

Outreach Committee Project Proposal

Applicant	Sheri Bullock
Applicant ID	APP-000462
Company Name	Sheri Bullock
Recipient Address	Sheri Bullock 1031 N. Academic Way Coeur d'Alene, ID 83814
Email	sbullock@uidaho.edu
Funding Requested	\$0.00
Status	Submitted
Funded	<input type="checkbox"/>

Contact

Question: Entity name

Regents of the University of Idaho

Question: "Doing business as" (If applicable)

Dig'nIT High School Internship Program

Question: Federal Tax ID Number

82-6000094

Question: Street address

875 Perimeter Dr.

Question: PO Box (If applicable)

Not Answered

Question: City

Moscow

Question: State

ID

Question: Zip Code

83844

Question: Entity website

<https://www.uidaho.edu/cda/outreach/dignit>

Question: Last name

Buck

Question: First name

Charles

Question: Email address

buck@uidaho.edu

Question: Contact phone

208-292-1737

Project Information

Question: Project title

Dig'nIT High School Internship Program

Question: Project manager first name

Sheri

Question: Project manager last name

Bullock

Question: Please provide a list of partners (specific to this project)

Exbabylon IT Solutions, Intermax Networks, Quest Integration/Hawk Ridge Systems, Northwest Specialty Hospital, Bayshore Systems, Community Water Resource Center, ExtraTech Systems, Virtual Technology Lab, North Idaho College Career Services, Region 1 High Schools

Outreach Committee Proposal: Dig'nIT High School Internship Program

Project description:

The University of Idaho Coeur d'Alene (UI CDA) is on a mission to grow a creative, well-educated, and career-minded community to support the rapidly growing knowledge economy in northern Idaho. Hundreds of technology and science positions go unfilled every year in the Gem State--and we want our young students to be prepared to take on these jobs and contribute to a brighter future for Idaho. Our mission begins with Dig'nIT.

The Dig'nIT High School Internship Program is a summer STEM enrichment program designed to engage northern Idaho high school student's future-proof college and career opportunities. The University of Idaho Coeur d'Alene, committed to promoting college and career readiness, developed Dig'nIT in response to the needs of the northern Idaho community it serves. Dig'nIT promotes the university's STEM-focused initiatives by building a diverse workforce pipeline through internship opportunities to expose high school students to hands-on, experiential learning experiences. Entering our ninth year, this unique internship program promotes STEM career choices and actively engages local business to provide a meaningful work experience for high school students. This eight-week program is designed for rising high school juniors and seniors; a critical time for students to begin making decisions about college and career. Dig'nIT has a proven record of success for the past eight years, with close to 70% of past interns continuing their education at a 2-year or 4-year institution. This is far greater than Idaho's declining go-on rate for graduating seniors and showcases the positive impact Dig'nIT has on our community and interns.

UI CDA has a unique holistic approach to college and career readiness to help students explore how their interests and talents fit into future careers. This includes partnering with local industry and collaborating with Region 1 school districts through k-12 educational outreach initiatives such as our newest program, Integrating Education and Careers (IEC) which is currently having a successful inaugural year due to support from the Outreach Committee. Although Dig'nIT has been partnering with local business leaders since 2013, the additional connection to IEC helps to close the gap between what students are learning in the classroom and how they can incorporate those skills on the job. Students are also able to apply their internship experiences to coursework by drawing on their newfound knowledge. Similarly, IEC allows teachers to incorporate their IEC experiences into developing new curriculum that focuses on preparing students for the workforce.

Perhaps more crucial than ever, enrichment opportunities for students play a significant role in the overall educational experience for K-12 students. As educators struggle to keep students engaged, learning loss among even the most advanced students has been substantial in 2020. Dig'nIT is one initiative that addresses the interruption to in-person classroom instruction. As the pandemic continues to influence decisions surrounding education and programming, UI CDA is prepared with virtual contingency plans should an in-person internship not be possible. With remote work scenarios becoming the norm, corporations are proving to be just as effective from a distance. We anticipate 2021 interns will have an equally positive experience whether they are performing their duties remotely or in person.

