiveness of Phragmites Australis Wetland Enhancement in Urban Settings

Sponsoring Office:

Division of Environmental Planning & Protection, Water Programs Branch

Office Mission:

Division of Environmental Planning & Protection, Water Programs Branch develops and implements selected water programs under the Clean Water Act, Safe Drinking Water Act, and related statutes.

Project Overview:

The project will entail a study of the long-term effectiveness of compensatory mitigation and habitat enhancement projects in Region 2 that involve the enhancement of Phragmites australis-dominated wetland systems. We propose to evaluate, through changes in aerial photography and also ground-based data, the changes in vegetative communities over time to a variety of sites within the region that have been used as compensatory mitigation sites for permitted activities under Section 404 of the Clean Water Act, as corrective measures for wetland violations under Section 404, or where sites are enhanced for non-regulatory purposes. The candidate sites would have had enhancement or mitigation projects that involved the conversion of Phragmites australis-dominated ecosystems to other wetland community types such as Spartina alterniflora and associated species.

Wetland losses in urban coastal areas are increasingly compensated by enhancing other coastal wetlands in these areas. Target wetlands for enhancement are often dominated by invasive forms of Phragmites australis, or common reed. Phragmites-dominated marshes often provide poor habitat value for coastal species of interest. Enhancement of these habitats on the east coast usually involves removal of Phragmites and replanting with native species of Spartina. Many of these sites have displayed good success in the short term; however, because wetland enhancement is a relatively new practice, there are few data on long-term success of these sites. Typically, state or federal agencies require only a short (typically 5 years) monitoring period, after which the permittees' obligations are considered completed, provided the site is successful at 5 years. The aim of this fellowship is to evaluate the long-term success of these sites, particularly when they have been deemed successful at the end of the required monitoring period. The student will evaluate this long-term success through the analysis of permits and restoration plans, evaluation of successive years of aerial photography and geographic information systems (GIS)-based data, and possible ground-truthing of those analyses.

Project Goals:

The fellow will gain a knowledge of the workings of the federal Section 404 program, both in regulation and policy, as well as develop a knowledge and put into practice both remote sensing and field work to analyze a critical data gap. The fellow will work directly with a variety of state and federal agencies that use these data and will develop an understanding of how science can inform policy.

Desired Level of Education:

Graduate Student

Project Location:

EPA Region 2 - New York, NY

Preferred Project Period:

6/2/2008 to 12/1/2008

Project Officer:

Mary Thiesing

Final Product of the Project:

The final products of the project will include both a report and GIS maps, which show the study sites and detail whether there has been re-invasion of *Phragmites* or other undesirable species on these sites over time. The report will provide a type of risk assessment for these sites and will prioritize site environmental factors based on their likelihood of promoting re-invasion.



PROJECT NUMBER: 2008-401

Project Title:

How Effective is Environmental Education?

Sponsoring Office:

Environmental Education Division

Office Mission:

The mission of the Environmental Education Division (EED) is to support education efforts that develop an environmentally conscious and responsible public. As authorized under the National Environmental Education Act, EED administers various programs such as grants, educator training, college fellowships, and youth awards. EED also facilitates partnerships that support and advance the field of environmental education.

Project Overview:

The purpose of this project is to conduct research on specific aspects of environmental education (EE). The student(s) will conduct research and prepare a paper documenting the results of the research on one of the following topics: (1) How effective is EE in meeting environmental protection goals? Can it be demonstrated that EE is a valid tool in meeting the nation's environmental protection goals (such as clean air, clean water, and safe foods)? What anecdotal evidence and research studies support this cause-and-effect relationship? (2) To what extent does EE improve student academic performance when integrated within various core subjects (such as science, social studies, language arts, etc.)? What specific characteristics of an EE program or what instructional practices have the greatest impact on student performance? What are the implications of this research for linking EE with state and national education reform efforts? (3) How effective is EE training for educators in the United States (pre-service, in-service, or nonformal education)? What are the most effective models and why? This project will be conducted at the selected student's academic institution. The student(s) must work under the supervision of a faculty member who is knowledgeable about education and EE.

Project Goals:

The student(s) will conduct research on the aspects of EE that further enhances the field. The student(s) will gain knowledge of the current research in EE and add to the growing body of research demonstrating the efficacy of EE in protecting human health and the environment and improving student achievement.

Final Product of the Project:

The student's research will be used toward the development of his or her master's thesis or doctoral dissertation.

Desired Level of Education:

Graduate Student

Project Location:

Student's Academic Institution

Preferred Project Period:

6/1/2008 to 6/1/2011

Project Officer:

Ginger Potter



PROJECT NUMBER: 2008-402

Project Title:

Public Affairs Fellow

Sponsoring Office:

Public Affairs Division

Office Mission:

The Public Affairs Division serves as EPA's focal point for relations with the media; Congress, state, and local elected officials; public interest groups; and concerned community members and works to ensure that the public is informed about EPA policies and programs.

Desired Level of Education:

Junior to Graduate Student

Project Location:

EPA Region 2 - New York, NY

Preferred Project Period:

6/2/2008 to 8/29/2008

Project Officer:

Chris Sebastian

Project Overview:

The student will have the opportunity to participate in a broad range of public relations and communications activities, including researching and analyzing environmental information of interest to the public and other appropriate projects related to communicating information to the public. The student will conduct Web research by reviewing a representative sample of government and non-government Web sites for design, content, functionality, and interactivity. The student will participate in the Region 2 Web Review project to gain overall Web content and design knowledge; review pages on our extensive Web site; research news releases; attend public press events; and accompany the Superfund community involvement coordinators as they conduct site visits and public meetings.

Project Goals:

The goal of the project is for the student to gain broad-based knowledge and experience in EPA's public affairs activities as well as have an opportunity to conduct Web-related research and analysis of the content and design of the regional Web site.

Final Product of the Project:

The student will present an analysis of his or her Web research and assist in other public outreach activities of interest.

**PROJECT NUMBER: 2008-403****Project Title:**

Superfund Community Involvement and Outreach Branch

Sponsoring Office:

Office of Superfund Remediation and Technology Innovation, Community Involvement and Outreach Branch

Office Mission:

The mission of the Superfund program is to reduce risks to people and the environment by cleaning up the nation's worst hazardous waste problems. The mission of the Superfund Community Involvement Program is to advocate and strengthen early and meaningful community participation during Superfund cleanups.

Desired Level of Education:

Graduate Student

Project Location:

EPA Headquarters - Arlington, VA

Preferred Project Period:

6/2/2008 to 8/29/2008

Project Officer:

Suzanne Wells

Project Overview:

The Community Involvement Program seeks to build capacity in communities so that citizens may effectively participate in the Superfund process. Building capacity in communities may focus on providing technical assistance or on providing communities the opportunity to form advisory groups to discuss site activities and resolve issues. In addition, the Community Involvement and Outreach Branch works to establish dialogue with the public on critical issues facing communities near Superfund sites. This project with the Community Involvement and Outreach Branch requires that the student become familiar with the Superfund process and how public participation processes are implemented during cleanups. The student's project will focus on emerging issues. Students applying for this fellowship must have good writing skills and be able to perform basic research, critical analysis, and synthesis of information from multiple sources. In addition, the students should have knowledge of community involvement and conflict resolution.

