

Background Info & Demographic Info

LILAC Summer Internship Funding Application 2019 for Self-Designed Funding

Welcome! Thank you for your interest in applying for LILAC Summer Funding. This is the LILAC Summer Funding Application for Self-Designed Internships

Please provide us with some general information about your background and the unpaid or low-paying summer internship for which you are seeking funding. To learn about eligibility, please visit <https://www.brynmawr.edu/summerfunding/internship-funding/program-eligibility>

Please note that the funding award of \$4,000 will be taxed as is standard for any form of income, so the actual amount disbursed to you will be closer to \$3200. The summer work experience is the foundation for your own personal development related to your future academic and professional goals.

A complete application includes:

- (1) This LILAC Summer Funding Self-Design Application Form
- (2) A one-page resume, personal statement, and internship proposal that should be uploaded through this LILAC Summer Funding Self-Design Application Form. Students applying for international internships must submit an additional essay about your preparedness to live and work abroad through this form.
- (3) An Organization Verification Form from your supervisor, the hiring manager/internship coordinator, or someone who will be working at your host site (Please send your organization this link to complete by the same deadlines)

DEADLINE REMINDERS FOR LILAC SUMMER FUNDING Self-Design Grants

DUE March 4, 2019 at NOON

LILAC | International self-design (defined as internships abroad and not in your home country) that you have secured and are seeking funding

DUE April 8, 2019 at NOON

LILAC | Domestic self-design (defined as internships in the U.S. or in your home country) that you have secured and are seeking funding

IMPORTANT: Students can apply for a self-design grant for one unpaid or low-paying internship. Once you submit this form, you will receive an email confirmation with your application answers. All applications must be through this form and must be submitted by the deadlines listed above. No PDF versions will be accepted.

For any questions, please contact Jennifer Prudencio at internshipfunding@brynmawr.edu

Additional LILAC Funding Programs & Deadlines

Interested in exploring additional LILAC Summer Funding Programs? Please visit <https://www.brynmawr.edu/summerfunding/> to learn about additional opportunities.

DUE January 7, 2019**LILAC Partner Internship | MD Anderson Cancer Center****DUE February 3, 2019****LILAC | Bi-Co Ghana Lagim Tehi Tuma Fellowship****LILAC Partner Internships: Energy Vision, Global Fund for Children (GFC), LITS Digital Technology Internships, The Franklin Institute, Puentes de Salud, University of Michigan Center for Laser Experimental Astrophysical Research (CLEAR)****DUE February 15, 2019****LILAC Partner Internships | Smithsonian Environmental Research Center (SERC)****DUE March 8, 2019****LILAC | Civic Engagement Summer of Service Program****DUE March 2019****Additional LILAC Partner Internships - to be listed soon**

Name, Email, & ID

First Name	<input type="text"/>
Last Name	<input type="text"/>
Preferred Email	<input type="text"/>
Student ID	<input type="text"/>
Cell phone number	<input type="text"/>
Bryn Mawr Mailbox Number	<input type="text"/>

Class Graduation Year

- 2020
- 2021
- 2022

Cumulative GPA: As of Fall 2018

Major

Please list Independent Major

Second Major (if applicable)

Please list Independent Major

Nationality (optional)

-
- International Student
- Domestic Student

Have you received any summer funding through Bryn Mawr College?

-
- Yes
- No

For which Self-Design Grant Funding Deadline are you applying?

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- International Internship Deadline of March 4, 2019 - outside the U.S. and not in my home country
- Domestic Internship Deadline of April 8, 2019 - within the U.S. or in my home country

Please list your past summer funding awards and dates received (ex. LILAC Funding, summer 2018)

1. Please check ALL grants from the list below for which your self-design grant application should be considered. LILAC distributes applications to the appropriate review committees. Based on the specific grants selected below, additional questions may be asked as part of this application form.

2. You may apply to multiple grants and doing so will NOT affect the competitiveness of your application. You may be selected to receive multiple grants and if so, you would be asked to decide which one you would like to pursue.

