

# **2013 NWF Campus Ecology Fellowships** Request for Proposal

Topic: Stopping Expansion of Dirty Energy

**Location**: Colleges and Universities located in the following states:

Alaska, Illinois, Maine, Michigan, Montana, Nebraska, New Hampshire, North Dakota, Oregon, South

Dakota, Vermont, Washington, Wisconsin, Wyoming

## **Background:**

Coal, oil and natural gas reserves that remain untapped beneath our soil have the potential to overwhelm our planet with carbon pollution, and irreparably scar our landscape and destroy wildlife habitat. While efforts are increasing in the United States to reduce consumption of these fuels, whether by improving automobile standards or coal plant efficiency measures, the dirty energy market is still growing domestically and overseas in countries with far weaker environmental protections than our own.

Oil and coal companies are moving at a rapid pace to tap the largest and most easily accessible tracts of land in the U.S., and to use U.S. soil as the gateway for Canadian tar sands to reach the global market. To realize these profits means sacrificing America's landscape to feed a foreign addiction to carbonintensive energy sources. But profits are far from the only thing in play. What's at risk is far more important: Our precious natural resources sustain people and wildlife and are deeply rooted to local economies, cultures, and traditional values. Our rivers, streams, and aquifers will be the first casualties of dirty energy development, with impacts so great that ecological recovery will largely be impossible.

The tar sands fields in the northern Boreal forest, the coal reserves in the Wyoming/Montana Powder River Basin and Alaska, and the Bakken oil fields in North Dakota and Montana are united by a common thread: They are sacrifice zones for the sake of profits for Big Oil and Big Coal, and the resources found there are increasingly destined for foreign markets. These projects destroy America's landscape and lock in a future addiction to a fossil energy economy, at precisely the moment when we must jumpstart massive investments in alternative energy, and as we struggle with the moral imperative to address the largest environmental challenge we have ever faced: climate change.

**Goal:** In an effort to curb carbon pollution and prevent energy companies in the U.S. from expanding coal and oil development—and related infrastructure— this Fellowship will work closely with NWF's Dirty Fuels campaign to support efforts to stop new coal mines in Montana, Wyoming, and Alaska, prevent construction of proposed coal export terminals in the Pacific Northwest, and block the expansion of tar sands pipelines in the U.S. Project examples include, but are not limited to, outreach and engagement plans that grow NWF's youth advocacy engagement around these issues, educating and engaging key campus and school communities on the impacts of dirty energy development; authoring research projects on proposed projects and their impacts on wildlife, habitat, or climate

change, or organizing campus or community groups to engage in public advocacy opportunities such as rallies, town halls, and public hearings.

## **Key Responsibilities:**

## **Fellowship Program Requirements:**

- Participate in phone check-ins with NWF staff about project status and responsibilities
- Submit bi-monthly project updates throughout the Fellowship detailing the progress you have made and plans for the duration of your Fellowship via various mediums including written reports, video documentation, photographs, blog entries, etc.
- Post at least two entries on NWF's Campus Ecology Blog
- Secure at least two articles in campus and local press on your project, acknowledging NWF's Campus Ecology Program. Provide NWF with digital or printed copies of the articles
- Provide NWF with a minimum of eight high-resolution digital action images depicting you and your project. Include captions for each photo, names of people depicted and photo release information for each person depicted for us in NWF annual report and other media
- Serve as an ambassador for Campus Ecology's online, Student Environmental Leadership Initiative
- Participate in a fellowship training, either in-person or virtually, August 11 15, 2013. If training is held in-person, travel, hotel, and associated costs will be covered by NWF

## **Perks and Privileges:**

- Professional development training and networking
- Possibility of academic credit for successful completion of the project, as an independent study or integration of fellowship project into course curricula
- Free Campus Ecology resources

Eligibility: Graduate students from any college or university within the preferred areas listed above. Applications are invited from students in all disciplines and are not limited to environmental studies majors. Current and former employees of National Wildlife Federation and former NWF Campus Ecology Fellows are ineligible to apply. Former NWF interns are eligible to apply following one year from their final work date. The name on the application must be limited to **one individual** and the Fellowship reporting, training, or other requirements cannot be transferred to or shared with another student. Additional involvement should be noted in the proposal. The applicant must be enrolled in school through the duration of the 15 month grant period.

