

**Fiscal Year 2020 National Sea Grant College Program
Dean John A. Knauss Marine Policy Fellowship**

The Sea Grant Act includes a legislative mandate to provide an educational experience in the policies and processes of the Legislative and Executive Branches of the Federal Government. This fellowship is available for students enrolled in graduate or professional programs that have an interest in ocean, coastal and Great Lakes resources and in the national policy decisions affecting those resources. In 1979, the National Oceanic and Atmospheric Administration's (NOAA's) National Sea Grant College Program initiated the Sea Grant Knauss Fellowship Program to help fulfill its broad educational responsibilities and meet this legislative mandate. The Sea Grant Knauss Fellowship Program meets NOAA's Mission of "Science, service and stewardship."

Subject to the availability of funding, the quality of applications, and potential host office participation, the National Sea Grant College Program anticipates funding not less than 35 selected applicants, of which those assigned to the Legislative branch will be approximately 14. Each award will be funded at a total of \$71,500 in federal funding, which includes up to \$10,000 for office-related travel. In certain circumstances additional office-related travel funding may take the award above \$71,500. In such cases any additional funds will be administered through an amendment to the grant.

Due Date

Applicants must submit application materials to the Puerto Rico Sea Grant College Program by **5:00 p.m.** local time on **February 22, 2019**.

Eligibility

An eligible applicant is any student, regardless of citizenship, who, on February 22, 2019, is enrolled towards a degree in a graduate program, that has an interest in ocean, coastal and Great Lakes resources and in the national policy decisions affecting those resources. The graduate degree must be awarded through an accredited institution of higher education in Puerto Rico. Applicants not enrolled in an institution in Puerto Rico must request a referral and include this referral as part of the application. To request the referral please contact:

Sea Grant Knauss Fellowship Program Manager
National Sea Grant College Program
1315 East-West Highway, R/SG, Room 11861
Silver Spring, MD 20910
Tel: (301) 734-1088
E-mail: oar.sg.fellows@noaa.gov

This is a one-time fellowship opportunity. Applicants that have been selected and notified as a finalist in past years are not eligible to submit an application. The fellowship will take place in the National Capital region. Applicants must be able to reside in the Washington,

DC area. Non-US citizens are responsible for obtaining the appropriate visa to allow them to work in the United States during the fellowship period.

Foreign nationals please note: while this fellowship is open to all eligible students regardless of nationality, a significant number of participating Federal host offices are unable to accept foreign nationals as fellows. As such, there is a greater likelihood of not receiving a placement in a host office.

Prior contact/arrangements made with possible host offices before the start of the placement week will be cause for immediate disqualification from the process.

Project/Award Period

Awards start on **February 1, 2020** and run for 13 months, and cannot be renewed or deferred. The final month of the award can be utilized by the fellow for relocation expenses, and is not intended for fellows to carry out host office activities or any other fellowship-salaried activities.

Content and Form of Application

(1) **Two signed letters of recommendation on letterhead**, including one from the student's major professor; if no major professor exists, a faculty member with knowledge of the applicant's academic performance may be substituted.

Letters should focus on the student's academic and professional experiences, and extracurricular activities understood to be relevant to the Knauss fellowship. Letters of recommendation must be addressed to the University of Puerto Rico Sea Grant Program's Director and can be emailed to ruperto.chaparro@upr.edu or yulissa.garcial@upr.edu. Letters can also be sent via regular mail to:

Ruperto Chaparro, MA
Director
Sea Grant College Program
University of Puerto Rico at Mayagüez
PO Box 9000
Mayagüez, PR 00681-9000

(2) A **personal education and career goal statement**. The personal statement should be no longer than 1000 words, and should emphasize:

- Abilities, relevant experience and knowledge that the applicant will contribute to the host office.
- Applicant's expectations from the fellowship experience in terms of career development.

(3) **Curriculum vitae** (not to exceed two pages).

(4) Clear, scanned copy of all official **undergraduate and graduate student transcripts**.

(5) **Listing of classes and/or plans for spring 2019, summer 2019 and fall 2019** (not to exceed one page).

(6) To apply through the Puerto Rico Sea Grant College Program, applicants must be enrolled in a United States accredited institution of higher education in Puerto Rico. Applicants who are not enrolled in an institution in Puerto Rico must request a **written statement from the Sea Grant Knauss Fellowship Program Manager** referring the applicant to the most appropriate eligible Sea Grant program.

