MAURICE R. ROBINSON INTERNSHIP FUND

Through the generosity of Maurice R. Robinson ’19, founder of Scholastic Inc., an endowment fund was erected in 1975 to support “student internships in educational publishing”. This fund evolved out of Mr. Robinson's interest “in seeing more talented young people enter the field of preparing effective ‘materials of instruction’.” Over the years the Maurice R. Robinson Fund has evolved; today it supports:

1) Students who wish to test out their career interests in educational media such as magazines, books, museums, and dramatizations for stage, TV or film, addressed to the age group of 5 to 17.

Students must have secured a non-paying domestic internship directly from an employer before submitting this application. For those seeking financial support for an independent project, a professional/mentor willing to oversee the project must be found.

2) Any independent service project that directly benefits children, especially children at risk and children from inner cities. Training teachers who work with children is also fundable. (For those seeking financial support for an independent project, a professional mentor willing to oversee the project must be found).

Selection of Robinson interns is based on: An understanding of impact of educational media; clear goals of the internship; long-range career interest; and a realistic and clear proposal; the number of applicants; and the amount remaining in the Fund.

Eligibility: Students must have secured a non–paying internship directly from an employer before submitting this application. This stipend is open to all undergraduate Dartmouth students. All applicants must be enrolled at least one term after the term of the internship.

Contents of the Application: *Submit by the end of the 5th week of the term prior to the internship term.
*Application Form and Proposal - A description of the tasks/responsibilities of the internship
*Budget Estimate - An outline of realistic costs associated directly with the internship
*Resume
*Any other supporting materials
*A supervisor’s statement, on organization letterhead, confirming your position and stating your responsibilities

Note: The Maurice R. Robinson Fund only supports US domestic internships.

Grant Awards: Awards will be made in one payment. The Final Report is due 2 weeks after completing the internship. These reports will be forwarded to the Robinson family.

**Acknowledgement:** If a grant is awarded, it is understood that this in no way assigns Dartmouth College responsibility for liability during the student’s internship experience.

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PART 1:  - ROBINSON APPLICATION –

Name: ___________________________ Student ID: _________ Class Year: ________

Major: ___________________________ HB: _________ Term of Internship: ________

Internship Start and End Dates: _____________________________________________

Dartmouth Email: ___________________________ Telephone: ____________________

Home Address: ____________________________________________________________

Employer Name & Address: _________________________________________________

Supervisor’s Name & Title: ___________________________ Telephone: ____________
PART 2: - THE PROPOSAL –

Describe objectives for the internship as they relate to your personal/career goals. Outline the activities, skills, and academic interests that provide background for the project, and ways in which your experience might tie in with your future career plans. A description of your anticipated duties and the supervising arrangement should also be included. Supplementary descriptive material from the employer is welcomed. (1-3 pages)

PART 3: - BUDGET –

Note: Depending on the number of proposals submitted, some applicants may receive partial awards. Please indicate below (under “other information”) if there is a cutoff point below which you will not be able to take the internship or be forced to work reduced hours. Recipients of this grant are limited to one award during their undergraduate attendance at Dartmouth.

Please note: All awards are considered taxable income.

Total Anticipated Cost of Internship

<table>
<thead>
<tr>
<th>Funding Requested (cannot exceed $5,000)</th>
<th>$</th>
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</table>

Please list details of each item that directly relates to the internship. Be specific.

<table>
<thead>
<tr>
<th>Transportation:</th>
<th>Explained:</th>
<th>$</th>
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</thead>
<tbody>
<tr>
<td>Housing:</td>
<td>Explained:</td>
<td>$</td>
</tr>
<tr>
<td>Food:</td>
<td>Explained:</td>
<td>$</td>
</tr>
<tr>
<td>Other:</td>
<td>Explained:</td>
<td>$</td>
</tr>
</tbody>
</table>

Additional Funding

Are you applying for other Dartmouth sources?

Please indicate Fund source: ____________________________

Alternative Funding

Are you applying to other sources/grants?

Please indicate Fund source: ____________________________

Work Study

Are you eligible for this funding?

Yes No

Living at Home

Are you living at home during your internship?

Yes No

Feasibility

If you did not receive funding would you still be able to make this internship opportunity possible?

Yes No
PART 4:  

- TRAVEL POLICY –

As my internship experience requires travel to a country outside of the United States, I acknowledge that I must adhere to Dartmouth College's Travel Risk Policy.

Please note that if granted funding there are additional forms for international and domestic funding opportunities that will need to be completed.

PART 5:  

- ACKNOWLEDGEMENT –

Failure to respond to award email and return proper paperwork and agreements in a timely manner may result in the loss of funding. The grant administrators will notify students via email within two weeks following the deadline of the funding decision.

I ___________________________ acknowledge the guidelines of the Ellwood H. Fisher Internship Fund and certify that all the information provided is accurate.

Signed  ___________________________

Date  ____________________________

Please email completed application to:
CPD@dartmouth.edu

Or return to:
Center for Professional Development
63 South Main Street – 2nd Floor, (603) 646-0549
Attention: Office Manager  HB 6208  10/19