

# GRFP WEBINAR NSF INTERN AND OTHER EXTERNAL ACTIVITIES

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**GRFP PROGRAM DIRECTORS**

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# Agenda

INTERN Overview

Applying to INTERN

Funding Request/Budget Requirements

INTERN Facts True/False

Other External Activities

Questions





# NSF INTERN Overview

## What is INTERN?

INTERN (Non-Academic Research Internships for Graduate Students) is a supplemental funding opportunity for graduate students who are supported by certain NSF funding programs.

For detailed information, view the Dear Colleague Letter (DCL) [NSF DCL 21-013](#).

**Who is eligible?** Current GRFP Fellows interested in non-academic internships. To be eligible, graduate students must have completed at least one academic year in their graduate programs (master's or doctoral) and be making satisfactory progress towards the completion of their degrees. Fellows can be either On Tenure or On Reserve.



# What is a non-academic internship?

There are many possibilities mentioned in Dear Colleagues Letter (DCL). Things to consider:

- Includes national labs, government agencies (NOAA, NPS, NSF, NIH, DOD, DOE), companies, non-profit organizations.
- Does not include labs at other universities OR most centers, institutes, or labs located on the campuses of universities and staffed by faculty from a university.
- May be international.
- Up to 6 months in length.

## How can I determine whether an internship might be suitable for funding?

The PI for the active GRFP award at your institution should contact the program via email at [GRFPINTERN@nsf.gov](mailto:GRFPINTERN@nsf.gov) to help determine if an internship might be within the scope of what would be considered for funding by GRFP.



# Applying to INTERN

**How do I submit a request?** Fellows should contact their CO for assistance with submitting an INTERN Supplement request. The CO will contact the GRFP PI who will submit the request on your behalf. Fellows are not the PI and cannot submit supplemental funding requests.

If there are additional questions after the Fellow and CO consult, the CO or PI may contact [GRFPINTERN@NSF.gov](mailto:GRFPINTERN@NSF.gov).

## **How far in advance do I apply?**

We ask for 7 months between time of initial submission and start of internship. This allows for compliance check, revisions, review, processing (if award is recommended), and official notice before start.

## **Is there a deadline?**

The Dear Colleagues Letter specifies Supplemental funding requests may be submitted at any time during the year but should be submitted no later than April 15th to be eligible for consideration in the current Fiscal Year.







## Prepare & Submit Proposals

Prepare, submit and check status of proposals

FASTLANE PROPOSAL FUNCTIONS

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## Proposal/ Panel Review

Review proposals, participate in panels

FASTLANE PROPOSAL REVIEW

 Proposal Review

FASTLANE PANEL REVIEW

 Panelist Functions



## Awards & Reporting

Submit project reports, notifications & requests, and supplemental funding requests

- ▶ Project Reports
- ▶ Demo Site: Project Reports (Training)
- ▶ Notifications & Requests
- ▶ Deposit Public Access Publication
- ▶ Award Documents
- ▶ Supplemental Funding Requests (including Career-Life Balance)
- ▶ Demo Site: Supplement Funding Requests (Training)
- ▶ Continuing Grant Increments Reports

FASTLANE AWARD FUNCTIONS

 Additional award functions



## Fellowships & Honorary Awards

Nominate colleagues, apply for awards

- ▶ Graduate Research Fellowship Program (GRFP)
-  Honorary Awards
- ▶ Manage Reference Letters (Wri

***For PIs who are submitting an INTERN supplement ONLY:***

Go to [Research.gov](https://www.research.gov), under Awards & Reporting, to submit the INTERN supplemental funding request.



# Funding Request Requirements

Please refer to the Dear Colleague Letter (DCL) for the detailed explanation of request requirements:

- Description of internship and resume (two-pages max)
- Letter from host organization confirming offer of internship AND from GRFP PI in support of internship
- Institutional Review Boards (IRB) determination (**REQUIRED OF ALL!**)
- Institutional Animal Care and Use Committee (IACUC) protocol, if applicable
- An intellectual property agreement signed by officials from host organization and university (Fellow not authorized to sign for university)
- Budget and justification

**First and foremost, please read the Dear Colleague Letter (DCL)!**



# INTERN Budget – Allowable Costs

For fellows On Reserve, the budget can include stipend at GRFP level (\$3083/month), tuition, and required fees. Fellows On Tenure are not eligible to receive stipend.