Project Goals:

The student will learn about critical issues facing a government agency as it seeks to involve the public in decision making. The student will also learn to analyze emerging issues and topics and will work with EPA staff in developing strategies for managing the issues topics.

Final Product of the Project:

The student will develop a lessons-learned summary and a report on his or her research.

**PROJECT NUMBER: 2008-404****Project Title:**

Quality Community Involvement: Assessing Our Effectiveness Internally and Externally

Sponsoring Office:

Brownfields and Outreach

Office Mission:

The mission/major goal of the Office of Brownfields and Outreach is to (1) manage the cleanup, redevelopment, and revitalization of Brownfield sites under the Small Business Liability Relief and Brownfields Revitalization Act (Brownfields Law), (2) develop and share information to promote land revitalization of contaminated properties, (3) advocate and strengthen early and meaningful community participation during Superfund cleanups, (4) prepare and respond to public information needs during emergency responses, and (5) make the fullest possible disclosure of information without unjustifiable expense or unnecessary delay to any Freedom of Information Act (FOIA) requester.

Project Overview:

EPA implements the Superfund program under the authority of the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA). From the beginning of the Superfund program, Congress envisioned a role for communities. This role has evolved and expanded during the implementation of the Superfund program. Our experience shows that when citizens are involved early and often in the process, cleanup is enhanced rather than impeded. The Superfund Community Involvement Program has sought to effectively implement the statutory community involvement requirements, and at the same time to go beyond those requirements to find meaningful ways to involve citizens in the cleanup of sites in their communities.

The student will research community involvement (CI) activities at various Superfund sites. In addition, the student will discuss CI processes with Remedial Project Managers, On-Scene Coordinators, and Brownfields and Land Revitalization programs. The student will also assess CI needs for emerging issues, including the application of environmental justice assessment tools, vapor intrusion issues, and tribal relations and involvement issues.

Project Goals:

The student will gain an intimate knowledge of the Superfund program, interact with community members, and understand the important role community involvement plays at Superfund sites.

Final Product of the Project:

The student will develop a final report summarizing his or her research and design an assessment tool for evaluating the effectiveness of community involvement activities.

Desired Level of Education:

Graduate Student

Project Location:

EPA Region 3 - Philadelphia, PA

Preferred Project Period:

6/2/2008 to 8/22/2008

Project Officer:

Helen DuTeau

PROJECT NUMBER: 2008-501

Project Title:

Distance Collaboration Tools Review

Sponsoring Office:

Office of Superfund Remediation and Technology Innovation/Technology Innovation Program

Office Mission:

EPA's Technology Innovation Program (TIP) advocates the development and application of new treatment and characterization technologies by government and industry to contaminated waste sites.

Project Overview:

Today's work force is increasingly challenged to work collaboratively in teams whose members may be spread across the country, with limited budgets, and with continuous needs to quickly exchange information. There are many electronic tools that can help complete these projects in a timely and cost-effective manner. These tools are defined by such names as "teamware," "groupware," and "distance collaboration tools." As the last title suggests, they are all designed to help groups work together from virtually from any location as if members were in the same physical space. Examples of such distance collaboration tools include packages to host Internet meetings, share materials and computer applications in real time with parties located off site through the Internet, Web-based file storage, and creating Web sites focused specifically around a defined team or project. These tools can be used to collaborate with groups both internal and external to an organization. However, awareness of and access to these resources appears to be a problem.

This fellowship will require a systematic review of available electronic resources or distance collaboration tools (examples include: Quickplace, Sametime, Oracle Collaboration Suite, Webex, and Gotomeeting). The fellow will research the benefits and issues associated with the usage of these tools.

Project Goals:

The fellow will learn about various electronic tools and how to analyze the benefits of these tools.

Final Product of the Project:

The fellow will develop a final report that summarizes the electronic tools, including an analysis of cost and time savings, as well as "lessons learned." The student will also be required to give a brief oral presentation of his or her findings to division staff.

Desired Level of Education:

Junior to Senior

Project Location:

EPA Headquarters - Arlington, VA

Preferred Project Period:

6/2/2008 to 8/22/2008

Project Officer:

Cheryl Johnson

Appendix A – Application Materials

A complete set of application materials is included in this appendix. Electronic versions of the forms can be downloaded from EPA's Web site at www.epa.gov/education/students.html. The forms are available in an interactive portable document format (pdf) and can be completed online, then printed and mailed to EPA as described in the *How to Apply* section on page 5. In addition, students have the option of submitting the SF 424 electronically by accessing www.grants.gov. If you choose this option, please read the detailed instructions as described in the *How to Apply* section on page 5.

NNEMS Application	A-3
Standard Form 424 – Application for Federal Assistance.....	A-7
NNEMS Reference Form.....	A-17
NNEMS Disclosure and Waiver Statement.....	A-19



Helpful Tips:

- Read the section, *How to Apply*, on page 5 for detailed instructions on applying for a NNEMS fellowship;
- Confirm that you meet all of the eligibility requirements described on pages 5 and 6;
- Include a transcript for each school attended;
- Indicate on the application whether the Reference Form(s) will be sent under separate cover;
- Type or complete online the application. If handwritten, write as neatly as possible;
- Review the application to check for typographical or grammatical errors;
- Mail the application so that it is postmarked on or before January 22, 2008;
- All hard-copy NNEMS applications and hard-copy portions of applications submitted electronically must be postmarked by January 22, 2008 (electronic submissions must be posted to www.grants.gov by 11:59 p.m. on January 22, 2008).



An interactive PDF version of this form is available online at
www.epa.gov/education/NNEMS/2008apply.html or
www.grants.gov

Project Information

Project Number: 2008-_____

Project category:

- ☐ Environmental Policy, Regulation, and Law
- ☐ Environmental Management and Administration
- ☐ Environmental Science
- ☐ Public Relations and Communications
- ☐ Computer Programming and Development

If you are applying for more than one NNEMS project,
please indicate:

_____ Total number of NNEMS projects for which you are applying

_____ Order of preference for this project (1 = most preferred)

**You must complete a separate application for each
project for which you are applying.**

Applicant Information

Name _____

Please check the address to which you would like materials sent.

