State of California
DEPARTMENT OF TRANSPORTATION

Business, Transportation and Housing Agency

Memorandum

Flex your power!
Be energy efficient!

To: ALL TRANSLAB EMPLOYEES

Date: November 18, 2004

From: **PHILIP J. STOLARSKI** PJS
Deputy Division Chief
Materials Engineering and Testing Services
Division of Engineering Services

Subject: Francis N. Hveem Fundraiser and Scholarship Announcement

Scholarship History

The F. N. Hveem Memorial Scholarship is named for the late Francis N. Hveem, Chief of the Materials and Research Laboratory. The Laboratory, often referred to as the TransLab, has been reorganized several times since Mr. Hveem retired and is now composed of Materials Engineering and Testing Services and Geotechnical Services. Mr. Hveem was a civil engineer specializing in materials. His contributions to highway engineering are known worldwide and helped guide the TransLab to international renown. The scholarship fund was originally established by a generous bequest from the Hveem family and contributions by TransLab employees. The fund is regularly augmented through donations and fundraisers to ensure that scholarships may continue to be awarded.

The purpose of the scholarship is to assist and encourage individuals who are preparing for careers in technical fields that could lead to employment at the TransLab. It is currently anticipated that at least one and possibly two scholarships will be awarded in the spring of 2005. Please see page 3 for details.

Request for Donations

The number and size of the scholarships awarded each year are determined by the scholarship applications received, the amount of principal in the fund, and the generosity of contributors. This year we anticipate awarding one or two scholarships with a total value of $1000.

On behalf of the Committee, good luck to those of you who are applying for the scholarship and thank you to those who contribute this year to the Hveem Memorial Scholarship Fund. All donations to the scholarship fund are tax-deductible.

<u>2004/2005 Committee Members</u>

Phil Stolarski	Donna Perry	Linda Petavine	John Ehsan
Imad Basheer	Chris Tan	Bill Walte	Hector Valencia

Donations

Contributions will be gratefully accepted and are tax-deductible. Please send contributions to:

F. N. Hveem Memorial Scholarship Fund
California Transportation Foundation
P. O. Box 163453
Sacramento, CA 95816

Please return this portion of the form with your check.

Name: _____

Address: _____

City, State, and Zip Code: _____

_____

Scholarship Announcement and Application Information

The Hveem Scholarship Committee is proud to announce that one or two scholarships with a total value of $1,000 will be awarded for the 2005 academic year. An applicant must be:

- A current or former employee of any office, branch or unit currently or previously located at the TransLab, or
- A dependent of a former or current employee defined above, or
- A volunteer who has worked at the TransLab,

And

- Currently enrolled for at least six units in a college or university with an academic major in engineering, materials science, engineering technology, business, chemistry, computer technology, geology or other earth science, or
- A high school senior planning to enroll in a college or university in the 2004/2005 academic year with a major in one of these fields.

Applicants, except for dependents, must have completed at least six months of cumulative work time at the TransLab through temporary or permanent assignment.

As it is the Committee's intention to grant the scholarship to as many qualified students as possible, a scholarship recipient shall not be eligible to receive the scholarship again in the year immediately following his or her selection. Previous recipients can, however, reapply for the scholarship in years subsequent to the ineligible year. Previous applicants will not be reconsidered unless a new application is received.

An application accompanies this memorandum. Fliers announcing the scholarship will be posted at the TransLab and on the Internet at http://www.dot.ca.gov/hq/esc/scholarships/hveem/hveem_2003.html. Additional applications and information are available at California Department of Transportation, 5900 Folsom Boulevard, Sacramento, CA 95819, from Linda Petavine [(916) 227-5296]. Please submit completed applications to Linda Petavine at the above address. The applications must be submitted in person or postmarked by March 12, 2005.

Applicants must submit:

1. A complete application signed by the applicant or, if the applicant is a minor, both the applicant and a TransLab employee/former employee wishing to nominate the applicant. Incomplete applications, and applications not including items 2 through 5 below, will not be considered.
2. A copy of college transcripts (or, for high school students, a high school transcript).
3. A composition of 500 words or less, expressing "my goals, present and future" and "why I should be considered for this scholarship." Any unusual circumstances that support a need for this scholarship should be stated.
4. A resume to include honors received in school, participation in extracurricular activities, community service work, and work experience.
5. Two letters of recommendation from teachers, counselors, employers, etc.

FRANCIS N. HVEEM MEMORIAL SCHOLARSHIP

Application

Please fill out this application completely. Type or print legibly. Illegible or incomplete applications will not be considered. The application must be received by **March 12, 2005** or postmarked by that date if mailed.

Complete for an employee applicant or an employee wishing to nominate a dependent:

EMPLOYEE INFORMATION

Name: _____

Address: _____

_____

Phone (Work): _____ (Home): _____

Employment Status: Former ___ Current ___ Dates of Employment _____

Job Classification: _____

Location/Unit: _____

Complete for a dependent of an employee:

DEPENDENT APPLICANT INFORMATION

Name: _____

Address: _____

_____

Phone (Work): _____ (Home): _____

Relationship to Employee: _____

All applicants complete:

EDUCATION

College (Intended college if in high school): _____

Address of College: _____

Major Area of Study: _____

I certify that the above statements are true and correct.

Employee Signature: _____ Date: _____

Dependent Signature: _____ Date: _____