

Overview

DEED uses a web-based management system that includes an online scholarship application. We have kept the application process simple so utilities and students with limited resources can apply for funding quickly and easily. The following instructions will help get you started.

The Demonstration of Energy & Efficiency Developments (DEED) program is dedicated to improving the operations and services of public power utilities by supporting and demonstrating its members' innovative activities through research, funding and education. Goals of the scholarship program are to introduce students to career opportunities in public power, support students entering technical programs and majors in short supply and high demand by the utility industry, and to provide assistance to DEED-members that sponsor scholarships.

A key benefit of utility membership in DEED is the ability to apply for an Intern to work at your utility using DEED scholarship funding. Students may also apply for DEED scholarships directly, although in most cases they will need a DEED member to sponsor their application.

Who Can Apply?

Depending on the scholarship, a student and/or DEED member utility may apply for scholarship funding. Students who apply must be accepted or enrolled in a full-time vocational school or accredited college or university. This includes high school seniors through graduate students. Utility applicants must recruit a student for the project/internship. Only students may apply for the Technical Design Project and Educational Scholarship.

Contact Information

DEED Website
www.PublicPower.org/DEED

Scholarship Website
<http://tinyurl.com/APPASchol>

Email
DEED@PublicPower.org

Phone
(202) 467-2942 or 2960

When Can I Apply?

There are two deadlines to apply each year: Feb. 15 and Oct. 15. The web-based application is available beginning at least two months before the application deadline.

How Much Funding May I Obtain?

The amount of funding depends on the scholarship. Scholarships for \$2,000; \$4,000; and \$5,000 are available.

Four Types of Scholarships Available

DEED offers four types of scholarships to full-time students accepted or enrolled in vocational schools or accredited colleges and universities, encompassing high school seniors through graduate students. They are: educational scholarships, student research grants, student internships and technical design projects. The scholarships are designed to create public power-focused learning opportunities for DEED scholarship recipients and to foster mentoring opportunities between scholarship recipients and staff at DEED-member utilities.

The scholarships support energy-focused research projects, senior technical design projects, utility internships, and students studying in technical programs and majors in short supply and high demand by the utility industry.

How Can I Apply?

New Applicants

First-time users of the web-based system must:

1. Contact DEED@PublicPower.org to obtain login information for the application website. You will need to provide your contact information including email, phone and address. DEED staff will then send you instructions to apply and a username and password to enter the scholarship application site.
2. Login to website, tinyurl.com/APPASchol, using your username and password, select the appropriate application, and proceed.

Applicants with existing login credentials may begin a new application as soon as the funding cycle opens.

1. Login to the scholarship application site at tinyurl.com/APPASchol. It will open to your home page (titled Application Status).
2. Review your contact and organization information and make any necessary updates.
3. To start a new application, select "Apply" in the left hand navigation bar.
4. Read the application instructions, select the appropriate application process and proceed.

We recommend all applicants review the funding area of the DEED website at www.PublicPower.org/DEED for the most up-to-date scholarship instructions and requirements.

Application Process and Timeline

Applications submitted by the due date will be reviewed for completeness. Incomplete applications will not be reviewed by the DEED board.

Complete applications are forwarded to American Public Power Association (APPA) staff for review and evaluation. After APPA staff reviews the application, it is forwarded to the DEED board of directors for review.

The DEED board meets twice a year to discuss and vote on applications. DEED board decisions are final. Applicants are notified of the board's decision by phone within 10 business days of the board meeting. Prior to receiving any scholarship funds, each student and his or her sponsoring utility must complete, sign and return a scholarship agreement. Educational scholarships follow a different process.

DEED Scholarship Types

Educational Scholarships

Provides funding to support the education of students working toward technical careers that are in short supply and high demand by electric utilities.

- Targets high school seniors and undergraduate students pursuing a major/degree that could lead to an electric utility career.
- Target of 10 awards annually.
- Must be a full-time student at a vocational school, accredited college or university in the United States.
- Applications must be submitted to DEED by the required deadline.
- Transcript of student's academic record must be mailed directly to APPA by the authorizing entity by the required deadline. Transcripts issued to students are not acceptable.
- \$2,000 per scholarship paid directly to student's university.
- Requires DEED member sponsor/mentor.

Student Internships

These paid internships provide work experience at a DEED member electric utility.

- Targets undergraduate & graduate students.
- Combined target of 10 internships and student research grants annually.
- Must be a full-time student at a vocational school, accredited college or university in the United States.
- Applications must be submitted to DEED by the required deadline.
- Transcript of student's academic record must be mailed directly to APPA by the authorizing entity by the required deadline. Transcripts issued to students are not acceptable.
- \$4,000 plus up to \$1,000 in travel funds to attend applicable conference.
- DEED pays utility; utility pays student.
- Mid-point report, final report and abstract are required.
- Requires DEED member sponsor/mentor.

Student Research Grants

These student grants provide funding to support research in an energy-related project sponsored by a member utility.

- Targets undergraduate & graduate students.
- Combined target of 10 internships and student research grants annually.
- Must be a full-time student at a vocational school, accredited college or university in the United States.
- Applications must be submitted to DEED by the required deadline.
- Transcript of student's academic record must be mailed directly to APPA by the authorizing entity by the required deadline. Transcripts issued to students are not acceptable.
- \$4,000 plus up to \$1,000 in travel funds to attend applicable conference.
- DEED pays utility; utility pays student.
- Mid-point report, final report and abstract are required.
- Requires DEED member sponsor/mentor.

