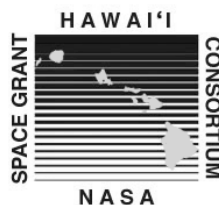


Hawai'i Space Grant Consortium

*Undergraduate
Fellowship Program*

NASA

Available for Fall and Spring
Semesters



**HAWAI'I SPACE GRANT CONSORTIUM
UNIVERSITY OF HAWAI'I
MANOA AND HILO CAMPUSES**

**UNDERGRADUATE FELLOWSHIP
PROGRAM SUMMARY**

The University of Hawai'i Space Grant Consortium, as a participant in the National Space Grant College and Fellowship Program, invites applicants for NASA Undergraduate Space Grant Fellowships to support studies in the fields relevant to NASA's goals as defined in the current Strategic Plan for NASA. The goal of the National Space Grant College and Fellowship Program is to expand opportunities for U.S. citizens to understand and participate in NASA's aeronautics and space programs by supporting and enhancing science and engineering education, research and outreach programs.

Fields relevant to NASA's goals are mainly those in science, technology, and education that are focused on understanding the Earth, exploring the Solar System and the universe beyond, understanding the origin and evolution of life, understanding how life responds to space, creating a more secure, efficient, and environmentally friendly air transportation system, inspiring students to pursue careers in science, technology, and mathematics, and engaging the public in shaping and sharing the experience of exploration and discovery.

UH Manoa and Hilo Space Grant fellows have worked in engineering, geology, biology, microbiology, chemistry, physics, astronomy, oceanography, meteorology, mathematics, computer science, medicine, education and other fields.

All full-time undergraduates enrolled at either the University of Hawai'i at Manoa or University of Hawai'i at Hilo who have declared a major are eligible to apply for Fellowships. **Applicants must be U.S. citizens** and must be sponsored by a mentor who is willing to guide the student for the duration of the award. Most mentors are faculty at the University but senior researchers or other qualified personnel at UH or elsewhere are eligible. Fellowship awards will be based on academic qualifications of the student, quality of proposed research/study, appropriateness of proposed research to NASA's goals, and feasibility of proposed research/study within the planned academic time frame.

Successful candidates will be designated University of Hawai'i Space Grant Fellows. Fellows are expected to work between ten and fifteen hours a week on their projects. Financial support includes a stipend of \$3000 per semester and up to \$500 for supplies and/or travel pertinent to their project. Women, under-represented minorities (specifically native Hawaiians, Filipinos, other Pacific Islanders, Native Americans, African Americans, and Hispanics), and physically challenged students who have interest in space-related fields are particularly encouraged to apply.

For further information, please visit our website:
<http://www.spacegrant.hawaii.edu/fellowships.html>

Updated: May 2008

APPLICATION PROCEDURE

I. TO BE PREPARED BY THE APPLICANT:

- 1) Cover Page (fully signed)
- 2) Abstract
- 3) Research/Study Proposal
- 4) Request for Travel/Supplies Funds
- 5) Student's Resume

I.1 Cover Page

The form that will be the cover page is included with this packet and must be completed by the applicant. Please be sure to include all information requested, including the **signatures of the applicant, the proposed advisor/mentor, and the Department Chair.**

I.2 Abstract

A one-paragraph summary of the proposal should be prepared, highlighting the relation of the proposed work to NASA's goals.

I.3 Research/Study Proposal

The core of the application is a well-formulated research or study proposal describing the proposed work, its goals, and its relation to previous studies performed at the University of Hawai'i and elsewhere. This description, not to exceed five typed, double-spaced pages, should identify and discuss the key elements of the proposed plan and should include a time flow-chart showing when the student expects each component of the project to be carried out. The proposal must include one or two paragraphs showing how the proposed study is relevant to the goals listed in the current Strategic Plan for NASA. The proposed mentor should guide the student in the preparation of this proposal, and the role that the mentor will play in the subsequent studies should be identified. In cases where two students are applying to work on closely related topics, it is essential that each proposal contain separate tasks and goals.

