

**Valley Heartland Community Futures Development Corporation**  
**FUNDING APPLICATION**  
**Youth Internship Projects – Not-For-Profit**

**Business / Organization Legal Name:**

**Operating Name (if different):**

**Address:**

**Contact Name:**

**Telephone:**

**Fax**

**Email**

**Project Description:**

- **Intern Project Objectives:** (a short description of the project the intern will undertake. It should create positive benefits to the organization and provide valuable experience and skills to the intern)
- **Statement of Work:** (should set out the objectives, tasks, workplan, and role of the intern in the organization. Contracted period for the intern should be identified, as well as the name of mentor(s) in the organization who will guide the intern)
- **Measurements/Results:** (using the matrix below provide outputs and measurable results during the internship)

Activity	Outputs from Task and Workplan	Immediate Outcomes	Long Term Outcomes
(eg.) Internship – Project Name	(eg.) list the major tasks undertaken by the intern; any special in-house training or support;	(eg.) what is the expected outcomes for the intern and the organization	(eg.) in what way would this internship have a lasting impact for both the intern and the organization

**Costs and Financing:**

- **Budget:** (the budget will detail line item expenses for wages, benefits, or directly related costs of the intern. Sources of funding, including this program, should be identified)

**Attachments:** (provide any relevant background information relating to your organization, letters of support if warranted, and any documentation that would assist in validating your application)