Request for Quote # 26-57533

January 21, 2026

Ashley Larkin
ORAU/ORISE
Buyer
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Potential Offerors,

Thank you for your interest in this opportunity! Provided herein is additional information about this opportunity, how to apply, and what happens if you are selected. For questions about this solicitation, please e-mail Ashley.Larkin@orau.org.

Oak Ridge Associated Universities (ORAU), in support of the Oak Ridge Institute for Science and Education (ORISE) DOE Prime Contract is seeking (1) **Master Teacher**, (1) **Instructional Chaperone,** and (2) **Graduate Student Instructors** to support the WDTS RENEW Princeton Plasma Physics Laboratory's (PPPL) Plasma Pathway Summer School (PPSS) program, in accordance with Attachment 1 – Statement of Work.

INSTRUCTIONS

Interested candidates shall complete Attachment 2 – ORISE/PPPL Response form and submit it directly to Ashley.Larkin@orau.org no later than **Wednesday, February 4, 2026.**

AWARD CRITERIA

Multiple award(s) will be made to the responsible and responsive Offeror(s) who provides the best value for ORAU/ORISE. Best value will be based on a) confirmation candidate meets minimum requirements/qualifications, b) overall experience and value-add, and c) price quoted. Candidate may be requested to participate in an interview. Qualifications and experience when combined will be weighted more than price.

Successful Offeror will be considered an ORAU/ORISE Subcontractor and will receive a subcontract award. Award is contingent upon submission of additional documentation, including a **Supplier Information form**, **W-9** and **ORAU Representations & Certifications**.

ATTACHMENTS:

Attachment 1 – Statement of Work_Master Teacher
Attachment 2 – Statement of Work_Instructional Chaperone
Attachment 3 – Statement of Work_Graduate Student Instructors
Attachment 4 – ORISE/PPPL Response form

OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

Attachment 1- Statement of Work_Master Teacher

Background

ORAU provides innovative scientific and technical solutions to advance national priorities in science, education, security and health. Through specialized teams of experts, unique laboratory capabilities and access to a consortium of more than 145 major Ph.D.-granting institutions, ORAU works with federal, state, local and commercial customers to advance national priorities and serve the public interest. A 501(c)(3) nonprofit corporation and federal contractor, ORAU manages the Oak Ridge Institute for Science and Education (ORISE) for the U.S. Department of Energy (DOE).

The WDTS RENEW Plasma Pathway Summer School (PPSS) is a project-based program that introduces high school students to core concepts in physics, computational science, and sustainability, with a focus on DOE-supported research areas such as fusion energy, microelectronics, and plasma science. Delivered through a mix of hands-on projects and interactive lectures by a master teacher, graduate students, and research scientists at Princeton Plasma Physics Laboratory (PPPL), the program equips students with practical skills like coding, debugging, data analysis, and vector calculus. Participants engage with scientists at all career stages, from high school interns to staff researchers, gaining insight into both technical work and personal career paths. Informal lunchtime discussions foster professional growth by exploring topics such as growth mindset, self-advocacy, community building, and effective mentor-intern relationships. The program culminates in student-led research presentations, preparing participants for future internships and STEM opportunities.

Objective

Obtain a **Master Teacher** to collaborate with program staff to develop and deliver daily curriculum on a specific topic approved by the PPPL onsite contact. The teacher will support curriculum delivery to a group of high school students during the four-week program and will oversee the daily activities of PPPL PPSS participants, providing guidance and ensuring their safety throughout the program.

Master Teacher Time Commitment:

- Pre-Program Planning: Participate in weekly 1-hour meetings (virtual and in-person) over the 3 months leading up to the program (10 meetings total) - 10 hours
- Developing Content: Creating soft copies of lesson plans, worksheets, procedures, and other curriculum related materials - 10 hours
- Program Delivery: Provide daily instruction and participate in debriefing sessions during the 4-week program (9 hours per day) - 180 hours
  Note: Includes time spent transporting students to and from the daily drop-off location.

Total Commitment: 200 hours

Master Teacher Qualifications:

- Educational Background: Holds a bachelor's degree by the start of the program and is a certified educator in a STEM discipline. Candidates may be currently teaching, in a job-embedded role, or preparing for certification as pre-service educators.

