Dear Student:

Thank you for your interest in the Udall Scholarship. Kansas State University can nominate up to eight students to compete nationally for the Udall, four in the environmental category and four in the tribal policy/healthcare category. These instructions tell you how to compete for that nomination.

The campus deadline is **November 29, 2021**. Those applicants selected as nominees will then revise and submit their applications nationally by **March 2022** through the Udall website.

We appreciate the fact that our candidates represent Kansas State University very well in the national applicant pool and will, to recognize that fact, award a **$1000** scholarship to each student we nominate.

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In addition to this file, you should download the **Sample Udall Scholarship Application:**

http://www.ksu.edu/nationalscholarships/2021_Udall_Campus_Application.doc

We use the sample application as the K-State Campus Application Form. If you still have questions after reading this document, please contact me. I am more than happy to talk with prospective applicants.

The campus committee looks forward to reading your application.

Sincerely,

**Jim Hohenbary**
Udall Faculty Representative
Kansas State University
**204 Leadership Studies Building**
Manhattan, KS 66506
**(785) 532-3422**
jimlth@ksu.edu
Udall Campus Application Instructions for 2021-2022

The Udall Foundation will award 55 scholarships of $7000. The current application cycle will provide funding for Academic Year 2021-22.

We can nominate up to eight students to compete nationally, four in the environmental category and four in the tribal policy/healthcare category.

These instructions detail how to compete for that nomination as a K-State student.

General Overview

- We are NOT using the online Udall application at the campus level. We are making use of their fillable sample application instead, which you can download at: 2021_Udall_Campus_Application.doc
- The campus deadline is Monday, November 29, 2021. My office should receive all parts of the application by 5 PM on that day. Late applications will be accepted but may not receive priority consideration. Please mail or deliver it to the following address:
  
  Jim Hohenbary  
  204 Leadership Studies Building  
  Kansas State University  
  215 Fairchild Hall  
  Manhattan, KS 66506

- Make sure you are eligible to apply. Review the checklist on Page Five of this document.

- A complete campus application will consist of:
  
  - Three Letters of Recommendation (at least)
  - Transcripts
  - Completed Sample Udall Scholarship Application (Sections A-E). Again, you should download that document at: 2021_Udall_Campus_Application.doc

Instructions for Letters of Recommendation

- Start by asking your letter writers if they are willing to write strong letters on your behalf. Seek out a different recommender if they are hesitant. Lukewarm letters will not help you.

- Complete and give the Udall Recommendation Request Form on Page Six to each of your recommenders.

- Submit the Instructions for Udall Recommenders on Page Seven to each of your recommenders.

- As a general rule of appropriate etiquette, it is recommended that you request letters of recommendation at least three weeks before they are due.

- Consider sharing your résumé and some information about your goals with your recommenders.

- You must provide at least three letters of recommendation. However, we are happy to consider up to
six at the campus level.

- Request letters from professors, supervisors and/or advisors. The best letters come from people who know you well and have seen your commitment to the goals you discuss in the application. Include at least one letter from K-State faculty. The Udall Foundation says that “the best evaluations are from faculty members in your field of study.”

- We do not upload letters of recommendation into the online portal at this point in the process. Recommenders submit their letters directly to Jim Hohenbary (as indicated on Page Seven) for the campus selection process.

- Please note that letters of recommendation received by the Udall Faculty Representative (Jim Hohenbary) will be treated as confidential documents. They will only be shared with the Udall Nominating Committee, and potentially with the national competition if you are nominated. Students will NOT be allowed to view letters submitted on their behalf.

If you wish to see a letter written on your behalf, you must make that request to the recommender and only in accordance with what you have indicated in the Udall Recommendation Request Form on Page Six.

**Instructions for Transcripts**

- We do not upload transcripts to the online portal during the campus process. I want copies sent directly to my office (in either paper or electronic format). Unofficial copies are acceptable, but DARS reports are not.

- Use your KSIS Student Center to order all K-State transcript from the Registrar and send it to my office (refer to the address on the previous page). The campus committee will not obtain one for you. All transcripts should arrive by the deadline.

- Order transcripts from ALL other schools where you have earned ANY college credit.

**Instructions for the Actual Application**

- Complete Parts A-E of the fillable Sample Udall Scholarship Application: [2021 Udall Campus Application.doc](#).

  You can either print the completed application and submit it to 204 Leadership Studies or send it to me electronically at jimlth@ksu.edu.

- Limit your answers to the space provided. If your résumé exceeds that space, items that evince your commitment to the environment or tribal policy/healthcare are particularly important to include.

- Make the time to prepare an organized, thoughtful and precise application. Check your spelling. Choose your words carefully.

- To write the Nominee Essay (Part E) you will need to do some research regarding Morris and/or Stewart Udall. I have some useful resources in my office, including some printed compilations of speeches and articles. Please come and browse them (you can borrow them as well). Samples of successful essays are also available but those do not leave the office. In addition, there are also resources at www.udall.gov (in the “Udall Legacy” section).
The essay is very important in the evaluation process. I would recommend, based on comments from the Udall Foundation, that you organize your essay into three parts, roughly equal in length.

- First, summarize a speech, article, policy statement, book or legislative act by Morris or Stewart Udall. This should capture the argument made and may require you to provide some historical context.

- Second, engage in critical analysis of the speech, article, policy statement, etc. This might include assessing the pros and cons of the position taken, assessing how/why the debate has changed (or stayed the same) in the intervening years, evaluating the outcomes that were wrought, etc. This may require referencing additional sources. Please note that it is acceptable to disagree with Morris and/or Stewart Udall.