## Allowable costs

- ❖ Relocation costs (travel, lodging during internship)
  - Justification must include basis for cost estimates for flights or other travel, lodging
- ❖ Travel for thesis advisor (up to \$2500)
- ❖ Materials and supplies (up to \$2500)
  - Must include details including cost, amounts, etc.
- ❖ Indirect costs

## Unallowable costs

- ❖ Food, phone, internet, or other items that would be considered living expenses
- ❖ Travel to conferences
- ❖ Publication costs

**Total budget including indirect costs may not exceed \$55,000.**





# INTERN Facts – True/False Zoom Poll

## **Fellows are allowed to participate in INTERN more than once.**

*TRUE.* You are allowed up to two internships funded by INTERN, but may not repeat with same host organization, even in a different role or department.

## **NSF will help fellows find internships.**

*FALSE.* Fellows are responsible for finding their own internships.

## **Remote or online internships are permitted.**

*FALSE.* Proposed internships are expected to be on-site at the host organization.

## **Internships must be completed before the end of the fellow's GRFP Fellowship Period.**

*TRUE.* The internship may not extend beyond the end of the Fellow's GRFP Fellowship Period.



# Graduate Research Fellowship: Other External Activities

**PRESENTED BY: DR. CHRISTOPHER HILL**

**PROGRAM DIRECTOR**



# GRFP and External Activities

Fellows are permitted to pursue professional development opportunities, such as internships and traineeships. Fellows are required to check with their IHE about specific policies pertaining to the GRFP Fellowship and paid activities.

GRFP Fellowships cannot be concurrently accepted or combined with support from another *individual* federal graduate fellowship regardless of Fellow's status.

***Please see [Section 2.6](#) in the GRFP Administrative Guide for more information.***





# GRFP and External Activities Cont.

|                              | Federally funded  | Non-federally funded  |
|------------------------------|---|---|
| <b>Awarded to individual</b> |   |   |
| Internship/Traineeship       | Permitted w/ approval from Institution:<br><i>Ex: DOE Office of Science Graduate Student Research (SCGSR)</i> | Permitted w/ approval from Institution<br><i>Ex: Apple Intern</i>                     |
| Assistantship                | Permitted w/ approval from Institution<br><i>Ex: NIJ Research Assistantship Program (RAP)</i>                 | Permitted w/ approval from Institution<br><i>Ex: University-funded Assistantships</i> |
| Fellowship                   | <b><i>Not permitted*</i></b><br><b><i>Ex: NIH F31 or F32</i></b>  | Permitted w/ approval from Institution<br><i>Ex: Ford Fellowship</i>                  |



# Federally-Funded External Activities

## What is permitted for federally-funded external activities?

Fellows may be permitted to accept assistantships/internships/traineeships, depending on how the awards are made. These awards are typically:

- 1) Awarded to and managed by the institution and the institution decides the recipients.  
OR
- 2) Awarded to the Research/Academic Advisor and the advisor manages how funding is utilized.

*Ex: NIH T32, NSF Research Traineeship, NIH R01.*

Fellows are not permitted to accept federally-funded fellowships, but can solicit/accept support for research expenses (such as laboratory supplies, travel expenses, conference/registration fees, etc.)

While On Reserve, Fellows may accept stipend support while on approved federally-funded internships/assistantships. Regardless of status, Fellows are not permitted to receive concurrent stipend support from two federal sources.



# International External Activities

## What about international opportunities unrelated to NSF INTERN?

Fellows may be permitted to pursue international activities, such as study abroad or research assistantships, with approval from their institution. The Fellow must remain enrolled fulltime at their home institution (as defined by their Registrar and supported by their transcript).

Fellowships/Assistantships that require students to enroll and/or pursue degrees at international universities, such as Fulbright, Churchill Scholarship, and Marshall Scholarship, are ***not permitted*** while under the GRFP Fellowship.





# Questions

*Please avoid using PII in any questions. Any situation-specific or financial questions can be addressed by your Institution's Coordinating Official.*



# THANK YOU

We appreciate you joining us today. Feel free to stick around for a live Q&A session.



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