

GRFP Webinar: **Welcome Fellows!**

**PRESENTED BY:
GRFP PROGRAM OFFICE**

PROGRAM DIRECTORS
April 17, 2026



U.S. National Science Foundation
Directorate for STEM Education



AGENDA

Introduction
Policy Updates
Program Overview
Fellowship Responsibilities
Declaration Game Show
Questions



IMPORTANT POLICY UPDATES

GRFP Admin Guide NSF 25-033



U.S. National Science Foundation
Directorate for STEM Education

Medical Leave Update

The current Administrative Guide states that, using the GRFP Online Module, Fellows must formally submit a change request for Medical Leave before or within the first month of the Medical Leave. Retroactive requests are not approved.

UPDATE:

Effective Immediately (FY2025–2026):

- **Retroactive (paid and unpaid) medical leave is allowed within the current fellowship year**

Moving Forward (FY2026–2027 and beyond):

- Retroactive leave requests permitted only for the prior fellowship year (limited to a one-fellowship-year grace period)
- Institutions (IHE) may submit medical leave requests on behalf of Fellows via email to grfp@nsf.gov
- Institutions (IHE) are responsible for maintaining documentation/approval of medical leave requests



PROGRAM OVERVIEW: TIMELINE, ROLES & RESPONSIBILITIES



U.S. National Science Foundation
Directorate for STEM Education

Institution Contact Information

First and foremost, a Fellow is a student of the institution and must abide by IHE policies and procedures. Therefore, a Fellow's first point of contact after reviewing the GRFP Administrative Guide is their Institution's GRFP Coordinating Official (CO).

Graduate Research Fellowship Program

Welcome to the NSF Graduate Research Fellowship Program (GRFP).

NSF GRFP Competition Results

▶ [Award Offers and Honorable Mentions List](#)

Withdrawal Deadline

November 15, 2022 (Tuesday): Application Withdrawal

You can withdraw your application anytime. November 15 is the last date to withdraw your a

Applicant and Reference Writer Assistance

For technical questions about this application module; e.g., login problems or syste
800-381-1532 or fastlane@nsf.gov.

For additional information about preparing your application please visit <https://nsfgrfp.org>.
NOTE: You are leaving the NSF system to visit an external website.

Applicants and reference writers may also reach out directly to the GRF Operations Center wh
be directed to:
GRF Operations Center
Phone: 866-NSF-GRFP (866-673-4737)
Email: info@nsfgrfp.org
Hours of Operation: 8:30 a.m. - 5:30 p.m. EASTERN TIME

Current Fellows and GRFP Officials Assistance

If you have TECHNICAL problems accessing your fellowship information or Coordinating Offic



Quick Links

- ▶ [GRFP Solicitation and FAQs](#)
- ▶ [Administrative Guide for Fellows and CO's](#)
- ▶ [Application Guidelines](#)
- ▶ [Institution Directory](#)
- ▶ [Add New Role/Transfer PI](#)
- ▶ [GRFP Account Training Resources](#)

Institution Directory

Search:

Last Name:

Official Type:

Organization:

12 items found, displaying 1 to 12

Organization ID	Organization Name	Name	Email Address	Phone Number	Official Type	Award ID
0038000000	Washington State University	Gloss, Lisa M	lmgloss@wsu.edu	509-335-5859	Primary CO	
0038000000	Washington State University	Small, Kim	kksmall@wsu.edu	509-335-2047	GRFP Financial Official	
0038000000	Washington State University	Akin, Kimberly	kakin@wsu.edu	509-335-6549	GRFP Financial Official	
0038000000	Washington State University	Gloss, Lisa M	lmgloss@wsu.edu	509-335-5859	Principal Investigator	1842493
0038000000	Washington State University	Dan Nordquist	orso@wsu.edu	509-335-9661	Sponsored Project Officer	1842493
0038000000	Washington State University	Dan Nordquist	orso@wsu.edu	509-335-9661	Sponsored Project Officer	2235552
0038000000	Washington State University	Barry, Tammy D	tammy.barry@wsu.edu	509-335-7008	Principal Investigator	2235552
0038000000	Washington State University	Merrill, Joe H	joem@wsu.edu	509-335-6412	Alternate GRFP Coordinating Official	
0038000000	Washington State University	Nordquist, Dan	orso@wsu.edu	509-335-9661	Alternate GRFP Coordinating Official	
0038000000	Washington State University	Keller, Casey	casev.keller@wsu.edu	509-335-4799	Alternate GRFP Coordinating Official	
0038000000	Washington State University	Young, Mayra J	mavra.young@wsu.edu	509-335-5165	Alternate GRFP Coordinating Official	
0038000000	Washington State University	Williams, Adam	adam.williams@wsu.edu	509-335-5425	Alternate GRFP Coordinating Official	