Project Description

Question: Project description

The University of Idaho Coeur d'Alene (UI CDA) is on a mission to grow a creative, well-educated, and career-minded community to support the rapidly growing knowledge economy in northern Idaho. (additional information provided to Caty Solace via email)

Question: Campaign timeline

March 2021- October 2021

- March 2021 - Confirm internship host site with industry partners, promote internship to Region 1 high schools
- April 1-30, 2021 - Internship Application open to high school students 16 years+
- May 2021 - Review Applications, conduct interviews, and select interns
- June 23- June 25, 2021 - Orientation: Often, our interns will be entering a corporate environment for the first time. Orientation provides the necessary training and preparation for a successful internship experience. Interns undergo informal interview and presentation prep, participate in Strong Interest Inventory Assessment, and meet with corporate hosts. Throughout the orientation, there is an emphasis on soft skills development and corporate culture expectations. Dig'nIT partners with North Idaho College Career Services to ensure interns are prepared for their first day of work. At the close of orientation, students are matched with corporate hosts.
- June 29, 2021 - Interns begin on-site employment
- June 28- August 18, 2021
 - o Intern weekly check-ins with Internship Coordinator via online survey
 - o Supervisor bi-weekly check-ins with Internship Coordinator via online survey
 - o Monthly virtual meetings with Internship Coordinator and interns
 - o Internship Coordinator and Program Manager conduct on-site visit with host supervisor
- August 18, 2021 - Internship Showcase: At the conclusion of the internship, interns present their newfound knowledge and share their experiences with UI CDA staff, industry partners, family and friends.
- October 2021 - Final report to WDTC

Organizational Capacity Resume

Question: Please attach an organizational resume that demonstrates your organization's capacity to complete this project.

[UI Resume.pdf](#) (1/26/2021 1:26 PM)

Question: Please attach a resume or bio for the named project person.

Question: Please describe how your organization will support the workload of this project. Include staffing, hours, and other considerations.

UI CDA will provide support for the Dig'nIT High School Internship Program through ongoing education outreach efforts. Staff on this project will include the program manager, internship coordinator, financial coordinator, and marketing/communications manager. The program manager will devote 100 hours to this project. She will collaborate with the marketing/communications manager to promote Dig'nIT to students and Region 1 high schools utilizing email, printed materials, and social media. The program manager and internship coordinator will recruit and partner with host sites to ensure successful internship experiences, interview and pair students with host companies, and mentor interns throughout their internship. The financial coordinator will track expenses and assist with budget reports.

Budget

The Outreach Committee encourages applicants to look towards long-term funding outside of the outreach project funds. However, multi-year projects will be considered, and renewal of projects will be accepted depending on how they fit into the Outreach Committee's goals and objectives.

A project budget will need to be uploaded as part of the application process. Please click on the link to the Outreach Committee Project Proposal Budget. There will be an option to download the budget template. Please complete the template and upload to the appropriate question in this section.

[Budget Sheet](#)

Question: Budget

[WDTF Dig'nIT Proposal Budget Sheet 2021.xlsx](#) (1/26/2021 1:27 PM)

Question: Budget notes

Funding from the WDTF will support eight high school interns for the Summer 2021 program. Interns will earn a competitive wage of \$11/hour and work 30 hours each week for 8 weeks. Outreach goes beyond these eight students and includes partnering with local business and collaborating with high school teachers, counselors, and administrators. Program expenses include: intern salaries, publications and marketing, and program manager salary.

Question: How else have you sought to fund this program?

UI CDA has been successful in sustaining the Dig'nIT High School Internship Program through community support, corporate sponsorships, and local grant opportunities. We will continue to raise awareness and funds through our relationships with local businesses, community organizations, and grant opportunities. We currently have an Idaho Community Foundation proposal pending for \$25,000.

Question: Why do you think WDTF is a good source of funding for your project?

The Dig'nIT High School Internship Program directly aligns with the Outreach Committee's mission of increasing public awareness and access to career education, work-based learning, and workforce development. Early on-the-job training experiences are essential for these objectives to be successful. Although Dig'nIT historically attracts high achieving students, outreach efforts are not limited to traditional students. UI CDA strategically engages local alternative high schools including Venture High School, New Vison High School, and Kootenai Technical Education Campus to ensure opportunities for all students interested in STEM careers.