☐ Current Mailing Address

City _____ State _____ Zip _____

At Current Address Through _____ (month/year)

Current Phone: (_____) _____ - _____

Current E-mail: _____

☐ Permanent Mailing Address

City _____ State _____ Zip _____

Permanent Phone: (_____) _____ - _____

Permanent E-mail: _____

School/University _____

Current Student Level:

- | | |
|------------------------------------|-----------------------------------|
| Undergraduate | Advanced |
| <input type="checkbox"/> Associate | <input type="checkbox"/> Graduate |
| <input type="checkbox"/> Freshman | <input type="checkbox"/> Ph.D. |
| <input type="checkbox"/> Sophomore | |
| <input type="checkbox"/> Junior | |
| <input type="checkbox"/> Senior | |

Current Major/Minor: _____

Expected Graduation Date: _____

Please list any additional universities attended:

School/University	Dates Attended	Transcript Enclosed
		<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

Eligibility

A NNEMS fellowship is available to any associate,
undergraduate, or advanced student who is:

- A citizen of the U.S., its territories or possessions, or lawfully admitted to the U.S. for permanent residency
- Enrolled for academic credit at an accredited educational institution*
- Pursuing an educational program directly related to pollution control or environmental protection for the duration of the fellowship

*Please note: The following types of students are not
eligible for a NNEMS fellowship:*

- Federal employees, including those who are on "leave without pay" status
- Undergraduate and graduate students who will graduate before the NNEMS fellowship is completed (Students who complete their undergraduate studies before the end of a fellowship may apply if currently accepted or enrolled to a graduate program.)
- High school students

Additional requirements for associate, undergraduate, and
advanced students include the following:

Associate and Undergraduate Students

- 3.0 cumulative grade point average (GPA) based on a scale of 4.0 at the time that the application is due (a GPA of 2.999, for example, is not sufficient)
- Completion of at least four courses related to the field of environmental studies

Advanced Students

- Currently enrolled in a graduate or Ph.D. program or can provide proof of acceptance and enrollment to a graduate or Ph.D. program at the time of fellowship award. Students who are awaiting notification of acceptance must submit verification of acceptance and enrollment at the time of fellowship award.
- Completion of one semester of graduate or Ph.D. work, or at least four undergraduate courses related to the field of environmental studies

* The 2- or 4-year college, university, or distance-learning institution must be accredited by a regional or national accrediting organization recognized by the U.S. Department of Education or the Council for Higher Education Accreditation (www.chea.org).

Proposal**You may attach one additional page as necessary.****Proposed Research Plan:** Describe how you would conduct your research on this project.**Relevant Information:** Describe your academic, professional, or relevant experience that you believe qualifies you to conduct this research. For example, identify academic courses or research that enhances your qualifications.**Academic Goals:** State how you expect this project to support your academic and professional goals.**Application Package Checklist****Please verify that you:**

	Yes	No
Are a citizen of the U.S., its territories or possessions, or lawfully admitted to the U.S. for permanent residency (a lawful permanent resident must provide his or her green card number on his or her application)	<input type="checkbox"/>	<input type="checkbox"/>
Are enrolled at an accredited school	<input type="checkbox"/>	<input type="checkbox"/>
Are not a federal employee	<input type="checkbox"/>	<input type="checkbox"/>
Have a minimum 3.0 GPA	<input type="checkbox"/>	<input type="checkbox"/>

Confidential Information

Does your application package contain information that you consider to be confidential?

☐ Yes ☐ No**Be sure to clearly mark confidential information**Students must submit **four** complete application packages for each project (one original and three copies). Please note that only one official transcript is required, which may be opened and copied, even if a student is applying for multiple projects. Please verify that you have included:

	Original	3 Copies	Mailed Separately
A completed Application Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A completed Standard Form 424 (SF 424)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A résumé	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An official college transcript from each school attended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A Reference Form from a professor or advisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A completed NNEMS Disclosure and Waiver Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification of acceptance and/or enrollment in a graduate or Ph.D. program if applicant is a graduating senior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Separate, complete application packages must be submitted for each NNEMS project.

Applications must be postmarked on or before

January 22, 2008.Mail or Courier Completed Application Package to:
NNEMS Fellowship Program

Tetra Tech EM Inc.

1881 Campus Commons Drive, Suite 200, Reston, VA 20191

Proposal

You may attach one additional page as necessary.

Proposed Research Plan: Describe how you would conduct your research on this project.

Some well-placed phone calls can save a lot of time in the library, so my investigation would begin with a week or two of phone interviews with a range of people already familiar with (1) wetland protection issues, and (2) the impact of USAID, World Bank and IUCN policies on environmental media. I would include USAID and World Bank program officers, UNEP officers, UNEP officials, public interest organizations with international environmental programs, and academic specialists, as well as people within EPA.

Then I would select three or four organizations to represent the range of agencies active internationally (Bilateral, Multilateral, Quasigovernmental). I would look at specific programs or projects currently under way at these agencies to assess wetland impact. I would also analyze the organizational structures and political context in which these agencies operate to gain a grasp of how these factors influence their projects on wetlands, as well as the legal authorities of these agencies.

(continued on attached sheet)

Relevant Information: Describe your academic, professional, or relevant experience that you believe qualifies you to conduct this research. For example, identify academic courses or research that enhances your qualifications.

Though I do not have a background in wetlands or water issues in general, I have been working for the past five years on international pesticide issues. I am already familiar with some of the mechanisms currently in place at the World Bank and USAID to regulate how their funds are used for pesticides. Last year, I wrote Problem Pesticides, Pesticide Programs and Analysis of the International Code of Conduct on the Distribution and Use of Pesticides approved in November 1986 by the FAO, as well as a guide on how to monitor for compliance with the code.

Academic Goals: State how you expect this project to support your academic and professional goals.

I would expect my end project to be a report summarizing the impacts these agencies are having on wetlands, along with a substantive analysis of the legal and political factors driving these impacts. The report would also include specific recommendations for policy changes. This project would allow me to gain hands-on experience in international policy as it relates to environmental issues, which dovetails with the Environmental Management program I am pursuing. This real world experience would reinforce the topics I have studied in school, allow me to explore wetlands issues in more depth, and give me crucial background experience to help me find a job in the environmental public policy field upon graduation.

Application Package Checklist

Please verify that you:

	Yes	No
Are a citizen of the U.S., its territories or possessions, or lawfully admitted to the U.S. for permanent residency (a lawful permanent resident must provide his or her green card number on his or her application)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are enrolled at an accredited school	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are not a federal employee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have a minimum 3.0 GPA	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Confidential Information

Does your application package contain information that you consider to be confidential?

☐ Yes ☒ No

Be sure to clearly mark confidential information

Students must submit **four** complete application packages for each project (one original and three copies). Please note that only one official transcript is required, which may be opened and copied, even if a student is applying for multiple projects. Please verify that you have included:

	Original	3 Copies	Mailed Separately
A completed Application Form	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A completed Standard Form 424 (SF 424)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A résumé	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
An official college transcript from each school attended	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A Reference Form from a professor or advisor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A completed NNEMS Disclosure and Waiver Statement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Verification of acceptance and/or enrollment in a graduate or Ph.D. program if applicant is a graduating senior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Separate, complete application packages must be submitted for each NNEMS project.

