

United States Department of Agriculture

USDA/1890 National Scholars Program
2021 HIGH SCHOOL APPLICATION



March 8, 2019

Thank you for your interest in the U.S. Department of Agriculture's 1890 National Scholars Program. The USDA/1890 National Scholars Program was established in 1992 as part of the partnership between the U.S. Department of Agriculture and the 1890 Land-Grant Universities.

The goal of the USDA/1890 National Scholars Program is to increase the number of students studying agriculture, food sciences, natural resource sciences, and other related disciplines. The program is open to high school seniors, rising college sophomores, and juniors who exhibit exemplary leadership traits and demonstrated community service. The Scholarship is highly competitive and provides for full tuition payment, among other benefits, for up to 4-years to selected students enrolled or accepted for enrollment at an 1890 Land-Grant University. The 1890 National Scholars Program partners with USDA agencies and staff offices to provide scholars with professional and educational opportunities. A sponsoring Agency Coordinator will be assigned to the scholar. The program Agency Coordinator will be the primary point of contact of scholar. The Sponsoring Agency will work closely with scholars to provide ongoing support and ensure the Scholar is on track with degree requirements.

The USDA/1890 National Scholars Program is implemented under the USDA Fellows Experience Program (FEP). Scholars accepted into the program will be appointed using the Schedule A(r) authority (5 CFR 213.3202) and are eligible for noncompetitive conversion to full time employment upon graduation. If selected, commit to at least one year of service to USDA for each year of financial assistance provided.¹

The USDA/1890 National Scholar is required to:

- ✓ Reimburse the USDA Sponsoring Agency for costs of education (excluding the employee's pay and allowances) incurred by the USDA Sponsoring Agency, if the Scholar voluntarily separates from the service of the USDA Sponsoring Agency before the end of the period for which the Scholar has agreed to continue in the service of USDA.
- ✓ Consult with and obtain the approval of the Sponsoring Agency prior to making any changes to their academic program. Unapproved changes may affect the Scholar's continued participation in the program, such as scholar's participation in study abroad programs, third party internships and leave of absence. The Scholar is expected to meet with Agency Coordinator to go over degree classes and ongoing academic status.
- ✓ The Scholar must coordinate summer work experience through their work site manager. The Scholar must report to work site and have a record of their individual development plan.

Again, thank you for your interest in the USDA/1890 National Scholars Program and best wishes in your pursuit of academic excellence!

¹ Specific details of this "service requirement" will be outlined in the agreement entered into by the selected Scholar, the University at which the scholar is matriculated, and the USDA sponsoring agency. The "service requirement" is subject to change.

USDA/1890 NATIONAL SCHOLARS PROGRAM

OVERVIEW

The USDA/1890 National Program is a partnership between the U.S. Department of Agriculture (USDA) and the 1890 Historically Black Land-Grant Universities. The program awards scholarships to students accepted to or attending one of the 1890 Land-Grant Universities in pursuit of a bachelor's degree in agriculture, food sciences, natural resource sciences, or related academic discipline(s).

The Land-Grant Universities are as follows:

Alabama A&M University	North Carolina A&T State University
Alcorn State University (Mississippi)	Prairie View A&M University (Texas)
Central State University (Ohio)	South Carolina State University
Delaware State University	Southern A&M University (Louisiana)
Florida A&M University	Tennessee State University
Fort Valley State University (Georgia)	Tuskegee University (Alabama)
Kentucky State University	University of Arkansas Pine Bluff
Langston University (Oklahoma)	University of Maryland Eastern Shore
Lincoln University (Missouri)	Virginia State University
	West Virginia State University

AUTHORITIES

The USDA/1890 National Program is a partnership between the U.S. Department of Agriculture (USDA) and the 1890 Historically Black Land-Grant Universities. The program awards scholarships to students accepted to or attending one of the 1890 Land-Grant Universities in pursuit of a bachelor's degree in agriculture, food sciences, natural resource sciences, or related academic discipline(s).

