



SOUTH DAKOTA SPACE GRANT CONSORTIUM
Student Stipend Program
INTERNSHIP STIPENDS – Application and Instructions
2024/2025 Academic Year (Summer/Fall 2024 & Spring 2025)
(Release Date – November 3, 2023)

Program Summary

The South Dakota Space Grant Consortium (SDSGC) NASA Internship and Fellowship stipend program invites applications from U.S. citizens for undergraduate and graduate student **Internship stipends** associated with the pursuit of degrees in the fields of science, technology, engineering, and mathematics (STEM). Internship projects must align with NASA’s mission and those of the SDSGC and its affiliates. *All 2023/2024 awards are contingent upon U.S. Congressional approval of the 2024 federal budget and the availability and receipt of FY2024 Space Grant funding from NASA.*

- **NASA Center Internship stipends** that are fully-funded by Space Grant are provided in the standardized amounts of \$7,300 (undergraduate students) and \$9,000 (graduate students) to support 10-week Summer internships, and \$13,120 (undergraduate) and \$15,840 (graduate) to support 16-week Fall/Spring semester internships at NASA Centers, plus an additional \$1,500 allowance to cover any additional expenses associated with internship. If NASA fully-funds or provides partial 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.
- **BOREALIS Ballooning Internships** – Up to two \$7,500 internship stipends will be provided to students participating in Montana Space Grant Consortium’s High-Altitude “Balloon Outreach, Research, Exploration and Landscape Imaging System” (BOREALIS) summer 2024 program.
- **Aerostar Aerospace Industry Internships** – Up to two \$12,000 mechanical/aerospace internship stipends will be provided to South Dakota students who apply to, and are selected by, Aerostar Technical Solutions for internships at their Sioux Falls, SD facility. (See position descriptions and application website on page 4.)
- **KBR Aerospace Industry Internships** – Up to two \$12,000 aerospace internship stipends will be provided to South Dakota students who apply to, and are selected by, KBR for internships at USGS EROS in Sioux Falls, SD. (See KBR position descriptions and application website on page 4.)

Summer or semester-long Internships **must** align with at least one of NASA’s Mission Directorate Research Priorities [see Appendices A.1 – A.6 for a list of these priorities (pages 1-27)] and/or at least one of the NASA Centers Areas of Interest [see Appx. A.7 for a list of these areas of interest (pages 28-52)], posted at <http://sdspacegrant.sdsmt.edu/NASAMissionDirectorate&CenterAlignmentFY2023.docx>

Important Dates

Application Receipt Deadline: **January 12, 2024, 11:59 p.m. MST.**

Award Notification: anticipated to be announced by March 20, 2024.

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 and consist of the following five items in this 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
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, B) a career goal statement, C) a statement indicating whether the applicant plans to be enrolled as a full-time or part-time student during the requested stipend period (preference given to full-time students), D) the location and brief description of the proposed NASA, aerospace industry, or BOREALIS internship if known at the time of writing the cover letter, and E) a statement of how the internship aligns with at least one of NASA's Mission Directorate Research Priorities or NASA Center Areas of Interest (see Appx. A posted at <http://sdSPACEgrant.sdsmt.edu/NASAMissionDirectorate&CenterAlignmentFY2023.docx>). The Internship stipend cover letter must not exceed two (2) single-spaced, 12-font pages. Note: Spelling and grammar will be taken into account during selection.
 - 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 pages 3-4 for a list of some internship opportunity websites). Many internships provided by NASA Centers and industry occur in the summer. USGS EROS internships are gained through the regular employment application process available through the EROS Technical Support Services Contractor, KBR or the US Geological Survey.
 3. **Recommendation letter**: Recommendation letter must come from a STEM faculty member and address the student's qualifications for the Space Grant 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 January 12, 2024, 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** (5MB file size limit) online at the same website as the Application Form by **11:59 p.m. MST, January 12, 2024**. *(Students should not wait until the last day, or even close to it, 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 12, 2024.)*
- Faculty who 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 12, 2024, 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 completed Application Form and clicks "Submit".
- 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 FY2024 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 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. Reports for internship stipend awardees should include specific details about their internship 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. Internship stipend awardees will also receive a survey from SDSGC's program evaluator to complete at the end of their stipend period.

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 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, KBR (USGS EROS), other government agencies, or industry. Some of these internships may not yet be open for application to 2024-2025 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 most, but not all, NASA internship opportunities are listed here.

- **NASA Internships** (NASA's internship web portal)
<http://intern.nasa.gov/>
- **Montana Space Grant Consortium's High-Altitude "Balloon Outreach, Research, Exploration and Landscape Imaging System" (BOREALIS) summer 2024 program**
<https://spacegrant.montana.edu/borealis.html>

- **KBR Science and Space Division Aerospace Internships at USGS EROS** – Interested students can apply for one or both of the Space Grant-funded aerospace internship opportunities at KBR (contractor for USGS EROS) listed at the following website. The student’s Space Grant application cover letter should clearly have “*KBR Internship application*” typed near the top of the page.
 - <http://sdspagegrant.sdsmt.edu/KBR-AerospaceInternPostionDescriptionsFY24.pdf>

- **Aerostar** (intern positions) – Interested students can apply for Space Grant-supported mechanical/aerospace internship opportunities at Aerostar Technical Solutions at their Sioux Falls, SD facility. The student’s Space Grant application cover letter should clearly have “*Aerostar Internship application*” typed near the top of the page.
 - Software Engineer-(Spring/Summer) (CS/CE/SWE)INTER001114:
<https://recruiting2.ultipro.com/AER1004AROI/JobBoard/57af4392-2729-4577-830f-6ec5d73ec6e0/Opportunity/OpportunityDetail?opportunityId=550bd5e5-8f46-4284-8c26-c81072317f80>
 - Mechanical/Aerospace Intern-(Spring/Summer) INTER001112
<https://recruiting2.ultipro.com/AER1004AROI/JobBoard/57af4392-2729-4577-830f-6ec5d73ec6e0/Opportunity/OpportunityDetail?opportunityId=70d95bfc-85ad-4b17-9af1-78d92eccc574>
 - Mechanical/Aerospace Intern (Spring/Summer) INTER001116
<https://recruiting2.ultipro.com/AER1004AROI/JobBoard/57af4392-2729-4577-830f-6ec5d73ec6e0/Opportunity/OpportunityDetail?opportunityId=ade1d228-af63-4b15-858c-d48c39e3d17b>
 - Data Analysis-(Summer/Fall)- INTER001127
<https://recruiting2.ultipro.com/AER1004AROI/JobBoard/57af4392-2729-4577-830f-6ec5d73ec6e0/Opportunity/OpportunityDetail?opportunityId=458e529f-556a-4109-8d22-19575cac866f>
 - Software Engineer- (Summer/Fall) (CS/EE/SWE) STRAT001130
<https://recruiting2.ultipro.com/AER1004AROI/JobBoard/57af4392-2729-4577-830f-6ec5d73ec6e0/Opportunity/OpportunityDetail?opportunityId=75e31ec6-be26-40a8-b35a-42cd65e12b3a>
 - Mechanical/Aerospace Engineering-(Summer/Fall) STRAT001136
<https://recruiting2.ultipro.com/AER1004AROI/JobBoard/57af4392-2729-4577-830f-6ec5d73ec6e0/Opportunity/OpportunityDetail?opportunityId=12ad3b0b-12dd-4849-b466-c0266d8ef12a>

- **Sanford Underground Research Facility (SURF) Internships, including Davis/Bahcall Scholars Program**
 - <https://www.sanfordlab.org/feature/internships>
 - <https://sanfordlab.org/dbs>