Outcomes

Question: Entity responsible for tracking and reporting

University of Idaho Coeur d'Alene

Question: What is the potential for increasing the awareness of careers for Idahoans?

UI CDA is dedicated to creating multiple efforts to engage in the local economy to create life changing experiences for the future workforce. The broader impact for Dig'nIT is substantial. The internship program is the link between what students are learning in the classroom and how they utilize that knowledge as an employee. The IEC/Dig'nIT connection is twofold; IEC provides the tools necessary for educators to implement relevant, industry insight into classroom curriculum while Dig'nIT provides students the access to career options in their own communities.

Question: What is the anticipated reach of the project?

While the Dig'nIT High School Internship Program employs a relatively small number of interns (15 for the 2021 program), the reach goes well beyond the interns we employ. All applicants, regardless if they are chosen to be an intern, receive on-going personalized communication from UI CDA staff to assist them with college and career decisions. Additionally, students who do not participate in the internship program are invited to join events and programs hosted by UI CDA including the High School Coding Club and college and career mentoring programs. Former interns often encourage future interns to apply because their experience was both positive and beneficial. As well, many Region 1 teachers refer students to us so their students have the opportunity to learn from local business leaders.

Question: What are the anticipated project outcomes?

- Student/employer connection
- Prepare students for future work
- Increase student success
- Collaborate with industry partners to build a strong pipeline for the future workforce

Question: What metrics and or reports will be delivered to the committee, and when?

- Number of students who applied to internship

- Number of students selected for internship
- Student testimonials
- Number of industry partners
- Corporate host site testimonials
- Annual report including all of above

Outreach Committee Project Proposal Budget

Outreach Committee Project Proposal Budget			PLEASE COMPLETE	
Description	Amount/Value	Source	Totals	
Intern salary: 8 interns x \$11/hour x 30 hours x 8 weeks (includes 7.9% UI fringe rate)	\$ 22,788.48	University of Idaho	In-Kind	
Sheri Bullock, Program Manager: \$24.25 x 100 hours (includes 41.8% UI fringe rate)	\$ 3,438.65	University of Idaho	Match	
Publications/marketing	\$ 200.00		Grant Request	\$ 29,069.84
Subtotal:	\$ 26,427.13		Total Project budget	\$ 29,069.84
Indirect Cost: 10%	\$ 2,642.71			
TOTAL:	\$ 29,069.84			
Pending Funding:	\$ 25,000.00	Idaho Community Foundation		

The University of Idaho will shape the future through innovative thinking, community engagement and transformative education.

The University of Idaho Coeur d'Alene is the premier partner for students, faculty, community and industry to shape the future of Idaho.

The University of Idaho Coeur d'Alene's strategic plan includes 5 core values to drive what we do and how we work. These include: life-long learning, creativity, impact, collaboration, and community. The strategic initiatives that support the Integrating Education and Careers program are as follows:

- Leverage local programs and expertise as well as intentional communications to facilitate efforts in relation to teacher professional development and student-career connections.
- Increase awareness and reputation as an organization that provides and supports quality programming.
- Increase awareness and reputation with regional companies and public agencies.
- Partner with Region 1 school districts to increase access to resources and maintain healthy relationships.
- Engage department or program leadership to provide program development and recruiting support.

Sheri Bullock
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University of Idaho Coeur d'Alene
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Sheri Bullock is the Community Development Specialist at the University of Idaho Coeur d'Alene. As a member of the Coeur d'Alene Center team, Sheri is always excited to cultivate partnerships with community organizations and increase communications about opportunities offered throughout northern Idaho. Prior to working for the University of Idaho, Sheri worked with the Coeur d'Alene Tribe to secure federal funding to implement a 5-year strategic plan and developed a Parent and Family Engagement Plan for Reservation schools and families. Sheri's passion for addressing food insecurity in our community led to her establishing the CDA Backpack Program, which has supplied over 1 million meals to hungry children since 2010. Sheri has over 10 years of experience in grant writing and implementation, program development/management, and community outreach.