

## Frequently Asked Questions – Ford Foundation Dissertation Fellowships

### For New Awardees

#### I have been awarded another fellowship. Can I use both concurrently?

No, you cannot hold another major internal or external award concurrently with the Ford Fellowship; however, supplementary funding is permissible to bring your support in line with other university fellowship and assistantship stipends. For questions regarding supplementary funding, contact [FordAwards@nas.edu](mailto:FordAwards@nas.edu).

#### I plan to accept another fellowship award that provides stipend support. May I accept the Ford Foundation Fellowship in title only?

No, the Ford Foundation Fellowship award cannot be accepted in title only; the award funding must be accepted along with the other benefits of the fellowship.

#### What if I decide to attend a different university from the one I indicated in my application?

You must inform the Fellowships Office in writing about the institution you will be attending. Your revised institution must meet program requirements.

#### What is required to initiate my award?

In the Ford Fellows web module:

- Complete award **acceptance**
- Complete steps for **stipend** information including payment method and choice of disbursement period
- Complete steps for confirming **immigration status**: U.S. citizenship/permanent residency/DACA status<sup>1</sup>/asylee or refugee status/Indigenous individuals exercising rights associated with the Jay Treaty of 1794/Temporary Protected Status
- Upload most recent **official transcript** from Ph.D./Sc.D. institution
- Upload **Confirmation from Adviser**: Dissertation Adviser's letter affirming that you are in good standing with the institution and that the dissertation work being undertaken will occur with the adviser's collaboration and oversight. The letter must contain the adviser's contact information.

#### Why does my payment method say "Institution" in the Ford Fellows web module?

Dissertation Fellows are paid in two ways: (1) **Electronic Funds Transfer (EFT)**, monthly direct deposit payments managed by the Fellowships Office and paid directly to the Fellow, or (2) **Institution pay**, where the Fellowships Office remits the entire stipend to the Fellow's institution to disburse to the Fellow.

If "Institution" is listed in your payment method dropdown menu, this indicates that officials from your institution have determined that it would be more beneficial for Ford Fellows to receive stipend payments through the institution.

#### When will my fellowship tenure and stipend disbursement begin and when will they end?

Dissertation Fellows have three options for their tenure period and stipend disbursement:

- June 1 to May 31 (12 months)
- September 1 to August 31 (12 months)
- September 1 to May 31 (9 months)

Fellows requesting stipend disbursement during the summer months, should be, or plan to be, enrolled in graduate school during those months. You will receive the same total yearly stipend in all cases. You must be enrolled during your fellowship tenure.

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<sup>1</sup> Eligibility includes individuals with current status under the DACA Program, as well as individuals whose status may have lapsed but who continue to meet all the USCIS guidelines for DACA available [here](#).

### When will I receive my stipend payments?

Once your Electronic Funds Transfer (EFT) account set-up is complete and your tenure starts, your account will be credited by direct deposit on approximately the first business day of the month. Note that you must provide information for a checking account rather than a savings account.

If you are paid via your **institution**, you should contact your Coordinating Official to confirm when your first stipend payment will be made. If you are not sure who your Coordinating Official is, please contact the Fellowships Office ([FordAwards@nas.edu](mailto:FordAwards@nas.edu)) or you can access [this list](#) to identify your Coordinating Official.

### How do I change my stipend disbursement period after I have already selected 9 months or 12 months?

Fellows who are paid via the **EFT** payment method and wish to change their stipend disbursement period should contact [FordAwards@nas.edu](mailto:FordAwards@nas.edu) to determine if and when changes to the payment schedule can be made.

Fellows who are paid via the **Institution** payment method should contact their [Coordinating Official](#) to determine if and when changes to the payment schedule can be made.

### Does the fellowship cover health insurance, other fringe benefits, or provide a travel allowance?

No. Some academic institutions will provide health insurance to Ford Fellows. We suggest that you contact your adviser or another individual in your department to negotiate these matters. The Fellowships Office encourages institutions to provide fringe benefits without charge.

### Does the fellowship cover indirect costs at my institution?

No. All payments administered by the Ford Foundation Fellowship program are for the benefit of the Fellows.

### How do I obtain an award letter needed by my department to set up my fellowship at my institution?

Contact the Fellowships Office at [FordAwards@nas.edu](mailto:FordAwards@nas.edu) to request an award letter. These letters are made available to new Fellows upon request. In addition, if you require fellowship verification at any time while you are on Ford tenure, please do not hesitate to send a request to the Fellowships Office.