Applications must be postmarked on or before **January 22, 2008.**

Mail or Courier Completed Application Package to:
NNEMS Fellowship Program
Tetra Tech EM Inc.
1881 Campus Commons Drive, Suite 200, Reston, VA 20191

STANDARD FORM 424 – APPLICATION FOR FEDERAL ASSISTANCE

Instructions for Completing the Standard Form 424 – Application for Federal Assistance (an interactive PDF version of this form is available online at www.epa.gov/education/NNEMS/2008apply.html or www.grants.gov):

1. Enter "Preapplication."
2. Enter "New."
3. Leave blank.
4. Leave blank.
5. Federal Entity Identifier: Leave blank.
Federal Award Identifier: Leave blank.
6. Leave blank.
7. Leave blank.
8. Legal Name: Enter your legal name in this order: last name, first name, middle initial/name.
Employer/Taxpayer Identification Number (EIN/TIN): Enter "123456789."
Organizational DUNS: Leave blank.
Address: Enter the address (including street, city, state, and zip code) you are currently using to receive United States Postal Service mail.
Organizational Unit: Leave blank.
Name and contact information of person to be contacted on matters involving this application: Enter your name, telephone number, and e-mail address. Your middle name, suffix, and fax number are optional.
9. Enter "P. Individual."
10. Enter "Environmental Protection Agency."
11. Enter "66.952."
12. Enter "EPA-EED-08-01."
13. Leave blank.
14. Leave blank.
15. Enter the project title of the fellowship for which you are applying.
16. List your Congressional District under "Applicant." Under "Program/Project," list the Congressional District for the fellowship project location. To identify the appropriate Congressional District, go to www.house.gov/.
17. Enter the project start and end dates for the fellowship for which you are applying.
18. Leave blank.
19. Enter "c. Program is not covered by E.O. 12372."
20. Self-explanatory.
21. Enter your name, title, telephone number and e-mail address. "Graduate Student" or "Student" is an appropriate title. If you are submitting a hard-copy version, print a hard-copy of the SF 424 and sign the pre-application.

Application for Federal Assistance SF-424

Version 02

*** 1. Type of Submission:**

- ☒ Preapplication
☐ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

* Other (Specify)

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

*** 5b. Federal Award Identifier:**

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

1 2 3 4 5 6 7 8 9

*** c. Organizational DUNS:**

d. Address:

*** Street1:**

Street2:

*** City:**

County:

*** State:**

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

*** First Name:**

Middle Name:

*** Last Name:**

Suffix:

Title:

Organizational Affiliation:

*** Telephone Number:**

Fax Number:

*** Email:**

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

P. Individual

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.952

CFDA Title:

*** 12. Funding Opportunity Number:**

EPA-EED-08-01

*** Title:**

NNEMS Fellowship Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

*** 15. Descriptive Title of Applicant's Project:**

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

☐ Yes

☐ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

Application for Federal Assistance SF-424		Version 02	
* 1. Type of Submission: <input checked="" type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>
* 3. Date Received: <input type="text"/>		4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>		* 5b. Federal Award Identifier: <input type="text"/>	
State Use Only:			
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:			
* a. Legal Name: <input type="text" value="Doe, John H."/>			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="1 2 3 4 5 6 7 8 9"/>		* c. Organizational DUNS: <input type="text"/>	
d. Address:			
* Street1: <input type="text" value="123 Hill Street"/>			
Street2: <input type="text"/>			
* City: <input type="text" value="Anytown"/>			
County: <input type="text"/>			
* State: <input type="text" value="VA"/>			
Province: <input type="text"/>			
* Country: <input type="text" value="USA"/> USA: UNITED STATES			
* Zip / Postal Code: <input type="text" value="22205"/>			
e. Organizational Unit:			
Department Name: <input type="text"/>		Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: <input type="text"/>		* First Name: <input type="text" value="John"/>	
Middle Name: <input type="text"/>			
* Last Name: <input type="text" value="Doe"/>			
Suffix: <input type="text"/>			
Title: <input type="text"/>			
Organizational Affiliation: <input type="text"/>			
* Telephone Number: <input type="text" value="(123) 456-7891"/>		Fax Number: <input type="text"/>	
* Email: <input type="text" value="johndoe@email.com"/>			

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

P. Individual

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.952

CFDA Title:

* 12. Funding Opportunity Number:

EPA-EED-08-01

* Title:

NNEMS Fellowship Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:

Effectiveness of Tools for Drinking Water Protection

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant Virginia 8th

* b. Program/Project Pennsylvania 2nd

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 6/1/2008

* b. End Date: 8/31/2008

18. Estimated Funding (\$):

* a. Federal	<input type="text"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: John
Middle Name:
* Last Name: Doe
Suffix:

* Title: Student

* Telephone Number: (123) 456-7891 Fax Number:

* Email: john.doe@email.com

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424

Version 02

* Applicant Federal Debt Delinquency Explanation

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

Instructions for the Reference

Thank you for providing a reference for a NNEMS fellowship applicant. Before you begin, please note that this reference is not intended to be confidential. Please submit the completed form to the applicant identified below, to be included in the application package. You may submit the reference under separate cover at the address provided below, but it must be postmarked on or before **January 22, 2008**:

NNEMS Fellowship Program
Tetra Tech EM Inc.
1881 Campus Commons Drive, Suite 200
Reston, VA 20191

To be Completed by Applicant

Project Number: 2008-_____ Current Phone: (_____) _____ - _____

Applicant's Name: _____ Current E-mail: _____

Current Mailing Address _____ School/University: _____

_____ Current Major/Minor: _____

_____ Expected Graduation Date: _____

City _____ State _____ Zip _____

To be Completed by the Reference

_____ Current E-mail: _____

Name of Individual Providing Reference _____ Position or Title: _____

Current Mailing Address _____ Department: _____

_____ Institution: _____

City _____ State _____ Zip _____

Current Phone: (_____) _____ - _____

Signature _____ Date _____

Reference

The applicant named above is applying for a NNEMS fellowship. What are your personal impressions of the candidate's ability to perform the proposed fellowship? Include how the fellowship relates to and will further the student's academic goals. Please comment on the quality of his or her work, and promise of productive scholarship. Please explain in what capacity you have known the applicant and for what time period. (Continue on next page, if necessary.)

REFERENCE FORM

Reference: (continued from previous page)

Rating:

Please rate this student in overall promise in comparison with other individuals with whom you have known at similar stages in their academic studies by checking the appropriate boxes.

	Outstanding	Excellent	Good	Fair	Poor	Not Applicable
Academic Performance						
Motivation for Proposed NNEMS Research Plan						
Research and Writing Ability						
Leadership Skills and Written Communication Skills						

NNEMS DISCLOSURE AND WAIVER STATEMENT

Please complete and submit with NNEMS application package. This form may be photocopied.

I understand that the National Network for Environmental Management Studies (NNEMS) Program fellows are not employees of the U.S. Environmental Protection Agency (EPA) or the U.S. government. Thus, if selected to be a NNEMS fellow, I will not receive typical federal employee benefits including, but not limited to, health insurance, life insurance, annual leave, and sick leave.

In addition, I understand that in the event of an accident causing injury to myself while either performing my assigned functions or traveling, the U.S. government is not liable for any injury or harm I may incur. Further, I understand that the U.S. government is not liable for any injury or harm I may cause another person or persons while performing my assigned functions or traveling for EPA. As such, I understand that I am responsible for any injury or harm I cause to myself or others as a result of my actions.

By signing this form, I acknowledge that I fully understand the provisions contained in this statement regarding my status as a NNEMS fellow and the consequences of my actions while working as a NNEMS fellow. As a result, I have considered the possibility of obtaining personal insurance during my NNEMS fellowship.

Name: _____ School: _____

Home Address: _____ Project # Applied For: 2008 - _____

_____ Project Category: _____

Home Phone Number: _____

Signature: _____ Date: _____

Appendix B – NNEMS Program Coordinators

Listed on the following pages are the NNEMS Program Coordinators at more than 200 colleges, universities, and distance-learning organizations throughout the U.S. Program Coordinators act as representatives of the NNEMS program by promoting the program on campus, displaying and making available to students NNEMS materials, and assisting students in the preparation of their applications.

