

**National Oceanic and Atmospheric
Administration Office of Education**

**EPP/MSI Undergraduate Scholarship Program
Academic Year Research Project Plan**

Project Title: _____

Student's Name: _____

Research Mentor: _____

Work Phone: _____

E-mail Address: _____

Co-Mentor (if applicable): _____

Work Phone: _____

E-mail Address: _____

Project Description (minimum 150 words):

DUTIES: (List specific required tasks or procedures to be performed that are associated with the project. A minimum of four are required but more duties may be added.)

1. _____
2. _____
3. _____
4. _____

REQUIRED KNOWLEDGE AND ABILITY: (The objective is to learn skills, techniques, and experience hands-on research and/or policy in support of NOAA’s mission. A minimum of four are required but more may be added.)

1. _____
2. _____
3. _____
4. _____

GUIDANCE/SUPERVISION: (What type of guidance is provided and by whom?)

1. _____
2. _____
3. _____
4. _____

TIMELINE OF PROPOSED ACTIVITIES: (Please provide a timeline of monthly activities that will help you manage the time needed to complete the research project on schedule. Remember to include the due dates for the mid-year report (due mid-January) and the final report (due end of May).

NOAA Office of Education EPP/MSI Undergraduate Scholarship Program recipients are expected to demonstrate initiative in developing the research, discussing their goals, expectations, and progress with the mentor. The student's duties include, but are not limited to:

- keeping open communication with the research mentor to discuss progress, accomplishments, and challenges with the project
- managing time spent on activities to allow adequate progress to be made on the project
- submitting all required documents to the EPP/MSI team **on time** and assuring that these documents have been reviewed and approved by the research mentor
- CC research mentor on all correspondences about the project with the EPP/MSI team
- complete a mid-year report and final research report
- give an oral or poster presentation of the academic year research project

Mentor duties include, but are not limited to:

- guiding the student through the development of a NOAA-mission related research project
- providing technical and/or research guidance
- reviewing and providing approval to all documents submitted to the EPP/MSI team

It is required that the research proposed in this plan be summarized in a final research report. The final report should be a **minimum of seven pages** but **no more than ten** and include a cover page, abstract, body text which should include an introduction, methods, results, and discussion section, figures, references, and acknowledgements of your funding source and people who contributed to the completion of your research.

I have read the above Research Project Plan for the EPP Scholarship Program internship and agree to fulfill its requirements (signature required by scholar and mentor).

Student's Signature: _____

Date: _____

Research Mentor: _____

Date: _____

Co-Mentor: _____

Date: _____