

Applying for a Pre-Doctoral (F31) NRSA

Before You Apply:

Please meet with **Archie Tablada** (Psychology Graduate Office) and **Beya Johnson** (Psychology HR/Payroll), both are in the Psychology Main Office Suite, to discuss the differences between having a Graduate Assistantship through the University (stipend, tuition remission, and benefits) and accepting a Fellowship (stipend and in some cases a tuition award), and how each relates to your particular situation.

Archie can be reached at 301-314-2609 or at atablada@umd.edu and Beya can be reached at 301-405-0173 or at robeyar@umd.edu.

Things to Consider:

NRSA Fellows (U.S. citizens or permanent residents) are required to pursue research training full time, which is defined as 40 hours per week OR as specified by the sponsoring institution (**Section 11.2.7**). Grantees may supplement Fellowship stipends from non-Federal funds up to a maximum of 10 hours per week, provided the supplementation does not interfere with the research training. For example, GAs can work up to 10 hours a week on campus payroll (see note below re health benefits).

Stipends provided to Kirschstein-NRSA fellows are a subsistence allowance and are not considered a salary, so accepting a Fellowship means you will no longer be a University employee and will move off payroll to be paid through the Student Award System.

This change also means that you will **no longer be eligible for health benefits** provided by the University, and instead must purchase them either through the University Health Center or an outside source.

Note: Fellows who receive an annual stipend of at least \$17,500 in a given year are eligible to receive a reimbursement up to the annual Student Health Insurance Plan (SHIP) premium for individual coverage. Family health insurance is not covered.

For information on the Student Health Insurance Plan (SHIP): <https://www.health.umd.edu/SHIP>

In addition, the **maximum amount awarded for tuition is up to \$16,000 per year**, and does not cover Winter and Summer terms.

The Graduate School does have a [Training Grant Fellowship Matching Tuition Award](#) that offers 40% matching tuition up to 10 credits for the Fall and Spring semesters that training grant awardees can apply for to maximize tuition support.

However, those GAs that work up to an additional 10 hours a week on campus payroll are eligible for pro-rated tuition and full health benefits.

By declining your assistantship provided by the department, this can have further implications on your funding package so, it is important to discuss with the Graduate Office.

If You Decide to Apply:

Please contact Meredith Tabor (Psychology Grants and Contracts Coordinator) at 301-405-0269 or mtabor@umd.edu, and let her know that you plan to apply and arrange to meet. At that time, please provide confirmation from both Archie and Beya that you have met with them and discussed how a fellowship will affect you.

What to Do After Receiving your Notice of Award (NOA)

1. The Fellow determines their preferred start date and completes the Activation Notice <https://grants.nih.gov/grants/funding/416/phs416-5.pdf>
2. Send the signed Activation Notice (by fellow and sponsor); a copy of the NOA; a copy of an approved IRB or IACUC protocol; requested institution tuition information; and the project number for an approved/current FCOI to Meredith Tabor at mtabor@umd.edu.
3. ORA will then sign and return the Activation Notice to NIH, and will create an account once NIH returns the official Notice of Award with project dates.
4. Once the department has an account number, Beya Johnson (Psychology Payroll) will request a Student Aid ID number so that you can start receiving your stipends.

Things to Consider:

1. If you are currently on UMD payroll as a GA, keep in mind that your health insurance will terminate at the end of the month you select to activate your Fellowship. For example, if you decide to activate your Fellowship on September 1 then you will terminate as an employee as of August 31 and because it's the end of the month, your health insurance will end at the same time. If, however, you decide to activate your award starting on September 5, then you will terminate as an employee on September 4 but your health insurance will not terminate until the end of the month, which will be September 30.

Resources:

<https://gradschool.umd.edu/funding/fellowship-information>

<https://gradschool.umd.edu/funding/fellowship-information/health-insurance-information>

<https://gradschool.umd.edu/funding/fellowship-information/tax-information-fellows>

I understand that if I accept an NRSA, I am declining a department assistantship and associated employee benefits, and if applicable, may also be impacting my funding package.

Graduate Student Name

Signature

Date