Attachment 1- Statement of Work_Master Teacher

- Instructional Expertise: Demonstrated success in teaching student populations with varied learning needs. Skilled in employing effective instructional strategies that promote deep understanding of complex scientific concepts.
- Student Engagement: Proven ability to foster student interest, confidence, and enthusiasm in STEM subjects through dynamic teaching practices.
- Collaborative Teaching: Capable of adapting instructional approaches to complement and enhance presentations delivered by scientists who may not have formal teaching experience.
- Flexibility and Responsiveness: Comfortable adjusting to changes in curriculum, scheduling, or instructional plans with minimal notice.
- Professional Requirements: Must be able to pass a motor vehicle and background check and possess the ability to drive a 15-passenger van.

Scope

The subcontractor will work with Graduate Student Instructors, Onsite PPPL Contact, the ORISE Technical Contact, and additional ORAU/ORISE staff to accomplish the goals of the PPPL PPSS.

Tasks

Task 1: Develop Curriculum for Group Research Project

- Collaborate with program staff, including Graduate Student Instructors and the Onsite PPPL Contact, to design curriculum that includes instructional content, hands-on activities, and a research-based group project aligned with the goals of the PPPL PPSS program. The project topic will be selected in consultation with the Onsite PPPL Contact.
- Submit soft copies of all curriculum materials, including lesson plans, worksheets, procedures, and related resources, to the Onsite PPPL Contact for review and implementation.
- Provide a detailed list of materials and supplies required to carry out the group research project, based on a cohort size of up to 20 students, to the Onsite PPPL Contact.

Task 2: Pre-Program Meetings and Setup

- Participate in approximately 10 planning meetings with program staff, including Graduate Student Instructors and the Onsite PPPL Contact, beginning roughly three months prior to the start of the program. Meetings may be held virtually or in person, depending on availability and scheduling needs.
- Participate in scheduled pre-program meetings to discuss curriculum development, logistics, and any preparatory work necessary to ensure a successful program implementation. These discussions will help align all team members with the objectives and expectations of the PPPL PPSS program, ensuring a cohesive approach to instruction and facilitation.
- The Onsite PPPL Contact will coordinate with the Master Teacher to schedule meetings based on mutual availability.
- Attend the in-person setup day on July 1, 2026, at PPPL in Princeton, NJ. This setup will include checking out equipment, organizing materials and supplies, and preparing instructional spaces for program delivery.

OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

Attachment 1- Statement of Work_Master Teacher

Task 3: Coordinate with Instructional and Program Staff

- Work as a team with all Graduate Student Instructors, the ORISE Technical Contact, and the Onsite PPPL Staff to oversee all planned activities and responsibilities.

Task 4: Contact and Communication with ORISE Technical Contact and Onsite PPPL Contact

- Maintain daily communication with the Onsite PPPL Contact and ORISE Technical Contact to provide updates on program progress, instructional activities, and any emerging needs or concerns.
- Take daily student attendance and promptly notify the ORISE Technical Contact of any absences or attendance-related issues.
- Participate in daily staff meetings to review the day's activities, address challenges, and plan for upcoming sessions. Meeting times will be determined by the Onsite PPPL Contact.
- Report any incidents, program needs, or participant-related issues to both the ORISE Technical Contact and the Onsite PPPL Contact.
- Refrain from making independent programmatic decisions. All such decisions must be communicated to and approved by the Onsite PPPL Contact.

Task 5: Medical Emergencies and Other Issues

- Serve as the primary point of contact for the Onsite PPPL Contact in the event of medical emergencies, disciplinary issues, or other participant-related concerns during the program.
- In case of a medical emergency, immediately call 911 and follow appropriate emergency procedures.
- Transport participants to a medical provider if required, ensuring their safety and well-being throughout the process.
- Promptly notify the Onsite PPPL Contact and the ORISE Technical Contact of any medical emergencies or health-related concerns involving participants.
- In situations where both the Onsite PPPL Contact and ORISE Technical Contact are unavailable, contact parents or emergency contacts directly regarding any medical emergencies.
- Keep all student medical release forms and insurance documentation with you at all times during the program. Ensure that all personal and medical information is stored securely and handled with strict confidentiality.

