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**IBIS Summer Internship Program Overview**

2025

**Goal**: Support 1-2undergraduate-level trainees from groups underrepresented in neurodevelopmental disabilities research to work 1:1 with IBIS network mentor

**Eligibility**

* At the time of application student trainees should be enrolled in an undergraduate, community, or technical college.
* Trainee and mentor can be from same institution *or* different institutions if within commuting distance (to allow for in-person collaboration)
* Trainees must be 18 by the start of the program and eligible to work in the US
* Trainee must have a background that meets the [NIH’s definition of an underrepresented population](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-20-031.html) in the US biomedical, clinical, behavioral, social sciences research enterprise
* Applicants must have a strong interest in research related to autism or neurodevelopmental disabilities, and should have excellent communication, interpersonal, and organizational skills.

**Details**

* 10 weeks over the summer
  + (flexible) mid June – mid Aug 2025
* $6000 stipend for each undergraduate trainee
* $1000 stipend for their mentor (ideally junior/early career)
* Trainees will attend local site lab meetings, assist with a specific research project, meet at least weekly with mentor, observe data collection if applicable, meet with site faculty, and produce a final written product or oral presentation.

**Application Process**

* Mentor and trainee apply together
* **Letters of Intent (LOI) due 1/17/25** (see attached template)
* **Full applications due 2/1/25**
  + Applications should include:
    - * Trainee resume
      * Trainee personal statement (1 page)
      * Mentor CV (include prior mentoring experience)
      * 1-2 page research and training plan
        + The mentor and trainee should develop this plan together. Include any past experience working together (optional), and details of proposed research project and training activities.
* **Decisions issued: 3/1/25** (short-listed applicants may be invited to participate in Zoom interview prior to this date)

**Questions about process or eligibility? Email Kate:** kmacd@uw.edu

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**IBIS Summer Internship Letter of Intent (LOI)**

2025

**Mentor information**

Name:

Institution:

Email:

Role (e.g., graduate student, post-doc, assist/assoc professor):

**Trainee information**

Name:

Degree Institution and year of study:

Does the student reside within commuting distance of the mentor’s institution? Y / N

**Please confirm eligibility by reviewing the** [**NIH’s definition of underrepresented**](https://grants.nih.gov/grants/guide/notice-files/NOT-OD-20-031.html)**:**

 ☐ We have reviewed and confirm trainee eligibility

**Brief description of proposed project:** (*example: Trainee will be assisting with analysis of CBCL data for an upcoming manuscript. Trainee will attend weekly lab meetings, IBIS large group calls, and prepare final written/oral presentation for local research team.*)

**Please send completed LOI to Kate MacDuffie** ([kmacd@uw.edu](mailto:kmacd@uw.edu)) **by 1/17/25**

Full applications due 2/1

**Questions? Email Kate**