3. More detailed descriptions of the grants below can be found on the [LILAC Summer Funding website](#). Go to [funding eligibility](#) for more information about who can apply.

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- LILAC | Summer Funding Self-Design Grant (see LILAC summer funding website for definitions of funds for certain types of experiences)
- Growth & Structures of Cities | Bolton Prize (only Cities majors are eligible)
- Museum Studies | Museum Studies Internship Grant
- LILAC | Alumnae Regional Scholars
- Environmental Studies | Green Grants for
- Sociology | Pollak Grant (Only Sociology

Grant (Only sophomores with a 3.3+ GPA who receive some form of need-based financial aid are eligible)

Environmental Studies Grant

majors eligible to apply - internship must be at a nonprofit organization)

- LILAC | STEM Posse Funds (Only STEM Posse students eligible to apply)

Please indicate if you have applied or plan to apply to any of these summer funding grants that are also available to Bryn Mawr students. Please note that this is not the application form for these grants.

As a reminder, you may apply to multiple grants and doing so will not effect the competitiveness of your application. You may be selected to receive multiple grants and if so, you would be asked to decide which one you would like to pursue.

More detailed descriptions and application instructions for these grants can be found on the following websites:

[CPGC Partnership Programs](#) (there are 10 grants specifically set aside for Bryn Mawr students)

Department of Special Collections

[Summer of Science Research](#)

[Summer Community Based Work Study](#) (for students who are eligible for Federal Work Study; Only eligible for work in nonprofit organizations)

[Pensby Center Fellowships](#)

[Mellon Mays Fellowships](#)

[Hannah Holborn Gray Fellowships](#)

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- Department of Special Collections: Internships, Canaday/Thomas | Students do not apply for this grant through this form. To apply, please submit the following to Marianne Hansen, Department of Special Collections, mhansen@brynmawr.edu , x5289: * 1-2 page
- letter explaining your interest in the position, relevant experience, and how the internship meets your academic, professional and personal goals, resume, name of one faculty member who would be able to speak about your qualifications. Clicking this option ONLY indicates that you have or plan to submit an application to this grant as well.
- Summer of Science Research | Clicking this option ONLY indicates that you have submitted an application to this grant as well.
- Summer Community Based Work Study Federal Work Stud: Federal Work Study eligible students are invited to locate a community service agency in their hometown and work there during the summer break. Both the agency and the job description must be approved by the Office of Financial Aid and the agency must agree to pay 25% of the student's hourly wage. An email will be sent to eligible students regarding this program and its requirements before spring break. For information regarding summer community service, contact the Office of Financial Aid Students who would like to discuss their options for summer. The graduate student CBWS Program Coordinators are happy to assist students in the process of setting up a Community Based Work Study summer internship experience. Please email Maeve Malloy (mmalloy@brynmawr.edu) to set up a meeting.
- Haverford College | Center for Peace and Global Citizenship, Haverford College (10 grants designated for Bryn Mawr students) DUE DATE: February 3, 2019 | Application Form: Students do not apply for CPGC internships through this form. You must apply separately at <https://www.haverford.edu/peace-and-global-citizenship/internships> | Clicking this option ONLY indicates that you have submitted an application to this grant as well.
- Pensby Center | Pensby Center Summer Fellowships | Application form: Students do not apply for Pensby Fellowship through this form. You must apply separately at <https://www.brynmawr.edu/pensby/opportunities-students/pensby-summer-research-fellowship> | Clicking this option ONLY indicates that you have submitted an application to this grant as well.
- Undergraduate Dean's Office | Hanna Holborn Gray Undergraduate Research Fellowships | Application form: Students do not apply for HHG through this form. You must apply separately at https://brynmawr.wufoo.com/forms/hanna-holborn-gray-fellowship-app_2019/ | Clicking this option ONLY indicates that you have submitted an application to this grant as well.
- Mellon Mays Fellowship | <https://www.brynmawr.edu/mellon/> | Clicking this option ONLY indicates that you have submitted an application to this grant as well.