Task 6: Participant Safety, Supervision, and Compliance

- Complete all required training related to minor safety, PPPL policies, and bloodborne pathogen protocols prior to the start of the program.
- Prioritize participant safety, privacy, and confidentiality in all decision-making and interactions throughout the program.
- Ensure that student participants are appropriately supervised at all times, including during instructional sessions, meals, field trips, and transitions between activities.
- Respect and adhere to parental permissions regarding the use of participant photographs, videos, and social media. Take all necessary steps to protect personal and medical information.
- Conduct a headcount and call roll each time participants board the vehicle to confirm that all individuals are present and accounted for before departing any location.

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Attachment 1- Statement of Work_Master Teacher

Task 7: Deliver Research Group Curriculum

- Serve as the primary instructor for a small group of up to 20 high school students, providing supplemental instructional support to Graduate Student Instructors throughout the program.
- Team-teach and guide students through the curriculum you developed in collaboration with Graduate Student Instructors, focusing on a topic approved by the Onsite PPPL Contact.
- Deliver engaging instruction that builds students' STEM skills and deepens their understanding of scientific content, using hands-on activities and inquiry-based learning approaches.

Task 8: Facilitate PPPL PPSS Activities

- Support the facilitation of all scheduled program activities to ensure participants have a safe, engaging, and enriching experience throughout the four-week PPPL PPSS program. Activities include hands-on research projects, facility tours, enrichment sessions, and cultural/recreational experiences.
- Actively identify and leverage opportunities during both educational and recreational activities to connect students with STEM concepts and career pathways, enhancing the overall learning experience.
- Assist with logistical tasks as needed, including receiving catering deliveries and collecting receipts for program-related expenses.
- Coordinate and contribute to the successful execution of all program components, including registration and check-in, transportation, field trips, enrichment activities, guest speakers, cultural and recreational experiences, research projects, and meals.

Task 9: Transportation of students

- Safely transport student participants to and from the program site, research facilities, field trips, enrichment activities, and other scheduled locations using a 15-passenger van.
- Serve as a chaperone during all ground transportation, ensuring students are supervised and accounted for at all times.
- Maintain participant safety, including verifying that seat belts are worn by all passengers during transit.
- Follow all applicable traffic laws, safety protocols, and organizational guidelines related to student transportation.

Task 10: Final Presentations

- Support participant groups in developing and refining their final presentations.
- Provide guidance and feedback during presentation rehearsals to enhance delivery and content.
- Participate in the final presentation session at the end of the program.

Task 11: Wrap-up Tasks

- On Friday, July 31, 2025, collaborate with the Graduate Students and Onsite PPPL Contact to inventory and pack all equipment, unused materials, and program supplies.
- If available, provide the onsite PPPL contact with a list of materials anticipated for next year's program.

Attachment 1- Statement of Work_Master Teacher

- Participate in the Lessons Learned session at the conclusion of the program, either in person or virtually.

Task 12: Other Tasks

- Other tasks directed by the ORISE Technical Contact or Onsite PPPL Contact may be required for the successful completion of the program.

Task/Project Milestones

Task #	Work Milestones	Projected Completion Date
1	Submit project description and materials/supplies list for group research project	May 10, 2026
	Submit soft copies of curriculum materials (lesson plans, worksheets, procedures)	June 14, 2026
2	Participate in pre-program planning meetings (approx. 10 meetings)	April – June 2026
	Attend in-person setup day at PPPL	July 1, 2026
3	Coordinate with Graduate Student Instructors, ORISE Technical Contact, and Onsite PPPL Staff	Ongoing
4	Maintain daily communication with ORISE and PPPL contacts; take attendance and join daily staff meetings	July 6 – July 31, 2026
5	Serve as primary contact for medical emergencies and participant issues	July 6 – July 31, 2026
6	Complete required safety training; ensure participant safety and supervision	Prior to July 6, 2026 and ongoing
7	Deliver group research curriculum and provide instruction	July 6 – July 31, 2026
8	Facilitate PPPL PPSS activities and assist with logistics	July 6 – July 31, 2026
9	Transport students to/from program site and activities	July 6 – July 31, 2026
10	Support preparation and rehearsal of final presentations	July 27 – July 31, 2026
	Attend final presentation session	July 31, 2026
11	Inventory and pack equipment and supplies	July 31, 2026
	Participate in Lessons Learned meeting	August 4, 2026
12	Complete additional tasks as directed by ORISE or PPPL contacts	As needed

OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

Attachment 1- Statement of Work_Master Teacher

Delivery

All deliverables must be submitted directly to both ORISE Technical Contact and the Onsite PPPL Contact, in alignment with the tasks outlined above.

