



**SOUTH DAKOTA SPACE GRANT CONSORTIUM**  
**Student Fellowship/Scholarship Stipend Program – Application and Instructions**  
**2018/2019 Academic Year (Summer/Fall 2018 & Spring 2019)**  
(Release Date – November 17, 2017)

**Program Summary**

The South Dakota Space Grant Consortium (SDSGC) fellowship/scholarship stipend program invites applications from U.S. citizens for undergraduate and graduate student stipends for internship, research, and/or educational pursuits in the fields of science, technology, engineering, and mathematics (STEM). Research projects and internships must align with NASA’s mission and those of the SDSGC and its affiliates. *All 2018/2019 awards are contingent upon U.S. Congressional approval of the 2018 federal budget and the availability and receipt of FY2018 Space Grant funding from NASA.*

- **NASA Center Internship stipends** that are fully-funded by Space Grant are provided in the standardized amounts of \$6,000 (undergraduate students) and \$7,500 (graduate students) to support 10-week Summer internships, and \$9,600 (undergraduate) and \$12,000 (graduate) to support 16-week Fall/Spring semester internships at NASA Centers, including an additional \$1,500 travel allowance. If NASA provides financial support to the student intern, the Space Grant stipend amount will be appropriately reduced from the dollar figures referenced above. In other words, NASA Center Internships may be: A) fully-funded by Space Grant, B) cooperatively-funded by Space Grant and NASA, or C) fully-funded by NASA. Specifics are determined individually after a student applies and is selected for a NASA internship offer. Case-specific internship stipends may also be provided to students selected for aerospace industry internships.

**IMPORTANT CAVEAT** – There is a chance that SD Space Grant funds for the FY2018 program year MAY NOT ARRIVE FROM NASA IN TIME TO FUND SUMMER 2018 INTERNSHIPS prior to departure. Students should not turn down other summer internship or job offers until confirming whether Space Grant funding can be provided prior to departing for their internship. We can’t issue the awards until we receive the funds from NASA.

- **Research stipends** are provided at amounts up to \$5,000 and will support undergraduate and graduate STEM research that aligns with NASA interests during the academic year and/or summer. Research stipend awardees are expected to produce a publication or presentation at a professional conference (i.e., poster and/or talk).
- **Educational stipends** in the amount of \$1,000 for freshmen and up to \$2,500 for sophomores and above will support STEM related education during the regular school year.

**Important Dates**

Application Receipt Deadline: **January 19, 2018, 11:59 p.m. MST.**

Award Notification: anticipated to be announced by March 21, 2018, but again, please note that all awards are contingent upon SDSGC’s receipt of FY2018 Space Grant funding from NASA.

**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.

**Application Instructions**

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

1. A completed application form
2. Cover letter
3. Faculty recommendation letter
4. Resume
5. Transcript(s) of completed undergraduate and graduate work, including a list of current course

registration (for high school seniors applying for college freshmen-level educational stipend, include high school transcript)

1. **Application form** must be completed online at the following website:  
[https://sdmines.sdsmt.edu/cgi-bin/global/sg\\_update\\_app.cgi](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 in a highly competitive pool of educational stipend applications, a NASA connection or alignment with NASA interests may be considered in the review process*), 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).
  - √ For “educational stipends” the cover letter must not exceed one (1) single-spaced, 12-font page
  - √ For “internship stipends” the cover letter must also include the location and brief description of the proposed NASA or aerospace industry internship and must not exceed two (2) single-spaced, 12-font pages.
    - Please note that NASA Center and industry internships also have their own internship or employment application process separate from this application. Those agencies or employers must be contacted directly for their application materials (see p. 3-4 for a list of some internship opportunity websites). Many internships provided by NASA Centers and industry occur in the summer. Please note that USGS EROS internships are gained (and funded) through the regular employment application process available through the EROS Technical Support Services Contractor, SGT, Inc. or the US Geological Survey.
  - √ For “research stipends” the cover letter must also include a **research project proposal** that gives: A) a title and executive summary of the proposed research; B) a project description that includes: 1) the previous scientific work / relevant literature upon which the research will build, 2) specific goals and outcomes of the proposed research, 3) research activities that will accomplish the goals and produce the outcomes, 4) specific metrics that will be used to measure project success, 5) a timeline for activities, and 6) a detailed budget including estimated costs for individual line-items (e.g., compensation for student’s research time, travel, \*supplies/materials, etc.); and, C) a brief explanation of how the proposed research aligns with NASA interests. Preference will be given to proposals that have a strong focus on NASA-related research. The applicant may wish to consult the NASA website [www.nasa.gov](http://www.nasa.gov) for information on NASA priority areas. For “research stipends” the cover letter must not exceed three (3) single-spaced, 12-font pages (excluding references). \*Computer purchases are not allowed.
3. **Recommendation letter**: 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 January 19, 2018 according to instructions that will be sent to them in a system-generated email message.
  - **Research Stipend Applicants**: Recommendation letter must come from a faculty member supervising the research project. Letter must include an analysis of the applicant’s preparation and ability to perform the research, the nature of any prior experience with the applicant, and a clear statement indicating the role of the advisor in the applicant’s research project.
  - **Internship and Educational Stipend Applicants**: Recommendation letter must come from a faculty member and address the student’s qualifications for the Space Grant stipend.
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](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, January 19, 2018**. (*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 further uploads at 11:59 p.m. MST, January 19, 2018.)*

