

# DHS Office of Intelligence and Analysis Fellows Program

The DHS Office of Intelligence and Analysis (I&A) State and Local Fellows Program is designed to integrate state, local, tribal, and territorial (SLTT) partners into the intelligence and information sharing processes resident across DHS, the Intelligence Community (IC), and the federal interagency. This program provides a unique opportunity for SLTT partners to collaborate across the homeland security intelligence enterprise to ensure that SLTT perspectives are integrated into the threat information shared by federal partners.

Fellows will be expected to collaborate with their federal counterparts and SLTT customers through participation in a variety of functions, including, but not limited to, intelligence collection, analysis, and production activities. Through these engagements, Fellows will collaborate with interagency partners to facilitate the sharing of information and intelligence across all levels of government.

All fellows will be assigned to I&A, with unique opportunities to work and collaborate with DHS Mission Centers and interagency partners. In addition, Fellows will have an opportunity to:

- Represent and advocate for SLTT information requirements.
- Identify DHS and IC information that is of interest to SLTT partners.
- Educate federal partners on SLTT mission requirements and provide awareness and understanding of the SLTT role in countering threats.
- Gain practical experience and understanding of the relationship between national homeland security efforts and the Intelligence Community.
- Develop networking relationships.

## Fellowships Give SLTT Partners the Opportunity to Collaborate Across the Homeland Security Intelligence Enterprise



**DHS Intelligence Enterprise:** Fellows will work alongside DHS Intelligence staff to facilitate collaboration among DHS components and SLTT partners to promote an understanding of threats to the homeland; collect intelligence pertinent to homeland security; and share information that can inform operational and strategic actions. Fellowship opportunities exist in the following specialized areas:

- Cyber Mission Center
- Transnational Organized Crime Mission Center
- Nationwide SAR Initiative

<https://www.dhs.gov/office-intelligence-and-analysis>



**Joint Counterterrorism Assessment Team (JCAT):** Fellows will be assigned from the DHS Counterterrorism Mission Center to the JCAT to work alongside analysts from NCTC, DHS, and the FBI to research, produce, and disseminate counterterrorism intelligence products. They will provide an "SLTT perspective" to federally coordinated finished counterterrorism intelligence products and ensure that terrorism-related information intended for SLTT entities is presented in a usable format that is, to the extent possible, unclassified, to facilitate further dissemination.

<https://www.nctc.gov/jcat.html>



**National Gang Intelligence Center (NGIC):** Fellows will be assigned from the DHS Transnational Organized Crime (TOC) Mission Center to the NGIC to help enhance partnerships among DHS, the NGIC, and SLTT partners to integrate gang intelligence with a transnational nexus. This includes collaborating with interagency partners to identify, assess, and facilitate collaborative analytic production on the growth, migration, criminal activity, and associations of gangs involved in transnational criminal activity.

<https://www.fbi.gov/investigate/violent-crime/gangs/ngic>

# Fellowship Application



## Application

Applicants are required to submit the attached application form, a résumé, a letter of endorsement from the department or agency head acknowledging the time commitment associated with and support for participation in the program, and a written statement (two pages or less).



## Eligibility

This fellowship is available for current employees in mid- to senior-level positions within an SLTT agency who possess a working knowledge of the threats to homeland security. Intelligence, analytic, and/or investigative experience working in or with task forces is preferred.

Selected Fellows will be required to have or obtain a Top Secret (TS)/ Sensitive Compartmented Information (SCI) clearance prior to beginning the fellowship. Fellows at the JCAT will also be required to pass a counterintelligence polygraph examination. DHS will sponsor any necessary clearance upgrades for selected applicants.



## Duration

The fellowship will last for 12 months in the Washington, DC, area, with an option to extend for an additional 12 months in order to apply the knowledge and skills gained from the fellowship in the Fellows' home jurisdiction via the fusion center in their home area of responsibility (AOR). During this second year, Fellows will be based out of the fusion center in their home AOR and will retain DHS-sponsored TS/SCI clearances until the completion of the fellowship.



