Campus Compact's Tyson Foods Summer Community Internship Program

PURPOSE

The Tyson Foods Summer Community Internship Program provides an invaluable opportunity for select college students to gain professional experience while making a positive impact in our community. The Program provides full-time college students an eight-week paid summer job to assist nonprofit organizations and gain experience with diverse social issues.

The Program provides nonprofit organizations with a grant of $3,000 (Northwest Iowa) to $3,300 (Chicago Area) to hire a qualified college student to work full time for eight weeks during the summer.

- Learn about Iowa's past grantees.
- Learn about Illinois' past grantees.

Organization applications must be submitted using the online form by 11:59 PM, Friday, January 8, 2021.

ABOUT TYSON FOODS

Tyson Foods is underwriting this Program to help young adults realize their potential while making a difference in our community. To that end, we have partnered with Iowa Campus Compact and Campus Compact Illinois to oversee and administer the Program. Our combined efforts will ensure that nonprofits and college applicants have a productive and meaningful experience.

ABOUT CAMPUS COMPACT

Campus Compact is a national coalition of colleges and universities committed to the public purposes of higher education. Campus Compact supports institutions in fulfilling their public purposes by deepening their ability to improve community life and to educate students for civic and social responsibility. As the largest national higher education association dedicated solely to campus-based civic engagement, we provide professional development to administrators and faculty to enable them to engage effectively, facilitate national partnerships connecting campuses with key issues in their local communities, build pilot programs to test and refine promising models in engaged teaching and scholarship, celebrate and cultivate student civic leadership, and convene higher education institutions and partners beyond higher education to share knowledge and develop collective capacity. For more information, visit www.compact.org.

ABOUT IOWA CAMPUS COMPACT

Iowa & Minnesota Campus Compact strengthens the capacity of colleges and universities to fulfill the public purposes of higher education through its network of 57 campuses. This includes educating students through community and civic learning experiences and making an impact in communities through reciprocal partnerships that address community-identified goals. IAMNCC creates partnership opportunities, supports quality programming through professional development, and promotes the importance of the civic mission. More information can be found at iacampuscompact.org or mncampuscompact.org

TECHNICAL ASSISTANCE

Illinois applicants with questions can contact Natalie Furlett at nfurlett@compact.org or 312-450-0101.

Iowa applicants with questions can contact Monique Ellefson at mellefson@compact.org or 515-612-8231.

A technical assistance webinar was held on December 10, 2020. A recording and slides are available below.

- Recording: https://youtu.be/hJHaPgfPm3k
- Slides: https://iacampuscompact.org/wp-content/uploads/sites/29/2020/12/2020_Tyson_TechnicalAssistance_FINAL.pptx

GRANT AWARD

Campus Compact will award over $120,000 to nonprofit organizations in Iowa and Illinois that can be used to hire undergraduate students as summer student employees. Each nonprofit will receive $3,000 (Northwest Iowa) to $3,300 (Chicago area) to pay their student intern for two months of work at the nonprofit.

APPLICANT ELIGIBILITY

The following list of eligibility requirements applies to all grantees.

- 501(c) nonprofit or public organization (organizations focused on lobbying are not eligible), and
- Located in or near Sioux City (including Union, SD; Plymouth and Woodbury Counties, IA; and South Sioux City, NE), Storm Lake, or Council Bluffs, Iowa and the Chicagoland area, Illinois.
- Submit a completed online application and required attachments.
- Have the capacity to successfully supervise a quality internship experience, including orientation, training, daily guidance, and the ability to process payroll.
  - New applicants may request payroll support if they can demonstrate significant barriers to this requirement.

All organizations within the designated counties are eligible to apply, however **applications are especially encouraged from those focused on hunger relief, adult education, and immigrant services.**

SELECTION

All Applicants

Campus Compact will select applications for funding that demonstrate the ability to develop a meaningful and purposeful job description for a student employee. Applicants should also demonstrate their ability to provide quality supervision and mentorship of the student employee to complete all duties and tasks.