Export options: Excel



GRFP FELLOW TIMELINE

The “Declaration” and “Annual Activities Report” tasks opened on April 12 and will close on May 1 in the GRFP Online Module.

Deadlines will be posted on the GRFP Module page in addition to email reminders sent via GRFP@nsf.gov.

March-May

- Current Fellows must submit their signed AAR and declare their status for the upcoming Fellowship Year by the deadline, **May 1, 2026**.

May-July

- Program prepares awards to institutions for upcoming fellowship year.
- Any change requests submitted after declaration period closes will not be processed until August.

August-September

- Fellowship year begins September 1st.



Stipend Support: Funding Source and Fellow Status

This table provides guidance on accepting stipend from scholarly activities (internships, assistantships, fellowships, and traineeships) in conjunction with GRFP stipend depending on Fellow status.

Stipend Support: Funding Source and Fellow Status		
	Fellow Status – On Tenure	Fellow Status – On Reserve
Funding Source – Non-Federal	With approval from Institution, Fellows may accept this type of stipend at the same time as the GRFP stipend	Allowable
Funding Source – Federal	Fellows On Tenure must forfeit GRFP stipend if accepting another stipend that comes from federal funds (e.g. traineeship, research award).*	Allowable

*Fellows cannot have two individual federal fellowships at the same time, regardless of status. If a Fellow wants to accept another individual federal fellowship, they must terminate their GRF first.



Individual Federal Fellowships

*GRFP Fellowships cannot be concurrently accepted or combined with support from another **individual** federal fellowship. The fellow must terminate the GRFP fellowship.*

What is an individual federal fellowship?

Federal graduate fellowships are defined as awards for which an applicant applies as an **individual**, not as part of a program in which an IHE applies for an award.



Individual Federal Graduate Fellowships include, but not limited to:

- DOD National Defense Science and Engineering Graduate Fellowship (NDSEG)
- DOD Science, Mathematics, and Research for Transformation (SMART) Scholarship
- NIH F31/F32 Ruth L. Kirschstein Predoctoral Individual National Research Service Award (NRSA)
- DOE Computational Science Graduate Fellowship (CLGF)
- Fulbright Program



GRFP Online Module



Research.gov | Contact | Help



Graduate Research Fellowship Program (GRFP)

Graduate Research Fellowship Program

Welcome to the NSF Graduate Research Fellowship Program (GRFP).

NSF GRFP Competition Results

- [Award Offers and Honorable Mentions List](#)

Sign In for GRFP Applicants, Fellows, Officials, Reference Writers, and Reviewers

[Sign In to Research.gov](#)

A Research.gov account is required to access GRFP. [Register](#)

Quick Links

- [GRFP Solicitation](#)
- [Administrative Guide for Fellows and CO's](#)
- [Application Guidelines](#)
- [Find GRFP Officials/Institutions](#)
- [FAQs](#)

Login Screen

Research.gov | Contact | Help | Change Password | Sign Out



Graduate Research Fellowship Program (GRFP)

Manage My Fellowship

Quick Links

- [Program Announcement](#)
- [Administrative Guide for Fellows and CO's](#)
- [Find GRFP Officials/Institutions](#)