I.4 Request for Travel/Supplies Funds

In addition to the Fellowship stipend, an additional \$500 per student per semester is available to support inter-island travel, supplies, and related activities necessary to the proposed project. Students who wish to be considered for these monies must write a request providing a brief justification for the use of such funds. These funds may also be used for travel to scientific meetings in the continental United States to present the results of research projects.

I.5 Student's Resume

The resume should provide a short (one-page or less) summary of the applicant's career interests and accomplishments.

The original copy of the proposal with signatures and three complete copies of the proposal should be submitted to arrive by June 15 for the Fall semester or December 1st for the Spring semester. (If these dates fall on a weekend, the deadline is the following Monday.) For the Manoa students, the proposal should preferably be hand carried to the Space Grant Office in the POST building, room 501. For Hilo students it should be delivered to Dr. Sun Park in the Geography and Environmental Studies, Social Sciences Division, room K 263. Proposals can also be mailed to arrive before the deadline.

For UH Manoa Students send to:
Undergraduate Fellowship
Hawai'i Space Grant Consortium
Hawai'i Institute of Geophysics and Planetology
School of Ocean and Earth Science and Technology
1680 East West Road, POST Bldg, Room 504
Honolulu, HI 96822

For UH Hilo Students send to:
Dr. Sun Park
Undergraduate Fellowship
University of Hawai'i at Hilo
Geography and Environmental, K 263
Hilo, HI 96720-4091

II. TO BE SENT INDEPENDENTLY TO THE SPACE GRANT OFFICE

In addition, the following items are required and should be sent directly to the Space Grant Consortium (not given to the student) to be received by the relevant deadline. **An application is not complete until the following materials are received.**

1) Transcript

The student should arrange to have original transcripts of all college-level work sent to the Hawai'i Space Grant Consortium, Attn: Fellowship Program.

2) Letter of Recommendation

The proposed Mentor must provide a letter of recommendation commenting on the acceptability of the student for the program and the nature of any past experience with the student. It should also contain a clear statement of the advisor's willingness to supervise the student.

III. SUBMISSION

III.1 Initial Application

Applications for work beginning in the Fall semester are due by June 15th; for work beginning in the Spring semester the deadline is December 1st. The original and three copies of all application materials should be submitted by these deadlines to the address on the previous page. Selected applicants will be notified by the Space Grant Fellowship/Traineeship Selection Committee.

III.2 Renewal

Request for renewal should be submitted to the UH Space Grant Consortium by June 15th for Fall semester renewal and December 1st for Spring semester renewal. The Renewal Request form must be completed, signed, and should be attached to the (three- to four- pages) progress report and renewal request on the initial project.

In merited cases, requests for a third semester of funding for a related but distinctly different project may be considered. Fellows applying for a third semester of funding should submit a final written report at the end of their second semester, and complete a full application form with a detailed summary of the results and conclusions from the first two semesters' work.

III.3 Inquiries

Questions concerning the preparation and submission of applications and the administration of this Fellowship Program should be addressed to Associate Director, Dr. Ed Scott at 956-3955 or Ms. Marcia Rei Sistroso at 956-3138. Hilo students should contact Associate Director, Dr. Park at 974-7548. Students and Faculty Mentors are strongly urged to contact the Space Grant Consortium Office prior to submission of the proposal in order to ascertain the appropriateness of the intended project.

IV. RESPONSIBILITIES OF A FELLOW

During the semester, work should be carried out within the time-frame of the UH academic terms. **Fellows are required to attend the Undergraduate Fellowship and Traineeship Meeting, which is held towards the end of both the Spring and Fall semesters. An oral presentation is required during these meetings, in which further details will be provided to reach this requirement.**

Students are required to briefly summarize their progress in their mid-semester reports to be signed by the Mentor.

At the end of the semester, Fellows submit a final written report describing their accomplishments. This report must be **six pages minimum** in length and should include results of the student's research, and note, if applicable, presentations made, papers published, or relevant activities attended. Two copies of the final report should be sent to the Hawai'i Space Grant Consortium Associate Director. This report will then be published by the Hawai'i Space Grant Consortium as part of a collection of the Fellowship reports.

Fellows who are funded to work simultaneously on closely related topics must give separate oral presentations and submit separate progress and final reports.

