



The Rutgers Health
Center for Biomedical Informatics & Health Artificial Intelligence
(BMIHAI) presents

Rutgers Health Roadmap Initiative

2025 Request for Applications

Summer Internship Program in Biomedical Informatics and Health AI

Funding Opportunity Purpose:

This RFA solicits project applications for the Summer Internship initiative, designed to provide a platform for undergraduate and MS Rutgers students to participate in hands-on projects focused on Biomedical Data Science and Health AI and introduce students to careers in Computational Biomedicine and AI in Healthcare.

Release Date: February 10th, 2025

Information Webinar:

Webinar 1: February 14, 2025, from 11:00 a.m. – 12:00 p.m.

Register here: <https://rutgers.zoom.us/meeting/register/9VEpduT5Q7SqmcHkirGFqQ>

Webinar 2: March 3, 2025, from 5:00 p.m. – 6:00 p.m.

Register here: <https://rutgers.zoom.us/meeting/register/mcZ-EpOfQMuOijc5cChEeQ>

(host: Antonina Mitrofanova, Rutgers Health Roadmap co-lead, SHP)

Webinar recording or additional webinars will be available upon request.

Faculty Proposal Deadline: March 10th, 2025

Submit here: <https://form.jotform.com/250345177398162>

Proposal Selection and Posting: April 1st, 2025

Student Applications Accepted: April 2nd - April 21st, 2025

Will be available on April 2nd: <https://form.jotform.com/250353588052154>

Student Interviews: April 2nd - May 1st, 2025

Final Student Selection: May 7th, 2025

Summer Internship: June 2nd - August 1st, 2025

Table of Contents

I. Overview of the program	3
II. 2025 RFA requirements.....	4
III. Application Process.....	5
<input type="checkbox"/> Eligibility	
<input type="checkbox"/> Application Submission	
<input type="checkbox"/> Institutional Review Requirements	
<input type="checkbox"/> Application Requirements	
<input type="checkbox"/> Budget Guidelines	
<input type="checkbox"/> Regulatory Approvals	
<input type="checkbox"/> Proposal Review	

I. Overview of the Program

The Rutgers Health (RH) Center for Biomedical Informatics & Health Artificial Intelligence (BMIHAI) is proposed as a Rutgers Roadmaps Initiative to serve as the catalyst for a transformative effort that establishes Rutgers as a national and international leader in computational medicine and health AI. The overarching goal of this initiative is to bring together substantial existing, but currently siloed, strengths in the broad area of biomedical informatics, including in bioinformatics, clinical informatics, clinical research informatics, public health informatics, translational bioinformatics, etc., and substantially expanding them, especially in the area of health AI, making them collectively much more than the sum of their parts. Rutgers Health Roadmap initiative is co-led by Drs. Tobi Gerhard, David Foran, Antonina Mitrofanova, and Evan Johnson.

The Summer Internship in Biomedical Informatics and Health AI is one of the many Rutgers Health Roadmap Initiatives and is designed to introduce undergraduate and MS Rutgers students to hands-on projects focused on Biomedical Informatics and Health AI and careers in Biomedical Data Science and AI in Biomedicine. The internship is a nine-week summer program (June 2nd to August 1st, 2025). Student participants will be hosted by Rutgers Health faculty, offering summer projects in Data Science, Biomedical Informatics, Machine Learning, Health AI, or related fields. Seven (7) summer projects will be selected each year. PIs of selected projects will identify best BS or MS students to participate as summer interns. The program will culminate in a joined Rutgers-wide Symposium on August 1st, 2025, with summer projects presented by the participating students.

II. Requirements for 2025 RFA

Information Webinars:

- Two information webinars will be hosted to explain proposal requirements, as well as the review and selection process.

Webinar 1: February 14, 2025, from 11:00 a.m. – 12:00 p.m.

Register here: <https://rutgers.zoom.us/meeting/register/9VEpduT5Q7SqmcHkirGFqQ>

Webinar 2: March 3, 2025, from 5:00 p.m. – 6:00 p.m.

Register here: <https://rutgers.zoom.us/meeting/register/mcZ-EpOfQMuOije5cChEeQ>

(host: Antonina Mitrofanova, Rutgers Health Roadmap co-lead, SHP)

Webinar recording or additional webinars will be available upon request.

Faculty Project Proposals:

- PIs can submit up to one summer project proposal per cycle.
- Project proposals must include project description, overall objectives, deliverables, and specific role that the summer intern will play in the proposed project, which must include hands-on experience in Biomedical Informatics and Health AI.

