The student indicated below is applying for a Dartmouth Partners in Community Service (DPCS) Internship at your organization. Submission of information for this agreement signifies to the DPCS program and to the DPCS student intern that your Community Service Organization (CSO) has agreed to provide the specific, volunteer work assignment described below, and has appointed a specific supervisor. Please indicate if your organization can contribute to the intern’s award – financial or in-kind (for example, housing or meals). This Statement of Agreement records the details of funding. All selected DPCS Interns are covered by medical insurance. This agreement is not a legal contract, and is not forwarded to any public agencies. Students WILL NOT receive funding if this form is not completed in full.

(Organization Name)

agrees to take (Intern Name) into the organization and to provide 40 hours of meaningful service work during at least 8 weeks of the (check one) Fall Winter Spring Summer term, and to supervise this work to the degree that at the end of the internship a brief evaluation can be offered by the supervisor.

The offer of this internship is contingent upon award of a DPCS Internship (optional).

List community service tasks of internship: (Interns should devote at least 60% of their time to direct community service, defined as work in which volunteers engage personally with those being served, providing labor that fills an identified community need.)

List activities on which remaining time may be spent: (Activities such as research, advocacy, shadowing, public policy, office support, and event planning may be part of an internship, but are not considered direct service. This work must not constitute more than 40% of the proposed internship.)
Dartmouth Partners in Community Service
CSO SUPERVISOR’S STATEMENT OF AGREEMENT

Dartmouth Partners in Community Service provides interns with a stipend of up to $4,000, based on need, to help defray living costs. Host organizations are asked to pay, when possible, a portion of the stipend for the intern. Please indicate the level of stipend you can meet:

a) _____ Yes, we can fund the amount of $__________ as a stipend.
b) _____ No, we will not be able to fund any portion of the student's stipend.
c) _____ We can support the intern with the following living accommodations and/or other assistance______________________________________________________

Date:________________________
Supervisor’s Name:____________________________________________________
Supervisor’s Title:______________________________________________________
Supervisor’s Signature:__________________________________________________
(*electronic signature accepted)

Address:_________________________ Fax:________________________
Phone:_________________________ Fax:________________________

Is this a non-profit organization?  Yes_____ No ______________________

Does this organization serve an under-resourced community? Yes_____ No ______________________

Is this organization non-partisan? Yes_____ No ______________________

Length of project:_______ weeks  Hours weekly:_______ (40 hours minimum)

Starting Date:________________________ Ending Date:________________________

Return by deadline date of __________________________ to:

Tracy Dustin-Eichler
Assistant Director, Non-Profit Careers
Center for Service, Dartmouth College
6154 South Fairbanks Hall
Hanover, NH 03755-3568
Phone: 603-646-3350 / Fax: 603-646-2645
Email: Tracy.L.Dustin-Eichler@Dartmouth.edu

After return of this signed and completed Statement of Agreement from the Community Service Organization, the DPCS Intern, by his/her signature below, signifies that the terms of this Agreement are understood and accepted:

_________________________________________ ____________
(DPCS Internship applicant name) (Date)