The Program Coordinators are sorted in alphabetical order by name of organization.

The points of contact are current, according to information available at the time of publication.

Please note: Any eligible student enrolled for academic credit at an accredited 2- or 4-year college, university, or distance-learning institution may apply for a NNEMS fellowship, regardless of whether or not there is a NNEMS Program Coordinator at their university.



Bard College

Jennifer Phillips, Professor
Center for Environmental Policy
P.O. Box 5000
Annandale-on-Hudson, NY 12504

Bellevue University

Che Thompson
Liberal Arts Professional Application
4269 Wirt Street
Omaha, NE, 68111

Benedictine College

Becky Gilmore, Director
Career Development
1020 North Second Street
Atchison, KS 66002

Black Hills State University

Christien McCart, Outdoor Education Program Coordinator
Outdoor Education Program
1200 University Street #9401
Spearfish, SD 57799-9401

Bloomsburg University of Pennsylvania

Joseph Kiffell, Director
Academic Internships
Room 150, Student Service Center
Bloomsburg, PA 17815

Bowdoin College

James Westhoff, Assistant Director, Internship Coordinator
Career Planning Center
4900 College Station
Brunswick, ME 04011-8440

Bowling Green State University

Holly Myers-Jones, Director
Center for Environmental Programs
246 Shatzel Hall
Bowling Green State University
Bowling Green, OH 43403

Brigham Young University

Vince Fordiani, Director, Career Management
George W. Romney Institute of Public Management
442 TNRB
Provo, UT 84602

Cabrini College

Nancy Hutchison, Director
Cooperative Education and Career Services
610 King of Prussia Road
Radnor, PA 19087-3698

California Institute of Technology

Linda Scott, Option Secretary
Environmental Science & Engineering (138-78)
1200 East California Boulevard
Pasadena, CA 91125

California State University, Chico

William Lerch, Director, Office of Experiential Education
400 West 1st Street
Chico, CA 95929-0818

California State University, Los Angeles

Michelle Stabio, Environmental Science Outreach Coordinator
Center for Environmental Analysis (CEA-CREST)
5151 State University Drive
Los Angeles, CA 90032

California State University, Northridge

Janice Potzmann, Assistant Director, Transfer & Experiential Learning Programs
Career Center
18111 Nordhoff Street, University Hall Suite 105
Northridge, CA 91330-8241

California University of Pennsylvania

Meaghan Clister, Coordinator of Cooperative Education
Career Services
250 University Avenue
California, PA 15419

Catholic University of America

Kristen McManus, Director
Columbus School of Law
Office of Legal Career Services
Room 163
Washington, DC 20064-8020

Central Missouri State University

Dawn Anderson, Career Development Coordinator
Office of Career Services
University Union 302
Warrensburg, MO 64093

Centre College

Melinda Wilson, Internship and Outreach Coordinator
Career Services
600 West Walnut Street
Danville, KY 40422

Clark University

Brian Cook, Professor and MPA Director
Department of Government
950 Main Street
Worcester, MA 01610-1477

Clemson University

Alan Elzerman, Director
School of the Environment
342 Computer Court
Anderson, SC 29625

Cindy Lee, Professor
Environmental Engineering & Earth Sciences
342 Computer Court
Anderson, SC 29625

Coastal Carolina University

Ned Cohen, Director
Wall Center for Excellence Wall College of Business
Administration
P.O. Box 261954
Conway, SC 29528-6054

College of New Jersey

Deb Kelly, Office of Career Services
1938 Pennington Road
Ewing, NJ 08628

College of Staten Island

Geoff Hempill, Career and Scholarship Center (1A-105)
2800 Victory Blvd, Building 1A-105
Staten Island, NY 10314

Colorado State University

Erin Reichert, Undergraduate Coordinator
Environmental and Radiological Health Sciences
105 Environmental Health, 1681 Campus Delivery
Fort Collins, CO 80526-1681

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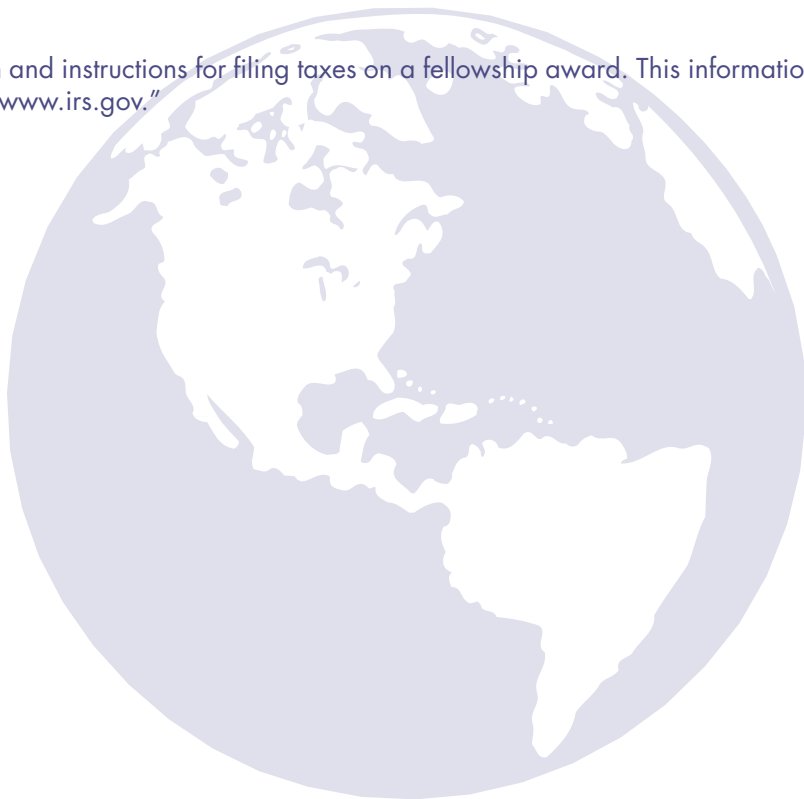
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Appendix C – IRS Publication 970: Tax Benefits for Education

This Appendix includes detailed information and instructions for filing taxes on a fellowship award. This information may be obtained directly on the Internet at www.irs.gov."