Organizations can apply for more than one grant, however priority will be placed on providing support to the greatest number of organizations possible.

Campus Compact will prioritize agencies that connect to one of three focus areas: hunger relief, adult education, and immigrant services.

Campus Compact may request clarification or consultation with the application prior to notice, but after the application deadline.

Continuing Applicants

Applicants that received funding for positions in 2020 are encouraged to apply and will only need to complete some of the application questions (see below). These sites will also be evaluated on the following additional criteria:
- Performance reports
- Enrollment and retention rates
- Timely completion of program deadlines
- Agency and student employee attendance of program trainings

The following rubric will be used to evaluate continuation applications for this grant opportunity.

	0 – 6	**7 – 20**	**21 – 39**	**40 – 50**
Internship Goals (50%)	Goals are vague, do not include metrics, and not connect to programs goals or appear vital to the community	Goals are clear, somewhat connect to program goals or appear vital to the community. Metrics and learning goals are not clearly described	Goals are clear, somewhat connect to program goals or appear vital to the community. Metrics and learning goals are clearly described	Goals, learning goals, and metrics are logically aligned. The internship clearly connects with program goals or is clearly vital to the community.
Job description (50%)	Job description is incomplete, few if any information about the student's responsibilities, and no learning objectives are present.	Job description is complete, but the duties are unrealistic, and learning objectives are not logically connected to the position responsibilities.	Job description is complete, the duties are realistic, and the learning objectives are logically connected to the position responsibilities.	Job description is complete, the duties are realistic, and the learning objectives are meaningful and offer the student the opportunity to develop personally and professionally.

New Applicants

The following rubric will be used to evaluate new applications for this grant opportunity.

	0 – 3	4 – 8	9 – 15	16 - 20
Organization capacity (20%)	Application does not describe organization's capacity whatsoever.	Application provides few details on how the organization is capable of recruiting, training, paying, supervising the student.	Applicant provides some details on orientation and training plan, has a payroll system, and recruitment strategy.	Applicant has a well-structured orientation and training plan, payroll system, and recruitment strategy.

	0 – 6	7 – 20	21 – 34	35 – 40
Internship Goals (40%)	Goals are vague, do not include metrics, and not connect to programs goals or appear vital to the community	Goals are clear, somewhat connect to program goals or appear vital to the community. Metrics and learning goals are not clearly described	Goals are clear, somewhat connect to program goals or appear vital to the community. Metrics and learning goals are clearly described	Goals, learning goals, and metrics are logically aligned. The internship clearly connects with program goals or is clearly vital to the community.
Job description (40%)	Job description is incomplete, few if any information about the student's responsibilities, and no learning objectives are present.	Job description is complete, but the duties are unrealistic, and learning objectives are not logically connected to the position responsibilities.	Job description is complete, the duties are realistic, and the learning objectives are logically connected to the position responsibilities.	Job description is complete, the duties are realistic, and the learning objectives are meaningful and offer the student the opportunity to develop personally and professionally.

ALLOWABLE COSTS

- The full stipend ($3,000 in Iowa, $3,300 in Chicago area) for the job period paid four equal payments to the student employee. Each student's salary is to be treated as income to the student and is subject to FICA and income tax withholdings.
- The grant cannot be used for any purpose other than specified above. Organizations will be asked to sign a grant agreement with terms and conditions.

