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## **2010 CAPAL Internship Application**

The Conference on Asian Pacific American Leadership (CAPAL), in partnership with the United States Department of Agriculture will award nine to twelve internships with stipends to outstanding Asian Pacific American (APA) students committed to scientific research, environment, health, nutrition, safety, public service and management. Interns will be placed at the following agencies and possibly at additional agencies: Forest Service, Agriculture Research Service, Rural Development and Food Safety and Inspection Service.

CAPAL is a 501(c)(3) non-profit, non-partisan, educational organization that was founded in 1989 by APA professionals in the Washington, DC metropolitan area. Its mission is to promote Asian Pacific American interests and success in public sector careers, to provide information and education on policy issues affecting the APA community, and to serve the APA community at large.

CAPAL's internship program has enabled promising students with leadership potential to pursue internships in federal government agencies, while learning how to influence public policy decisions that affects their communities. CAPAL Interns are awarded \$2,000 each for the successful completion of a summer internship, as well as the development of a Community Action Plan.

We would appreciate your assistance with informing undergraduate and graduate students of this opportunity to receive financial assistance to complete an internship at federal agencies during the summer of 2010. Please retain this information in your files, as this is an annual program.

Application and internship requirements are attached. U.S. citizenship is required for applicants. For more details or to download the application, please visit our website at <http://www.capal.org> or email questions to [scholarships@capal.org](mailto:scholarships@capal.org).

## 2010 Internship Placement Agencies

### ***Agriculture Research Service (ARS), USDA***

The Agricultural Research Service is the U.S. Department of Agriculture's chief scientific research agency and the nation's premier agricultural research organization. Its primary mission is to find solutions to agricultural problems that affect Americans every day, from field to table. Here's a few rough numbers to illustrate the scope of the organization:

- 1,200 research projects within 22 National Programs
- 2,100 scientists
- 6,000 other employees
- 100 research locations including a few in other countries
- \$1.1 billion fiscal year 2007 budget

#### ***Mission Statement***

ARS conducts research to develop and transfer solutions to agricultural problems of high national priority. ARS provides information access and dissemination to:

- ensure the safety of food and other agricultural products;
- assess the nutritional needs of Americans;
- sustain a competitive agricultural economy;
- enhance the natural resource base and the environment; and
- provide economic opportunities for rural citizens, communities, and society as a whole.

#### ***Position Overview***

The Research Intern will assist an ARS researcher with laboratory research at one of the numerous ARS research centers found throughout the United States to conduct research on a topic of interest.

The Management Intern will assist the ARS Administrative and Financial Management Division on communications, management financial, and/or administrative activities under the supervision of a senior administration official.

#### ***Potential Internship Locations***

ARS has over 140 research centers across the entire United States near almost every major university. Interns have the choice of serving at any one of these locations as long as ARS can place the intern on an appropriate project. All applicants may indicate on their applications up to three of their top location choices.

### ***Food Safety and Inspection Service (FSIS), USDA***

FSIS' mission is embodied in the agency's dedication to the latest science and public health protection, as well as the mandates established by law.

FSIS offers diverse opportunities in four major categories:

#### **Food/Consumer Safety Inspection**

Inspectors comprise the largest category of employees in the agency, with over 7,500 nationwide. Food Inspectors protect public health through food safety and food defense. Many career paths are possible.

#### **Administrative & Professional Positions**

FSIS offers a wide-range of administrative and professional positions including data analysts, information technology specialists, public and legislative affairs specialists, human resources specialists, risk managers, financial managers and analysts, and technical and clerical personnel.

#### **Scientific Positions**

FSIS scientists protect the public by providing microbiological, pathological, chemical and other scientific analyses of meat, poultry, and egg products.

#### **Veterinary Opportunities**

FSIS Public Health Veterinarians (Veterinary Medical Officers) help oversee the effectiveness of farm-to-table food safety systems. FSIS is the largest employer of veterinarians in the United States.