#### **Grant Terms:**

The Fellowship is for a term of 15 months. Fellows spend various amounts of time on their projects each week. The average amount of time spent is 10 hours weekly or 40 hours monthly. The fellowship project is a labor of love not a job. The time invested by each student is typically considerable, but it is also flexible to account for schoolwork and other commitments and the working style of each Fellow. Fellows will receive a stipend for their work. Any Fellowship-related expenses accrued during the Fellowship period should be covered by the stipend.

Fellows will receive a \$2,000 stipend. Payments are dispersed in two installments: First installments of grant awards are made within two weeks of awarding the fellowship, upon receipt of the signed grant

agreement. Upon receipt and approval of the final report the final grant payment will be released. Grant funds must be distributed to an Administrative Office on campus (e.g. Research, Grants and Contracts Office, Financial Aid Office, Campus Sustainability Office) to the attention of the appropriate administrator. Grant funds may be taxable; consult your tax advisor for U.S. Internal Revenue Service reporting requirements.

## How to Apply:

- 1. Carefully review the RFP
- 2. Review the proposal template (included at the end of this document)
- 3. Submit the following items as Word or PDF attachments via email to Fellows@nwf.org
  - Fellowship Proposal, using the template provided
  - Letters of recommendation as outlined in the proposal template

## The deadline to submit applications is Sunday, July 14, 2013

Applications are reviewed by a committee to determine which meet the selection criteria and fall within NWF Campus Ecology Fellowship Program. All applicants will be notified of their status within one month of their application deadline.

## Applications will be evaluated based on the following:

- Demonstrated interest in and experience working within or with diverse constituencies
- Engagement with students, faculty, community organizations, and businesses
- Plans for outreach to local and campus newspapers
- Interest in conservation of wildlife and habitat
- Strong communication skills of applicant to build diverse coalitions
- Initiative to overcome barriers and seek alternative avenues when necessary
- Proactive research and outreach to ensure project will successfully achieve the above
- Commitment to advancing environmental initiatives on academic, personal, and professional levels
- Desire to remain an active member in NWF after the conclusion of the Fellowship

NWF aspires to be an inclusive multi-cultural organization that celebrates the rich dimensions of diversity such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical abilities, religious and political beliefs. Diversity creates an awareness of and acknowledges respect for differences. Diversity at NWF translates into understanding and valuing each other's perspectives.

#### 2013 CAMPUS FELLOWSHIP APPLICATION: WHAT THE PROPOSAL SHOULD INCLUDE

## **Proposal Length: 2-3 Pages:**

1. Date

<sup>\*\*</sup>Please include the following in the subject line of your email: Stopping Dirty Energy Campus Fellowship Application

- 2. Header: Name, School, Full Mailing Address, Contact Information, Major, Year in School, Graduate Year, GPA
- 3. Summary: Title and project synopsis (2-5 sentences)
- 4. Purpose: Provide basic demographics about your campus. Include background information on status of environmental projects on campus. Why is your fellowship project a priority for your campus and/or community? How would your project support the goals of the Stopping Expansion of Dirty Energy campaign?
- 5. Short-term Results: Provide general information and 3-5 bulleted points explaining the specific and measurable results you expect from the project within the grant period.
- 6. Long-term Results: What specific and measurable environmental, social and economic benefits will the project provide for your campus and community? (2-3 bulleted points)
- 7. Participation and Support: What are the roles of faculty, staff, administrators, and other students in the project? Are there plans to ensure this project will become a lasting part of your campus procedures or infrastructure? Will you receive academic credit for this project? (one short paragraph)
- 8. Nomination Process: Were you nominated by a formal group or committee on campus to pursue this project? If yes, please list the group and main contact and briefly describe the nomination process. (2-3 sentences).
- 9. Education and Documentation: Explain your plans to strengthen campus and community awareness of your project issue, including K-12 schools if applicable. Include plans to ensure successful implementation of short and long-term results. (one to two short paragraphs)
- 10. Timeline: For each month of your project grant period outline your specific goals and objectives. Include estimated number of hours you plan on working on this project. (quarter page)
- 11. Evaluation: Provide information as to how you will assess your project. (one paragraph)
- 12. Qualifications and Interests: Provide a brief personal biography, explain your qualifications for the fellowship and include a photo of yourself. Include information about your familiarity with National Wildlife Federation (NWF), interest in working with NWF during and after your fellowship, as well as future professional and personal goals. (one paragraph)
- 13. Project Budget (half page) must include:

Please Note: It is the policy of National Wildlife Federation that all distributed grant funds must be allocated towards direct expenses. If awarded, this information will be provided to the Administrative Office to facilitate their oversight in distributing funds.

