



First2 Network Request for Proposals Summer Immersive Research Program: Summer 2021

Info Webinar Dec 8, Due January 8, 2021

First2 Network understands the power of early research experiences and engagement within a STEM community of practice to motivate STEM students to persist in their STEM majors. To that end, we support two-week duration residential summer internships for rising freshmen at higher ed and industry institutions across the state. These internships target first generation STEM students and other under-represented students in STEM.

As a summer research site, you will host a student cohort of 5-10 students or more. Older undergraduate students—most likely First2 Student Leaders—will support your efforts to plan a successful program and will mentor the 2021 student cohort in many important ways. Your site will:

- Recruit first generation and other underrepresented students who are majoring STEM to participate the summer before their freshman year begins in order to maximize their success in college;
- Sign a memorandum of understanding with First2 Network to participate in the First2 Network research program;
- Participate in the recruitment, selection, supervision and evaluation of older students who will serve as planning partners and mentors before and during the site internship;
- Develop and supervise immersive research experiences for rising freshmen;
- Develop and maintain a budget and coordinate logistics for your site;
- Participate in regular meetings with other site leads to learn First2 promising practices as a starting point for customizing your own program;
- Collaborate to improve the internship experience for First2 students through iterative testing and documenting of change ideas;
- Participate in First2 conferences to share your experience and learn from others;
- Provide a final report within 15 days of the conclusion of your program;
- Help sustain the engagement of student interns by supporting academic year campus clubs at your institution.

Proposals will include:

1. Letter of commitment from the institution identifying site lead and commitment to partnership. The letter of commitment should be signed by the College Dean, Provost, or President. Upon award, institutions will sign an MOU with the First2 Network.
2. 3-5 page narrative addressing (please consider addressing items in this order):
 - a. 1-paragraph abstract
 - b. Motivation to apply (10 pt)
 - c. A history of involvement with First2 Network or evidence of alignment with its mission and goals. (5 pt)
 - d. Recruitment plan to target and select first-gen and underrepresented students majoring in traditional STEM majors (10 pt)
 - e. Plans for undergraduate mentor roles (5 pt)
 - f. Proposed research projects and faculty (15 pt)
 - g. Activities to prepare for all-around college success (15 pt)
 - i. Opportunities for student networking
 - ii. Leadership development and co-hort building
 - iii. Introductions to potential faculty research mentors and first-year faculty
 - h. Plans for housing and meals (5 pt)
 - i. Student feedback (10 pt)
 - i. For new sites: How will you collect and use feedback from students?
 - ii. For returning sites: What feedback did you receive from students last year? How do you intend to incorporate that feedback this year?
 - j. Support for school year success (10 pt)
 - i. For sites on an undergraduate campus: plan for the creation of or support of a campus club and other activities and opportunities in 2021-2022 for First2 students, including resources needed
 - **This helps the First2 network to know what resources your campus might need for future planning or requests.*
 - ii. For site that are not on an undergraduate campus: plan for partnership with undergraduate campus institution(s) for successful student transition to campus
 - k. Broader impacts, faculty development, and/or institutional change (15 pt)
 - i. What will the broader impact of your program be? How will this develop faculty and inform learning and change within your institution to better serve first-gen and underrepresented students?
 - l. Dissemination of learning and sustainability (10 pt)
 - i. Detail how will you disseminate your internship program and lessons learned to decision makers at your institution.
 - m. Other optional information:
 - i. a description of institutional resources

- ii. a description of laboratory safety training to be provided to the students.
 - iii. any other relevant information
3. Tentative schedule of activities, (20 pt)
 - a. **Please reserve Saturday, July 24 for a tentative First2 Family gathering across all sites.*
4. Budget and budget narrative (20 pt) **Use budget template*

Questions? sarah@highrocks.org

Proposals should be submitted to Sarah Riley, PI, sarah@highrocks.org. Proposals should be submitted as a single pdf document with all of the proposal elements included.

RESOURCES:

Planning and implementation resources may be found on our website at <https://first2network.org/apply-first2-internship/>

1. [BLANK BUDGET TEMPLATE](#)
2. [SAMPLE MOU](#)
3. [PLANNING TIMELINE FOR GUIDING CAMPUS LEADS](#)
4. [SAMPLE PROPOSAL FROM 2019 with NARRATIVE, SCHEDULE, BUDGET, BUDGET NARRATIVE](#)
5. INTERNSHIP IMPLEMENTATION TOOLKIT
6. INFORMATIONAL WEBINAR (link below)

Informational webinar:

Topic: First2 Summer Research Program RFP Info Meeting

Time: Dec 8, 2020 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84309727038>

Meeting ID: 843 0972 7038

One tap mobile

+13017158592,,84309727038# US (Washington D.C)

+13126266799,,84309727038# US (Chicago)

NSF INCLUDES Alliance:

EXPANDING THE FIRST2 STEM SUCCESS NETWORK

Award Number: HRD-1834586; Principal Investigator: Juliana Serafin; Higher Education Policy Commission.

Award Number: HRD-1834595; Principal Investigator: Sarah Riley; High Rocks Educational Corporation.

Award Number: HRD-1834601; Principal Investigator: Sue Ann Heatherly; Green Bank Observatory.

Award Number: HRD-1834575; Principal Investigator: Erica Harvey; Fairmont State University.

Award Number: HRD-1834569; Principal Investigator: Gay Stewart; Co-Principal Investigators: Roxann Humbert, John Stewart, Marjorie Darrah, West Virginia University.