Technical Design Projects

Provides funding to support students working on a technical project of interest to electric utilities.

- Targets college juniors, seniors and graduate students; especially those working on a senior technical design project.
- At least one project awarded annually.
- Must be a full-time student at an accredited college or university in the United States.
- Applications must be submitted to DEED by the required deadline.
- Transcript of student's academic record must be mailed directly to APPA by the authorizing entity by the required deadline. Transcripts issued to students are not acceptable.
- \$5,000 paid directly to student by DEED.
- Up to \$3,000 in travel funds to share project results at APPA's Engineering & Operations Technical Conference
- Mid-point report, final report and abstract are required.

Frequently Asked Questions

I need funds to help pay for college. Can a DEED scholarship help?

All of our scholarships provide funding. Some require the student to do work (i.e., our student research grant, internship and technical design project scholarships). Our educational scholarship is designed to help fund the education of a student pursuing a degree that could lead to an electric utility career and does not require the student to work on a separate project.

I want to do energy research. Which DEED scholarship should I apply for?

You could apply for a student research grant or internship. If the research is technical or you are planning to work on a senior project, you could also apply for DEED's technical design project.

What are the responsibilities of the DEED member sponsor/mentor?:

- Must remain a DEED Member while the scholarship is active
- Act as a mentor and resource to the student
- Provide student with knowledge of career opportunities in public power
- Review the student's research and provide feedback
- Distribute funding to the student from DEED (only for the student internship and student research grant)
- Agree to at least one of the following:
 - Provide an opportunity for the student to shadow an employee
 - Share information by conducting a tour and briefing at the sponsor's utility
 - Invite the student to assist and participate in special events at the utility, such as programs during public power week or at local schools
 - Provide a mentor to the recipient who can share information on career opportunities

How do I find a DEED member to sponsor my scholarship application?

A list of DEED members are found on the website. Go to www.PublicPower.org/DEED and choose the DEED member tab. We recommend selecting a utility that is close to where you will be located during the time frame of the scholarship. Once you have chosen a utility, email DEED at DEED@PublicPower.org and request contact details for that utility.

What are the student and utility requirements for DEED scholarships?

The requirements for DEED Scholarships can be found in the DEED Policy Manual and on the DEED website. Go to www.PublicPower.org/DEED, choose the funding tab, then select the link to DEED Project Reporting Requirements.

What is the length of a DEED scholarship?

We leave the time frame of the scholarship up to the student and his or her utility sponsor or university adviser in the case of the technical design project. The student must coordinate the time frame and all other aspects of the research, internship or project with the utility sponsor/university adviser. The time frame will depend on the work the student will be doing. For example, the student might work on an internship full time during the summer or part time over the course of one or two semesters.

How do you suggest I choose a project or topic for a student research grant, internship or technical design project?

Any topic that would be of interest to an electric utility (such as reliability, safety, security, energy efficiency, generation, distribution, telecommunications, and conservation) would make an appropriate topic. It is best to choose something in coordination with your DEED-member sponsor or your university adviser in the case of the technical design project. See what topics are of interest to them. Consider research that would be useful to the specific utility or the electric industry in general.

What happens after I submit my application?

After the deadline, each application is reviewed by an American Public Power Association staff member. Their review is then given to the DEED board of directors. The 12-member board of directors reviews each application and meets to vote on the applications. DEED program staff notify applicants about the board's decision via phone call and letter. This process usually takes two to three months from the application deadline.

FAQs Related to the Web-Based Application System

What is the "Dashboard"?

The Dashboard is the area on the web-based application system that allows scholarship recipients to see the status of applications and contact information we have for you on file.

Is there a spell checker in the application software?

There is no spell checker, but the Google Chrome browser has spell check.

How do I get an authorized signature from my sponsoring utility?

If you are a student and need your utility sponsor's signature for your application, it is best to meet your sponsor in person. If you are unable to meet the utility in person for the authorized signature, mail or scan and email the signature form (included in the web-based application) with a copy of your proposed application to the utility. Have the utility sign the form and mail or scan and email it back to you so you may upload it into your application.

I do not have a scanner to upload my authorized signatures. What do I do?

In the left hand navigation bar, you will see a "Fax to File" button. This feature enables you to convert hard copy documents to a digital format so they may be uploaded into your scholarship

application. You will fax documents you wish to convert to a toll-free number. The converted documents will be available to download to your computer in pdf format. You may then upload the document in the appropriate field within your application.

When I select "Save as Draft" I am ejected from the application. What do I do?

Every time you save an application, you will be taken to a save confirmation page. This confirmation page verifies that your work was actually saved. You may return to work on your application at any time before submitting. If you wish to return immediately to your application, select "Continue" on the save confirmation page.

When I choose Enter to move to the next question I am ejected from the application. What do I do?

Pressing the Enter button on your keyboard will automatically save your application and take you to a save confirmation page. If you wish to immediately return to your application, choose "Continue" on the save confirmation page. If you do not wish to save your application you can simply choose the Tab key on your keyboard to move to the next question.



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