

## **ZSR Nonprofit Internship Program FAQs**

### **Which student academic levels are eligible to participate in the internship program?**

The program is geared toward full-time undergraduate students currently enrolled in a four-year college or university. Students must be rising sophomores, juniors, or seniors in the 2012 - 2013 academic year who have received a Pell grant within the 2011 - 2012 academic year. May 2012 graduates are eligible if they received a Pell grant in the last year.

### **What does it mean to be “ineligible” for a Pell grant?**

A number of issues might make an applicant ineligible including, but not limited to, citizenship status or being convicted of certain felonies while receiving federal college aid.

### **Can students apply for internships with the college/university where they are enrolled?**

Affiliated centers, programs, or institutes that have been awarded a grant from ZSR between 2008 and 2011 are eligible to host interns. Beginning in 2012, students enrolled at the affiliated college/university are ineligible for an internship placement at their college/university. Due to the intention of the program to broaden experiences and opportunities for students selected for internships; colleges and universities may no longer offer an internship to students and alums affiliated with their respective institutions.

### **Who decides what the interview process is like?**

ZSR will provide résumés and relevant information on applicants to host organizations. Individual organizations may require supplemental information or interviews at their own discretion. ZSR will only acts as the “convener.”

### **Is it required that host organizations only accept students of color for a position?**

This program is targeted toward low-income students with the understanding that this population is disproportionately people of color. ZSR is committed to building a diverse applicant pool and encourages applications from people of color. Our primary goal is increase the diversity of the applicant pool. ZSR is not setting a standard or amount of students of color at this time.

### **Can organizations host more than one intern?**

Organizations can select more than one intern, but ZSR will provide funds for only one intern per organization.

### **What if an organization wants an intern to work longer than eight weeks?**

It is the expectation of ZSR that the internship last *at least* eight consecutive weeks. ZSR will not contribute additional funds for internships lasting longer than eight weeks. Any additional compensation beyond the \$2,400 stipend must be in accordance to agreement between the host organization and the intern and is the responsibility of the host organization.

**How will ZSR's portion of the intern's stipend be paid?**

ZSR's portion of the stipend will be paid to the host organization in a lump sum in the form of a grant. Our contribution is a one-time \$1,600 payment to the host organization. It is the host organization's responsibility to determine how to pay the intern.

**How many hours per week will the intern spend at the host organization?**

The standard is full-time at 40 hour week.

**How will host organizations be evaluated?**

Both the intern and the host organization will fill out evaluations at the end of the internship. Evaluation of host organizations will in no way influence host organizations' relationship with ZSR.

**Will ZSR target particular colleges and universities?**

No. We are doing targeted outreach to low-income students and students of color at colleges and universities across the state.

**Will ZSR choose the interns?**

No. After making all the appropriate information available to students and host organizations, ZSR will play no further role in the matching process. Matches will be made on a first come, first served basis, contingent upon agreement between the host organization and the student applicant. The selection process ends once 20 interns have been successfully matched with 20 host organizations.

**Will ZSR offer any training or support for the interns?**

Providing training related to the internship is incumbent on the host organization. ZSR is currently evaluating its potential role in providing training and/or support to both interns and host organizations. Last year, the Foundation partnered with NC Campus Compact to provide online professional development webinars.

**What experiences might be ideal for interns?**

- Attendance at staff and board meetings
- Participating in community and stakeholder meetings
- Supporting the development of new projects or programs
- Data analysis
- Research and writing
- Technology support
- Using online media tools

**Does the internship have to occur during the summer?**

Yes. This internship program is exclusively for the summer and to be completed between the spring and fall academic semesters.

**Are host organizations responsible for computers and other equipment?**

Host organizations should be prepared to provide interns with whatever they may need to be successful at the organization (telephone, desk, etc.). Some students have their own computers, if one is necessary. This should be discussed as part of the interview and matching process.

**Are host organizations responsible for housing?**

Housing is not an expectation of host organizations for this program. Any additional compensation for housing or transportation (bus pass, etc.) is the sole responsibility and at the discretion of the host organization. Whether or not an organization decides to provide financial assistance for housing, guidance or advice on where to find suitable accommodations would certainly be appropriate.

**If a host organization has more than one location, do they need to submit multiple applications?**

No. Host organizations only need to submit one application and select multiple locations (regions) on the application. Potential interns will see the region, not the physical address, of each host organization.

**How many issue categories can host organization select?**

Feel free to select all issues that apply to your individual organization.

**Can a host organization partner with another grantee?**

Yes. The intern will need to be hosted by an eligible organization (a grantee that has been awarded a grant in the last four years), but some kind of partnership is permissible.

**Can the host organization partner with a non-grantee?**

Yes. Many of our grantees work alongside other organizations that do not receive ZSR funding. The intern's key role, however, should be with the host organization, which will still be responsible for the intern's compensation, supervision, etc.