**Please note, that a full diversity supplement request will be comprised as one (1) .pdf document containing the following four bullets and the Diversity Justification, Research Plan, the Research and Related Budget form, and the Intern Biographical Sketch (see below).**

* + **Business Official:**
	+ **Principal Investigator:**
	+ **Candidate (full name)**:
	+ **Address of Primary Work Site:**

(The supplemental activities must principally take place at the small business. Applications that request supplemental funding for activities that occur principally at a sub-awardee location will be declined. If a portion of the proposed supplement activities will be performed at any other sites, identify all locations.)

* + **Diversity Justification:**

(Address the following six (6) review criteria in two (2) pages or fewer and provide evidence to support a focus on the enhancement of the research and entrepreneurial capability of the underrepresented intern and how that experience is intended to provide opportunities for development as a productive researcher or future small business leader.)

* + 1. How this appointment will promote diversity in small business, particularly with regards to entrepreneurship.
		2. Candidate qualifications including career goals, prior research training, research potential, and any relevant experience.
		3. Evidence that the proposed experience will expand and foster the research and entrepreneurial capabilities, knowledge, and/or skills of the candidate.
		4. Evidence that the activities of the candidate will be an integral part of the project.
		5. Evidence that the candidate will receive research and entrepreneurial career mentoring.
		6. The plan and timeline for the proposed research and career development experiences in the supplemental request and its relationship to the Phase II award.
	+ **Research Plan:**

(In one (1) page, please include a research and mentoring plan for the candidate intern to interact with other individuals on the Phase II award, to contribute intellectually to the research, and to enhance his/her research skills and knowledge regarding the selected area of R&D along with business and entrepreneurship.)

* + Using the federal Research and Related budget form (OMB Number: 4040-0001), also provided on the DOE Office of SBIR/STTR Programs website (<https://science.osti.gov/sbir/Awardee-Resources>), please provide a budget and a separate abbreviated budget justification showing the amount requested and how the funds will be used.
	+ Intern Biographical Sketch and/or resume (should not exceed 1 page) that includes:
		- Evidence of STEM achievement and entrepreneurial interest
		- Any source(s) of current funding
		- A statement from the candidate outlining his/her research objectives and career goals