## ***Forest Service (FS), USDA***

### **UCF Position Overview:**

The Intern will help the UCF team with a variety of timely projects, including the creation of a program summary publication and a series of issue briefs communicating the benefits of urban forests and support offered by the UCF team nationwide. The intern will also help with the development of the Green Infrastructure Community of Practice, a diverse group of federal, state and local government agencies, and nonprofit organizations working together towards more strategic conservation and land stewardship. Green Infrastructure is our natural life support system - a connected network of wilderness, parks, greenways, and working lands that supports native species, maintains natural ecological processes, sustains air and water resources, and contributes to health and quality of life. It is a concept long supported by the Forest Service, particularly UCF, and is growing in popularity and effectiveness. The intern will also be able to explore other UCF priorities based on his/her experience and interests as well as program demands.

### **CP Position Overview:**

The Intern will help with implementation of the Forest Service Open Space Conservation Strategy. The Strategy charts a path forward for the Forest Service to conserve forests, grasslands, farms, ranches, and urban greenspaces that provide vital ecosystem services and benefits for society.

## ***Rural Development (RD), USDA***

Rural Development achieves its mission by helping rural individuals, communities and businesses obtain the financial and technical assistance needed to address their diverse and unique needs. Rural Development works to make sure that rural citizens can participate fully in the global economy.

Their financial programs support such essential public facilities and services as water and sewer systems, housing, health clinics, emergency service facilities and electric and telephone service. They promote economic development by supporting loans to businesses through banks and community-managed lending pools. They offer technical assistance and information to help agricultural and other cooperatives get started and improve the effectiveness of their member services. And they provide technical assistance to help communities undertake community empowerment programs.

Rural development work is focused in the following areas:

### **Business Programs**

The Business Programs (BP) provide help to rural areas that need to develop new job opportunities, allowing businesses and cooperatives to remain viable in a changing economy. BP works in partnership with the private sector and the community-based organizations to provide financial assistance and business planning. BP helps fund projects that create or preserve quality jobs and/or promote a clean rural environment. The financial resources of BP are often leveraged with those of other public and private credit source lenders to meet business and credit needs in under-served areas.

### **Community Development Program**

The Community Development Program administers rural community development programs within USDA Rural Development. Each program and initiative promotes self-sustaining, long-term economic and community development in rural areas. The programs demonstrate how every rural community can achieve self-sufficiency through innovative and comprehensive strategic plans developed and implemented at a grassroots level.

### **Housing Programs**

The Housing Programs addressed rural America's need for single-family and multi-family housing as well as health facilities, fire and police stations, and other community facilities. The programs provide a number of homeownership opportunities to rural Americans, as well as programs for home renovation and repair. HCFP also makes financing available to elderly, disabled, or low-income rural residents of multi-unit housing buildings to ensure they are able to make rent payments.

### **Utilities Programs**

The Utilities Programs addresses rural America's need for basic services such as clean running water, sewers and waste disposal, electricity, and telecommunications. The programs carry on a tradition of helping rural utilities expand and keep their technology up to date, helping establish new and vital services such as distance learning and telemedicine.

## **Frequently Asked Questions (FAQ)**

What is CAPAL's Internship program?

- ❖ *Annually, the Conference on Asian Pacific American Leadership (CAPAL) awards internships with \$2,000 stipends to outstanding Asian Pacific American (APA) college undergraduate and graduate students who will be interning at a federal government agency for the summer. The internships are intended to enable outstanding APA scholars with leadership potential to work full-time during the summer and learn about ways to influence public policy in their local communities. Recipients of the CAPAL internships are responsible for securing their own internships. CAPAL administers its internship program in partnership with the Forest Service, the Agriculture Research Service, the Rural Development and the Food Safety and Inspection Service of the United States Department of Agriculture.*

Who can apply?

- ❖ *Undergraduate and graduate students with U.S. citizenship. Depending on agency placement, some interns must be willing to relocate to the Washington-metropolitan area for the summer in order to work in the headquarters office of a specific agency. Students who will have completed their academic program by the summer of 2010 are not eligible.*

Where can I find more information about past interns and their duties or experiences?

