We are now recruiting mentors for our 2016 Research Experience for Undergraduates (REU) program.

WHAT WE NEED:
We need to know who is interested in hosting an intern and the proposed research topic for our 2016 program. If you are interested in hosting an intern, please complete the attached Mentor Form and return to our office by Friday January 29th, 2016.

PROGRAM INFORMATION:
The University of Hawaii at Hilo’s Research Experience for Undergraduates (REU) Program is a National Science Foundation (NSF) funded summer internship program. Ten selected students participate in a 10-week internship with university and local agency researchers conducting a mentored independent research project related to tropical ecology, evolution, and natural resources management, climate change, and other areas. This is a very attractive program for students and each year over the last ten years we have typically received over 100 applications/year from across the country. Rather than focus on those students well on their way to careers in research, the focus of UH-Hilo’s REU program is to give those students who have limited or no research background the opportunity to gain valuable, hands-on research experience in the exciting field of conservation biology. Our target audience includes those attending small colleges and universities, first-generation students, and students from groups under-represented in science especially Native Hawaiians, other kama‘āina (born and raised in Hawaii) and Pacific Islanders. Selected students are those that demonstrate connectedness to resources (in/outside of Hawai‘i included) culturally, socially, and academically, whereby their research and scientific skills can be further developed through their participation in the UHH-REU program. Through this program we encourage our interns to explore the scientific process, gain research experience, learn about Hawai‘i’s ecosystems, and explore career and graduate school opportunities for the future.

We are especially looking for projects that respond to these main three themes:
- What are the impacts of invasive species?
- What are the ecological processes and ecosystem services that are required to help restore degraded Hawaiian ecosystems?
- What are the potential consequences of climate change?

MENTOR EXPECTATIONS:
As a mentor, you are expected to:
- commit to mentoring an undergraduate intern for a 11-week period throughout the summer of 2016 (May 31st - August 12th);
- identify a project and assist the intern with the development of a project proposal in regards to content, methodology, and realistic scope of work for the summer;
- incorporate the intern into the overall research project and all of its participants
- mentor and guide the intern’s progress on the project on a regular basis, including providing positive feedback and suggestions for improvement;
- provide input and assistance regarding the preparation of the project final report and oral presentation;
- facilitate the intern’s participation in PIPES meetings and excursions;
- provide necessary support for completion of the project, such as travel to and from the field (if necessary), work space, equipment, publications related to project, etc.;
- participate in the REU Mentor Training (held each spring); and
- attend the end of the program Student Symposium.

FAQ’s:

- **Intern Support**: REU grants focus support on the interns. UHH’s REU grant from NSF provides a $5000 stipend to the intern and a $900 food stipend. Housing for outer-island or mainland participants can also be arranged and provided for the duration of the program.
- **Supply Budget**: In addition to a stipend, researcher/intern team is provided a supply budget of $500 to supplement the cost of the research project. Those supplies are determined by you, the researcher.
- **PIVES Staff Role**: The PIVES program staff will work with mentors to screen and select interns, and also provide a comprehensive program orientation and continuous intern support and weekly activities throughout the summer.
- **Vehicles**: Please note that Motor Pool university vehicles are not available for transporting interns regularly to project sites. Logistically, this is an important point for those of you off-campus or with project sites far away and means we'll need to work with you to select students for your projects that have their own transportation available.
- **Project Scope**: The focus of this program is to give interns their own research project to conduct, such that they experience the research process from beginning to end, including background research, learning project methods, conducting experiments and collecting data, processing that data and presenting the results both in written and oral form. The scope of a project depends on each researcher and his/her current research. Some researchers have interns conduct pilot research on projects that could lead to bigger ideas. Others have interns investigate some aspect of their current research efforts. What is important is that the project is something the intern can take ownership of, and is feasible to complete over the summer (i.e., results will be generated). We are open to ideas – please discuss them with us.
- **More than one intern**: Some researchers have found that with their projects it works well to have two interns working together on different aspects of a project. Pairing might also facilitate field work and alleviate safety concerns.
- **Project timeline**: Because of the comprehensive nature of the PIVES program (i.e., mandatory attendance at the PIVES orientation and Student Symposium), actual weeks available for the intern’s research project are approximately 7-8.

Thank you for your interest in this program. Please complete the attached Mentor Form if you are interested in hosting an intern. REMINDER: REU Mentor Forms are January 29th, 2015.
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<th>INTERNSHIP INFORMATION:</th>
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<td>Title of internship project: <em>(Please give a descriptive title.)</em></td>
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**Project description:** *(Please provide as much detail as possible; feel free to attach an additional page or supporting documents. *REU internship projects are to be guided independent projects.*)*

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<th>Expected project outcomes:</th>
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**Intern responsibilities related to the project:** *(Please provide the details of activities and products the intern will need to complete relating to the project. This will be the starting point for the intern’s proposal, a draft of which will be completed prior to starting the internship.)*
Will the intern be working with others on this project or individually? Explain.

What MINIMUM coursework is required for this internship?

What MINIMUM types of skills/level of expertise/capabilities are required for this internship (including physical requirements):

Will you be present throughout the entire summer? If not, please let us know when you will be gone and who will be responsible for the intern when you are not here.

Any other Special Requirements:

List other projects intern will be able to learn about through interacting with your lab, office, department, or outside partnerships.
Selection – please mark what level of involvement you would like in regards to selection of an intern for your project:

- No involvement needed – we will let you do the matching and selecting of the most appropriate intern for our project based on the details covered in this request and discussions with us.
- We would like to interview (via phone or in person) the proposed intern before selection is finalized.
- We would like to interview at least two applicants you deem appropriate for our internship project and be involved with the final decision.

Please email, mail or fax this form by January 29th, 2016 to:
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