Location of Performance

Services will be performed between April 1 – August 4, 2026, through a combination of virtual and onsite activities. The Master Teacher will participate in pre-program planning meetings, which may be held virtually or in person. They will be onsite at Princeton Plasma Physics Laboratory (PPPL) and other scheduled activity locations in and around the Trenton area for the full duration of the 4-week program (July 6–31, 2026), supporting instruction, supervision, and program delivery.

Period of Performance

The period of performance for this work will be from **no later than April 10, 2026 through August 4, 2026.**

ORISE Technical Contact

Natalie Fahhoum
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865-255-7340

OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

Attachment 2- Statement of Work_Instructional Chaperone

Background

ORAU provides innovative scientific and technical solutions to advance national priorities in science, education, security and health. Through specialized teams of experts, unique laboratory capabilities and access to a consortium of more than 145 major Ph.D.-granting institutions, ORAU works with federal, state, local and commercial customers to advance national priorities and serve the public interest. A 501(c)(3) nonprofit corporation and federal contractor, ORAU manages the Oak Ridge Institute for Science and Education (ORISE) for the U.S. Department of Energy (DOE).

The WDTS RENEW Plasma Pathway Summer School (PPSS) is a project-based program that introduces high school students to core concepts in physics, computational science, and sustainability, with a focus on DOE-supported research areas such as fusion energy, microelectronics, and plasma science. Delivered through a mix of hands-on projects and interactive lectures by a master teacher, graduate students, and research scientists at Princeton Plasma Physics Laboratory (PPPL), the program equips students with practical skills like coding, debugging, data analysis, and vector calculus. Participants engage with scientists at all career stages, from high school interns to staff researchers, gaining insight into both technical work and personal career paths. Informal lunchtime discussions foster professional growth by exploring topics such as growth mindset, self-advocacy, community building, and effective mentor-intern relationships. The program culminates in student-led research presentations, preparing participants for future internships and STEM opportunities.

Objective

Obtain a certified educator to serve as an **Instructional Chaperone** for the PPPL PPSS program. The Instructional Chaperone will be responsible for transporting high school student participants to and from the Princeton Plasma Physics Laboratory (PPPL) each weekday morning and afternoon over a four-week period. In addition to ensuring student safety and supervision during transit, the Instructional Chaperone will actively engage students in STEM-related discussions and informal learning activities during transportation, helping to reinforce program themes and enrich the overall educational experience. The chaperone will also serve as a point of contact in case of emergencies during transit.

Instructional Chaperone Time Commitment:
Program Duration: 4 weeks (Monday–Friday)
Daily Driving and Instructional Time: Approximately 4 hours per day (2 hours in the morning, 2 hours in the afternoon)
Total Hours: ~80 hours

Instructional Chaperone Qualifications:

- Educational Background: Must be a certified educator with a valid teaching license.

Attachment 2- Statement of Work_Instructional Chaperone

- Instructional Expertise: Demonstrated success in teaching student populations with varied learning needs. Skilled in employing effective instructional strategies that promote deep understanding of complex scientific concepts.
- Student Engagement: Proven ability to foster student interest, confidence, and enthusiasm in STEM subjects through dynamic teaching practices.
- Driving Requirements:
    - Must possess a valid driver's license.
    - Must be able to pass a motor vehicle background check.
    - Must be able to pass a general background check.
    - Must be eligible and comfortable driving a 15-passenger van.
- Safety and Supervision:
    - Experience working with high school students.
    - Ability to ensure student safety and maintain supervision during transportation.
    - Must complete all required safety training prior to the program start.

