Innovation Grant

Applicant	Sheri Bullock
Applicant ID	APP-000471
Company Name	University of Idaho
Recipient Address	University of Idaho 1031 N. Academic Way Coeur d\'Alene, ID 83814
Email	sbullock@uidaho.edu
Funding Requested	$24,266.67
Status	Submitted
Funded	☐

Review Notes:
The WDC has turned down projects like this in the past because it is an expansion of an existing program with no sustainability at the end. Because of the cuts to the higher education budgets, U of I is not going to pay for the program internally.

This proposal initially went before the Outreach Committee, but they felt it did not fit the criteria of an outreach project.

WDTF Request: $24,266.67

Grant Review Committee Discussion:
How is U of I measuring the success of the program?
• This project does not immediately result in employment. Success can be measured by student participation. At the end of the program, students share their experience during an Internship Showcase event. This is where the university can evaluate whether the students experience was a success.
• U of I listed a few outcomes/metrics in their application.
• Number of students who apply for internship
• Number of students selected for internship
• Student testimonials
• Number of industry partners
• Corporate host site testimonials
• Annual report including all the above

What is U of I's sustainability plan for this program?
• U of I does not have a sustainability plan in place. They could come back to the Committee next year requesting more funding.
• U of I is encouraging employers to pay half of the intern's stipend.
o Students are paid $1,400 for the internship.

If U of I does not receive funding from the Community Foundation and/or the WDC then they will not move forward with the project.

Ms. Secrist reviewed the goals of the WDTF and the purpose of innovation grants. Please go to https://wdc.idaho.gov/workforce-development-training-fund/ for more information.

Because scaling work-based learning (WBL) is going to require more funding than the $25,000 innovating grant cap, the Policy Committee is going to look at adding a caveat to the WDTF policy for WBL proposals.

The WDC should ask U of I to create a "how-to guide" for the program that can be shared across the state.

How many industry partners have agreed to take interns?
• 5 entities have signed up.

If one intern gets hired, that breaks even on the amount of grant funds being provided.

Motion by Mr. Larsen to approve in the full amount of $24,266.67 with the stipulation that U of I create a how-to guide to be shared with other entities throughout the state. Second by Ms. Griffin. Motion carried.

Contact Information

Question: Lead entity legal name

Regents of the University of Idaho

Question: "Doing business as" entity name (if Applicable)

Dig'nIT High School Internship Program

Question: Federal Tax ID Number

82-6000094

Question: Street address

875 Perimeter Drive

Question: PO Box (If applicable)

Not Answered

Question: City

Moscow

Question: State

ID

Question: Zip Code

83844

Question: Website

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

Question: First name of person to be contacted about this application

Sheri

Question: Last name

Bullock

Question: Job title

Community Development Specialist

Question: Street address

1031 N. Academic Way

Question: City

Coeur d'Alene

Question: State

ID

Question: Zip code

83814

Question: Email address

sbullock@uidaho.edu

Question: Contact phone

208-292-2513

Project Overview

Innovation grants can fund projects that address local workforce development needs. Projects may provide skills training to individuals and/or assist individuals with connecting to careers.

Question: Please provide a brief overview/executive summary addressing what you're trying to accomplish with this project. (You are limited to 2000 characters for this section so please be concise.)

The University of Idaho Coeur d'Alene (UI CDA) Dig'nIT High School Internship Program is a summer STEM enrichment program designed to grow a creative, well-educated, and career-minded community by engaging local businesses to provide a meaningful work experience for high school students. 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. 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 careers. The internship kicks off with a three-day orientation, led by UI CDA staff, to provide the necessary training and preparation for a successful internship experience. Interns undergo informal interview and presentation prep, participate in the 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 a summer filled with learning and exploration.

Perhaps more crucial than ever, enrichment opportunities for students play a significant role in the overall educational experience for K-12 students. For this reason, Dig'nIT is planning to expand from our usual 8-10 interns with the hope to engage 15 students through internship experiences. Funding from WDTC will allow us to support 7 students.