Student Applications:

- Once faculty project proposals are selected, faculty will interview interested students and select two best candidates for each position, which should include one best applicant for Bachelors-level intern and one best applicant for Masters-level intern. The Review Committee will make the final decision regarding which intern (out of two selected) will participate in each project and receive the stipend.

Funding Amounts and Duration:

- Seven intern awardees will be chosen. Awardees will receive a \$3,000 stipend for the 9-week internship in two installments: first payment of \$2,000 at the beginning of the program and second \$1,000 upon successful completion of the program and Symposium presentation on August 1st, 2025.
- Each hosting faculty member will receive \$1,000 in discretionary funds per intern to support related internship activities, at the beginning of the project.

III. Application Process

Eligibility:

- All Rutgers Health faculty (PIs) are eligible to submit a research project proposal.
- PIs are limited one application per cycle.
- Intern applicants can be Bachelors or Masters-level students from any school or Chancellor Led Unit within Rutgers University.
- Only Rutgers students who will remain active students through the end of the internship period are eligible to apply (former students are not eligible).
- Students must indicate their current academic status, expected graduation date, and affiliation (and campus) on their application.

Application Submission:

By **March 10th, 2025**, interested faculty must submit their proposal online here: <https://form.jotform.com/250345177398162>. Seven (7) projects will be selected and posted for student applications by **April 1st, 2025**. Students will apply for proposed projects **April 2nd - April 21st** via online application here: <https://form.jotform.com/250353588052154> (will be available on **April 2nd**) and selected students will be interviewed by faculty **April 2nd - May 1st, 2025**. Faculty will propose one undergraduate and one MS level student for each selected project. Committee will make final decisions on student-mentor pairs.

Institutional Review Requirements:

This is an internal application and **does not** require review by Rutgers Office of Research and Sponsored Programs (ORSP). The application may require approval of the Dean/Chair of the Co-PIs based on school/departmental policy or if the project involves in-kind support.

Application Requirements:

To be considered complete, **research proposal from faculty** (due **March 10th, 2025**) must contain the following elements:

	Page Limits
Biomedical Informatics and Health AI Summer Internship Application Form	Form online
Project Proposal	1 page total
• Description of summer hands-on project directly related to Biomedical Informatics and Health AI field	
• Preferred skillset for the intern	
• Intern responsibilities and project deliverables	
References	

PDFs of two (2) recent publications related to the proposed research project	As needed
PI's Biosketch/CV	Up to 5 pages
Facilities and Resources	1 page
Description of how \$1,000 in discretionary funds will be used for the proposed project needs	Up to 150 words

When applying for a project (link to be provided on **April 2nd, 2025**), **students** must provide the following documents:

	Page Limits
Student Summer Internship Application Form	Form online
Anticipated graduation date	Form online
Unofficial transcript	As needed
Short essay describing interests in the project and qualifications	Up to 1 page
CV/Resume	Up to 5 pages
Recommendations/References (PDF upload or link will be available)	At least 1

Font and Margin Requirements: 0.5" margins and Arial 11 Font, single spaced.

Budget Guidelines:

- \$3,000 stipend is for intern salary only. First payment of \$2,000 will be provided at the beginning of the program and second payment of \$1,000 will be issued upon successful completion of the program and Symposium presentation on **August 1st, 2025**.
- \$1,000 faculty discretionary funds can be utilized to support expenses for any internship-related activities that will benefit the intern and the project and will be administered at the beginning of the program.
- Facilities and Administration costs are not permissible.

Regulatory Approvals:

- If needed, awardees must obtain all regulatory approvals (e.g. IRB, IACUC, or Radiation Safety) and meet all compliance requirements prior to the internship start and maintain approvals during the entire length of the award, as necessary.
- The team must keep their IRB approval current and active for the duration of the internship period.

Proposal Review Process:

- Projects will be screened for eligibility and selected for participation by the Review Committee.
- Seven (7) projects will be selected and will be confirmed by **April 1st, 2025**.
- Student applications for each project will be open **April 2nd - April 21st, 2025**.
- Final student selection is due from PIs to the Review Committee **May 1st, 2025**.
- Final student selection from the Review Committee will be completed by **May 7th, 2025**.

Questions/Inquiries:

For Inquiries, please email: BMIHAI_Internship@shp.rutgers.edu