



**United States Department of Agriculture
Hispanic-Serving Institutions National Program**

November 14, 2011

TO: Tom Tidwell
Chief
USDA/Forest Service

FROM: Maria Goldberg *Maria Goldberg*
Executive Director
USDA-HSI National Program

SUBJECT: 2012 USDA HSINP Student Programs

I would like to invite your agency to participate in the student programs available for 2012 through the USDA Hispanic-Serving Institutional National Program office (HSINP). The USDA HSINP attracts highly motivated and talented students from across the country. Our student programs are designed to expose both undergraduate and graduate students to the federal sector to gain valuable professional experience that complements their education. Students are recruited based on academic performance, leadership, and community service. The two programs are:

USDA Public Service Leaders Scholarship Program (PSLS)

The USDA PSLS was created in 2002 in response to USDA's human capital challenges. It is part of a comprehensive effort to increase diversity and create an effective workforce investment initiative in mission critical areas. Scholars enter into an agreement with the USDA to receive full-tuition scholarships, provided by the participating agency. Upon graduation, scholars become permanent employees of the USDA and work for USDA for one year for each year of educational assistance received. The investment made by grooming our own comes back as talented students become permanent hires who understand the inner workings of their agency.

HACU National Internship Program (HACU)

The USDA-HACU National Internship Program addresses your agency's workforce planning needs by aligning education and training to meet future position requirements. The program has successfully pipelined qualified and talented students into the Department since 1994. In FY10, USDA retained 28% of HACU interns as permanent employees, SCEPs, CIPs, or returned as a HACU intern for a subsequent session. The USDA-HACU National Internship Program is an excellent opportunity to identify highly qualified candidates for future employment. Your commitment to the HACU National Internship Program will further enhance the USDA-HACU partnership.

Thank you in advance for your support and participation as we aim to assist you in your workforce development efforts. Attached is information on program contact, cost and important dates.

2012 USDA HSINP STUDENT PROGRAMS IMPORTANT DATES AND PROGRAM COSTS

USDA PUBLIC SERVICE LEADERS SCHOLARSHIP PROGRAM (PSLS)

Program cost covered by agency include: full scholarship which includes payment of tuition, books, and related fees. Round-trip transportation to leadership training in Washington, DC for two consecutive years and to intern's internship location.

**The deadline to submit a request to host a student under the USDA PSLs program is
Friday, January 20, 2012**

HACU NATIONAL INTERNSHIP PROGRAM (HACU)

Agencies can participate in three sessions for Fiscal Year 2012. Below are the program costs covered by the agency and dates for each session. The cost includes the intern's pay, airfare to DC for orientation and to the internship location, emergency/accidental insurance for the intern and administrative costs.

Spring 2012

- Cost: \$13,498
- Program Dates: January 16 – April 27, 2012 for a total of 15 weeks
- **Deadline to submit requests for Spring 2012: Friday, December 2, 2011**

Summer 2012

- Cost: \$10,559
- Program Dates: June 4 – August 10, 2012 for a total of 10 weeks
- **Deadline to submit requests for Summer 2012: Friday, January, 20, 2012**

Fall 2012

- Cost: \$13,606
- Program Dates: August 27 – December 7, 2012 a total of 15 weeks
- **Deadline to submit requests for Fall 2012: Friday, June 29, 2012**

If your agency is interested in utilizing either of the programs above, please contact Sandra Cortez, HSI National Student Program Manager, at (202) 720-6506 or Sandra.Cortez@osec.usda.gov.