Specific LILAC Funding Agreements -Orientation, funding description

Internship Application Instructions & Agreement

By applying for LILAC Summer Funding Program, I agree to the following:

1. If you are selected to receive LILAC summer funding, you will be expected to complete the pre-summer orientation, which for this year will be made online through Moodle from April 22 - May 25. Notifications of awards will be announced the week of April 22, 2019, and once the award is accepted, you will be added to a Summer Funding Moodle page. I fully understand by initialing below that if I do not complete the online pre-summer orientation work by May 25, I will not receive my funding.
2. The funding award of \$4,000 is taxed as is standard for any form of income, so the actual amount disbursed is closer to \$3200.
3. The summer work experience is the foundation for your own personal development related to your future academic and professional goals.
4. I understand that a full review of my application is contingent upon my organization submitting the Organization Verification Form by the deadline.
5. If I cannot submit this form by the deadline due to unforeseen circumstances, I will notify internshipfunding@brynmawr.edu immediately regarding the status of this form.
6. I will complete the mandatory pre-summer virtual orientation in Moodle by the specified deadline.
7. I will submit the appropriate materials required during and after the summer internship.

I acknowledge my consent to the statements above. Please click yes and initial.

Yes (please initial)

LILAC Summer Funding Self-Design Program

Please share information about your organization & internship (Note: Internships must meet the minimum requirement of 8-10 weeks, minimum of 30 hours per week, for a minimum of 240 hours to be considered for funding.)

Organization Name	<input type="text"/>
Department (if applicable)	<input type="text"/>
Website Address	<input type="text"/>
Internship Title	<input type="text"/>
Start Date ((MM/DD/YYYY))	<input type="text"/>
End Date (MM/DD/YYYY)	<input type="text"/>
Number of work hours per week	<input type="text"/>
Number of weeks total	<input type="text"/>
Total Hours (estimate)	<input type="text"/>
How did you learn about this	

organization?

LILAC Summer Funding Self-Design Program

City, State/Country of Internship

Address 1

City

State

Zip Code

Country

LILAC Summer Funding Self-Design Program

Please select which area you think best describes your organization's industry area:

LILAC Summer Funding Self-Design Program

Is your internship in an urban or rural area?

- Urban
- Rural

LILAC Summer Funding Self-Design Program

Students must have the internship secured in order for your application to be considered complete.
Have you accepted this internship?

- Yes
- No, my acceptance is pending due to funding.

LILAC Self-Design Grant Documentation collection

LILAC Summer Funding Self-Design Program

Resume - a one page resume that outlines your education and experience. PLEASE SAVE FILE AS: LASTNAME,FIRSTNAME_R (Please note that your resume is reviewed as part of the application process just as it would be for a job application and LILAC staff may provide feedback.)

LILAC Summer Funding Self-Design Program

**Internship Proposal (up to 700 words) - PLEASE SAVE FILE AS:
LASTNAME,FIRSTNAME_IP Please describe:**

- a) the organization's description and mission
 - b) your responsibilities and projects as an intern
 - c) the supervision you will receive
 - d) what contributions you hope to make to the organization as an intern
-

LILAC Summer Funding Self-Design Program

**A personal statement (up to 700 words) PLEASE SAVE FILE AS:
LASTNAME,FIRSTNAME_PS - Please describe:**

- a) your preparation for the proposed internship
 - b) what you hope to learn from the experience
 - c) how the experience will enhance to your academic, personal, and professional goals
-

Recommendation**Recommendation Information**

Please list the name of one BMC or Tri-Co Faculty or Staff member to serve as your reference. References DO NOT need to complete an official letter or form, but they may be contacted by phone or email during the application process.