### Other than the initiation of my award, what else can I expect as a newly awarded Ford Fellow?

1. **Ford Fellowship Awardee Announcement:** we expect to finalize all awards by early June, when we will post an online announcement of the newly awarded Ford Fellows.
2. **Directory of Ford Fellows:** Newly awarded Fellows are included in the online [Directory of Ford Fellows](#) during the summer of their award year.
3. **Fellowship Related Activities:** Over the summer, the Fellowships Office will send out information about fellowship related activities

### What information can I provide my institution to inform officials about the Ford Foundation Fellowship Programs?

The Fellowship Office's web site features [an information page for Educational Institutions](#). You may provide this link to officials at your institution, and they may also contact the Fellowships Office directly at [FordAwards@nas.edu](mailto:FordAwards@nas.edu).

### For On-Tenure Fellows

#### My bank account is different from the one I entered when I accepted my award. How can I update my account numbers?

Please send an email to [FordAwards@nas.edu](mailto:FordAwards@nas.edu) indicating you need to update your bank account information. Fellowships Office staff need to initiate a system change and will then send you an email notification when the system is ready for you to enter the updated EFT account information. Once notified, Fellows must submit revised EFT account information in the Ford Fellows web module under the Tenure Support and Stipend section.

To ensure that your EFT account update is completed in a timely manner, you must submit your updated EFT information in the Ford Fellows web module by the 15th of the month prior to your next stipend payment (e.g., by October 15 for a November 1 payment).

#### **May I accept a research or teaching assistantship during a tenure year?**

The purpose of the fellowship is to provide support that will allow the Fellow to devote their full time to the writing and defense of the dissertation. Fellows are permitted to accept part-time teaching or research assistantships if 1) it is required by the program, 2) if it is necessary to secure stipend supplementation, benefits, or tuition waivers, or 3) if it is beneficial to the Fellow's career development. The overall level of compensation from all sources should not exceed the amount of a standard assistantship salary at the department or institution.

Participation in full-time paid or unpaid internships or other full-time paid activities, even if required for degree completion, cannot be undertaken during the fellowship year.

#### **May I ask for emergency funds if I need additional funding?**

Additional or emergency funding is not available.

#### **What about taxation?**

For any questions about taxation, Fellows should consult a tax professional or the Internal Revenue Service to determine their individual tax liability.

#### **My university sent me a tuition bill. Does the fellowship cover my tuition?**

The Fellowships Office asks universities to waive all tuition and mandatory, non-refundable fees during academic periods when a Ford Fellow is on tenure. In the event that health insurance fees are mandatory, it is expected that the institution will also cover those fees for you. If you receive a tuition bill, contact your adviser or an individual in your department who may be able to resolve the issue. The Fellowships Office is also available to provide support. Please contact us at [FordAwards@nas.edu](mailto:FordAwards@nas.edu) if you require assistance.

#### **When must I submit my mid-year/final reports?**

Email notifications will be sent to Fellows for each required report. Specific due dates will be listed in the Ford Fellows web module. If you do not receive a notification email, please contact [FordAwards@nas.edu](mailto:FordAwards@nas.edu).

Type of Report	Notification Email Sent
Mid-Year	January
Final	July

#### **What if I graduate prior to the end of my fellowship?**

When a Fellow graduates, the fellowship award ends and no further stipend payments will be made.

#### **Contact**

##### **When should I contact the Fellowships Office?**

The Fellowships Office has a vested interest in your success in academia and would like to serve as your advocate. If you have questions about the administration of the fellowship or wish to discuss issues that arise that impact your academic progress in graduate school, please contact us.

### How can I contact the Fellowships Office?

Address all correspondence to:

Fellowships Office

The National Academies of Sciences, Engineering, and Medicine

500 Fifth Street, N.W., Keck 576

Washington, DC 20001

Email: [FordAwards@nas.edu](mailto:FordAwards@nas.edu)

Phone: 202-334-2860

### Are the Ford Foundation Fellowship Programs on social media?

The Ford Foundation Fellowship Programs are on Facebook, X (Twitter), and LinkedIn. You may follow us by clicking on the links below.



### How can I submit information for posting on the social media accounts for the Ford Foundation Fellowships?

Content may be [submitted](#) only by current or past Ford Fellows and will be reviewed by the Fellowships Office prior to posting. The content might include a new book or research article, awards, promotions, or new positions. Content text should be less than 280 characters, preferably with a related photo and link to an external resource where the Fellowships Office can obtain additional information.

More information is provided on the Fellowships Office Web Page at: <http://www.nas.edu/Ford>

[List of Regional Liaisons](#) — Senior mentors who are Fellowship alumni and willing to provide guidance

[Ford Fellows Directory](#) — Database of current Fellows and alumni