

## MISG Undergraduate Internship Questions and Answers

### Questions from students:

- 1) Q: I am interested in the Michigan Sea Grant Undergraduate Environmental internship. Can you give me more information on the program, namely previous projects or businesses, government agencies, or organizations that have participated?

*A: Thank you for expressing interest in the MISG Undergraduate Environmental Internship. We have just launched this experience so this year will be the incoming class! With that being said, we do not have examples of previous projects. While that may seem daunting, it allows you to be creative and focus on something you are curious about or really passionate about. Our fellowship team recommends that you talk with a faculty member to see if they know of any organization looking for interns. Some internships may not be posted but found by word-of-mouth.*

- 2) Q: If I find an organization that is interested, how does the \$3,225 match work?

*A: That is a great question. Interns will be compensated \$5,000 directly from Michigan Sea Grant. The sponsor organization match is typically for in-kind services; these could include office space, a mentor's time, or other financial needs that arise throughout the internship and should include funds allocated for student travel to and the cost of printing a poster for the MISG seminar in late August in Ann Arbor. Our Fiscal Officer will ask the sponsorship organization for a finance report of \$3,225 in order to ensure that the match funds are used for the internship experience.*

- 3) Q: Are all undergraduate students eligible to apply for the Michigan Sea Grant Environmental Internship?

*A: Yes. Applicants must be an enrolled undergraduate student of any level of study at an accredited university or college in Michigan. The Michigan Sea Grant Environmental Internship Program encourages applicants from underrepresented racial and ethnic groups, individuals with disabilities, and individuals from economically or educationally disadvantaged backgrounds.*

- 4) Q: I graduated from my university in December 2019, am I still eligible to apply?

*A: Yes! We are extending the opportunity to students who graduated December 2019.*

- 5) Q: I have a group project I am interested in coordinating, does that qualify for this internship?

*A: Yes! However, groups cannot exceed three individuals and the stipend of \$5,000 will be divided between the three interns. We require one written proposal describing each individual's role in the project and each individual's career goals. Additionally each student will need to submit a transcript and resume.*

### Questions from mentors:

- 1) Q: How is the mentorship time valued for the purpose of the \$3,225 match?

*A: For the matching funds, we require that you provide a small amount of funds for students to attend the MISG seminar in late August in Ann Arbor and a portion for poster printing. The remaining*

*balance can be used for mentorship time such as salary and additional expenses. At the end of the internship experience, the Fiscal Officer will ask for a finance report for \$3,225.*

- 2) Q: Based on the sentences in the RFP about match, if we figure that the \$5,000 student stipend is paid out over 8 weeks at 24 hours per week that comes to \$25 per hour. If a student were to work for 8 weeks and get paid \$5,000 but work 40 hours per week instead of 24, they would essentially be 'donating' 16 hours per week for 8 weeks, which comes out to \$3,200. Would this be an acceptable way to calculate a match?

*A: Yes. In terms of the cost-share (match funds), Michigan Sea Grant will ask for a statement confirming that 16 hours a week for 8 weeks were worked by the intern at \$25 per hour totaling \$3,200 which will be considered in-kind. However, please keep in mind that the educational or host institution will need to provide funds for printing a poster and traveling to the MISG symposium in August.*

- 3) Q: What would it look like if an institution submitted two proposals?

*A: Based on MISG Internship Program, the number of applicants that can come from a specific institution is not restricted; however, given the limited funding we will likely try to distribute the funded internships broadly across institutions. Please keep in mind that if two proposals are submitted they should be for different projects.*

- 4) Q: Can an institution submit one proposal and ask for funding for two students?

*A: Each student should submit their own proposal for consideration.*