As educators struggle to keep students engaged, learning loss among even the most advanced students has been substantial in 2020 and the early part of 2021. Dig'nIT addresses the interruption to in-person classroom instruction by immersing interns into on-the-job learning. 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, we anticipate 2021 interns will have an equally positive experience whether they are performing their duties remotely or in person.

Question: If training is part of the project, how does it address specific employer-identified skills gaps in the community?

Hundreds of technology and science positions go unfilled every year in the Gem State. We want our young students to be prepared to take on these jobs and contribute to a brighter future for Idaho.

According to indeed.com, there are over 800 tech positions, 400 engineering positions, and 200 science positions currently available in Idaho. Dig'nIT specifically addresses the skills gap by exposing high school students to local STEM opportunities right in their own communities. 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.

Question: Workforce Development Training Funds are intended to supplement, but not supplant or compete with resources available through existing programs. Are there existing resources available to meet the employers' needs? How are those resources lacking?

The University of Idaho Coeur d'Alene, committed to promoting college and career readiness, developed Dig'nIT in response to the needs of the N. Idaho community it serves. Dig'nIT is unaware of other STEM focused high school internships in North Idaho. For this reason, Dig'nIT has a large applicant pool each year.

Question: What employment opportunities does the project seek to fill?

The Dig'nIT High School Internship program reaches high school students during a critical time when they are making decisions about what their futures. As rising juniors and seniors, students are beginning to think about career choices and Dig'nIT allows them to explore the STEM field through hands-on work experiences with employers in the communities they live. Host sites play a valuable and active role in preparing future employees for the world of work.

Question: How will the project accelerate the pathway to a career for individuals being trained.

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 Dig'nIT and our newest program, Integrating Education and Careers (IEC) which is currently having a successful inaugural year due to support from the WDTFC 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, teachers incorporate their IEC experiences into developing new curriculum that focuses on preparing students for the workforce.

Question: How will the project change and/or enhance the current landscape of Idaho's talent pipeline/development efforts.

UI CDA is dedicated to creating multiple efforts to engage 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. Additionally, Dig'nIT provides students with the tools necessary to learn about career options through personal industry insight.

Question: Who will provide the training and/or implement the project?

The University of Idaho Coeur d'Alene will implement the program and host sites will provide the onsite training, mentoring, and an overall learning experience.

Question: Where will the training be provided/project be implemented?

Training will be provided both at the University of Idaho Coeur d'Alene and at corporate host sites. Students will participate in a three-day orientation at the University of Idaho Coeur d'Alene center prior to beginning their internship onsite with their matched host.

Question: Who will benefit from this project, (Examples - adult job seekers, high school seniors, current employees)?

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. Specifically, Region 1 high school students and North Idaho employers will benefit from the Dig'nIT Internship Program.

Question: List any prerequisites for individuals interested in participating in the project.

• High school students in Region 1
• Age 16-18
• Completing at least 10th grade by summer 2021
• Must be available and willing to commit to the full eight weeks of the program at 30 hrs/wk
• A strong interest in STEM related fields and hands-on learning in a professional setting
• Able to be an outstanding representative of the University of Idaho
• Must have reliable daily transportation

Question: How will participants be selected? What are the agreed-upon screening processes, if any?

• March 2021: U of I Coeur d'Alene begins promoting the internship program to Region 1 K-12 high schools via
flyers, social media, and promo videos.
• April 1-30, 2021: Online internship application opens to high school students 16-18 years old
• May 2021: Applications are reviewed by U of I Coeur d'Alene staff and interviews are conducted
• Depending on funding, up to 15 interns will be selected to participate in the 2021 program

Question: What outreach efforts will the team use to encourage under-served populations to participate in the project?

Dig'nIT has a goal of growing a culture of highly skilled students regardless of barriers historically experienced by underserved populations. Our priority is to target and educate

students of various backgrounds in order to grow a diverse STEM pipeline. This includes recruiting efforts aimed toward girls and low socio-economic students. We want students to benefit from an internship regardless of financial hardship which is why we offer a competitive hourly wage. For more information about the University of Idaho's Diversity Plan, please visit the U Idaho Diversity Plan at
https://www.uidaho.edu/-/media/UIdaho-Responsive/Files/Diversity/diversity-plan---fy-2019-revised.

