

Paid Student Intern Proposal

Since 2010 the Council has participated in the "Interns in Action" (IIA) program which recruits and support students from Arizona universities, colleges and community colleges seeking internships to fulfill educational requirements. IIA is operated by the Arizona Department of Administration (ADOA) who recruit interns from campus visits, job fairs and other outreach.

The Council has utilized 4 interns during the last two years. They've participated in Council activities to learn about developmental disabilities as a means of enhancing interest in the field and encouraging students to consider career choices related to developmental disabilities. Interns have also provided valuable products as part of their involvement with the Council, including the development and maintenance of the current resource directory on the website, researching special topics and assisting in community outreach.

The Council is now seeking more specialized interns who can assist in the following areas:

- Developing Council sites on social media such as Facebook and Twitter. Maintaining collateral on these sites will take ongoing involvement to manage and change content on a regular basis.
- Working on the production of documents that can be published and distributed. The primary focus in the coming year will be a printed statewide resource directory that can be shared with consumers who may not have ready access to electronic media.
- As the Council becomes better known in the community, interns will supplement outreach efforts by assisting and being present at community-based events, working along with Council staff.
- Conducting specific research on topics identified by consumers who contact the Council office with issues, concerns and problems.

Payment Process

The State of Arizona has several contracts with temporary agencies that provide specific services. In discussion with the Department of Economic Security Procurement office, it was learned that use of existing State temporary service contracts is an appropriate and authorized activity. The Division of Developmental Disabilities is currently using temporary service contracts for student interns.

The Council had considered the use of paid interns in 2010-11 but declined to do so, since the match earned from volunteer hours dedicated by interns assisted in meeting federal requirements. However with the substantial increase of awarded projects and match levels provided by grantees growing, such match concerns are no longer critical.

Need

In working with ADOA, Council staff has learned that the ranks of qualified students willing to donate unpaid time are thinning. This is due in part to costs related to transportation, especially for students who live outside the central Phoenix area. In addition, students who often have to juggle competing activities on busy schedules respond to being paid more positively, increasing reliability and dependability.

Costs

The State contractor identified to participate in this project is Randstad Temporary Services.

- Hourly rate will be \$13.76. \$10.00 per hour will be paid to the intern with the remaining \$3.76 representing the agency fee.
- A blanket Purchase Order is being requested for a total of 1040 hours over the next 12 months.
- The total amount requested is \$14,311.
- This amount may not be fully expended based on the availability of qualified interns and Council need.