Scope

The subcontractor will work with the Onsite PPPL Contact, ORISE Technical Contact, and other program staff to ensure safe and timely transportation of student participants.

Tasks

Task 1: Transportation of Students

- Safely transport student participants to and from PPPL each weekday using a 15-passenger van.
- Ensure all students are accounted for before departure and arrival.
- Verify that all passengers are wearing seat belts during transit.
- Follow all traffic laws and organizational transportation policies.
- Engage students in informal STEM-related discussions during transit to support program learning objectives.

Task 2: Participant Safety and Supervision

- Supervise students during transit and ensure appropriate behavior and safety.
- Conduct headcounts and call roll before departure from each location.
- Maintain confidentiality and respect parental permissions regarding student information.

Task 3: Communication and Coordination

- Maintain daily communication with the Onsite PPPL Contact and ORISE Technical Contact.
- Notify contacts of any absences, delays, or transportation-related concerns.
- Participate in brief daily check-ins or staff meetings as needed.

Attachment 2- Statement of Work_Instructional Chaperone

Task 4: STEM Engagement

- Facilitate informal STEM-related discussions or activities during transportation to reinforce program themes.
- Encourage student curiosity by sharing relevant science facts, posing thought-provoking questions, or discussing daily program content.
- Create a positive and engaging learning environment that supports the educational goals of the PPPL PPSS program.

Task 5: Emergency Response

- Serve as the primary point of contact during transportation-related emergencies.
- In case of a medical emergency, call 911 and follow emergency procedures.
- Notify program contacts and, if needed, parents or guardians in emergency situations.

Task 6: Compliance and Training

- Complete all required training related to minor safety, PPPL policies, and emergency protocols.
- Adhere to all program guidelines regarding student privacy, safety, and supervision.

Location of Performance

Services will primarily be completed during July 6 – July 31, 2025, at Princeton Plasma Physics Laboratory and the locations of other scheduled activities, in and around the Trenton area.

Period of Performance

The period of performance for this work will be from **no later than July 5, 2026 through July 31, 2026.**

ORISE Technical Contact

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865-255-7340

OAK RIDGE INSTITUTE FOR SCIENCE AND EDUCATION

Attachment 3- Statement of Work_Graduate Student Instructors

Background

ORAU provides innovative scientific and technical solutions to advance national priorities in science, education, security and health. Through specialized teams of experts, unique laboratory capabilities and access to a consortium of more than 145 major Ph.D.-granting institutions, ORAU works with federal, state, local and commercial customers to advance national priorities and serve the public interest. A 501(c)(3) nonprofit corporation and federal contractor, ORAU manages the Oak Ridge Institute for Science and Education (ORISE) for the U.S. Department of Energy (DOE).

The WDTS RENEW Plasma Pathway Summer School (PPSS) is a project-based program that introduces high school students to core concepts in physics, computational science, and sustainability, with a focus on DOE-supported research areas such as fusion energy, microelectronics, and plasma science. Delivered through a mix of hands-on projects and interactive lectures by a master teacher, graduate students, and research scientists at Princeton Plasma Physics Laboratory (PPPL), the program equips students with practical skills like coding, debugging, data analysis, and vector calculus. Participants engage with scientists at all career stages, from high school interns to staff researchers, gaining insight into both technical work and personal career paths. Informal lunchtime discussions foster professional growth by exploring topics such as growth mindset, self-advocacy, community building, and effective mentor-intern relationships. The program culminates in student-led research presentations, preparing participants for future internships and STEM opportunities.

Objective

Obtain **two Graduate Student Instructors** to collaborate with program staff to assist in the development and delivery of daily curriculum on a specific topic approved by the PPPL onsite contact. In collaboration with the Master Teacher, the Graduate Student Instructor will support curriculum delivery to a group of high school students during the four-week program and will oversee the daily activities of PPPL PPSS participants, providing guidance and ensuring their safety throughout the program.