- Legislative Authority of the Second Morrill Act of August 30, 1890 (7 U.S.C. 321-326 and 328);
 - National Agricultural Research, Extension and Teaching Act of 1977 (Public Law 95-113, 1402, et seq 7 U.S.C. §3101);
 - Office of Personnel Management, Training (5 C.F.R part 410);
 - Schedule A (r) federal Experience Authority (5 C.F.R. 213.312 ((r));
 - Federal Agriculture Improvement and Reform Act of 1996 (FAIR ACT), Title IX, Section 922 (7 U.S.C § 2279c);
 - Executive Order 13779, White House Initiative on Historically Black Colleges and Universities, signed February 18, 2017 continued by Executive Order 13811, signed September 29 September 2017.
-

PURPOSE

The purpose of the USDA/1890 National Scholars Program is to:

- ✓ To strengthen the long-term partnership between USDA and the 1890 Land-Grant Universities.
- ✓ To promote increase cooperation among the parties in all areas of mutual interest.
- ✓ To improve USDA's outreach efforts within the communities served by 1890 Land-Grant Universities and USDA.
- ✓ To increase the number of students studying and pursuing careers in agriculture, food sciences, and natural resource science or other related disciplines.

OBJECTIVE

The USDA/1890 National Scholars Program offers scholarships to U.S. citizens who are seeking a bachelor's degree at one of the 1890 Land-Grant Universities pursuing a bachelor's degree in any of the fields of study within agriculture, food sciences, natural resource sciences, or other related disciplines. Examples of required fields of study or related disciplines are:

Water Resource Management	Forestry and Related Sciences
Business Management	Food Sciences/Technology
Agricultural Production and Technology Agronomy or Crop	Home Economics/Nutrition
Agricultural Economics	Horticulture
Agricultural Engineering/Mechanics Science	Natural Resources Management
Animal Sciences/Botany	Soil Conservation/Soil Science
Business Management	Other related disciplines, (e.g., non-medical biological sciences, pre-veterinary medicine, computer sciences)
Farm and Range Management	
Financial Management	

AWARD

Scholarships are awarded annually and must be used at one of the 1890 Land-Grant Universities. Each award provides full tuition, as well as fees, books, and room and board, and is renewable each year for the term of the scholarship. The scholarship renewal is contingent upon satisfactory academic performance, summer work performance and academic progress toward the bachelor's degree.

GENERAL ELIGIBILITY

Applicant must:

- ✓ Be a U.S. citizen
- ✓ Intend to study agriculture, food sciences, natural resource sciences, or other related academic disciplines
- ✓ Have a high school cumulative GPA of 3.0 or better (on a 4.0 scale)
- ✓ Have been accepted for admission to an 1890 Land-Grant University
- ✓ Have a combined verbal/math score of 1,080 or more on the SAT or a composite score of 21 or more on the ACT
- ✓ Demonstrate leadership and community service
- ✓ Submit the most recent official transcript with the school seal and/or the signature of an authorized school official
- ✓ Submit a 500-800 word essay on one of the listed topics. 1) My interest in working for USDA. 2) How I envision the scholarship will impact me personally and my future as a public servant. 3) My experiences and perceptions about agriculture, food sciences and natural resource sciences.
- ✓ Submit an original signed and dated application

APPLICATION DEADLINE

All application materials must be postmarked no later than **January 31, XXXX** and sent to the USDA/1890 Program Liaison at the university or universities selected by the applicant.

SELECTION PROCESS

If selected, the student will be contact by the sponsoring Agency Coordinator coordinator. The applicant will be given an opportunity to ask questions related to the agency, the job and program expectations. Selected applicants should contact their Agency Coordinator with any unanswered questions or concerns related to agency, summer experience or academic requirements.

Applications Must Be Postmarked by **January 31, XXXX.**

INSTRUCTIONS

Only complete application packages submitted by **January 31, XXXX** will be considered. All application materials must be submitted in one application package. Complete application packages must include the following:

- ✓ Signed and dated application including signature of parent of guardian, if the applicant is under the age of 18
- ✓ Completed Privacy Act Advisory Statement and Release Form
- ✓ Completed Biographical Questionnaire
- ✓ 500-800 word essay on one of the designated topics
- ✓ High School Counselor's Assessment Report (see page 18) in a sealed envelope
- ✓ High School Teacher's Assessment Report (see pages 20-24) in a sealed envelope

Applicants are responsible for obtaining the Assessment Reports of the High School Counselor (pages 18-19) and the High School Teacher (pages 20-23). These Assessment Reports should be in a sealed envelope and included with the application package. All application materials must have original signatures and seals/stamps.

Application materials containing photocopied signatures and transcripts will not be considered for the USDA/1890 National Scholars Program scholarship.

Applications Must Be Postmarked by **January 31, XXXX.**

Note: The application may also be printed out and filled in by hand in black or blue ink only.

PRIVACY ACT ADVISORY STATEMENT

The Privacy Act of 1974 (P.L. 93-579) requires that you be given certain information in connection with this request for information. Accordingly, pursuant to the requirements for this Act, please be advised:

1. Furnishing the information requested is voluntary.
2. The data will be used for selection of 1890 National Program, printing certificates, and related activities.
3. The data is maintained in a privacy act system as defined by National Archives and Records Administration under OMB.
4. Failure to complete the form will mean that you cannot be included among those candidates being considered for designation as USDA/1890 National Scholar.

Affirmation of Candidacy and Authorization for Release of Information

I, _____ understand that I am a candidate for the honor of USDA/1890 National Program, have read the Privacy Act Advisory Statement, and affirm my wish to be considered. In the event I am named a Scholar, permission is hereby given for the release of materials submitted by me for the use of the U.S. Department of Agriculture and the 1890 Land-Grant Universities as deemed appropriate for purposes of the 1890 National Program.

I further consent to the release of photographs that may be taken of me, by or for the U.S. Department of Agriculture in connection with the Program. I am (check one) willing unwilling to appear on radio and/or television if such arrangements are made by the U.S. Department of Agriculture in connection with the USDA/1890 National Scholars Program.

Print Name: _____

Signature: _____

Date: _____

Candidate's Biographical Questionnaire

The questions that follow are designed to collect information about your background, your interests, and your plans. Your answers to these questions will be used only in connection with your application for this scholarship program and will be divulged only to qualified persons who must see them in the course of their duties.

(Please Print)

A. Biographical Information

Legal Name

Last Name: _____ First Name: _____ M.I.: _____

Sex: Male Female

Permanent Address: _____

City: _____ State: _____ ZIP Code: _____

Age: _____

U.S. Citizen: Yes No

Telephone (Home): _____

Telephone (Cell): _____ Email Address: _____

B. Education

1. Name of High School currently attending: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Telephone: _____

GPA: (on a 4.0 unweighted scale): _____

Note: Grade point averages and standardized test scores should match supporting documentation submitted by counselor. Only applicants meeting minimum GPA criteria and standardized test scores will be considered for the USDA/1890 National Scholars Program scholarship. Do not submit an application if you do not meet these criteria.

2. List any other schools that you attended in the last 4 years. List the schools in order of attendance, with the one you attended most recently listed first.

Name of School	Location (City & State)	Dates of Attendance

3. List any advanced or special program, courses, or summer courses you have taken. List the most recent course or program first.

Course or Program	Name of School	Address	Dates of Attendance	Hours per Week

4. Name(s) of the 1890 University (or Universities) to which you are applying:

- a. _____
- b. _____
- c. _____

5. If accepted at multiple 1890 Land-Grant Universities, please list in order of preference (i.e. 1 =Most Preferred, 3=Least Preferred)

1. _____
2. _____
3. _____

Note: Applicants applying to more than one 1890 Land-Grant University must submit separate 1890 National Program applications for each university.

6. What course of study (major) will you pursue?

1st Choice: _____

2nd Choice: _____

Other Related Discipline/Unlisted Major (Please Identify):

Note: All academic disciplines may not be available at every 1890 Historically Black Land-Grant University. Check the University's academic offerings before applying.

7. Have you made career decisions related to agriculture, food sciences, natural resource sciences or related disciplines?

Yes No

If yes, please explain in the space below:

C. Activities

1. List extra curricular activities in which you have participated in school or in the community (i.e. academic activities such as 4-H, FFA, debate, sports, music, art, etc).

Activity	Dates of Participation	Office(s) Held	Special Award(s)

2. List volunteer and paid positions you have held in the past 4 years (including summer employment).

Volunteer or paid positions	Employer/ Organization	Date of Service or Employment	Hours per Week	Special Award(s)

D. Candidates Self-Assessment

D1. Please list your hobbies and how each plays a role in your personal development.

D2. Describe activities in which you had a leadership role in your school or in your community.

D3. Describe a recent experience that has given you a sense of satisfaction or pride.

D4. Briefly discuss why have you chosen to study agricultural, or a related discipline.

Review this form to make sure you have answered all questions completely. Proofread your responses.

I certify that I completed this application and that all statements are true and accurate to the best of my knowledge. I understand that a false statement could eliminate me from consideration for this scholarship.

Print your legal name:

Applicant's Signature:

Date signed:

Print Name (Parent or Legal Gaurdian):

Note: If the applicant is a minor child, under the age of 18; parental or legal guardian signature is required.

Parent or Legal Gaurdian Signature:

Date signed:

This form and all other application materials must be postmarked by January 31, XXXX.

How did you hear about the 1890 National Program Scholarship? (Select all that apply.)

College fair(s)

Name of event(s) _____

Informational Session

Location _____

Public Service Announcement

Stations _____

Direct Mail/ E-mail

Source of communication _____

USDA Employee

Name of employee(s) _____

Church or place of worship

Name of Facility _____

Website(s)

Name of website(s) _____

Other _____

The above-named student is a candidate for the honor of USDA/1890 National Program. To process this application, the U.S. Department of Agriculture and the University will need:

An official secondary school transcript, the SAT, and/or ACT scores. The transcripts from the student's secondary school record must contain a seal and signature of an authorized school official. Please note that only students with a GPA of 3.0 on a 4.0 scale and a combined SAT score of at least 1080 or 1000 (math and verbal) or ACT score of at least 21 are eligible for the USDA/1890 National Program.

Thorough responses will greatly enhance your student's candidacy. This information will be used only-in connection with the selection of Scholars and will be seen only by qualified persons involved in the selection process.

Please delete all personally identifiable information, such as social security numbers and dates of birth from any supporting documentations.

For questions or more information about the 1890 National Program, please contact us at 1890init@usda.gov or (202) 720-6350.

USDA/1890 NATIONAL SCHOLARS PROGRAM SCHOLARSHIP
Applicant's Authorization to Release Academic Information

Applicant's Full Name

Last	First	Middle	Suffix
------	-------	--------	--------

To comply with the provisions of the Family Educational Rights and Privacy Act of 1974, a school must obtain signed authorization before it can release student information for use in this scholarship program. Permission is hereby given to school officials to release record and other requested information for consideration in the scholarship program named above. *Note: If the applicant is a minor child, under the age of 17; parental or legal guardian signature is required.*

Student's Signature: _____

Date: _____

Parent's or Legal Guardian's Signature: _____

Date: _____

Applicant: If you have attended this school less than 2 years, you must copy this form and have your previous school also complete this form for you.

School Name: _____

Address: _____

City:	State:	Zip Code:	Phone Number:
-------	--------	-----------	---------------

USDA/1890 National Program
Secondary School Report
High School Guidance Counselor Assessment Report

(Please type or print using black ink)

A. Name of Counselor

Last Name:

First Name:

MI:

Suffix:

Address:

Phone:

B. Are you confident that the student will receive a high school diploma during the current academic year?

Yes No

If your answer is no, please explain your reason using a separate page.

C. Student's class rank _____

How many students are in the class? _____

D. Student's cumulative grade point average (unweighted on 4.0 scale) _____

Do not enter GPA on a scale of 0-100.

E. ACT Composite Score _____

SAT Score (combined) _____

SAT Score (math and verbal) _____

F. Secondary School Record

The applicant's SAT and/or ACT scores, along with an official secondary school transcript (with seal and signature by an authorized official), including grades 9 through 12 must be attached to this section of the application. If the official transcript and SAT and/or ACT scores are not provided, the applicant will not be considered for the scholarship.

Counselor's Signature:

Date:

This form along with the candidate's official school transcript, SAT and/or ACT scores must be included in the application package. Applicants applying to more than one the designated schools must submit separate USDA/1890 National Scholars application packages for each school. The complete application package(s) must be postmarked by **January 31, XXXX**.