## Accommodations and Reimbursements (Year One)

Fellows who do not reside within reasonable proximity to Washington, DC, will be provided temporary quarters in the Washington, DC, metropolitan area. The cost of travel and per diem will be assumed by I&A, including incidental and miscellaneous expenses, lodging, and transportation. I&A will fund travel for four (4) trips home per year to ensure coordination with the home agency. Details of allowable expenses and instructions for reimbursement will be provided after fellowship selection and prior to the start of the fellowship. All other expenses and the participant's salary are the responsibility of the Fellow's home agency.



## Accommodations and Reimbursements (Year Two)

All costs associated with the second year of the fellowship will be the responsibility of the home agency. However, I&A will fund travel for four (4) trips to DHS Headquarters in Washington, DC, per year.



## Selection

I&A will coordinate a selection committee to review all fellowship applications. The committee will review applicant experience and eligibility, conduct applicant interviews, and make final selections. Once the committee renders its decision, I&A will notify the applicant and agency in writing. Upon acceptance by the applicant and home agency, I&A will coordinate the development of a Fellows Development Plan with the applicant and the home agency.



## For More Information

For more information on the application process or fellowship program, please contact [SLTTPartnerEngagement@hq.dhs.gov](mailto:SLTTPartnerEngagement@hq.dhs.gov).

# Fellows Program Application

Please complete the Fellows Program Application and submit the completed form, along with a résumé and a letter of recommendation, to [SLTTPartnerEngagement@hq.dhs.gov](mailto:SLTTPartnerEngagement@hq.dhs.gov).

## Contact Information

Name (Last, First, Middle) \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone (Office) \_\_\_\_\_ (Cell) \_\_\_\_\_ E-Mail \_\_\_\_\_

## Employment

Title \_\_\_\_\_  
Fusion Center Affiliation, if any \_\_\_\_\_  
Home Agency \_\_\_\_\_  
Agency Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Description of Role, Responsibilities, and Duties Related to Intelligence and Information Sharing:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Supervisor Name \_\_\_\_\_  
Supervisor Phone Number \_\_\_\_\_ Supervisor E-Mail \_\_\_\_\_

## Education and Training

Name of College or University \_\_\_\_\_  
Major/Concentration \_\_\_\_\_  
Degree/Credit Hours Completed \_\_\_\_\_  
Other Specialized Skills, Schools, and/or Training: \_\_\_\_\_

## Other

Do you currently hold a security clearance?	Yes	No
If yes, please list the level and sponsoring agency: _____		
If selected for the fellowship, will you require housing?	Yes	No
If selected for the fellowship, will you require transportation?	Yes	No
Will your agency support a second year at the fusion center in your AOR?	Yes	No

Please identify the Fellowship(s) you would like to apply for:

<ul style="list-style-type: none"><li>• DHS Intelligence Enterprise</li><li>• Cyber Mission Center</li><li>• Transnational Organized Crime Mission Center</li><li>• Nationwide SAR Initiative</li></ul>	<ul style="list-style-type: none"><li>• Joint Counterterrorism Assessment Team (JCAT)</li><li>• National Gang Intelligence Center (NGIC)</li></ul>
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Please provide a written statement (no more than two pages) addressing the following:

- The learning objectives you plan to achieve while in the position.
- The unique experience you will bring to the position.
- How your participation will strengthen intelligence and information sharing partnerships in your area.
- How you can contribute to joint analysis and production.
- The objectives you would like to accomplish in your jurisdiction following the completion of the first year of the fellowship.

Participants in this fellowship program acknowledge that they are required to handle information in accordance with all applicable laws and policies, such as the Fourth, Fifth, and Fourteenth Amendments to the U.S. Constitution; the Privacy Act of 1974; the Federal Records Retention Act; 28 CFR Part 23; Office of Justice Programs, Criminal/Intelligence Systems Operating Policies; and Executive Orders 12333 and 13388.