



# Strategies for Streamlining Internships



# Workshop Agenda

- Overview of program and outcomes
- Building the internship program
- Recruiting: employers and interns
- Documentation
- Reporting
- Resources



# Program Overview

- \$5,000 reimbursement
- Intern receives at least \$10/hr.
- Innovative industries
- Intern must be a student or within 6 months post-graduation
- 80% of grant goes to businesses with 99 or fewer employees
- Businesses are not paid until the internship is complete
- Internship must be at least 130 hours and up to 6 months
- **In first six months of program 160 internships started!**





# Building the Program

- Agile/Lean methodology
- Business application
- Employer vs. state investment
- What do employers/interns need



# Recruiting Employers/Interns

- Role of schools
- Industry Intermediaries
- Employer
- Intern



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# Documentation

- Sources for data
  - Connecting Colorado
  - Evaluations
  - Applications
  - Invoices
- Inspect and adapt!





# Reporting

- Consider the audience
- Short and succinct!
- Use best data
- Set up template



# Resources

- Scaling up Work Experience Programs
  - Student & Jobseeker Guide to Successful Internship
  - Employer Guide to Successful Internship
- Tool kit
- III Program Resources



# Contact Information

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