USDA/1890 National Program
Secondary School Report
School Teacher Assessment Report

The application for the USDA/1890 National program scholarship requires a carefully considered character and ability assessment by a teacher who knows the student well, including a summary of other teachers' judgments of the student.

(Please type or print using black ink)

A. Name of Teacher

Last Name:

First Name:

MI:

Suffix:

Address:

Phone:

B. Length of Relationship _____

C. Considering this student's interests, work habits, and life goals, what is your assessment as to whether the student will be motivated to take advantage of the opportunities available in college? Please give reasons for your assessment.

D. What special features is a part of your school's curriculum (e.g., AP and honors courses, college study, and independent study)? Has the student taken advantage of the most challenging opportunities your school has to offer?

E. Has the student shown exceptional talent or originality in agriculture, food sciences, natural resource sciences, and/or other related disciplines?

Yes No

Please explain your selection:

F. Describe this student's strengths and weaknesses.

Strengths:

Weaknesses:

G. Sometimes, special circumstances should be considered when evaluating a student's achievement records and test scores. If in your opinion, this student may have been disadvantaged by any such circumstances, please specify.
***Additional pages may be attached if needed, please reference page 22 sub tangent G.**

H. Indicate comments made by teachers about the student relative to the following:

1. Participation in discussion:

- Always involved, often initiates discussion
- Occasionally participates
- Seldom participates
- Not applicable

2. Involvement in classroom activities:

- Active, usually shows genuine interest
- Mild, politely attentive
- Languid, attention often wanders
- Vacillates gently
- Poor understanding

3. Pursuit of independent study:

- Considerable study and major project(s)
- Some study and minor project(s)
- No evidence of independent study
- Not applicable

4. Evenness of performance:

- Even, varies no more than one mark
- Slightly uneven
- Uneven, often carries two marks
- Erratic, fluctuates greatly
- Inadequate opportunity to observe

5. Critical and questioning attitude:

- Often challenges
- Occasionally probes
- Rarely questions
- Not applicable

6. Depth of understanding:

- Excellent insight
- Good understanding
- Some insight
- Little understanding
- Not applicable

7. Personal responsibility:

- Always accepts fully
- Usually accepts fully
- Sometimes refuses
- Often refuses

8. Consideration for others:

- Always considerate of others' rights and feelings
- Usually considerate
- Sometimes inconsiderate
- Often inconsiderate

9. Population of the community in which your school is located:

- Less than 500
- 500 – 1,500
- 1,500 – 5,000
- 5,000 – 25,000
- 25,000 – 100,000
- Over 100,000

10. What economic or social conditions characterize the community and most of the parents of the children in your school?

- Rural farming area
- Industrial
- Small town
- Large city, Metropolitan area
- Other _____

Teacher's Signature: _____

Date: _____

This form and the candidate's transcript and SAT and/or ACT scores must be included in the student's application package. Applicants applying to more than one 1890 Historically Black Land-Grant University must submit separate USDA/1890 National Scholars application packages for each university. The complete application packages must be postmarked by **January 31, XXXX**.

USDA/1890 National Application Checklist

1. I have read the eligibility requirements and meet all eligibility criteria.
2. I am submitting an original application and transcript to each USDA/1890 University of interest (see addresses on pages 25-26 of this application).
3. I have applied for admission to each 1890 Historically Black Land-Grant Institution of interest.
4. I completed the Candidate's Biographical Information section.
5. I have included and signed the Secondary School Report from my high school counselor and explained the need to have all official transcripts with a seal.
6. Signature and SAT and/ or ACT scores are enclosed with this response.
7. I have included and signed the School Teacher Assessment completed.
8. I have signed and dated the application (original signature only). If under the age of 18 years old, parents or guardians have signed my application.
9. I have enclosed a 500-800 word essay in one of the designated topics as outlined in page 5. 1). My interest in USDA 2). How I envision the scholarship will impact me and my future as a public servant, and 3). My experiences and perceptions about agriculture, food sciences and natural resource sciences.
10. I understand that the full application package must be postmarked no later than Monday, January 31, 2022 for consideration for the USDA/1890 Programs Scholarship.

