



Community Intern Initiative

Our Mission: *The Hansen Foundation is committed to providing opportunities for the people of Northwest Kansas to enjoy the highest possible quality of life.*

Our guiding principles are:

- *Healthy individuals form healthy communities.*
- *A capable workforce can build effective community economic opportunities.*
- *Education, both formal and informal, is the key for improved quality of life.*
- *Appreciation for our natural world positively impacts human health.*
- *Leadership, management and volunteerism are essential ingredients of dynamic communities.*
- *Communities that are attractive in appearance and offer cultural opportunities are more likely to attract and retain residents.*

Process:

Rural communities would identify a community improvement project which could be completed with the help of one or two student interns. Working with a community leadership team throughout the summer (i.e. community development officer, chamber of commerce member, extension agent or other education professionals) the student interns will develop and complete the project. The applicant organization is asked to also arrange opportunities for the interns to engage in civic and other service opportunities. These might include working with the media, regular reports at city council or economic development meetings or speaking opportunities at civic organizations.

The Hansen Foundation will provide \$6,160 per student intern. Funds will be paid to Kansas State University where K-State Research and Extension will work with colleges and departments on campus to match interns (preferably juniors or seniors) to communities. The goal is to match student skills and field of study with community needs and projects. The interns will be a student employee of Kansas State University and report hours worked on a bi-weekly basis. The length of the internship will be a maximum of 400 hours with each intern not working more than 40 hours per week. Flexibility of hours is encouraged to allow the optimum experience for both the interns and the community.

A community or qualified organization must complete a Community Intern Grant application outlining the project and the role of the interns within the project. If approved, the community

or qualifying organization will be responsible for providing housing, office space, supplies and supervision of the interns as well as project expense.

The internship is a partnership between the Dane G. Hansen Foundation, Nex-Generation Round Up for Youth, Inc. and K-State Research and Extension. The Hansen Foundation will provide funds for the interns at stated above, Nex-Gen will provide the curriculum for the internship and K-State Research and Extension will provide oversight for the marketing the program, securing interns and payroll. Upon approval to participate, communities are asked to submit a business application to Nex-Generation Round Up for Youth, Inc.

At completion of the internship and project, the community or organization will submit a final grant report to include:

- A written report from the interns outlining their experience and accomplishments, as well as discussion of knowledge gained
- The community/employers perspective of the experience and accomplishments
- Pictures documenting the project being conducted
- How volunteers were utilized as well as the number of volunteers
- Copies of media promoting the interns and the project

Timeline:

June 1	Initial information about the program available to communities and students/departments
July 1-December 31	Communities apply to host summer interns. Communities will be notified shortly after receipt of the application on acceptance
September 1	Target specific departments on campus whose students match the requirements of the community projects
January 31	Intern applications due
March 15	Intern/community matches announced
January/May	Interns and communities work together to coordinate arrangements for the summer
June 4	Orientation Day with Nex-Generation Round Up for Youth, Inc.
June-July	Interns work in the communities. This time frame will be flexible depending on the intern and community needs. (10 weeks not to exceed 400 hours) During this time Nadine Sigle will be visiting each community/student 1-2 times as well as be available as the need arises
July 29	Intern field trip with Nex-Generation Round Up for Youth, Inc.
August 3	Focus Group and Intern Graduation

To apply, communities shall submit a word document to include:

1. Contact Information – Name and Title
Organization
Phone Number
Email
Address
2. Which of the Hansen guiding principles the project will address and how (see guiding principles listed above)
3. Describe in detail the project for the interns and how the need for this project was determined
4. Identify who will be providing the office space, supplies, and housing
5. Identify who will be the interns' immediate supervisor and what their experience is with supervision and/or student internship/mentoring
6. Identify how your interns will be integrated into the community – such as, media promotion, regular reports at monthly economic development or sponsoring organization meetings, speaking opportunities at civic organizations, etc.
7. How you will evaluate the interns and the success of the project
8. Provide three (3) letters of support from various leaders or organizations that will be supportive of the intern project within your community

The completed application should be emailed to:

Nadine Sigle
nsigle@ksu.edu
K-State Research and Extension, Community Vitality
120 N 1st Street
Osborne, KS 67473
785-346-6256

