



# MICKEY LE LAND ENERGY FELLOWSHIP

## INTERNSHIP PROGRAM

Sponsored by the U.S. Department of Energy Office of Fossil Energy

### 2018 MLEF Project Identification Form

MLEF Mentors serve as an advisor, role model, and teacher for a highly motivated student. Mentoring is a rewarding experience and an opportunity to help shape the educational and career paths of a future member of the STEM workforce. Serving as a mentor requires your *time* and *energy*, and a *commitment* to impart your knowledge and experience to your mentee, while ensuring that your Fellow successfully completes his/her project. Additional requirements include:

- Carefully review student applications and interview your top candidates prior to making a final selection.
- Communicate regularly with your fellow. Discuss project and expectations for the summer prior to start date.
- Maintain communication with your site advisor to ensure everything is set for the first day of the program.

As you consider serving as a MLEF mentor, assess if you have the time and energy needed to ensure that this is a meaningful experience for you and your fellow. You should be available during the program period (June 4 - August 10, 2018). Perhaps identify one (or more) colleagues who can support you and serve as co-mentors. You must be able to provide a research project to allow your Fellow to be fully engaged for the duration of the program.

Ready to request a 2018 MLEF Fellow? Simply complete this form, obtain approval from your management, and submit the form to your Site Advisor by **Thursday, November 30, 2017**. Site Advisors are listed at the end of this form. Contact [Sandra Peñaherrera](#), Program Manager, or your Site Advisor with any questions. You can find more information on the [FE Portal](#). **LBNL PROJECT DESCRIPTION ARE DUE 15 DECEMBER 2018**

Email completed project descriptions to [Sandra.Penaherrera@hq.doe.gov](mailto:Sandra.Penaherrera@hq.doe.gov) and [Ciflood@lbl.gov](mailto:Ciflood@lbl.gov) by 12/15/2018

If you are requesting multiple Fellows, you must complete a form for each student you wish to host. Each Fellow must have his/her own discrete project (or aspects of the larger project) that will foster learning and give them a sense of contribution. Please note that all project requests for Fellows require approval by your supervisor.

### Project Title

#### Section 1: Prospective Mentor Information

Name & Title Site Name

E-mail Phone

Office/Division Physical Address

Have you ever served as a MLEF mentor? Yes If no, list previous mentor experiences, if any.  
No

Name, title and e-mail of co-mentors, if any

---

## Section 2: Project Overview

List project goal.  
Indicate how this project  
relates to your work and  
the FE mission.

Describe project  
objectives. Include  
tasks and activities  
Fellow can expect to  
perform during the  
Program.

---

## Section 3: Prospective Fellow Information

Ideal level of education	College Sophomore	College Junior	College Senior
	Master's Student	Doctoral Student	

Preferred major(s)

Preferred skills (i.e.  
technical or software)

---

## Section 4: Approvals

The following individuals need to sign this form. Digital signatures are acceptable.

Supervisor Name & Title

Concur with Project	Yes	If no, please explain
	No	

Sign here (digital signatures preferred):

-----

Site Advisor Name

Concur with Project	Yes	If no, please explain
	No	

Sign here (digital signatures preferred):

-----

Office Director Name

Concur with project      Yes      If no, please explain  
   No

Sign here (digital signatures preferred):

---

---

## SITE ADVISOR CONTACT LIST

NETL	Patricia Adkins-Coliane	412-386-5388	<a href="mailto:patricia.adkins-coliane@netl.doe.gov">patricia.adkins-coliane@netl.doe.gov</a>
SPR	Kelly Schwehm	504-734-4476	<a href="mailto:kelly.schwehm@spr.doe.gov">kelly.schwehm@spr.doe.gov</a>
FE-20	Charli Williams	301-903-2819	<a href="mailto:charli.williams@hq.doe.gov">charli.williams@hq.doe.gov</a>
LBL	Colette Flood	510-495-2648	<a href="mailto:clflood@lbl.gov">clflood@lbl.gov</a>
LLNL	Tony Baylis		<a href="mailto:baylis3@llnl.gov">baylis3@llnl.gov</a>
PNNL	Wendy Chunn	509-375-2810	<a href="mailto:wendy.chunn@pnnl.gov">wendy.chunn@pnnl.gov</a>
SNL	Alix A. Acevedo	505-845-9456	<a href="mailto:aaaceve@sandia.gov">aaaceve@sandia.gov</a>
LANL	Scott Robbins	505- 663-5621	<a href="mailto:srobbins@lanl.com">srobbins@lanl.com</a>
ORNL	Bill Cox	865-241-6459	<a href="mailto:bill.cox@ornl.gov">bill.cox@ornl.gov</a>

If your site is not listed, contact Sandra Peñaherrera at 301-903-7938 or [sandra.penaherrera@hq.doe.gov](mailto:sandra.penaherrera@hq.doe.gov).

## 2018 IMPORTANT DATES

- Mentor Interest Forms Due to Site Coordinator: November 30, 2017
- Student Application Deadline: January 3, 2018
- Mentor Orientation: January 2018
- Student applications available for review: February 5, 2018
- Selection Deadline: March 2, 2018
- Mentor Kick-off: May 2018
- Program Dates: June 4 to August 10, 2018
- Fellows Kick-off: June 11, 2018 in Washington, DC
- Technical Forum: August 5-10, 2018 in Pittsburgh, PA

**Note: LBNL Interns are required to attend Technical Forum 5 August 2018**