1890 Land-Grant Universities Liaison Directory

Attn: USDA/1890 Program Liaison
Alabama A&M University
Post Office Box 1087 Normal, AL 35762
(202) 570-3926

Attn: USDA/1890 Program Liaison
Alcorn State University
1000 ASU Drive, Room 1139
104 Agriculture Science Building
Lorman, MS 39096
(202) 596-0478

Attn: USDA/1890 Program Liaison
Central State University
1400 Brush Row Road
McLin Building, Room 210
Wilberforce, OH 45384
(202) 596-0140

Attn: USDA/I 890 Program Liaison
Delaware State University
CARS Ag Annex, Room 108F
Dover, DE 1991
(202) 308-7687

Attn: USDA/1890 Program Liaison
Florida A&M University
1740 South Martin L. King Jr., Boulevard
Room 217, S. Perry-Paige Building
Tallahassee, FL 32307-4100
(202) 510-6301

Attn: USDA/1890 Program Liaison
Fort Valley State University
1005 State University Drive Pettigrew Center, Room 244
Fort Valley, GA 31030
(202) 253-4218

Attn: USDA/1890 Program Liaison
Kentucky State University
Cooperative Extension Facility
400 East Main Street, Room 221
Frankfort, KY 40601
(202) 570-5202

Attn: USDA/1890 Program Liaison
Langston University School of Agriculture
and Applied Sciences
100 Success Drive, Room V 115
Langston, OK 73050
(202) 263-9209

Attn: USDA/1890 Program Liaison
Lincoln University
818 Lee Drive
108 Bennett Hall
Jefferson City, MO 65101
(202) 264-0736

Attn: USDA/1890 Program Liaison
North Carolina A&T University
1601 East Market Street 107 B.C. Webb Hall
Greensboro, NC 27411
(202) 281-8214

Attn: USDA/1890 Program Liaison
Prairie View A&M University
Agriculture and Business Building,
Room 402
P. O. Box 2736 Prairie View, TX 77446
(202) 302-4712

Attn: USDA/1890 Program Liaison
South Carolina State University
300 College Avenue, N.E. P.O. Box 7246
Orangeburg, SC 29117
(202) 596-4442

Attn: USDA/1890 Program Liaison
Southern University and A&M College
Fisher Hall, Room 102
Baton Rouge, LA 70813
(202) 302-7255

Attn: USDA/1890 Program Liaison
Tennessee State University
3500 John Merritt Boulevard
Ag Science Dept., Room 20
P.O. Box 9629 Nashville, TN 37209-1561
(202) 596-0226

Attn: USDA/1890 Program Liaison
Tuskegee University
College of Agriculture, Environmental and
Nutritional Sciences Campbell Hall
Room 103
Tuskegee, AL 36088
(202) 306-9884

Attn: USDA/1890 Program Liaison
University of Arkansas Pine Bluff
1200 North University Drive
Mail Slot: 4806
Pine Bluff, AR 71611-2799
(202) 306-9810

Attn: USDA/1890 Program Liaison
University of Maryland Eastern Shore
30665 Student Services Center Lane Trigg Hall,
Room 1137
Princess Anne, MD 21853
(202) 306-7368

Attn: USDA/1890 Program Liaison
Virginia State University
P.O. Box 9081 1 Hayden Drive
L. Douglas Wilder Building, Room 202C
Petersburg, VA 23806
(202) 596-0301

Attn: USDA/1890 Program Liaison
West Virginia State University
100 Curtis House P.O. Box 1000
Institute, WV 25112-1000
(202) 596-4605

For questions related to this application, please contact:

The Office of Partnerships and Public Engagement

USDA/1890 Programs

1400 Independence Ave. SW., Stop 0601

Washington, D.C. 20250

Telephone Number: (202) 720-6350

Fax Number: (202) 720-7136

Email: 1890init@usda.gov

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0503-0015. The time required to complete this information collection is estimated to average 2.6 to 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status (not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact the USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, contact the USDA Assistant Secretary for Civil Rights, 300 7th Street S.W., Suite 521, Washington, D.C. 20024 or call (202) 401-0005 or (800) 795-3272.