Name of recommender	<input type="text"/>
Email of recommender	<input type="text"/>
Phone number of recommender	<input type="text"/>
Position Title	<input type="text"/>
Relation to Recommender	<input type="text"/>
How long have you known your recommender?	<input type="text"/>

Health & Safety International Experiences**LILAC Summer Funding Self-Design Program for International Internships**

Health & Safety: For students with internships outside the U.S. and not in your country of residence, please submit an essay about your preparedness to live and work abroad (up to

500 words). The college also requires that you familiarize yourself with the travel safety advisories for your specific country as listed on the U.S. State Department's website.

- a) What past experiences have prepared you to work abroad?
 b) How do you hope to grow by interning in this city and country?
 c) What challenges do you anticipate with this internship, and how do you plan on handling them?

LILAC Summer Funding Self-Design Program for International Internships

Health & Safety: Successful applicants for international destinations will receive travel and medical insurance from Bryn Mawr College, issued by Europ Assistance. This insurance will cover emergency medical treatment and evacuation, if necessary. This insurance is intended to be supplemental to your personal insurance. It is your responsibility to confirm that your personal insurance will reimburse for care given in your indented destination and for the length of your project.

- I have read the above statement (please initial).

LILAC Summer Funding Self-Design Program for International Internships

Health & Safety: Routine vaccinations as listed on the Center for Disease and Control website are REQUIRED for travel with LILAC and CPGC programs and are to be covered at the intern's own expense. These include flu, chickenpox, hepatitis A & B, polio, MMR (measles, mumps, rubella), and T-Dap (tetanus, diphtheria and pertussis). It is the responsibility of the intern to check if their vaccines are current and to confirm coverage with his or her health insurance.

- I have read the above statement (please initial).

LILAC Summer Funding Self-Design Program for International Internships

Health & Safety: Successful applicants for international destinations will be required to complete an additional orientation session on Health & Safety in April.

- I have read the above statement (please initial).

LILAC Budget Information

Budget: Learning to budget is an important skill. Your estimates will not be used to evaluate how much money you will receive. Please list your ESTIMATED costs associated with this internship.

Food

\$

Lodging

Award Taxes	\$ 0
Travel to/from the city/state/country of the internship	\$ 0
Local Travel at the internship site	\$ 0
Health Insurance	\$ 0
Vaccinations (for international internships)	\$ 0
Visa (for international internships)	\$ 0
Other	\$ 0
Total	\$ 0

Budget: Please include a short explanation describing your estimated costs above.

Food	<input type="text"/>
Lodging	<input type="text"/>
Award Taxes	<input type="text"/>
Travel to/from the city/state/country of the internship	<input type="text"/>
Local Travel at the internship site	<input type="text"/>
Health Insurance	<input type="text"/>
Vaccinations (for international internships)	<input type="text"/>
Visa (for international internships)	<input type="text"/>
Other	<input type="text"/>

Is this organization providing any compensation for your work?

- Yes
- No

Please explain terms of compensation here:

Are there any tuition or fees associated with your internship?

- Yes
- No

Please provide tuition/fees details.

LILAC Completion

By applying for the LILAC Summer Funding Program, you agree to the following:

If I am selected for summer funding, I will fully participate in the LILAC Summer Funding Program, which includes completing a virtual orientation in Moodle by May 25, submitting required documentation of my internship throughout the summer, and participating in Bryn Mawr and Beyond in the fall 2019.

I acknowledge that I have secured my internship. I also acknowledge that my internship is at least 240 hours and 8-10 weeks long.

I agree to have my host organization submit the Organization Verification Form by the application deadline for my application to be considered complete.

I also recognize that any change to my internship organization after the deadline would need to go through another review that could put my application at risk.

Yes, please initial:

To complete your application, please make sure to click yes and then click the arrow at the bottom right!

If you have any questions about this online application, please contact Jennifer Prudencio at internshipfunding@brynmawr.edu. Be sure that you have fully completed the application before clicking SUBMIT. You should receive an email confirmation with your application details. We recommend that you submit your applications early. Once you submit the application here, you will receive an email confirmation with your answers.

Yes! I am finished. (Don't forget to click the arrow! >>)