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THE SECRETARY OF EDUCATION  
WASHINGTON, D.C. 20202

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February 4, 2000

Honorable Greta Joy Dicus  
Chairman  
Nuclear Regulatory Commission  
7735 Old Georgetown Road  
Bethesda, Maryland 20555

Dear Ms. Dicus:

REC'D BY

6 MAR 6

I am writing to request your assistance, as in past years, in making sure your agency submits an Annual Federal Plan on its efforts to assist Historically Black Colleges and Universities. Catherine LeBlanc, Director of the White House Initiative on HBCUs, has already sent your agency representative the instructions on completing the plan. I am also enclosing a copy for your use. The Annual Federal Plan is due to OMB and the White House Initiative by March 31, 2000.

The Annual Federal Plans are required by Executive Order 12876, which President Clinton issued on November 1, 1993. The Executive Order (copy enclosed) directs federal agencies to increase the participation of HBCUs in federally funded programs and projects. The Executive Order also designates me as the lead Cabinet Official for administering the Order. As the lead official, I will use the individual agency plans to compile an integrated Federal Plan for fiscal year 2001.

President Clinton is committed to ensuring that our nation's Historically Black Colleges and Universities receive the support they need to be able to continue providing excellent education. Thank you for continuing your efforts to help support these institutions.

Yours sincerely,

Richard W. Riley

Enclosures



## EXECUTIVE ORDER

12876

### 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 human potential, to strengthen the capacity of historically Black colleges and universities to provide quality education, and to increase opportunities to participate in and benefit from Federal programs, it is hereby ordered as follows:

**Section 1.** There shall be established in the Department of Education the President's Board of Advisors on Historically Black Colleges and Universities ("Board of Advisors" or "Board"), a Presidential advisory committee. The Board of Advisors shall issue an annual report to the President on participation by historically Black colleges and universities in federally sponsored programs. The Board of Advisors will also provide advice to the Secretary of Education ("Secretary") and in the annual report to the President on how to increase the private sector role in strengthening historically Black colleges and universities, with particular emphasis on enhancing institutional infrastructure and facilitating planning, development, and the use of new technologies to ensure the goal of long-term viability and enhancement of these institutions. Notwithstanding the provisions of any other Executive order, the responsibilities of the President under the Federal Advisory Committee Act, as amended (5 U.S.C. App. 2), which is applicable to the Board of Advisors, shall be performed by the Secretary, in accordance with the guidelines and procedures established by the Administrator of General Services.

**Sec. 2.** The members of the Board of Advisors shall be appointed by the President. The Board shall include representatives of historically Black colleges and universities, other institutions of higher education, business and financial institutions, private foundations, and secondary education.

**Sec. 3.** The White House Initiative on Historically Black Colleges and Universities, housed in the Department of Education, shall: (1) provide the staff, resources, and assistance for the Board of Advisors; (2) assist the Secretary in the role of liaison between the executive branch and historically Black colleges and universities; and (3) serve the Secretary in carrying out his responsibilities under this order.

**Sec. 4.** To carry out the purposes of this order, each executive department and each agency designated by the Secretary shall, consistent with applicable law, enter into appropriate grants, contracts, or cooperative agreements with historically Black colleges and universities. The head of each agency subject to this order shall establish an annual goal for the amount of funds to be awarded in grants, contracts, or cooperative agreements to historically Black colleges and universities. Consistent with the funds available to the agency, the goal shall be an amount above the actual amount of such awards from the previous fiscal year and shall represent a substantial effort to increase the amounts available to historically Black colleges and universities for grants, contracts, or cooperative agreements. In order to facilitate the attainment of the goals established by this section, the head of each agency subject to this order shall provide technical assistance and information to historically Black colleges and universities regarding the program activities of the agency and the preparation of applications or proposals for grants, contracts, or cooperative agreements.

**Sec. 5.** Each executive department and designated agency shall appoint a senior official, who is a full-time officer of the Federal Government and who is responsible for management or program administration, to report directly to the department or agency head or designated agency representative on department or agency activity under this order and to serve as liaison to the Board and White House Initiative. To the extent permitted by law and regulation, each executive department and designated agency shall provide appropriate information requested by the Board and the White House Initiative staff pursuant to this order.