Welcome Fellows

Fellow Data

Fellow ID: TESTR00040
Name: Fellow rtest40

Address: 222 Fellow Road Unit F
City, State, Zip: Alexandria, Virginia, 22312
Phone: 3333334445
Email: rtest40@yahoo.com

Year Awarded: 2024
Tenure Months Used: 12
Reserve Months Used: 0
Forfeit Months Used: 0
Deferred Months Used: 0
Travel Allowance Used: \$0.00
Coordination Official: CO Email:

Fellow Status: Active
Fellowship Status: On Tenure
Organization: Australian National University
Field of Study: Engineering - Computer Engineering (including Networking)

Fellows Task List

- [Submit 2024-2025 Fellowship Year Activities Report](#)
- [Declare Fellowship Plans](#)

Fellows Optional Task List

- [Update My Profile](#)
- [Update My Demographic Information](#)
- [View Fellowship Status Details/Request Fellowship Status Change](#)
- [View Submitted Fellowship Status Change Requests](#)
- [View/Print Fellowship Award Offer Letter](#)
- [View/Print Applications and Reviews](#)
- [View or Add Addendum to Submitted Activities Reports](#)

Fellows Abroad Task List

- [Prepare Fellows Abroad Information: 2024 - 2025](#)
- [Check Status of Fellows Abroad Information: 2024 - 2025](#)
- [View Fellows Abroad Information](#)

The approved OMB Control Number for this information collection is 3145-0023.

Profile View



Annual Activities Report (AAR)

Welcome Fellows

Fellows Task List

- ▶ [Submit 2025-2026 Fellowship Year Activities Report](#)
- ▶ [Declare Fellowship Plans](#)
Deadline: [May 1, 2026](#)

Fellows Optional Task List

- ▶ [Update My Profile](#)
- ▶ [Update My Demographic Information](#)
- ▶ [View Fellowship Status Details/Request Fellowship Status Change](#)
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What is the AAR? The Annual Activities Report details fellowship activities of the current Fellowship Year.

When is the AAR due? May 1, 2026

Who signs? Academic/Research Advisor

Where do I submit? The GRFP Online Module.

Failure to submit an Annual Activities Report may lead to Termination of the Fellowship.



Declaration

Welcome Fellows

Fellows Task List

- ▶ [Submit 2024-2025 Fellowship Year Activities Report](#)
- ▶ [Declare Fellowship Plans](#)
Deadline: May 1, 2026

Fellows Optional Task List

- ▶ [Update My Profile](#)
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Fellows are required to use the GRFP Online Module to declare their status **each** year of the five-year Fellowship Period. Status are as follows:

- **Tenure:** Usable 3 years over 5 year fellowship
 - **Forfeit:** Tied to stipend
- **Reserve:** Usable 2 years over 5 year fellowship
- **Leave:** Military or Medical

Failure to Declare Status will result in an 'Undeclared' status. Undeclared Fellows will be Terminated.



Change Requests

Welcome Fellows

Fellows Task List

- ▶ [Submit 2024-2025 Fellowship Year Activities Report](#)
- ▶ [Declare Fellowship Plans](#)
Deadline: **May 1, 2026**

Fellows Optional Task List

- ▶ [Update My Profile](#)
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- ▶ [View or Add Addendum to Submitted Activities Reports](#)

During the Declaration Period, Fellows are free to change their status as they see fit.

After the Declaration Period Closes, Fellows may submit change requests to change their status, but GRFP Program Office will not process/approve requests until August.

After the start of the Fellowship Year, Fellows are not permitted to change from Tenure to Reserve (& vice versa). Fellows are still able to request Military/Medical Leave, Forfeit, or Completed/Terminated.



Leave Requests



Military Leave

Coordinate with your GRFP CO at your IHE for approval and appropriate documentation. Do not send a copy of the duty orders to the GRFP Team or add sensitive information to the change request.