- a) If you are requesting funds to cover project expenses, include line item(s) specifying anticipated expenses.
- b) If you are requesting funds to convene other campuses, including line items(s) specifying anticipated expenses.

c) Line item(s), including narrative, specifying additional funding sources. Clarify if noted funds are "projects", "pending", "secured/committed" and/or "received."

14. Please confirm your availability to participate in a fellowship training, either in-person or virtually, August 11 - 15, 2013. If training is held in-person, travel, hotel, and associated costs will be covered by NWF.

\*Please note, that in applying for a Campus Ecology Fellowship you are agreeing to be a part of this training as a part of your fellowship requirements.

Please insert the following statement into your application:
I,, will be able to participate the fellowship training, August 11 - 15, 2013 if chosen as an NWF Campus Ecology Fellow."

## **Advisor, Grant Processor and Nomination Process:**

All applicants must identify and work with an Advisor and Grant Processor for the duration of the grant period. Information follows on the role of these contacts and you may also visit the Fellows Handbook at www.nwf.org/campusecology for additional background.

Please indicate if you will be available to attend the training in person, virtually or either.

<u>Advisor</u>: A member of the staff, faculty, or administration on your campus who is willing to serve in an advisory capacity for the duration of the grant period. The Advisor will be considered the second lead contact for the project. The advisor should be from the department on campus this is most closely related to your fellowship and can validate that the project is one that is supported by the department and/or campus that will implement and most closely benefit from the fellowship project.

<u>Grant Processor</u>: The main contact within the Administrative Office that will be responsible for overseeing the distribution of the grant funds.

<u>Nomination Process</u>: NWF often receives several applications in any given year from the same campus. Because we can only award one fellowship per campus per grant term, we strongly encourage a campus nomination process for Campus Ecology Fellows. A nomination process also helps ensure that the student selected will have broad support for implementing the project.

## Please submit the following supporting documents with the fellowship proposal via email to Fellows@nwf.org:

- 1. Secure electronic copies of two letters of recommendation:
  - a. One from the Advisor explaining the qualifications of the applicant, his or her role in advising the student, the nomination process (if any) for the students and the level of commitment by the wider campus to the goals of the fellowship. The letter should also explain how the project will meet the needs and the priorities of the department or wider campus for climate action, the role the advisor will play in supporting and implementing the project, and any other information that will help NWF understand how the campus can support the fellowship
  - b. A second letter of recommendation from a student peer, professional, or academic contact.

    \*\*While underscoring the candidate's ability, letters of recommendation should provide specific reference to the applicant's qualifications to carry out the fellowship. Please include full mailing

address, phone number, and email for each contact on the letters.

- 2. Secure electronic copy of a short statement of support from the Grant Processor the Grant Processor should read the "Request for Proposals" prior to providing the letter of support.
- 3. Gather any other supporting materials: articles, brochures, pictures, and diagrams (including site Dimensions, if applicable) should be submitted to facilitate an understanding of the fellowship initiative. Materials may be submitted electronically or in hard-copy format. (Note: materials will not be returned)

## SUBMIT FELLOWSHIP PROPOSAL AND LETTERS OF RECOMMENDATION TO FELLOWS@NWF.ORG. CALL 703-438-6265 WITH ANY QUESTIONS

\*\*Please include the following in the subject line of your email: Stopping Dirty Energy Campus Fellowship Application

## **Voluntary Self Identification Form**

National Wildlife Federation considers all applicants for positions based on individual merit and without regard to race, color, religion, sex, marital status, Veteran status, national origin, disability, sexual orientation or any other similarly protected status.

In an effort to comply with legal record keeping requirements we invite you to complete this applicant data survey. Your submission of the information is optional. The information provided in this section will not become part of your Applicant profile. Inclusion or exclusion or requested data will not influence the hiring decision.

Please choose the appropriate answer below. Note that if you have identified yourself as Hispanic or Latino/Latina, you may, but are not required to, select and additional category in Race.

#### Race/Ethnicity:

White – a person having origins in any of the original people of Europe, Middle East, or North Africa

Black or African American – A person having origins in any of the black racial groups of Africa

Hispanic – All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture origin, regardless of race.

Asian or Pacific Islander – All persons having origins in any of the original people of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native – All persons having origins in any of the original people of North America, and who maintain cultural identification.

#### **Gender:**

Female	2		
Gende	rneutral		
Gende	rqueer		
Male			
Other			

Date of birth: