EDO Principal Correspondence Control

FROM: Margaret Spelling
Department of Education

DUE: 08/24/07

EDO CONTROL: G20070486
DOC DT: 06/20/07
FINAL REPLY:

TO:

Chairman Klein

FOR SIGNATURE OF : Chairman Klein

** PRI **

CRC NO: 07-0452

DESC:

Annual Federal Plan on Executive Agency Actions to Assist Historically Black Colleges and Universities (EDATS: SECY-2007-0224) (Due to DOE 9/28/07)

ROUTING:

Reyes
Virgilio
Kane
Ash
Ordaz
Cyr/Burns
McGowan, OEDO

DATE: 07/05/07

ASSIGNED TO: SBCR

CONTACT: Kelley

SPECIAL INSTRUCTIONS OR REMARKS:

Template: SECY-017

E-RIDS: SECY-01

OFFICE OF THE SECRETARY
CORRESPONDENCE CONTROL TICKET

Date Printed: Jul 05, 2007 15:38

PAPER NUMBER:	LTR-07-0452	**LOGGING DATE:**	07/05/2007
ACTION OFFICE:	EDO		
AUTHOR:	Margaret Spellings		
AFFILIATION:	DOED		
ADDRESSEE:	CHRM Dale Klein		
SUBJECT:	Request for Annual Federal Plan on Executive Agency Actions to assist Hostorically Black Colleges and Universities		
ACTION:	Signature of Chairman		
DISTRIBUTION:	RF		
LETTER DATE:	06/20/2007		
ACKNOWLEDGED	No		
SPECIAL HANDLING:	Chairman Correspondence Plan due NLT Friday, September 28, 2007		
NOTES:			
FILE LOCATION:	ADAMS		
DATE DUE:	09/19/2007	**DATE SIGNED:**	

EDO --G20070486

THE SECRETARY OF EDUCATION
WASHINGTON, DC 20202

June 20, 2007

Honorable Dale E. Klein
Chairman
Nuclear Regulatory Commission
11555 Rockville Pike
Rockville, Maryland 20852

Dear Dr. Klein:

The U.S. Department of Education is the lead agency designated to implement the provisions of Presidential Executive Order 13256. Presidential Executive Order 13256 requires each federal agency to submit to the U. S. Department of Education an "Annual Federal Plan on Executive Agency Actions to Assist Historically Black Colleges and Universities." To assist you with developing your organization's Annual Federal Plan, enclosed are instructions that outline the data that must be included in the plan. These instructions are also being sent directly to your agency's representative on historically black colleges and universities.

I am requesting your assistance in ensuring that the Annual Federal Plan is developed for your organization and is returned to the White House Initiative on Historically Black Colleges and Universities, housed within the U.S. Department of Education, no later than September 28, 2007. The documents received from participating agencies will be compiled into a single Annual Federal Plan for fiscal year 2008 for submission to the President.

We are continuing to work to ensure that our nation's historically black colleges and universities receive the support necessary to enhance their ability to provide excellence in education. I appreciate your efforts to support these institutions.

Sincerely,

Margaret Spellings

Enclosures

CHAIRMAN REC'D
07 JUL -3 PM12: 12

Fiscal Year 2008 Instructions

For Preparing the

ANNUAL FEDERAL PLAN
ON
EXECUTIVE AGENCY ACTIONS TO ASSIST HISTORICALLY BLACK COLLEGES AND UNIVERSITIES

Prepared by

The White House Initiative on
Historically Black Colleges and Universities
Under Presidential Executive Order 13256

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Part I

Instructions and Guidelines for Preparing the Annual Federal Plan on Executive Agency Actions to Assist Historically Black Colleges and Universities

Section A: Executive Summary

Section B: Summary of Projected Total Agency Awards, by Category

The Part I. Section B form is provided for projecting total funding, by category, that will result from agency initiatives to strengthen HBCUs. Report only those categories your agency plans to support in FY 2008.

These categories are:

1. Research and Development
2. Program Evaluation
3. Training
4. Facilities and Equipment
5. Fellowships, Internships, Traineeships, Recruitment, and Arrangements under the Intergovernmental Personnel Act (IPAs)
6. Student Tuition Assistance, Scholarships, and Other Aid
7. Direct Institutional Subsidies
8. Third-Party Awards
9. Private-Sector Involvement
10. Administrative Infrastructure
11. Other Activities

Section C. FY 2008 Projected Awards Narrative

Provide a narrative description of activities and programs that support each of the 11 program categories identified in Part I. Section B. If there is a significant variance in the total, please include a brief statement.

By **September 28, 2007**, a copy of your agency's Annual Federal Plan should be received in the following office:

U. S. Department of Education
White House Initiative on HBCUs
1990 K Street, N.W., 6th Floor
Washington, D.C. 20006-5120
Attn: Barbara Lindler
Tel: (202) 502-7900
Fax: (202) 502-7879

For further information, please contact Barbara Lindler at the U.S. Department of Education at (202) 502-7894.

Part I. Section B

Summary of Projected Agency Awards by Category

1. AGENCY: _____

2. DATE: _____

3. TOTAL FUNDS FOR AWARDS TO INSTITUTIONS OF HIGHER EDUCATION (IHEs):
$_____

CATEGORY	FY 2008 Projected Funds to IHEs	FY 2008 Projected Funds to HBCUs	Projected Funds to HBCUs as % of Projected Funds to IHEs
1. Research and Development			
2. Program Evaluation			
3. Training			
4. Facilities and Equipment			
5. Fellowships, Internships, Traineeships, Recruitment, and IPAs			
6. Student Tuition Assistance, Scholarships, and Other Aid			
7. Direct Institutional Subsidies			
8. Third Party Awards			
9. Private Sector Involvement			
10. Administrative Infrastructure			
11. Other Activities			
Total			

Part II

Definitions of Terms

The following definitions apply for the purpose of reporting the FY 2008 Annual Federal Plan:

Administrative Infrastructure: The management and administrative framework of an institution of higher education.

Agency: All executive departments, establishments, and agencies of the federal government.

Award: Funds that an agency provides to an institution of higher education under a grant, contract, or other assistance.

Contract: A legal instrument reflecting a relationship between a federal agency and an institution of higher education where the principal purpose is to acquire (by purchase, lease, or barter) goods or services.

Direct Institutional Subsidies: Federal financial support to institutions of higher education for education and general expenses where the federal government either places no restrictions on the uses to which the funds may be put or where the federal government provides a broad range of allowable activities within which the institution has discretion to use the funds.

Facilities and Equipment: Structures, works, fixed equipment, major repairs, or alterations to: structures, works, fixed equipment, facilities, or land for use by an institution of higher education. Also included in this category are major repairs and alterations to these sites.

Fellowships, Internships, Traineeships, Recruitment, and Arrangements under the Intergovernmental Personnel Act (IPAs): Cooperative education, student and faculty internships, visiting professorships, and personnel and student recruitment at institutions of higher education.

Grant: The method of transferring property, money, services, or anything of value to a recipient in order to accomplish a public purpose authorized by statute when the agency is not anticipated to be substantially involved in performing the activity.

Historically Black Colleges and Universities (HBCUs): The Higher Education Act of 1965, as amended, defines an HBCU as: "...any historically black college or university that was established prior to 1964, whose principal mission was, and is, the education of black Americans, and that is accredited by a nationally recognized accrediting agency or association determined by the Secretary [of Education] to be a reliable authority as to the quality of training offered or is, according to such an agency or association, making reasonable progress toward accreditation...."

Institution of Higher Education (IHE): Any postsecondary education institution in the United States or its territories that offers at least two years of college-level studies. Qualified institutions are listed in the *Education Directory: Colleges and Universities*, published by the U.S. Department of Education's National Center for Education Statistics.

Measurable Objectives: Agency activities or support for HBCUs that can be quantitatively measured in dollar amounts or in discrete, nonfinancial units of measure.

Program Evaluation: Actions to assess the effectiveness of institutional programs and activities, as well as the effectiveness of federal programs and activities. In many cases, program evaluation activities are conducted on a continuous basis and are frequently included as salaries or other budgetary expenses.

Research and Development (R&D): Studies, observations, and other activities concerned with the identification, description, experimental investigation, and theoretical explanation of social, physical, and behavioral phenomena. Implementation activities are also included in R&D.

Student Tuition Assistance, Scholarships, and Other Aid: Federal funds awarded to an institution of higher education for students or awarded directly to students for payment of such charges as tuition and room and board.

Technical Assistance: Direct help or services to institutions of higher education in key areas such as writing proposals, negotiating awards, and managing programs and finances.

Third-Party Awards: Organizations or other entities receiving federal awards on behalf of one or more historically black colleges or universities. Examples of such entities include: the National Association for Equal Opportunity in Higher Education (NAFEO); The College Fund/UNCF; National Laboratories, such as Los Alamos or Lawrence Livermore; and various foundations and associations.

Training: Using professional personnel (federal and non-federal) to acquire or enhance knowledge or skills at an HBCU.

Part III

FY 2008 Annual Federal Plan on Executive Agency Actions to Assist Historically Black Colleges and Universities

Transmittal Sheet

Department/Agency:_____

Agency Representative

Name:_____

Title: _____

Phone:_____

Fax:_____

E-mail: _____

Agency Liaison

Name:_____

Title:_____

Phone:_____

Fax:_____

E-mail: _____

Return this sheet to the White House Initiative Office.

Federal Register
Vol. 67, No. 31
Thursday, February 14, 2002

Presidential Documents

Title 3—

The President

Executive Order 13256 of February 12, 2002

President's Board of Advisors on Historically Black Colleges and Universities

By the authority vested in me as President by the Constitution and the laws of the United States of America, in order to advance the development of the Nation's full human potential and to advance equal opportunity in higher education, to strengthen the capacity of historically black colleges and universities to provide the highest quality education, and to increase opportunities for these institutions to participate in and benefit from Federal programs, as do other colleges and universities, it is hereby ordered as follows:

Section 1. There is established, in the Office of the Secretary of Education, a Presidential advisory committee entitled the "President's Board of Advisors on Historically Black Colleges and Universities" (Board). The Board shall prepare and issue an annual report to the President on the results of the participation of historically black colleges and universities in Federal programs. The Board also shall provide advice to the President and to the Secretary of Education (Secretary) regarding the needs of historically black colleges and universities in the areas of infrastructure, academic programs, and faculty and institutional development. In the annual report to the President, the Board shall make recommendations on how to increase the private sector role, including the role of private foundations, in strengthening historically black colleges and universities. Particular emphasis should also be given in the report to enhancing institutional planning and development, strengthening fiscal stability and financial management, and improving institutional infrastructure, including the use of technology, to ensure the long-term viability and enhancement of these institutions.

Sec. 2. The Board shall be appointed by the President. The Board membership shall include sitting presidents of historically black colleges and universities, representatives of other higher education institutions, business and financial leaders, representatives of private foundations, and secondary school administrators. The President shall designate a Chair or Co-Chairs from among the members.

Sec. 3. The White House Initiative on Historically Black Colleges and Universities (Initiative), located in the Office of the Secretary of Education, shall: (1) provide staff, resources, and assistance to the Board; (2) assist the Secretary in performing the liaison function between the executive branch and historically black colleges and universities; and (3) serve the Secretary in carrying out the responsibilities described in section 6 of this order.

Sec. 4. To carry out this order, each executive department and agency identified by the Secretary may, consistent with applicable law and regulations, enter into appropriate grants, contracts, or cooperative agreements with historically black colleges and universities. The head of each department or agency so identified shall establish an annual plan that will establish clear goals for how the department or agency intends to increase the capacity of historically black colleges and universities to compete effectively for grants, contracts, or cooperative agreements and to encourage historically black colleges and universities to participate in Federal programs. The department's or agency's annual goal should be clearly reflected in the department's or agency's annual budget submission to the Office of Management and

Budget. To facilitate the attainment of these goals, the head of each department or agency identified by the Secretary shall provide, as appropriate, technical assistance and information to historically black colleges and universities regarding the program activities of the department or agency and the preparation of applications or proposals for grants, contracts, or cooperative agreements.

