



Conservation Corps Newfoundland & Labrador Internship Program

Application For Internship Funding

APPLICATION INFORMATION			
Name of Applicant (Group or Organization)			
Mailing Address		City/Town	Province
Postal Code	Telephone Number	Fax Number	
E-mail Address			
Site(s) of Internship: (Town, City): _____			
Location of Placement: <input type="checkbox"/> Laboratory <input type="checkbox"/> Field <input type="checkbox"/> Office _____			
Type of Facility: (if applicable) <input type="checkbox"/> Private Facility <input type="checkbox"/> Public Facility <input type="checkbox"/> Other _____			
Name and Title of Applicant Contact		Telephone Number (if different from above)	
Applicant's Organization Type <input type="checkbox"/> Municipal <input type="checkbox"/> Youth <input type="checkbox"/> Special Interest <input type="checkbox"/> Other _____			
Provide a brief description of the mandate/activities of your organization:			

INTERN REQUIREMENTS												
Duration of Internship Activities*	Year		Month		Day		Year		Month		Day	
	<u>From</u>							<u>To</u>				
*Internships are based on a 12-week placement at \$13.00 an hour for 35 hours per week usually starting in early September. Extension of Internship placement and an enhanced salary may be considered. Please provide your special request below in your proposal description.												
Minimum Educational Requirements <input type="checkbox"/> High School <input type="checkbox"/> College <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters												
Discipline:												

INTERNSHIP PROJECT INFORMATION

Type of Placement (Check one of the following):

- Habitat Conservation, Restoration and Enhancement
- Communication and Education
- Research
- Cultural Heritage Conservation and Enhancement

Title of Placement:

Placement Description (outline the main activities):

Placement Travel:

Approximate amount of work related travel required per week (km): _____

Approximate distance from community to worksite (km): _____

Type of travel required (i.e. Truck, powerboat, ATV, hiking): _____

FUNDING REQUEST (CASH CONTRIBUTIONS)

Note:

- Cash contributions are contributions directly related to the intern's salary
- The Conservation Corps Internship Program is based on a 12-week placement at \$13.00 an hour for 35 hours per week.
- The Conservation Corps offers two categories of funding for internship placement: 1) **Partial Sponsorship:** Cost to applicant is \$3000.00 payable to the Conservation Corps; 2) **Full Sponsorship** (Intern's salary to be coverage in full by Conservation Corps through Corporate Sponsorship) No cost to applicant. Checking this option allows the Conservation Corps to present your proposed internship placement to potential corporate sponsors wishing to partner on an internship placement. Please note that it does not guarantee corporate sponsorship of your project.

Funding Requested from the Conservation Corps Internship Program. Please check one or both boxes.
If you check Partial Sponsorship please indicate in i & ii below the source(s) of your \$3000 contribution.

- Partial Sponsorship**
- Full Sponsorship**

i) Funding from the Applicant

\$

ii) Funding from Other Sources (Please specify Group / Organization name(s) and amount(s) to be contributed:

\$

Group/organization

Amount

\$

\$

\$

IN-KIND CONTRIBUTIONS

Note:

- In-kind contributions are contributions that are not directly related to the Youth Intern’s wages. This funding is to subsidize the operation of the internship and must be identified by the applicant. Some examples include travel costs, office space rental, training, material and supplies, etc.

Item		Value
A. In-Kind Contributions from Applicant (Please specify):		\$
		\$
		\$
		\$
	Total – Applicant In-Kind Value:	\$
B. In-Kind Contributions from Other (Please specify): Group/Organization		
		\$
		\$
		\$
Total – Other Sources In-Kind Value:		\$

PROJECT CONTACT

Organization contact person for the duration of the project?

Name:	Title:
Phone (work):	Phone (cell if applicable):
Fax:	Email:

CERTIFICATION

I certify that the information in this application form is true, correct and complete in every respect to the best of my knowledge and I am authorized to sign on behalf of the organization.

Name:	Title:
Signature:	Date:

PROPOSAL DESCRIPTION

Please attach the following information:

1. Internship objectives.
2. Proposed activities and timelines.
3. Expected results.
4. Means by which Internship and Intern’s success will be measured.
5. Brief description of applicant’s (group/organization) background and expertise.
6. Please indicate if Intern will require specific training for placement and if your organization can provide a resource person for the training.
7. Please indicate if any special considerations are required for the completion of your project or add any supplementary information you feel relevant to your application.