



Army Educational Outreach Program  
FY19 GEMS Stipend Policy



*October 2018*





## Stipend Policy

The purpose of the GEMS stipend policy document is to provide participating Army laboratories guidelines on how to determine the rates of educational stipends for program participants in the Army Educational Outreach Program's GEMS program. Additionally, this policy document will provide AEOP's current program administrator of GEMS, the National Science Teachers Association (NSTA), a guiding document to help determine the payment/non-payment of stipend requests. AEOP's GEMS operates under the authority of Title 10 U.S.C. Section 2192.

Stipends provided to GEMS participants must align with the standard program stipend scale. A request for a stipend payment that is not in accordance with the stipend scale will result in non-payment. Any missing documentation and information required for payment through program administrator can result in delayed stipend payments to program participants. It is the responsibility of the local program coordinators (LPCs) to ensure that their participants' stipend rates are appropriately calculated and enforced across the organization. LPCs are expected to validate all stipend requests for GEMS participants prior to submission to program administrator (NSTA).

The intent of the GEMS program is to promote diversity in its student participation. Stipends provided to student and teacher participants in the GEMS program are intended to offset costs associated with participating (transportation, food, etc.) and to eliminate barriers to participate.

### Rate Determination

A student stipend rate is determined by the student's year in school, number of credit hours completed, relevant work or research experience, and academic achievement. A teacher stipend rate is determined by the teacher's level of education, and relevant work experience. Stipends are not calculated based on actual hours worked each month. Stipend rates are established at the onset of the apprenticeship and paid equally each month. A pro-rated stipend can be offered to a participant, if he/she works for a partial month or returns for a short period of time (i.e. spring break or winter holiday, they may receive a partial month stipend). Participants are eligible for an increase in stipend rate each year, based on any additional experience or credit hours earned. Please refer to the guidelines below and stipend scale tables.

<b>Stipend Rate Table</b> Meets minimum qualifications	0 points	Basic Monthly Rate for designated level
Significant relevant work/research experience OR GPA of 3.5 or more	+5 points	Mid-Level Rate for designated level
Significant relevant work/research experience AND GPA at or above 3.5	+10 points	High-Level Rate for designated level



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## Application of the Stipend Scale

The application of the stipends scales will follow the basic, mid-level, or high-level rate;

**Basic Rate:** Standard rate that applies to all students and teachers unless they qualify for a higher rate in accordance with respective criteria.

**Mid-Level Rate:** Available to students or teachers that possess either extensive prior work experience related to the assignment (as determined by Lab Coordinator and/or Mentor) OR great academic achievement (3.5 GPA or above). For teachers, five plus years teaching experience or three plus years GEMS Resource Teacher experience.

**High-Level Rate:** Available to students and teachers that possess BOTH extensive prior work experience related to the assignment (as determined by Lab Coordinator or Mentor) AND great academic achievement (3.5 GPA or above). For teachers, ten plus years teaching experience, or five plus years GEMS Resource Teacher experience.

It is the responsibility of the LPC to ensure the stipend scale is appropriately and fairly applied throughout the program. The LPC should request documented proof of academic achievement and extensive work experience (i.e. review of transcripts, narrative from mentor, letter of reference from teacher, etc) before adjusting stipend rates accordingly.



### GEMS Stipend Scale

Participant stipend rates are based on education, experience, and program participation. **All GEMS student participants must receive exactly \$100 per complete week to offset any cost to the student or family to participate (travel and food).** Stipend rates issued to GEMS program participants (Students, Resource Teachers, and Near-Peer Mentors) cannot include locality pay and can be pro-rated as needed.

Academic Year Completed	Basic Monthly Rate	Mid-Level Monthly Rate (+5 points)	High-Level Monthly Rate (+10 Points)
All Student Participants	\$100/week		
Near Peer Mentor – High School Completed Sophomore Year	\$1,200		
Near Peer Mentor – High School Completed Junior Year	\$ 1,400		
Near Peer Mentor – High School Completed Senior Year	\$ 1,702		
Near Peer Mentor – Undergraduate (≤ 29 semester credit hours)	\$ 1,857	1,980	\$ 2,104
Near Peer Mentor – Undergraduate (30-74 semester credit hours)	\$ 2,084	\$2,293	\$ 2,501
Near Peer Mentor – Undergraduate (75+ semester credit hours)	\$ 2,293	\$2,501	\$ 2,710
Teachers – 0 years of graduate school	\$ 2,332	\$ 2,643	\$ 3,032
Teachers – One full academic year of graduate level education	\$ 2,889	\$ 3,274	\$ 3,755
Teachers – Masters Degree; Two full academic years of graduate level education	\$ 3,533	\$ 4,004	\$ 4,593
GEMS Observing Teachers	Substitute teacher pay rate per day		

**Distribution Statement:** The AEOP Stipend Policy is an internal document for the use of AEOP GEMS Lab Coordinators, Government personnel, individual program administrator(s) (per AEOP cooperative agreement), and cooperative agreement manager(s). Please contact Christina Weber at [christina.l.weber.civ@mail.mil](mailto:christina.l.weber.civ@mail.mil) or Brian Leftridge at [brian.m.lefridge2.ctr@mail.mil](mailto:brian.m.lefridge2.ctr@mail.mil) for questions pertaining to this document.