Question: Please provide a detailed description of why funding is needed for this project?

As an outreach program, Dig'nIT is not part of the university's operating budget; therefore, external funding has always been necessary. UI CDA received early funding from a corporate sponsor to develop and implement the Dig'nIT initiative which helped support the program for the several years. Dig'nIT has remained strategic in choosing partners who support our mission to engage students with interactive educational experiences to raise awareness and the importance of STEM for vibrant communities. However, these partnerships often do not equate to financial support. More recently, intern expenses were largely covered through a summer enrichment camp where UI CDA partnered with a group in China to bring middle school students to North Idaho for learning and cultural experiences. Due to travel restrictions and tenuous US/China relations, we are not able to offer this camp in the foreseeable future. Additional past funding has been a result of income from cost savings, camps, and other UI CDA programming. However, due to the university's well-known financial struggles and additional budget cuts due to the pandemic, the university is no longer allowing roll-over funds to be used for outreach initiatives. Nevertheless, we are committed to leveraging university resources including facilities, technology, equipment, and staff expertise to ensure quality experiences for interns. We have nominal amount of funds allocated to the entire 2021 Dig'nIT program (including camps and internships) which is why funding is so crucial during a year where students are experiencing extraordinary learning loss.

Question: Will participants be charged to participate in this project?

No

Community-Based Team

Innovation Grants require participation from a community-based team with representation and support from business, education and other community partners as an ideal partnership.

[Letter of Intent](#)

Question: Please describe how the community-based team partners are involved in the project.

• Internship host sites provide interns with on the job learning for eight weeks of real work. We are still in the process of securing host sites and much of this depends on funding. However, confirmed host sites for 2021 include:
o Bay Shore Systems
o Cyber Self Defense

o Community Water Resource Center
o Exbabylon IT Solutions
o Northwest Specialty Hospital
• North Idaho College Career Services provides partners with Dig'nIT to help prepare interns for their internship experience. This includes information interview and presentation preparation, soft skills development and the Strong Interest Inventory Assessment.
• Region 1 High Schools help to promote the program to students by circulating flyers and recommending student.

Question: Number of employer partners involved in this project?

7.00

Question: Number of non-employer partners involved in this project?

5.00

Question: Please upload completed Letter of Intent from each community-based partner. A link to the Letter of Intent is provided above.

[PFHighSchool](#) (2/26/2021 12:38 PM)
[NWSpecialty](#) (2/26/2021 12:37 PM)
[NIdahoSTEM](#) (2/26/2021 12:37 PM)
[NIC Career Services](#) (2/26/2021 12:37 PM)
[Exbabylon](#) (2/26/2021 12:37 PM)
[Cyber Self Defense](#) (2/26/2021 12:36 PM)
[CWRC](#) (2/26/2021 12:36 PM)
[CHS](#) (2/26/2021 12:35 PM)
[CDACharter](#) (2/26/2021 12:35 PM)
[Bay Shore Systems](#) (2/26/2021 12:35 PM)

Project Sustainability

Question: If the community has plans to sustain the project beyond the life of a Workforce Development Innovation Grant, please share. (Not a requirement to receive grant funds.)

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.

Project Schedule

Please provide anticipated numbers/methods to assess the effectiveness of the proposed project.

Project Schedule Form

Question: Please provide an anticipated project start date.

6/23/2021

Question: How many training sessions/events will be held during the 12 months of the grant?

30 hours/week for 8 weeks

Question: Please download and complete the project schedule form. The completed form can be uploaded here. To download the form click on the link provided above.

Innovation Grant Project Schedule Dig'nIT.xlsx (2/26/2021 12:44 PM)

Project Outcomes

Question: How will employer satisfaction be measured?

• Program manager conducts bi-weekly check-ins with host supervisors via online surveys
• Program manager conducts on-site visit with host supervisor and intern
• Host supervisors evaluate intern at the conclusion of internship via online survey

Question: How will participant satisfaction be measured?

