



Advocates in the Making (A.I.M.)

SUMMER INTERNSHIP PROPOSAL

ABOUT:

The American Civil Liberties Union (ACLU) of Mississippi is sponsoring an internship opportunity for college students. As an organization committed to positively impacting the communities you serve, this grant opportunity will expand the reach of your organization's program.

The Advocates In the Making (A.I.M.) Summer Internship Program is designed to further the work of advocacy organizations while also providing real time, applicable knowledge and skills for students that have an interest in public interest advocacy.

During this 10-week internship, students will participate in two convenings hosted by the ACLU of Mississippi on the principles and practices of community and legislative advocacy, communication and policy development.

Additionally, your organization will provide student interns with a detailed work assignment during their placement.

You may apply to host up to two (2) student interns, however you must demonstrate the capacity to provide relevant work assignments and monitor the interns' work products.

AIM Grant applications will be due Monday, March 27, 2023 by 5:00 PM. CST to Jacquelyn Agho at jagho@aclu-ms.org. AIM Grant awards will be announced on a rolling basis between Monday, April 3, 2023 through Friday, April 7, 2023.

CRITERIA FOR APPLICATION:

- Must be a 501c3 organization that has social justice as its mission and work
- Must provide an end-of-internship report on the outcomes of goals and objectives outlined in the grant
- Must provide an ongoing or new project to allow the intern to gain experience in community/legislative advocacy, communications, or policy development/analysis

PRIORITY CONSIDERATION GIVEN TO:

- Organizations located in the tri-county area (Hinds, Rankin, Madison)
- Organizations that have an annual organizational budget of no more than \$200,000
- Organizations that have returned to in-person work
- Organizations that are led by women of color

Grant Summary



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ORGANIZATION	Organization Name, Address, Phone
EXECUTIVE DIRECTOR	Name, Phone, Email
DATES	May 8, 2023 – July 17, 2023 (10 wks.) <i>Organizations may begin their internships within this date range, but it must be a 10-week assignment in total</i>
HOURS	20 hrs./week
GRANT AMMOUNT	\$3,000

GRANT NARRATIVE

- Describe your organizational mission and outline the services you provide
- Illustrate how this grant award will support and further the work of your organization and do you anticipate it being sustained beyond this grant period
- Describe what knowledge and/skills you anticipate an intern would gain during their time at your organization
- Give an overall description of the type of project/campaign that an intern could be expected to work on
- Outline the work relationship between the Internship Supervisor and the Intern (i.e., timesheets, assistance with job duties, collecting and turning in any work products)

HOST ORGANIZATIONAL RESPONSIBILITIES

Once grant is awarded

- Submit a signed grant agreement and W-9 tax form
- Submit a work plan detailing the goals and objectives for the specific project/campaign the intern will be working on once the award is announced
- Provide timeline for hiring an intern within the given dates of service
- Provide contact name and information for the direct supervisor of the intern
- Provide timesheet/template for how you will record time and document payment for intern
- Complete an end-of-internship report on the internship experience

STUDENT RESPONSIBILITIES

- Attend in person work 20 hours per week working on the organizational work plan outlined in the proposal
- Complete an end-of-internship report on the outcomes of work plan activities

ACLU—MS RESPONSIBILITIES

- Host convenings for student interns that will provide real world training and career insight on public interest advocacy work
- Provide host organizations with technical assistance to support them in recruiting student interns and materials for interns' onboarding, training and reporting