- 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 January 19, 2018, 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 and submits it.

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** *(All Awards are contingent upon SDSGC's receipt of FY2018 Space Grant funding from NASA)*

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](mailto:Thomas.Durkin@sdsmt.edu)> at the Space Grant Headquarters Office summarizing his/her experience and accomplishments. Reports for students who received either "research" or "internship" stipends should be expanded to include specific details about their project. 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](mailto: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 any presentations or publications that the student develops as a result of his/her Space Grant-supported educational or research project, we ask that the student please acknowledge the support provided by the NASA South Dakota Space Grant Consortium.

### **Internship websites**

The following websites provide information on specific internships and educational programs to which students can apply at NASA Centers, EROS, other government agencies, or industry. Some of these internships may not yet be open for application to 2018-2019 programs. However, in the Space Grant application cover letter, students who are interested in NASA, other government, or aerospace industry internships should indicate to which of those internships they have applied, or are planning to apply when applications open. Please note that not all NASA internship opportunities are listed here.

- **NASA One Stop Shopping Initiative (OSSSI)** <http://intern.nasa.gov/> and **Student On-line Application for Recruiting Interns, Fellows, and Scholars (SOLAR)** <https://intern.nasa.gov/solar/web/public/main/>  
*OSSSI:SOLAR is a NASA-wide system for the recruitment, application, selection and career development of undergraduate and graduate students primarily in science, technology, engineering and mathematics disciplines.*
- **NASA Marshall Space Flight Center Higher Education**  
<http://www.nasa.gov/offices/education/centers/marshall/highered/index.html>
- **NASA Johns Hopkins Applied Physics Laboratory Internship Program for summer 2017**  
Apply at: <http://www.jhuapl.edu/employment/summer/>  
Flyer at: <http://www.jhuapl.edu/employment/brochures/SummerInternship.pdf>
- **USGS EROS Government Internships**  
<http://eros.usgs.gov/employment>  
**EROS/SGT Contractor Internships** – Interested students should send a letter of interest and resume to Chris Haugen, SGT Recruiter, SGT Inc., 47914 252<sup>nd</sup> Street, Sioux Falls, SD 57198. Email: [chris.haugen.ctr@usgs.gov](mailto:chris.haugen.ctr@usgs.gov)  
Internships contingent on available funding.
- **Dakota Seeds (Internship Opportunities with Companies in South Dakota)**  
<http://www.dakotaseeds.com>
- **Sanford Underground Research Facility (SURF) Internships, including Davis/Bahcall Scholars Program**  
<https://www.sanfordlab.org/feature/internships>  
<https://www.sanfordlab.org/job-posting/dave-bozied-and-chris-bauer-internships>  
<http://doe.sd.gov/scholarships/DAVIS-BAHCALL.aspx>  
<http://sdspacegrant.sdsmt.edu/DavisBahcallFlyer2018.pdf> (2018 Davis-Bahcall Flyer)
- **L-3 Internships and co-ops**  
[https://l3com.taleo.net/careersection/l3\\_ext\\_us/jobsearch.ftl?lang=en&organization=200000036](https://l3com.taleo.net/careersection/l3_ext_us/jobsearch.ftl?lang=en&organization=200000036)
- **Blue Origin Internships**  
<https://www.blueorigin.com/careers>