Graduate Student Instructors Time Commitment:

- Pre-Program Planning: Participate in weekly 1-hour meetings (virtual and in-person) over the 3 months leading up to the program (10 meetings total) - 10 hours
- Program Delivery: Provide daily instruction and participate in debriefing sessions during the 4-week program (10 program days total). Graduate Student Instructors will be onsite at PPPL for the first two weeks (July 6–18, 2026), working approximately 7 hours per day – 70 hours total. During the final two weeks (July 21–31, 2026), support will be provided virtually through planning, feedback, and student engagement activities – estimated 10 hours

Total Commitment: 90 hours

Attachment 3- Statement of Work_Graduate Student Instructors

Graduate Student Instructors Qualifications:

- Educational Background: Currently enrolled in a graduate program in physics, mathematics, engineering, or a related STEM discipline. Computational Research Access Network (CRANE) Leader experience preferred.
- Instructional Expertise: Demonstrated success in teaching student populations with varied learning needs. Skilled in employing effective instructional strategies that promote deep understanding of complex scientific concepts.
- Student Engagement: Proven success in fostering student interest, confidence, and identity in STEM through dynamic and affirming instructional strategies.
- Flexibility and Adaptability: Comfortable adjusting to changes in curriculum, content, or scheduling with minimal notice.

Scope

The subcontractor will work with other Graduate Student Instructors, Master Teacher, Onsite PPPL Contact, the ORISE Technical Contact, and additional ORAU/ORISE staff to accomplish the goals of the PPPL PPSS. Graduate Student Instructors will be physically present at PPPL during the first two weeks of the program (July 6–18, 2026) to deliver instruction and support activities. During the final two weeks (July 21–31, 2026), they will continue to support instruction, planning, and student engagement remotely.

Tasks

Task 1: Develop Curriculum for Group Research Project

- Collaborate with program staff, including other Graduate Student Instructors, Master Teacher, and the Onsite PPPL Contact, to design curriculum that includes instructional content, hands-on activities, and a research-based group project aligned with the goals of the PPPL PPSS program. The project topic will be selected in consultation with the Onsite PPPL Contact.
- Provide a detailed list of materials and supplies required to carry out the group research project, based on a cohort size of up to 20 students, to the Onsite PPPL Contact.

Task 2: Pre-Program Meetings and Setup

- Participate in approximately 10 planning meetings with program staff, including other Graduate Student Instructors, Master Teacher, and the Onsite PPPL Contact, beginning roughly three months prior to the start of the program. Meetings may be held virtually or in person, depending on availability and scheduling needs.

- The Onsite PPPL Contact will coordinate with the program staff to schedule meetings based on mutual availability.
- Virtually support setup day on July 1, 2026, at PPPL in Princeton, NJ. This setup will include working with the in-person Master Teacher in checking out equipment, organizing materials and supplies, and preparing instructional spaces for program delivery.

Task 3: Coordinate with Instructional and Program Staff

- Work as a team with all other Graduate Student Instructors, Master Teacher, the ORISE Technical Contact, and the Onsite PPPL Staff to oversee all planned activities and responsibilities.

Task 4: Contact and Communication with ORISE Technical Contact and Onsite PPPL Contact

- Maintain daily communication with the Onsite PPPL Contact and ORISE Technical Contact to provide updates on program progress, instructional activities, and any emerging needs or concerns.
- Participate in daily staff meetings to review the day's activities, address challenges, and plan for upcoming sessions. Meeting times will be determined by the Onsite PPPL Contact.
- Report any incidents, program needs, or participant-related issues to both the ORISE Technical Contact and the Onsite PPPL Contact.
- Refrain from making independent programmatic decisions. All such decisions must be communicated to and approved by the Onsite PPPL Contact.

Task 5: Medical Emergencies and Other Issues

- In case of a medical emergency, immediately call 911 and follow appropriate emergency procedures.
- Promptly notify the Onsite PPPL Contact and the ORISE Technical Contact of any medical emergencies or health-related concerns involving participants.

Task 6: Participant Safety, Supervision, and Compliance

- Complete all required training related to minor safety, PPPL policies, and bloodborne pathogen protocols prior to the start of the program.
- Prioritize participant safety, privacy, and confidentiality in all decision-making and interactions throughout the program.
- Ensure that student participants are appropriately supervised at all times, including during instructional sessions, meals, field trips, and transitions between activities.
- Respect and adhere to parental permissions regarding the use of participant photographs, videos, and social media. Take all necessary steps to protect personal and medical information.
- Conduct a headcount and call roll each time participants board the vehicle to confirm that all individuals are present and accounted for before departing any location.