Funding Restrictions

The Puerto Rico Sea Grant College Program receives and administers the overall cooperative agreement of up to \$71,500. Of this amount, \$47,500 is to be used to cover the fellow's salary/stipend for the first twelve months of the fellowship; \$14,000 is to be used to cover fringe benefits, placement week costs, and other allowable expenses (health insurance, relocation, academic tuition, and academic- and fellowship-related travel, conference, and workshop expenses). Host offices may choose to provide additional funding for office-related travel up to an amount totaling \$10,000 which would bring the entire award up to \$71,500. Funding for office-related travel is not guaranteed and is entirely up to the host office with which the selected applicant is placed.

Application Review Process

The Puerto Rico Sea Grant College Program will review the applications received and select the applicants to be recommended to the National Sea Grant College Program review committee by **April 5, 2019**. The applicant should allow sufficient time to schedule an interview with the eligible Sea Grant program at the program's request prior to this date.

The Puerto Rico Sea Grant College Program may select and forward to the National Sea Grant College Program no more than six (6) applications based on the evaluation criteria. In addition, the Puerto Rico Sea Grant College Program may select and forward to the National Sea Grant College Program up to six (6) applications from applicants referred to Puerto Rico Sea Grant by the Knauss Fellowship Program Manager.

The National Sea Grant Office will notify the Puerto Rico Sea Grant College Program the successful and unsuccessful applicants in June 2019. This email will contain a written summary of the review panel comments. The Puerto Rico Sea Grant College Program will, in turn, formally notify each successful and unsuccessful applicant and forward the summary comments provided by the National Sea Grant Office.

Evaluation criteria

At the state or territory level review, the evaluation criteria and weighting of the criteria are as follows:

(1) Recommendations and/or endorsements of student (15 percent). For the Knauss Fellowship program the endorsements and content of the letter from the applicant's major professor, and the second letter of recommendation are reviewed on the extent to which the letters:

- demonstrate knowledge of the applicant and their abilities;
- speak to the leadership potential, confidence, maturity, and self-direction of the applicant;
- provide evidence of the applicant's willingness and flexibility to tackle issues beyond their area of expertise and an openness and capacity to expand experience;
- provide evidence of the applicant's creative thinking, analytical skill, and ability to translate abstract concepts;
- provide evidence of the applicant's ability to convey scientific knowledge in broader, non-scientific contexts.

(2) Academic record (15 percent). For the Knauss Fellowship program, the graduate and undergraduate transcripts, as well as the curriculum vitae, are reviewed on the extent to which:

- the education and experience in the applicant's area of expertise are appropriate to the career stage;
- the applicant displays strength in academic performance and competitive course grades;
- records of publications and/or presentations are appropriate to the career stage, field, and institutional setting.

(3) Statement of career goals of the student (35 percent). For the Knauss Fellowship program, the career goal statement is reviewed on the extent to which:

- the goal statement is specific, direct, and concise while discussing what the applicant would bring to and gain from the Knauss fellowship;
- how clearly the applicant articulates a career or life goal;
- the goal statement provides evidence of creative thinking, analytical skill, and/or indicates the applicant's capacity and willingness to make connections between science and broader economic, social, and political issues;
- the goal statement demonstrates the applicant's ability to convey scientific knowledge in broader, non-scientific contexts;
- the goal statement includes clear objectives which align with the broader mission of the Sea Grant program and NOAA.

(4) Additional relevant experience related to diversity of education; extra-curricular activities; honors and awards; and interpersonal, written and oral communication skills (35 percent). For the Sea Grant Knauss Fellowship Program, relevant experience would be in marine or aquatic-related fields. The curriculum vitae and career goal statement are reviewed on the extent to which:

- the applicant has employment, volunteer, or extracurricular activities in relevant academic, applied, research, administration outreach, or policy positions;
- the experience in the applicant's area of expertise is appropriate to the career stage;
- the applicant has received relevant honors and awards;
- the applicant has shown interest in working with diverse stakeholders;
- the applicant's experience demonstrates a commitment to apply scientific expertise to serve society;

- the applicant's experiences show prior leadership roles relevant to career stage (e.g., student government, faculty committees, advisory committees, professional societies, community initiatives, etc.).

At the national review, evaluation criteria are identical to that at the state or territory level, except that in criteria (1), the letter of endorsement from the Sea Grant program director will also be considered.

All applicants will be evaluated solely on their application package according to the criteria listed. Therefore, letters of endorsement from members of Congress, friends, or relatives will not be accepted.

To learn more about the Knauss Fellowship:

<http://seagrant.noaa.gov/insideseagrant/Knauss-Fellowship>

Puerto Rico Sea Grant College Program contact information:

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