Medical Leave

Fellows should first contact their GRFP CO and secure an Institutionally-approved medical or family leave based on the IHE's graduate student leave policies. **There is a limited paid leave option of up to 3 months (tied to Tenure/allowable stipend).**

Request for leave must be coordinated with your IHE's CO and submitted in the GRFP Online Module



Fellowship Completion

Completed with Degree

- Once a Fellow knows their date of conferral, they can submit a Change Request for “Completed with Degree.” Fellows who will be continuing to a PhD do not need to submit a change request.
- **Fellows should not submit a change request for Completed with Degree more than 2 months in advance to avoid premature termination.**

Completed

Fellows who have completed all five (5) years of their fellowship before graduating with a degree will Declare “Completed.” To declare “Complete” you will need to submit a change request under the current Fellowship Year.

Terminated

Fellows who no longer wish to continue their Fellowship may voluntarily terminate their Fellowship.



Declaration Game Show – Which Request Should I submit?



Declarations vs Change Requests

Fellowship Status declaration is forecast for the funding the fellow will need for the entire upcoming year.

Status change requests is where fellows report the actual use of their tenure and reserve months.

DATES! DATES!

- 2025 Fellowship Year Date Range: Fall Fellows: 9/1/25 – 8/31/26 & Summer Fellows 6/1/25 – 5/31/26; 2025 Change Request
- 2026 Fellowship Year Date Range: 9/1/26 – 8/31/27 & Summer Fellows 6/1/26 – 5/31/27; 2026 Declaration or Change Requests



Declaration and Change Request Game Show - Important information

Declaration Options	Funding Amounts
Continue on tenure	\$37,000 Stipend & \$16,000 COE
Reserve the next year	\$0
Forfeit my tenure for the year	\$0
On Medical Leave	\$0
On Military Leave	\$0
Terminate My Fellowship	\$0
Completed with Degree	\$0

Change Request Options
New Organization
New Field of Study
New Fellowship Status
*On Tenure
*On Reserve
*Forfeited
*Medical Leave
*Military Leave
*Completed with Degree
*Termination



Institution Scenario 1



Laura

- Summer Fellow
- Federally funded internship 5/1/26-11/1/26
- Would like to receive funding



Jerry

- Fall Fellow
- Would like to receive funding
- Plan to transfer institutions on 10/1/26

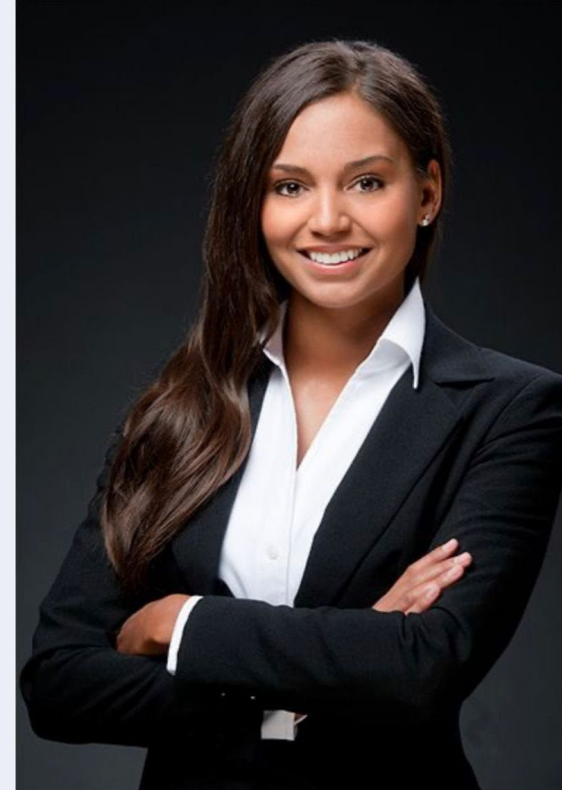


Institution Scenario 2



Ciara

- 3rd Year Fellow
- Would like to terminate on 8/31/26



Denise

- Fall Fellow
- Graduating on 11/1/26



Thanks for joining! Questions?



Please add questions to the Q&A box.

Please avoid using PII in any questions. Any situation-specific or financial questions can be emailed to grfp@nsf.gov.