REQUIREMENTS

GRANTEE OBLIGATIONS

If accepted to participate in the program, agencies will be required to:

- Attend the orientation conference call during the first week in February and a virtual workshop on creating highly effective internships in April, 2021.
- Assure the student employee meets any necessary employment requirements of the grantee and the program
- Recruit student and submit necessary paperwork by Friday, April 30, 2021.
- Provide the student employee with projects and duties that fulfill a full-time summer internship
- Sign a grant agreement with Campus Compact agreeing to all terms and conditions
- Pay the full stipend ($3,000 in Iowa, $3,300 in Chicago area) for the job period in four equal payments (each student's salary is to be treated as income to the student, subject to FICA and income tax withholdings and provide a copy of first paystub to Campus Compact)
- Allow student to attend all scheduled summer programs and events and provide travel support as needed
- Issue a promotional story on your website that mentions this award is from Tyson Foods and Campus Compact (template to be provided)
- Develop at least 4 social media posts about their intern's experience (agencies without social media presence may coordinate efforts with Campus Compact)
- Effectively supervise the student employee
- Complete a post-program evaluation form providing feedback to the student and about the program and its impact

STUDENT ELIGIBILITY

To participate in the Program students must:

- Be a currently enrolled, undergraduate student who will be returning to college as a full-time (12 credit hours) sophomore, junior or senior in the fall of 2021.
  - Submit written enrollment verification from their college or university confirming the student's enrollment status to Campus Compact prior to the start of the program in June (can include enrollment print-offs or emails).
- Must meet any additional employment requirements of the agency

STUDENT OBLIGATIONS

If accepted into the Program, students must:

- Agree to the responsibilities of the job and complete all 8 weeks of full-time employment
- Attend a virtual kick-off event
  - Iowa Grantees - June 7, 2021
  - Chicago Grantees - June 14, 2021
- Attend virtual trainings provided by Campus Compact in mid-June and early-July

- Attend virtual close out celebration event
  - Iowa Grantees - July 30, 2021
  - Chicago Grantees - August 6, 2021
- Provide full-time support to the agency
- Create at least 4 social media posts about their experience
- Complete a post-program evaluation form providing feedback to the organization and about the program and its impact

APPLICATION INSTRUCTIONS

Applications must be submitted <u>using the online form</u> by 11:59 PM, Friday, January 8, 2021.

Applicant Information (completed by all applicants)

- Name
- Title
- Email Address
- Phone number

Organization Information (completed by all applicants)

- Name
- Address
- EIN

Organizational Capacity (completed by new applicants)

- Tell us about your organization. This can include your mission, vision, strategic goals, and other relevant information. Please feel free to provide links to your web site, news stories, or other sites. (3000 character max)
- How is your organization equipped to effectively recruit, select, orient, and supervise a summer student employee? Please describe any past experience you have in this area and your staff capacity. (3000 character max)
- Does your organization require payroll support from Campus Compact?
  - Yes
    - If yes, please briefly describe your organization's barriers to being able to distribute payroll to the student employee.
  - No
- Does your organization have a fiscal host?
  - Yes
    - If Yes,
      - Fiscal host name
      - Fiscal Host Address
      - Fiscal Host Main Contact Name
      - Email
      - Phone

o No

Project Information (completed by all applicants)

- What are the goals of your summer position? (3500 character max)
- How are your goals linked to program priority areas of hunger relief, adult education, and immigrant services? If your goals are not linked, please tell us why this position is vital to your organization & community's success. (3500 character max)
- How will you know that your goal has been met? What metric(s) will you use? (1500 character max)
- How will this internship project build the capacity in your organization? (3500 character max)

Internship Information (completed by all applicants)

- Title of position
- Attach position description ([template provided](#))
- Please provide a brief description of how your organization will use the funds? What amount will go directly to the intern? What amount will be used for FICA, other withholdings?
- Supervisor information
  o Name
  o Email
  o Phone number

Learning Goals (completed by all applicants)

- How will the experience help your intern apply the skills and knowledge they gained in the classroom to a professional environment? (i.e. working knowledge and understanding of nonprofit management, marketing, community engagement). (1500 characters max)
- What skills will your intern learn that will lead to success in the workplace? (i.e. public speaking skills, time management, project management). (1500 characters max)
- How will your summer employment improve the life of the student? (i.e. increased confidence, self-esteem, critical thinking). (1500 character max)