



**United States Department of Agriculture**  
Office of Partnerships and Public Engagement  
1400 Independence Avenue SW (Whitten Building Room 520-A)  
Washington, DC 20250

April 21, 2022

**TO:** Office of Management and Budget

**FROM:** Lawrence Shorty, Program Director  
1994 Program

**SUBJECT:** Request change in application packet for **OMB No.: 0503-0016**

**Title of Clearance:** United States Department of Agriculture (USDA) 1994 Tribal Scholars Program

I am writing for a change request for the United States Department of Agriculture (USDA) 1994 Tribal Scholars Program and its application, OMB Number:0503-0016. The change request is to reduce the number of pages in the application and to align with other USDA scholarship programs. Currently the application is currently 12 pages total and contains contact information of the student, a photo release form, a grid for creating a resume, a list of schools, requests for two letters of recommendations, a request for a transcript, and an essay.

The change will be to focus the application into a one-page document requesting an applicant provide: A Resume, Essay, Transcripts, and two letters of recommendation.

The proposed change: Alignment with 5 CFR 213.3102 Schedule A ( r )

This change will enable the application to align with 5 CFR 213.3102 Schedule A ( r ), the Fellowship Experience Program authority (Schedule A ( r ) ) USDA uses for the 1994 Tribal Scholarship.

In 2012, the Office of Human Resource Management provided guidance for applying to positions using the Schedule A ( r ) authority for the 1890 and 1994 Scholars Programs. The guidance notes the requirements for applying for scholarship fellowship positions:

“The application should include a cover letter and resume.”

This change will reduce the burden for applicants to the scholarship program and will reflect the Schedule A ( r ) requirements for the Fellowship and Scholarship programs.

Thank you for this consideration.

*Lawrence Shorty*

Lawrence Shorty

1994 Program Director