- Third, connect that speech, article, etc. to your career goals and ambitions. Describe those goals and tell why they matter. Consider whether the goals and assumptions of Morris/Stewart Udall are the same as yours. Consider how the career and/or ideas of Morris/Stewart Udall apply to your field of interest. Could your career goals be viewed as an extension of that work (or perhaps a revision)? Consider how their accomplishments paved the way for your aims today.

The speeches referenced most frequently in past years were *The Environment at Valley Forge*, *Environment vs. Economy* and *Man: Endangered Species*. The legislative acts most often cited have been the Alaska Lands Act and the Central Arizona Project. It may benefit you to take a road less traveled as you choose your topic.

- Common mistake: students often blur/intermingle the summary and analysis, making it difficult for the reader to determine whether they are sharing a thought from Udall or an idea of their own. Discipline yourself to complete the summation *before* you start analyzing.

- Some successful essays do draw from more than one speech or legislative act, and it is perfectly acceptable to construct an essay that utilizes more than one source.

I will notify you early in the Spring semester regarding whether you have been nominated to represent Kansas State University in the national competition.

Plan to reserve time in the Spring semester to work on your application if you are selected as one of our nominees. The national deadline falls at the beginning of March 2022. I will need to register you as a nominee before you can access the national Udall application online.

Please contact Jim Hohenbary in 204 Leadership Studies, at *(785) 532-3422*, or at jimlth@ksu.edu if you have any questions. The campus committee looks forward to reading your application.
Udall Scholarship – Eligibility Checklist

- Sophomore or Junior status.
  - Sophomores are defined as students with two years of full-time undergraduate study remaining after Spring 2022.
  - Juniors are defined as students with one year of full-time undergraduate study remaining after Spring 2022. Students who plan to graduate in December 2022 are not eligible to apply.
  - Students planning five full years of undergraduate study are eligible to apply during the third or fourth year of undergraduate study.

- Special note for students in the College of Architecture, Planning and Design . . . according to the Udall website, you are eligible to apply during your second or third year (out of five). Students in the fourth year are not eligible to apply.

- 3.0 minimum GPA.

- Your goals fit with one of the following:
  - You plan a career related to the environment. Any major is eligible so long as your goals associated with that major address environmental concerns.
  - You, as a Native American or Native Alaskan with federally recognized tribal affiliation, plan to pursue a career related to tribal public policy or healthcare in some way. Please note that they interpret tribal public policy quite broadly. You are also pursuing a curriculum that will facilitate that goal.

- US citizen, permanent resident, or US national from American Samoa or the Mariana Islands.

- You are able to attend the Udall Scholar Orientation week in Summer 2022 (in August). The Udall Foundation does not consider this negotiable.
Udall Recommendation Request Form

To:

From:

I am requesting a letter of recommendation for the Udall Scholarship for use in the campus nomination process. If I am nominated I may also request a revised and/or updated draft for submission at the national level.

In both instances I grant you permission to include any information that is considered confidential under FERPA (the Family Education Rights and Privacy Act) that you might deem relevant to the Udall competition. This includes information about my grades/GPA/class rank and details regarding specific projects/tests/assignments. It also includes candid evaluation regarding my performance in relation to any of those elements.

In addition, I acknowledge that the Code of Ethics for the National Association of Fellowship Advisers states that students should: “Neither compose their own letters for faculty to sign (even at the request of faculty) nor ask faculty members to show them their letters of recommendation.”

With that in mind, I waive [ ] or do NOT waive [ ] my right to request a copy of your Udall letter at any time in the future. I do understand that letters written confidentially will generally carry more weight. I also understand that I will not – under any circumstance – be able to obtain a copy of your letter from the Udall Faculty Representative.

Signed ____________________________________________

Date:
Instructions for Udall Recommenders

The campus selection committee can choose no more than eight nominees (up to four in the environmental category and up to four in the tribal policy/healthcare category) to represent Kansas State University in the national Udall competition. We very much appreciate your willingness to write a letter of recommendation on behalf of your student. Thank you. Enthusiastic letters that supply meaningful detail are highly valued by the committee.

Here is what the Udall Foundation indicates that they value in applicants.

Scholars are selected on the basis of three criteria:

- Demonstrated commitment to relevant goals (environmental or natural resource issues OR tribal public policy OR Native American health care). Commitment is demonstrated through substantial contributions to and participation in one or more of the following: campus activities, research, tribal involvement, community or public service.
- Course of study and proposed career likely to lead to positions where nominee can make significant contributions to the shaping of either environmental, or tribal public policy or Native American health care issues, whether through scientific advances, public or political service, or community action.
- Leadership, character, desire to make a difference, general well-roundedness.

Here are some additional details specific to the campus nomination process:

1. Please send/address your letter to: Jim Hohenbary
   Office of Nationally Competitive Scholarships
   Kansas State University
   204 Leadership Studies
   Manhattan, KS 66506-1005

2. I will accept letters electronically. Send to jimlth@ksu.edu if that is your preference. Letterhead and a signature are still recommended, particularly at the national level.

3. Recommenders sometimes ask about the appropriate greeting. Dear Udall Selection Committee works well.

4. If your student is nominated, you may be asked to submit an updated letter for upload to the national competition in February 2022.

5. The campus deadline is November 29, 2021.

6. Please contact me (Jim Hohenbary) at (785) 532-3422 or jimlth@ksu.edu if you have questions. Thank you again for your time and effort in support of the Udall nomination process.