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Internal Revenue Service

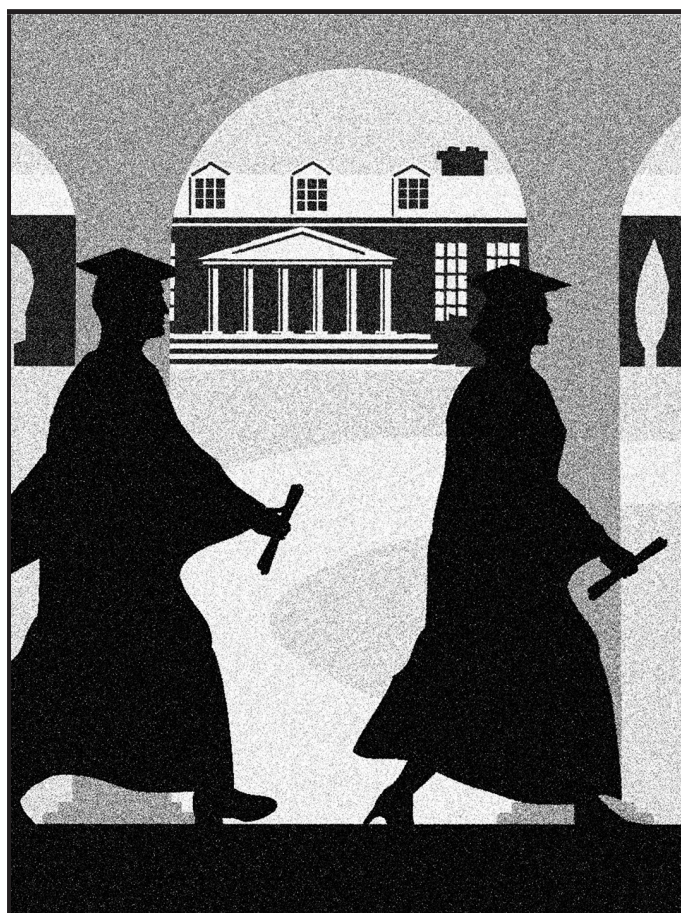
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Tax Benefits for Education

For use in preparing

2006 Returns



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What's New

Hope and lifetime learning credits. Beginning in 2006, the amount of your Hope or lifetime learning credit is gradually reduced (phased out) if your modified adjusted gross income (MAGI) is between \$45,000 and \$55,000 (\$90,000 and \$110,000 if you file a joint return). You cannot claim a credit if your MAGI is \$55,000 or more (\$110,000 or more if you file a joint return). This is an increase from the 2005 limits of \$43,000 and \$53,000 (\$87,000 and \$107,000 if filing a joint return). For more information, see chapters 2 and 3.

Tuition and fees deduction. This deduction, which was scheduled to expire at the end of 2005, has been extended through 2007. For more information, see chapter 6.

Education savings bond program. Beginning in 2006, the amount of your interest exclusion will be phased out (gradually reduced) if your filing status is married filing jointly or qualifying widow(er) and your modified adjusted gross income (MAGI) is between \$94,700 and \$124,700. You cannot take the deduction if your MAGI is \$124,700 or more. For 2005, the limits that applied to you were \$91,850 and \$121,850.

For all other filing statuses, your interest exclusion is phased out if your MAGI is between \$63,100 and \$78,100. You cannot take the deduction if your MAGI is \$78,100 or more. For 2005, the limits that applied to you were \$61,200 and \$76,200. For more information, see chapter 10.

Business deduction for work-related education. Beginning in 2006:

- If you drive your car to and from school and qualify to deduct transportation expenses, the amount you can deduct for miles driven during 2006 is 44½ cents per mile. This is down from 48½ cents per mile at the end of 2005. See chapter 12 for more information.
- If your adjusted gross income for 2006 is more than \$150,500 (\$75,250 if you are married filing separately), your itemized deductions may be limited. See chapter 12 and the instructions for line 28 of Schedule A (Form 1040).

Reminders

Estimated tax. If you have taxable income from any of your education benefits and the payer does not withhold enough income tax, you may need to make estimated tax payments. For more information, see Publication 505, Tax Withholding and Estimated Tax.

Education credits. The education credits have been expanded for students attending an eligible educational institution located in the Gulf Opportunity Zone (GOZ students) for any tax year beginning in 2005 or 2006. For information on the areas that are in the Gulf Opportunity Zone, see Publication 4492. For information about the expanded credits for GOZ students, see Form 8863.

Photographs of missing children. The Internal Revenue Service is a proud partner with the National Center for Missing and Exploited Children. Photographs of missing children selected by the Center may appear in this publication on pages that would otherwise be blank. You can help bring these children home by looking at the photographs and calling 1-800-THE-LOST (1-800-843-5678) if you recognize a child.

Introduction

This publication explains tax benefits that may be available to you if you are saving for or paying education costs for yourself or, in many cases, another student who is a member of your immediate family. Most benefits apply only to higher education.

What is in this publication. Chapter 1 explains the tax treatment of various types of educational assistance, including scholarships, fellowships, and tuition reductions.

Two tax credits for which you may be eligible are explained in chapters 2 and 3. These benefits, which reduce the amount of your income tax, are:

- The Hope credit, and
- The lifetime learning credit.

Ten other types of benefits are explained in chapters 4 through 12. With these benefits, you may be able to:

- Deduct student loan interest,
- Receive tax-free treatment of a canceled student loan,
- Receive tax-free student loan repayment assistance,
- Deduct tuition and fees for education,

- Establish and contribute to a Coverdell education savings account (ESA), which features tax-free earnings,
- Participate in a qualified tuition program (QTP), which features tax-free earnings,
- Take early distributions from any type of individual retirement arrangement (IRA) for education costs without paying the 10% additional tax on early distributions,
- Cash in savings bonds for education costs without having to pay tax on the interest,
- Receive tax-free educational benefits from your employer, and
- Take a business deduction for work-related education.

Note. You generally cannot claim more than one of the benefits described in the lists above for the same qualifying education expense.

Comparison table. Some of the features of most of these benefits are highlighted in *Appendix B*, beginning on page 72 of this publication. This general comparison table may guide you in determining which benefits you may be eligible for and which chapters you may want to read.

Analyzing your tax withholding. After you estimate your education tax benefits for the year, you may be able to reduce the amount of your federal income tax withholding. Also, you may want to recheck your withholding during the year if your personal or financial situation changes. See Publication 919, *How Do I Adjust My Tax Withholding*, for more information.

Glossary. In this publication, wherever appropriate, we have tried to use the same or similar terminology when referring to the basic components of each education benefit. Some of the terms used are:

- Qualified education expenses,
- Eligible educational institution, and
- Modified adjusted gross income.

Even though the same term, such as qualified education expenses, is used to label a basic component of many of the education benefits, the same expenses are not necessarily allowed for each benefit. For example, the cost of room and board is a qualified education expense for the qualified tuition program, but not for the education savings bond program.

Many of the terms used in the publication are defined under *Glossary* near the end of the publication. The glossary is not intended to be a substitute for reading the chapter on a particular education benefit, but it will give you an overview of how certain terms are used in discussing the different benefits.

Comments and suggestions. We welcome your comments about this publication and your suggestions for future editions.

You can write to us at the following address:

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1111 Constitution Ave. NW, IR-6406
Washington, DC 20224

We respond to many letters by telephone. Therefore, it would be helpful if you would include your daytime phone number, including the area code, in your correspondence.

You can email us at **taxforms@irs.gov*. (The asterisk must be included in the address.) Please put "Publications Comment" on the subject line. Although we cannot respond individually to each email, we do appreciate your feedback and will consider your comments as we revise our tax products.

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Tax questions. If you have a tax question, visit *www.irs.gov* or call 1-800-829-1040. We cannot answer tax questions sent to either of the above addresses.