**Sec. 6.** Each executive department and designated agency shall develop an annual plan for, and shall document, the agency's effort to increase the ability of historically Black colleges and universities to participate in federally sponsored programs. These plans shall describe the measurable objectives for proposed agency actions to fulfill this order and shall be submitted at such time and in such form as the Secretary shall designate. In consultation with participating agencies, the Secretary shall review these plans and develop, with the advice of the Board of

**INSTRUCTIONS FOR COMPLETING THE  
FISCAL YEAR 2001**

**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 Executive Order 12876**

# Due Date: March 31, 2000

**White House Initiative on  
Historically Black Colleges and Universities  
Fiscal Year 2001 Annual Federal Plan on Executive Agency Actions to Assist  
Historically Black Colleges and Universities**

## INSTRUCTIONS AND GUIDELINES

### A. Executive Summary

Develop a one or two-page summary of your agency's performance during FY 2001 regarding:

- 1) Goals and measurable objectives your agency will seek to achieve during FY 2001;
- 2) Total planned awards to HBCUs during FY 2001; and
- 3) The planned increase in awards to HBCUs during FY 2001 over the total awards to these institutions during FY 2000, if applicable, or the amount of decrease in total awards to HBCUs during FY 2001, including the reason for the decrease.

### B. Summary of Total Agency Awards, by Category

This form is provided for reporting total planned awards, by category, that will result in agency initiatives to strengthen HBCUs. Report only those categories your agency will support during FY 2001.

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

To avoid duplication, information you give on funding amounts for any one program should be reported in only one program category. In cases of interagency transfers of funds, all agencies that are contributing to the Interagency agreement should report in section (11) under "other activities."

C. Table of Planned FY 2001 Agency Awards to HBCUs, by Institution and by Category

This table should be used to record the total planned award to each HBCU, by institution and by category. A copy of this table will be sent to you via e-mail.

D. Planned Awards to HBCUs, and Narrative Information

For each of the 11 program categories named in Part I, briefly list activities that will be carried out during FY 2001. List program/activity, amount of planned award, and HBCU recipient.

By **March 31, 2000**, a copy of your Federal Annual Plan should be received in the following offices:

Ms. Catherine W. LeBlanc  
Executive Director  
White House Initiative on HBCUs  
U.S. Department of Education  
1990 K Street, N.W.  
Washington, D.C. 20006-5120  
Tel: 202/502-7900  
Fax: 202/502-7869

Ms. Jennifer Kron  
Program Examiner  
Office of Management & Budget  
725 17th Street, N.W.  
Room 8236  
Washington, D.C. 20503  
Tel: 202/395-7767  
Fax: 202/395-4875

**B. SUMMARY OF Planned Awards TO HBCUs, BY CATEGORY: FY 2001**

1. \_\_\_\_\_  
AGENCY

2. \_\_\_\_\_  
NAME/SIGNATURE OF REPRESENTATIVE TITLE

3. TOTAL UNIVERSE OF FUNDS FOR INSTITUTIONS OF HIGHER EDUCATION (IHEs) \$ \_\_\_\_\_

CATEGORY	AWARDS TO IHEs+	AWARDS TO HBCUs*	Awards to HBCUs as % of total Awards to IHE
1. Research & Development			
2. Program Evaluation			
3. Training			
4. Facilities and Equipment			
5. Fellowships, Traineeships, Internships, 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			
Total			

\_\_\_\_\_  
Agency Head (Typed)

\_\_\_\_\_  
AGENCY HEAD SIGNATURE

+ IHE = Institutions of Higher Education

\*HBCUs = Historically Black Colleges and Universities

**D. Planned FY 2001 Awards To HBCUs**

**CATEGORY 1: RESEARCH AND DEVELOPMENT**

List each program or activity, HBCU recipient and award below:

**CATEGORY 2: PROGRAM EVALUATION**

List each program or activity, HBCU recipient and award below:

**CATEGORY 3: TRAINING**

List each program or activity, HBCU recipient and award below:

**CATEGORY 4: FACILITIES AND EQUIPMENT**

List each program or activity, HBCU recipient and award below:

**CATEGORY 5: FELLOWSHIPS, INTERNSHIPS, TRAINEESHIPS, RECRUITMENT, AND  
IPAs**

List each program or activity, HBCU recipient and award below:

**CATEGORY 6: STUDENT TUITION ASSISTANCE, SCHOLARSHIPS, AND OTHER  
AID**

List each program or activity, HBCU recipient and award below:

**CATEGORY 7: DIRECT INSTITUTIONAL SUBSIDIES**

List each program or activity, HBCU recipient and award below:

**CATEGORY 8: THIRD PARTY AWARDS**

List each program or activity, HBCU recipient and award below:

**CATEGORY 9: PRIVATE SECTOR INVOLVEMENT**

List each program or activity, HBCU recipient and award below:

**CATEGORY 10: ADMINISTRATIVE INFRASTRUCTURE**

List each program or activity, HBCU recipient and award below:

**CATEGORY 11: OTHER**

List each program or activity, HBCU recipient and award below:



### Definition of Terms

#### The following definitions should apply for the purpose of reporting the FY 2001 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, Recruitment, Traineeships, 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 National Center for Education Statistics.

Measurable Objectives: Agency activities or support for HBCUs that can be quantitatively measured in dollar amounts or in discrete, non-financial 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, 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.