



## 2010 HAND SUMMER INTERN GRANT PROGRAM

Please complete this application if you are interested in receiving a \$1,000 grant from the Housing Association of Nonprofit Developers (HAND) to pay a portion of the cost of hiring an undergraduate or graduate student intern to work at your nonprofit or government housing organization this summer. The \$1,000 grant will be awarded to the organization upon completion of the internship and a short evaluation of the intern and program.

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

HAND has relationships with several area universities and will forward your position description through the appropriate channels. Please note that HAND helps organizations find summer interns as a courtesy, and is not responsible for the performance of the individual student. It is the organization's responsibility to interview the student to determine if he/she is a good match. Please check here if you do NOT want hand to post your internship with area universities:

\_\_\_\_\_ No, we will perform our own intern search.

On a separate sheet of paper, please provide a short position description of the internship. This information will be used both in evaluating the grant request, as well as in helping you find an intern (if applicable). Please include as many details as possible:

- Scope of Work
- Proposed Hours and Length of Internship
- Location (if different from the address above)
- Compensation and How the \$1,000 will be Leveraged
- Type of Student you are Seeking (undergraduate, graduate)
- Special Skills Required/Sought
- How the Intern will be Evaluated
- How Interested Candidates Should Apply

**The deadline to apply is Friday, April 2, 2010.** Please send this form and attachments to Jill Norcross, Executive Director, HAND, at [jnorcross@handhousing.org](mailto:jnorcross@handhousing.org).