Task 7: Deliver Research Group Curriculum

- Team-teach and guide students through the curriculum you developed in collaboration with other Graduate Student Instructors and Master Teacher, focusing on a topic approved by the Onsite PPPL Contact.

- Deliver engaging instruction that builds students' STEM skills and deepens their understanding of scientific content, using hands-on activities and inquiry-based learning approaches.

Task 8: Facilitate PPPL PPSS Activities

- Support the facilitation of all scheduled program activities to ensure participants have a safe, engaging, and enriching experience throughout the PPPL PPSS program. Activities include hands-on research projects, facility tours, enrichment sessions, and cultural/recreational experiences.
- Actively identify and leverage opportunities during activities to connect students with STEM concepts and career pathways, enhancing the overall learning experience.
- Assist with logistical tasks as needed, including receiving catering deliveries and collecting receipts for program-related expenses.
- Coordinate and contribute to the successful execution of all program components, including registration and check-in, field trips, enrichment activities, guest speakers, cultural and recreational experiences, research projects, and meals.

Task 9: Final Presentations

- Support participant groups in developing and refining their final presentations.
- Provide guidance and feedback during presentation rehearsals to enhance delivery and content.

Task 10: Wrap-up Tasks

- If available, provide the onsite PPPL contact with a list of materials anticipated for next year's program.
- Participate in the Lessons Learned session at the conclusion of the program, either in person or virtually.

Task 11: Other Tasks

- Other tasks directed by the ORISE Technical Contact or Onsite PPPL Contact may be required for the successful completion of the program.

Task/Project Milestones

Task #	Work Milestones	Projected Completion Date
1	Submit project description and materials/supplies list for group research project	May 10, 2026
2	Participate in pre-program planning meetings (approx. 10 meetings)	April – June 2026
	Virtually support setup day at PPPL	July 1, 2026
3	Coordinate with Graduate Student Instructors, Master Teacher, ORISE Technical Contact, and Onsite PPPL Staff	Ongoing
4	Maintain daily communication with ORISE and PPPL contacts; join daily staff meetings	July 6 – July 31, 2026 (onsite July 6–18; virtual July 21–31)
5	Report medical emergencies and participant issues to ORISE and PPPL contacts	July 6 – July 18, 2026 (onsite only)

Attachment 3- Statement of Work_Graduate Student Instructors

6	Complete required safety training; ensure participant safety and supervision	Prior to July 6, 2026 and ongoing (onsite July 6–18)
7	Deliver group research curriculum and provide instruction	July 6 – July 31, 2026 (onsite July 6–18; virtual July 21–31)
8	Facilitate PPPL PPSS activities and assist with logistics	July 6 – July 18, 2026 (onsite only)
9	Support preparation and rehearsal of final presentations	July 27 – July 31, 2026 (virtual support)
10	Provide list of anticipated materials for future programs (if available)	July 31, 2026
	Participate in Lessons Learned meeting	August 4, 2026 (virtual attendance)
11	Complete additional tasks as directed by ORISE or PPPL contacts	As needed

Delivery

All deliverables must be submitted directly to both ORISE Technical Contact and the Onsite PPPL Contact, in alignment with the tasks outlined above.

Location of Performance

Services will be performed between April 1 – August 4, 2026, through a combination of virtual and onsite activities. Pre-program planning meetings will be conducted both virtually and in person. Graduate Student Instructors will be onsite at Princeton Plasma Physics Laboratory (PPPL) and other scheduled activity locations in and around the Trenton area during the first two weeks of the program (July 6–18, 2026). During the final two weeks (July 21–31, 2026), services will be provided virtually, including instructional support, planning, and student engagement.

Travel

Travel expenses are included in the firm-fixed-price. ORAU/ORISE will not provide travel reimbursement for any expenses incurred above the firm-fixed-price.

Period of Performance

The period of performance for this work will be from **no later than April 10, 2026 through August 4, 2026.**

ORISE Technical Contact

Natalie Fahhoum
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