Sec. 5. Each executive department and agency identified by the Secretary shall appoint a senior official, who is a full-time officer of the Federal Government, to report directly to the department or agency head with respect to department or agency activity under this order, and to serve as liaison to the Board and to the Initiative. To the extent permitted by law and regulations, each executive department and agency identified by the Secretary shall provide appropriate information requested by the Board and staff pursuant to the order.

Sec. 6. Each executive department and agency identified by the Secretary shall develop an annual plan for, and shall document the agency's effort in, increasing the capacity of historically black colleges and universities to participate in Federal programs. Each department's and agency's plan shall describe new or existing department and agency programs and measurable objectives for proposed department and agency actions, in connection with those programs, to achieve the purposes of this order. These plans shall be submitted at such time and in such form as the Secretary shall require. In consultation with the participating departments and agencies, the Secretary shall review the plans and develop, with the advice of the Board, an integrated Annual Federal Plan for Assistance to Historically Black Colleges and Universities for submission to the President. The Secretary shall provide the president of each historically black college and university with a copy of, and an opportunity to comment on, the proposed Annual Federal Plan prior to its submission to the President. Each participating department and agency shall submit to the Secretary an Annual Performance Report that shall measure each department's and agency's performance against the objectives set forth in the department's or agency's annual plan. The Secretary shall be responsible for monitoring compliance with the Annual Federal Plan after it is approved by the President.

Sec. 7. In developing its annual plan, each executive department and agency identified by the Secretary shall emphasize programs and activities that develop the capacity of historically black colleges and universities to contribute to the development of human capital and to strengthen America's economic and technological base through: (1) infrastructure development and acquisitions for instruction and research; (2) student and faculty doctoral fellowships and faculty development; (3) domestic and international faculty and student exchanges and study-abroad opportunities; (4) undergraduate and graduate student internships; and (5) summer, part-time, and permanent employment opportunities.

Sec. 8. Each year, the Board shall report to the President on the progress achieved in enhancing the capacity of historically black colleges and universities to serve their students, including findings and recommendations for individual departments and agencies in connection with their Annual Performance Reports, as described in section 6 of this order.

Sec. 9. The Board, in consultation with the Department of Education and other executive departments and agencies, shall develop a Private Sector Strategy to assist historically black colleges and universities in: (1) increasing voluntary private-sector contributions to support the enhancement of endowments and the overall financial stability of such institutions; (2) improving and enhancing the quality and number of private-sector partnerships focused on academic program development, student achievement and faculty development, cooperative research and development projects, and faculty exchanges; and (3) improving information management, and facilities, and strengthening academic course offerings.

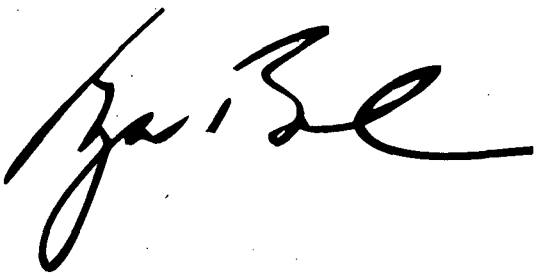
Sec. 10. (a) The provisions in this Executive Order shall be implemented to the fullest extent permitted by law.

(b) The Department of Education shall provide funding and administrative support for the Board and the Initiative.

(c) Members of the Board shall serve without compensation, but shall be reimbursed for all travel expenses, including per diem in lieu of subsistence, as authorized by law;

(d) Insofar as the Federal Advisory Committee Act, as amended, may apply to the Board, any functions of the President under that Act, except for those in section 6 of that Act, shall be performed by the Department of Education, in accordance with the guidelines that have been issued by the Administrator of General Services.

Sec. 11. Executive Order 12876 of November 1, 1993, as amended, is hereby revoked.



THE WHITE HOUSE,
February 12, 2002.

[FR Doc. 02–3826
Filed 2–13–02; 8:45 am]
Billing code 3195–01–P

THE OFFICE O[illegible]
WASHINGTON, D.C. 20202-[illegible]

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FIRST CLASS

Honorable Dale E. Klein
Chairman
Nuclear Regulatory Commission
11555 Rockville Pike
Rockville, Maryland 20852