



SOUTH DAKOTA SPACE GRANT CONSORTIUM
Student Fellowship/Scholarship Stipend Program – Application and Instructions
(for support during Fall 2017 & Spring 2018 Semesters)
(Release Date – August 23, 2017)

Program Summary

Are you a U.S. citizen pursuing a degree in a science, technology, engineering, or mathematics (STEM) field at a South Dakota institution of higher education during the Fall 2017 and Spring 2018 semesters? If so, the South Dakota Space Grant Consortium (SDSGC) has a funding opportunity you don't want to miss. The SDSGC is awarding \$41,000 in educational stipends to U.S. citizens pursuing STEM degrees, whether at the undergraduate or graduate level, at an institution of higher education in South Dakota. The application process is simple; see below for instructions and additional information.

**Note: This is the second call-for-applications under SDSGC's FY2017 fellowship/scholarship stipend program. Because the remaining \$41,000 in FY17 funds must be spent by April 22, 2018, it will only allow for one of SDSGC's three type of stipends: Educational stipends (\$2,500 for sophomore – graduate level; \$1,000 freshman level.) It will not feasibly allow for the other two types: NASA Internship stipends (\$7,500-\$12,000) or Research stipends (\$5,000.) We anticipate announcing the FY2018 call-for-proposals for all three stipend types again in November 2017. Those funds will support internship, research, and educational endeavors during summer and fall 2018 and spring 2019.*

Important Dates

Application Receipt Deadline: **October 2, 2017, 11:59 p.m. MST.**

Award Notification: anticipated to be announced by October 31, 2017.

Eligibility and U.S. Citizenship Requirement

All applicants must be citizens of the United States. Stipends under this solicitation are available only to students attending South Dakota institutions of higher education during the award period. Women students and students from underrepresented groups are particularly encouraged to apply. *Students who are previous awardees of an FY2017 Educational Stipend are ineligible to receive another educational stipend under this announcement. Students who received FY2017 summer Internship or Research stipends earlier this year are eligible to apply for educational stipend support under this announcement.*

Application Instructions

Applications are to be submitted online. A complete application consists of the following five items:

1. A completed application form
2. Cover letter
3. Recommendation letter (may be submitted with student application or separately online by faculty advisor)
4. Resume
5. Transcripts of completed undergraduate and graduate work

1. **Application form** must be completed online at the following website:

https://sdmines.sdsmt.edu/cgi-bin/global/sg_update_app.cgi

2. **Cover letter** must include: A) reference to any education or experience the applicant may have in relation to NASA (note: a NASA connection is not "required" for educational stipends, but if there is one, feel free to mention it in the cover letter), B) an explanation of how the applicant will use the stipend to assist in his/her education, C) a career goal statement, and D) a statement indicating whether you plan to be enrolled as a full-time or part-time student during the requested stipend period (preference will be given to full-time students).

√ The "educational stipend" cover letter must not exceed one (1) single-spaced, 12-font page.

3. **Recommendation letter** must come from a faculty advisor/mentor and include a recommendation as to the student's qualifications for the Space Grant educational stipend. **Faculty who prefer to submit their recommendation letter separately rather than giving it to the student to include in his/her application must submit it online by 11:59 p.m. MST on October 2, 2017 according to instructions that will be sent to them in a system-generated email message.**

4. **Resume** must include a summary of education, training, experience, and accomplishments.
5. **Transcript** must be the most recent copy of the applicant's completed undergraduate and graduate work. An unofficial copy (e.g., from Web Advisor) or scanned photocopy of the transcript is sufficient.

Application Electronic Submission Instructions

- Application item 1 (the Application Form) is to be completed online at https://sdmines.sdsmt.edu/cgi-bin/global/sg_update_app.cgi
Applications items 2, 3, 4, and 5 must be uploaded as a **single electronic file in PDF format** online at the same website as the Application Form by **11:59 p.m. MST, October 2, 2017**. (*Students should not wait until the last day if their faculty recommendation letter is to be submitted separately by the faculty member. The online application site will close to all further uploads at 11:59 p.m. MST, Oct. 2, 2017.*)
- Faculty that wish to submit their recommendation letter (item 3) separately rather than giving it to the student to include in their electronic application may do so by uploading the letter in **PDF format** directly to an online site that only the reviewers will be able to access. The recommendation letters are due by **October 2, 2017, 11:59 p.m. MST**. The URL address where the faculty member should upload his/her letter will be sent to that person in a system-generated email message immediately after the student enters that person's email address on the Application Form.

Late or incomplete applications or applications containing more than a single electronic file (with the exception of faculty recommendation letters which may be submitted separately) will not be accepted.

Awards

Applications will be reviewed and award selections made by the SDSGC Management Team listed online at <http://sdSPACEgrant.sdsmt.edu/contact.html>. **The purpose of both undergraduate and graduate fellowship/scholarship stipends is to reward past accomplishments and recognize potential future achievements. The stipends are made to individuals and are not to be considered compensation for employment.** The student awardee should contact the Internal Revenue Service (IRS) or a tax accountant to determine what needs to be reported on a tax return since Consortium personnel may not be qualified to answer all questions in this regard.

Reporting

At the end of the award period, the student must submit a brief report (an email message will suffice) to Tom Durkin <Thomas.Durkin@sdsmt.edu> at the Space Grant Headquarters Office summarizing his/her experience and accomplishments. Additional survey/questionnaire documents will be sent periodically to student awardees via email by a private company associated with the National Space Grant Foundation hired by the SD Space Grant Consortium to conduct "**longitudinal tracking**" of students supported by Space Grant. NASA requires that we gather data on the education and employment history of current and former participants in our programs. The longitudinal tracking survey/questionnaire is an online document. The email message sent to the students will explain how to access it.

Inquiries

Questions concerning the preparation and submission of applications and the administration of this program should be addressed to Thomas Durkin, Deputy Director, SD Space Grant Consortium, SDSM&T, 501 E. Saint Joseph Street, Rapid City, SD 57701, Email: Thomas.Durkin@sdsmt.edu, Phone: 605-394-1975.

Students who have filed a Free Application for Federal Student Aid (FAFSA) for the period in which they would receive the Space Grant stipend may wish to visit with their institution's Financial Aid office to determine what impact, if any, receiving a Space Grant stipend could have on their eligibility for certain types of Federal Student Aid (loans, work-study and certain grants). This visit is just a suggestion.

Acknowledgement

In the event there are any presentations or publications developed by an awardee as a result of his/her Space Grant educational stipend, we ask that the student please acknowledge the support provided by the NASA South Dakota Space Grant Consortium.