• Program manager conducts weekly check-ins with interns via online survey
• Program manager meets with interns monthly for mentoring
• Interns evaluate host sites at conclusion of internship
• Interns participate in the Internship Showcase at the conclusion of their internship to share their experiences with U
of I staff, industry partners, family and friends.

Question: Total number of individuals served by this project?

7.00

Question: Number of individuals receiving credential(s)?

0.00

Question: Number of individuals already employed who will receive training?

0.00

Question: Anticipated wage gain for individuals already employed? If applicable.

> 0.00

Question: Anticipated starting hourly wage for individuals entering employment? If applicable.

> 0.00

Question: What additional metrics do you propose to gather to measure the success of the project?

> • Number of students who apply for internship
> • Number of students selected for internship
> • Student testimonials
> • Number of industry partners
> • Corporate host site testimonials
> • Annual report including all of the above

Budget

The application must provide a detailed explanation of how grant resources will be used to directly support the identified skills training. Provide the line item budget amount and detailed narrative for each item listed below to delineate how Innovation Grant resources will be used. Each line item's narrative should clearly describe how the line item amount was determined, as well as the necessity of the line item to develop/deliver the project.

Budget Sheet

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

> The Dig'nIT High School Internship Program directly aligns with the Innovation Grant Committee goals of broadening and encouraging talent pipeline 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. U of I Coeur d'Alene strategically engages local alternative high schools including Venture High School, New Vision High School, and Kootenai Technical Education Campus to ensure opportunities for all students interested in STEM careers.

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

> As a continuing effort to engage more students, we encourage our corporate hosts to participate in covering some of the program costs. During the 8-week program, interns earn $2,875. Partnering with us to provide $1,435 allows to provide more students with the skills necessary to succeed in STEM positions within their own communities. U of I Coeur d'Alene continues to provide administrative and back-office needs for student employment. If the full amount of $1,435 is not feasible, any contribution will be beneficial to our internship program. Whether or not corporate hosts can contribute financially, we welcome them to participate as a host. Additionally, we currently have an Idaho Community Foundation proposal pending for $25,000 to help support the 8 additional interns not funded by Innovation Grant monies

Question: Please download the attached budget. A link to the budget is provided above.

Once completed, upload budget here.

Innovation Grant Budget Narrative and Expenditures - Updated 3-11-21 (1).xlsx (3/11/2021 12:04 PM)
Innovation Grant Budget Narrative and Expenditures - DignIT2021.xlsx (2/26/2021 12:54 PM)

Organizational and Fiscal Capacity

Question: Provide the accounting structure, job titles and qualifications of staff responsible for fiscal actions.

Deborah Shaver, Director
University of Idaho Office of Sponsored Programs
208-885-4627
dshaver@uidaho.edu

Heather Clark, Assistant Director
University of Idaho, Sponsored Accounting
208-885-8994
heatherclark@uidaho.edu
Oversees financial and cost compliance functions

Question: Please provide a short summary outlining your organizations capacity to complete this project.

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 Dig'nIT High School Internship Program are as follows:
• 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.

Question: Upon request, the lead organization may be asked to provide a statement from the entity's independent auditing firm regarding the entity's most recent fiscal audit to include a statement of any audit findings. Is an audit available?

☑ Yes

☐ No

Tracking and Reporting

Innovation Grant funds must be expended within a one-year time period. Quarterly tracking and reporting of individuals participating in the project will be required. Individual names, start and end dates, and outcome data must be collected and reported.

Question: Entity responsible for tracking and reporting.

University of Idaho Coeur d'Alene

Question: Contact Person First Name

Margaret

Question: Contact Person Last Name

Hurlocker

Question: Job Title

Financial Coordinator

Question: Contact Phone

208-777-4700

Question: Email Address

mhurlock@uidaho.edu

Question: Street Address

1031 N. Academic Way

Question: City

Coeur d'Alene

Question: State

ID

Question: Zip Code

83814

Terms and Conditions

[Terms and Conditions](#)

Question: I certify I have read the terms and conditions governing the Workforce Development Training Fund grant and agree to comply if awarded a training grant. Click on the link above to view a copy of the terms and conditions.

☑ Yes

☐ No