Useful Items

You may want to see:

Publication

- ☐ **463** Travel, Entertainment, Gift, and Car Expenses
- ☐ **525** Taxable and Nontaxable Income
- ☐ **550** Investment Income and Expenses
- ☐ **553** Highlights of 2006 Tax Changes
- ☐ **590** Individual Retirement Arrangements (IRAs)

Form (and Instructions)

- ☐ **1040** U.S. Individual Income Tax Return
- ☐ **1040A** U.S. Individual Income Tax Return
- ☐ **1040EZ** Income Tax Return for Single and Joint Filers With No Dependents
- ☐ **2106** Employee Business Expenses
- ☐ **2106-EZ** Unreimbursed Employee Business Expenses
- ☐ **5329** Additional Taxes on Qualified Plans (Including IRAs) and Other Tax-Favored Accounts
- ☐ **8815** Exclusion of Interest From Series EE and I U.S. Savings Bonds Issued After 1989
- ☐ **8863** Education Credits (Hope and Lifetime Learning Credits)
- ☐ **Schedule A (Form 1040)** Itemized Deductions

See chapter 13, *How To Get Tax Help*, for information about getting these publications and forms.

1.

Scholarships, Fellowships, Grants, and Tuition Reductions

Reminder

Individual retirement arrangements (IRAs). You can set up and make contributions to an IRA if you receive taxable compensation. Under this rule, a taxable scholarship or fellowship is compensation only if it is shown in box 1 of Form W-2, Wage and Tax Statement. For more information about IRAs, see Publication 590.

Introduction

This chapter discusses the tax treatment of various types of educational assistance you may receive if you are studying, teaching, or researching in the United States. The educational assistance can be for a primary or secondary school, a college or university, or a vocational school. Included are discussions of:

- Scholarships,
- Fellowships,
- Need-based education grants, such as a Pell Grant, and
- Qualified tuition reductions.

Many types of educational assistance are tax free if they meet the requirements discussed here.

Special rules apply to U.S. citizens and resident aliens who have received scholarships or fellowships for studying, teaching, or researching abroad. For information about these rules, see Publication 54, Tax Guide for U.S. Citizens and Resident Aliens Abroad.

Scholarships and Fellowships

A scholarship is generally an amount paid or allowed to, or for the benefit of, a student at an educational institution to aid in the pursuit of studies. The student may be either an undergraduate or a graduate.

A fellowship is generally an amount paid for the benefit of an individual to aid in the pursuit of study or research.

Table 1-1 provides an overview of the tax treatment of amounts received as a scholarship or fellowship (other than amounts received as payment for services). Generally, whether the amount is tax free or taxable depends on the expense paid with the amount and whether you are a degree candidate.

Table 1-1. **Tax Treatment of Scholarship and Fellowship Payments¹**

Do not rely on this table alone. Refer to the text for complete details.

IF you use the payment for...	AND you are...		THEN your payment is...	
	A degree candidate	Not a degree candidate	Tax free ²	Taxable
Tuition	X		X	
		X		X
Fees	X		X ³	
		X		X
Books	X		X ³	
		X		X
Supplies	X		X ³	
		X		X
Equipment	X		X ³	
		X		X
Room	X			X
		X		X
Board	X			X
		X		X
Travel	X			X
		X		X

¹ Does not include payments received for past, present, or future services.

² Payments used for any expenses indicated in this column are tax free only if the terms of the scholarship or fellowship do not prohibit the expense.

³ If required of all students in the course.

Tax-Free Scholarships and Fellowships

A scholarship or fellowship is tax free only if:

- You are a candidate for a degree at an eligible educational institution, and
- You use the scholarship or fellowship to pay qualified education expenses.

Candidate for a degree. You are a candidate for a degree if you:

1. Attend a primary or secondary school or are pursuing a degree at a college or university, or
2. Attend an accredited educational institution that is authorized to provide:
 - a. A program that is acceptable for full credit toward a bachelor's or higher degree, or
 - b. A program of training to prepare students for gainful employment in a recognized occupation.

Eligible educational institution. An eligible educational institution is one that maintains a regular faculty and curriculum and normally has a regularly enrolled body of students in attendance at the place where it carries on its educational activities.

Qualified education expenses. For purposes of tax-free scholarships and fellowships, these are expenses for:

- Tuition and fees required to enroll at or attend an eligible educational institution, and
- Course-related expenses, such as fees, books, supplies, and equipment that are required for the courses at the eligible educational institution. These items must be required of all students in your course of instruction.

However, in order for these to be qualified education expenses, the terms of the scholarship or fellowship cannot require that it be used for other purposes, such as room and board, or specify that it cannot be used for tuition or course-related expenses.

Expenses that do not qualify. Qualified education expenses do not include the cost of:

- Room and board,
- Travel,
- Research,
- Clerical help, or
- Equipment and other expenses that are not required for enrollment in or attendance at an eligible educational institution.

This is true even if the fee must be paid to the institution as a condition of enrollment or attendance. Scholarship or fellowship amounts used to pay these costs are taxable.

Worksheet 1.1. You can use Worksheet 1-1 to figure the tax-free and taxable parts of your scholarship or fellowship.

Athletic Scholarships

An athletic scholarship is tax free if it meets the requirements discussed above.

Taxable Scholarships and Fellowships

If your scholarship or fellowship does not meet the requirements described earlier, it is taxable. The following amounts received may be taxable.

- Amounts used to pay expenses that do not qualify.
- Payments for services.
- Scholarship prizes.

Each type is discussed below.

Amounts used to pay expenses that do not qualify. A scholarship amount you use to pay any expense that does not qualify is taxable, even if the expense is a fee that you must pay to the institution as a condition of enrollment or attendance.

Payment for services. Generally, you must include in income the part of any scholarship, fellowship, or tuition reduction that represents payment for past, present, or future teaching, research, or other services. This applies even if all candidates for a degree must perform the services to receive the degree.

Exceptions. You do not have to include in income the part of any scholarship or fellowship that represents payment for teaching, research, or other services if you receive the amount under:

- The National Health Service Corps Scholarship Program, or
- The Armed Forces Health Professions Scholarship and Financial Assistance Program,

and you:

- Are a candidate for a degree at an eligible educational institution, and
- Use that part of the scholarship or fellowship to pay qualified education expenses.

Worksheet 1-1. Taxable Scholarship and Fellowship Income

1. Enter your scholarship or fellowship income for 2006	1. _____
<ul style="list-style-type: none"> • If you are a degree candidate at an eligible educational institution, go to line 2. • If you are not a degree candidate at an eligible educational institution, stop here. The entire amount is taxable. For information on how to report this amount on your tax return, see <i>Reporting Scholarships and Fellowships</i>. 	
2. Enter the amount from line 1 that was for teaching, research, or any other services. (Do not include amounts received for these items under the National Health Service Corps Scholarship Program or the Armed Forces Health Professions Scholarship and Financial Assistance Program.)	2. _____
3. Subtract line 2 from line 1	3. _____
4. Enter the amount from line 3 that your scholarship or fellowship required you to use for other than qualified education expenses	4. _____
5. Subtract line 4 from line 3	5. _____
6. Enter the amount from line 5 that was used for qualified education expenses required for study at an eligible educational institution. This amount is the tax-free part of your scholarship or fellowship income*	6. _____
7. Subtract line 6 from line 5	7. _____
8. Taxable part. Add lines 2, 4, and 7. See <i>Reporting Scholarships and Fellowships</i> for how to report this amount on your tax return	8. _____

* If you qualify for other education benefits (see chapters 2 through 12), you may have to reduce the amount of education expenses qualifying for a specific benefit by the tax-free amount on this line.