- ❖ *Please check our 2009 Interns/Scholar Duties and Experiences word document on our website. As you can see, our interns enjoyed their internships and gained significant insight into our government by working in areas such as the First Lady's priority on lowering childhood obesity to executive-congressional relationships, foreign affairs, trade, poverty, environmental stewardship, economic development, telecommunications policy, and food sustainability and integrity.*

What are the selection criteria for CAPAL Scholars?

- ❖ *Demonstrated commitment to public service, including service to the APA community;*
- ❖ *Demonstrated leadership and potential for continued growth in leadership skills;*
- ❖ *Washington, DC internship relevant and consistent with overall public sector goals;*
- ❖ *Academic achievement; and*
- ❖ *Financial need.*

What is the application submission deadline?

- ❖ *Applications must be submitted by email to [scholarships@capal.org](mailto:scholarships@capal.org) for early decision by March 1, 2010.*

Is there an interview process?

- ❖ *Telephone interviews for finalists will be conducted beginning March 8, 2010. Finalists will be notified of CAPAL Scholar selections beginning April 1, 2010.*

What makes CAPAL's internship program unique?

- ❖ *Each of the CAPAL scholars must participate in CAPAL's Washington Leadership Program (WLP). For more information, please see the website: [www.capal.org](http://www.capal.org).*
- ❖ *Each of the CAPAL scholars is required to research, propose, present, and implement a Community Action Plan (CAP). For more information, please see the website: [www.capal.org](http://www.capal.org).*



**Section 4. Internship Placement Information:**

Please indicate your preference in agency (1-highest, 4-lowest). Specific placement is not guaranteed:

\_\_\_\_\_ Agriculture Research Service, USDA

\_\_\_\_\_ Forest Service, USDA

\_\_\_\_\_ Food Safety and Inspection Service, USDA

\_\_\_\_\_ Rural Development, USDA

Are you willing to relocate to Washington, DC for the summer?  YES  NO

If interested in placement at one of the regional offices, indicate the city/state. You may indicate up to two locations:

\_\_\_\_\_

**Section 5. Resume & Academic Transcript(s):**

Please attach a copy of both your resume and academic transcript(s) with this application when you submit it. Unofficial copies of your academic transcript are acceptable.

**Section 6. Letters of Recommendation:**

Please attach one to three (1-3) letters of reference with this application when you submit it. At least one letter of reference from a professor is recommended. If possible, please instruct your references to email their letter to [scholarships@capal.org](mailto:scholarships@capal.org). They may also send a hard copy in an envelope with their signature across the seal to the following address:

CAPAL Internship Committee  
P.O. Box 65073  
Washington, DC 20035

Please note that hard copy letters of recommendation must be received by March 4th in order for a decision to be issued by April 1.

**Section 7. Feedback:**

How did you hear about the CAPAL Scholarships?

CAPAL Website     Student organization     Career Service Office     Other

If other, please describe how:

\_\_\_\_\_

**Section 8. Statement of Purpose:**

Please provide a statement of purpose that answers two (2) of the following three (3) questions. The statement should be in the form of a single essay that addresses both prompts. Please limit your statement to 750 words or less.

- *What are your long-term career goals? How will your summer internship experience advance those goals?*
- *Describe your previous educational, community work and internship experiences. Please explain how these experiences have influenced your long-term career goals; and how you demonstrated leadership during those experiences.*
- *How will you use the experiences and knowledge gained during your summer in Washington, DC to better the APA community and your local community?*

**Section 9. Application Agreement:**

Please read the following before signing this application, as your signature indicates your agreement with the following statements:

*I acknowledge that I have read and understand all of the eligibility and application requirements, have completed the application truthfully, and consent to submitting this application electronically. I understand that if I am selected as a CAPAL Scholar, personally identifiable information including my name and school will be released to the public through press releases and newsletter announcements.*

*Applications must be submitted by email to [scholarships@capal.org](mailto:scholarships@capal.org) for early decision by March 1, 2010.*

Applicant Signature

Date