



NASA INTERNSHIP AWARD AGREEMENT

Please fill out for WSGC Grant Reporting and Award Payout Purposes Only			
Last Name	First Name	Student ID #	
Address	City	State	Zip Code
Institution	NASA Facility		
Program/Project Begin Date	Program/Project End Date		

Award Terms and Conditions

This award is made available for the pursuit of your space-related research and/or activities through the National Space Grant College and Fellowship Program: NASA Training Grant #NNX15AJ12H. Catalog of Federal Domestic Assistance (CFDA) number for this award is 43.008.

Required Documents

By providing my initials, I am confirming the completion and submission of the following five (5) documents to the [Program Office](#). Save each document as a .pdf and the professional photo as a .jpg with the following titles:

- _____ Award Acceptance Letter – **NIP16_Last Name, First Name Award Acceptance**
- _____ [W9](#) – **NIP16_Last Name, First Name W9**
- _____ [Media Release Form](#) - **NIP16_Last Name, First Name Media Release**
- _____ One-paragraph Biography – **NIP16_Last Name, First Name Bio**
- _____ Professional Photo (jpg format) – **NIP16_Last Name, First Name Photo**

Additional Requirements

By checking the following boxes, I am confirming that I have read the additional requirements and am committing to the completion and submission of the following:

- Submit a Proceedings Paper for the Wisconsin Space Conference [online journal](#) within 30 days of the Annual Wisconsin Space Conference.
- Attend the Annual Wisconsin Space Conference to present your project results. The dates and location will be announced on the [WSGC](#) website in the spring.
- Follow Wisconsin Space Grant Consortium on the WSGC [Facebook](#) or [Twitter](#), posting at least one photo or video of my funded Program/Project.

- Write my Congressional [Senators](#) and [Representative](#) a [Thank You note](#) for this publicly funded award.
- Provide WSGC with copies and links to any publications highlighting the research associated with this Program/Project award.
- Inform WSGC [Program Office](#) immediately of any changes in address, phone number, department, advisor, institution, graduation date, etc.
- [Annual Tracking Survey](#). This survey will be emailed to me by NASA.

Payout/Reimbursement

The NASA Internship Award is considered employment. The internship stipend will be sent directly to the awardee. The awardee will receive the award in one installment within 60 days of the award acceptance submission deadline.

Important Tax Information

Award recipients assume the responsibility for any and all income tax liabilities. You will receive a W2. WSGC recommends that you document all expenditures, and maintain a record of all original receipts. Contact your tax accountant if you have any questions.

Citizenship

All funded participants (students and faculty) and those receiving significant awards must be U.S. Citizens.

Award Details

More award information is available at spacegrant.carthage.edu under [Student Tools and Tips](#).

As acceptance of this award, I understand & agree to the above award terms and conditions and acknowledge I am a U.S. Citizen. I also understand that I may be required to return funding if I fail to meet these conditions.

Signature

Date