Host Office Information
Name of Federal Agency
NOAA Line Office (if applicable)
Name of Office
Are you allowed to host foreign nationals in your office?
Is this a joint position (hosted by two offices)? If so, list additional contact information.

Position Description
Position Title
Portfolio Summary - Fellows need to understand what your host office is looking for. Please list the major topics and portfolios a fellow would be working on for the year. We understand that importance of these might change due to current events.
Expertise desired of fellow - Please list any details regarding the background and/or experience you would like your fellow to have. Include preferred working styles.
Travel within DC (days per month)
Travel outside of DC (days per month)

Contact Information
Name
Title
Email address
Phone
Office Location
Has your office hosted a Knauss Fellow in the past?
Have you hosted a Knauss Fellow in the past?

Host Presentations
Preferred Presentation time slot
Presenter name (if different from main POC)
Presenter email address (if different from main POC)

Host Interviews
Location – Building Address, Room number
Metro stop (if metro accessible)
Detailed directions - Specific entrance, security instructions, landmarks
Phone number to contact for security escort - Fellows will need to be escorted through security. What number should they call when they arrive?