Example 1. You received a scholarship of \$2,500. The scholarship was not received under either of the exceptions mentioned above. As a condition for receiving the scholarship, you must serve as a part-time teaching assistant. Of the \$2,500 scholarship, \$1,000 represents payment for teaching. The provider of your scholarship gives you a Form W-2 showing \$1,000 as income. You used all the money for qualified education expenses. Assuming that all other conditions are met, \$1,500 of your scholarship is tax free. The \$1,000 you received for teaching is taxable.

Example 2. You are a candidate for a degree at a medical school. You receive a scholarship (not under either of the exceptions mentioned above) for your medical education and training. The terms of your scholarship require you to perform future services. A substantial penalty applies if you do not comply. The entire amount of your grant is taxable as payment for services in the year it is received.

Scholarship prizes. If you win a scholarship as a prize in a contest, the scholarship is fully taxable unless you meet the requirements discussed earlier under *Tax-Free Scholarships and Fellowships*.

Reporting Scholarships and Fellowships

Whether you must report your scholarship or fellowship depends on whether you must file a return and whether any part of your scholarship or fellowship is taxable.

If your only income is a completely tax-free scholarship or fellowship, you do not have to file a tax return and no reporting is necessary. If all or part of your scholarship or fellowship is taxable and you are required to file a tax return, report the taxable amount as explained below. You must report the taxable amount whether or not you received a Form W-2. If you receive an incorrect Form W-2, ask the payer for a corrected one.

For information on whether you must file a return, see Publication 501, Exemptions, Standard Deduction, and Filing Information, or your income tax form instructions.

How To Report

How you report any taxable scholarship or fellowship income depends on which return you file.

Form 1040EZ. If you file Form 1040EZ, report the taxable amount on line 1. If the taxable amount was not reported on Form W-2, enter "SCH" and the taxable amount in the space to the left of line 1.

Form 1040A. If you file Form 1040A, report the taxable amount on line 7. If the taxable amount was not reported on Form W-2, enter "SCH" and the taxable amount in the space to the left of line 7.

Form 1040. If you file Form 1040, report the taxable amount on line 7. If the taxable amount was not reported on Form W-2, enter "SCH" and the taxable amount on the dotted line next to line 7.

Schedule SE (Form 1040). Include amounts you receive under a scholarship as pay for your services as an independent contractor in determining your net earnings from self-employment. If your net earnings are \$400 or more, you will have to pay self-employment tax. Use Schedule SE, Self-Employment Tax, to figure this tax.

For more information in determining whether you are an independent contractor or an employee, get Publication 15-A, Employer's Supplemental Tax Guide.

Form 1040NR. If you file Form 1040NR, report the taxable amount on line 12. You must generally report the amount shown in Form(s) 1042-S, box 2. See the instructions for Form 1040NR for more information on reporting fellowship and scholarship income on Form 1040NR.

Form 1040NR-EZ. If you file Form 1040NR-EZ, report the taxable amount on line 5. You must generally report the amount shown in Form(s) 1042-S, box 2. See the instructions for Form 1040NR-EZ for more information on reporting fellowship and scholarship income on Form 1040NR-EZ.

Other Types of Educational Assistance

The following discussions deal with common types of educational assistance other than scholarships and fellowships.

Fulbright Grants

A Fulbright grant is generally treated as a scholarship or fellowship in figuring how much of the grant is tax free. You have to report only the taxable amount. See *Reporting Scholarships and Fellowships* earlier in this chapter.

Pell Grants and Other Title IV Need-Based Education Grants

These need-based grants are treated as scholarships for purposes of determining their tax treatment. They are tax free to the extent used for qualified education expenses during the period for which a grant is awarded. You have to report only the taxable amount. See *Reporting Scholarships and Fellowships* earlier in this chapter.

Payment to Service Academy Cadets

An appointment to a United States military academy is not a scholarship or fellowship. Payment you receive as a cadet or midshipman at an armed services academy is pay for personal services and will be reported to you in box 1 of Form W-2. Include this pay in your income in the year you receive it unless one of the exceptions, discussed earlier under *Payment for services*, applies.

Veterans' Benefits

Payments you receive for education, training, or subsistence under any law administered by the Department of Veterans Affairs (VA) are tax free. Do not include these payments as income on your federal tax return.

If you qualify for one or more of the education benefits discussed in chapters 2 through 12, you may have to reduce the amount of education expenses qualifying for a specific benefit by part or all of your VA payments. This applies only to the part of your VA payments that is required to be used for education expenses.

Qualified Tuition Reduction

If you are allowed to study tuition free or for a reduced rate of tuition, you may not have to pay tax on this benefit. This is called a “tuition reduction.” You do not have to include a qualified tuition reduction in your income.

A tuition reduction is qualified only if you receive it from an eligible educational institution and use it at an eligible educational institution. You do not have to use the tuition reduction at the eligible educational institution from which you received it. In other words, if you work for an educational institution and the institution arranges for you to take courses at another educational institution without paying any tuition, you may not have to include the value of the free courses in your income.

The rules for determining if a tuition reduction is qualified, and therefore tax free, are different if the education provided is below the graduate level or is graduate education.

You must include in your income any tuition reduction you receive that is payment for your services.

Eligible educational institution. An eligible educational institution is one that maintains a regular faculty and curriculum and normally has a regularly enrolled body of students in attendance at the place where it carries on its educational activities.

Officers, owners, and highly compensated employees. Qualified tuition reductions apply to officers, owners, or highly compensated employees only if benefits are available to employees on a nondiscriminatory basis. This means that the tuition reduction benefits must be available on substantially the same basis to each member of a group of employees. The group must be defined under a reasonable classification set up by the employer. The classification must not discriminate in favor of owners, officers, or highly compensated employees.

Education Below the Graduate Level

If you receive a tuition reduction for education below the graduate level (including primary, secondary, proprietary,

or high school), it is a qualified tuition reduction, and therefore tax free, only if your relationship to the educational institution providing the benefit is described below.

1. You are an employee of the eligible educational institution.
2. You were an employee of the eligible educational institution, but you retired or left on disability.
3. You are a widow or widower of an individual who died while an employee of the eligible educational institution or who retired or left on disability.
4. You are the dependent child or spouse of an individual described in (1) through (3), above.

Child of deceased parents. For purposes of the qualified tuition reduction, a child is a dependent child if the child is under age 25 and both parents have died.

Child of divorced parents. For purposes of the qualified tuition reduction, a dependent child of divorced parents is treated as the dependent of both parents.

Graduate Education

A tuition reduction you receive for graduate education is qualified, and therefore tax free, if both of the following requirements are met.

- It is provided by an eligible educational institution.
- You are a graduate student who performs teaching or research activities for the educational institution.

You must include in income any other tuition reductions for graduate education that you receive.

How To Report

Any tuition reduction that is taxable should be included as wages in box 1 of your Form W-2. Report the amount in box 1 on line 7 (Form 1040 or Form 1040A) or line 1 (Form 1040EZ).



Official Business
Penalty for Private Use \$300

Office of Children's Health Protection and Environmental Education
Environmental Education Division (1704A)

EPA 171-B-07-003

Visit the NNEMS Web site at www.epa.gov/education/students.html