Rockefeller Public Policy Interns are eligible for up to $4,000 in funding to intern in public policy research, public policy analysis, issue evaluation, activities which help shape and determine public policy, and/or exposure to people and places involved in the making of policy or directly influenced by it - whether at the local, state, national or international level. Policy sectors include (but are not limited to): Health, Education, Law, Environment, Poverty, and Social Entrepreneurship.

Internships with advocacy organizations are eligible, provided students are engaging in mostly research, policy analysis and public education, rather than engaging in lobbying, fundraising, or direct service.

Internships with campaign organizations or for-profit organizations are not eligible for funding. We do not fund post-graduation internships.

The Rockefeller Center also provides resources and advising to help you identify a high-caliber internship experience.

Who can apply?

Anyone performing a leave term before your last undergraduate term at Dartmouth. Internship must have a clear connection to public policy, public affairs, and/or social entrepreneurship. Applicant is expected to work 30-40 hours per week for 8-10 weeks. Applicant must not receive a wage, salary, or stipend from your internship organization (some exceptions may apply).

Interns may only receive Rockefeller internship funding once in their academic career. If you were a Rockefeller Center First-Year Fellow, you are still eligible for internship funding. If applying for funding for the same term from other Centers, such as Dickey, Tucker or the Center for Professional Development, student may accept only one grant.

Tips

Place your top priority on securing an internship, then during the process, how you will be applying for funding. Not all students who apply are awarded funding, so we encourage you to research and strategize alternative funding methods as well.

At least 3-4 weeks prior to submitting your application, it is highly encouraged that you set up an advising appointment with a Rockefeller Center staff member to review your eligibility for the program. Blitz Rockefeller.Internships@dartmouth.edu to set up an appointment.

Visit the Center for Professional Development to look for internships and to perfect your résumé and cover letter(s).

Plan ahead: request your faculty recommendation and start your written proposal started early!

Talk to past Rockefeller Center interns (See Rocky website for a listing) to learn more about their similar internships.

For more information and internship sources, visit the Rockefeller Center Internships webpage at: http://bit.ly/RockyINT

Application Deadlines

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<th>Term</th>
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<tr>
<td>Fall 2015</td>
<td>July 22, 2015</td>
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<tr>
<td>Winter 2016</td>
<td>October 14, 2015</td>
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<td>Spring 2016</td>
<td>January 27, 2016</td>
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<td>Summer 2016</td>
<td>April 27, 2016</td>
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To apply for funding, you must complete:

1. **WRITTEN PROPOSAL** (PDF), 2-3 pages describing your internship plans.
   - Please be sure to include a header with your name, the program that you are applying to, the date, and page numbers. Save this as a PDF. You will be uploading this proposal through the online application form (next step).
   - **Begin with the specifics of your internship opportunity:**
     - NAME of the Organization or Agency that you plan to work for
     - LOCATION of the Organization or Agency
     - WEB SITE of the Organization or Agency
     - TYPE of Organization or Agency (such as Governmental, Non-Profit, Think Tank, Congressional, Other - please describe)
     - POLICY SECTOR of the Organization or Agency (such as Health, Law, Environment, Economic, Education, etc.)
   - Then, answer the following prompts honestly and concisely:
     - How your proposed internship links to public policy.
     - Responsibilities and requirements of your role as an intern, and your qualifications to fill them.
     - Your academic and career goals and how the internship will advance them.
     - The relevance of your academic, co-curricular and professional experience to your internship, including a brief description of your relevant coursework.

2. **APPLICATION FORM**, including Budget Request – online at [www.bitly.com/RockefellerCenter-Applications](http://www.bitly.com/RockefellerCenter-Applications)
   - Include a 100-150 word personal bio (example can be found at [www.bitly.com/RockefellerCenter-samplebio](http://www.bitly.com/RockefellerCenter-samplebio)).
   - Be prepared to include the URL to your LinkedIn public profile (see [www.bitly.com/Linkedin-checklist-for-students](http://www.bitly.com/Linkedin-checklist-for-students) for tips).
   - Include realistic estimates for the costs associated with this internship to complete your budget and funding request.
   - You will need to have specific information about the internship host organization, including supervisor and organization website. If you are still waiting for final confirmation, please use your top choice of internships when completing application, with a note in your proposal about any other options you are still considering.
   - In this application form, you will upload your written proposal.

3. One **RECOMMENDATION** from a Dartmouth Professor or Administrator
   - **Ask** your professor if they would be willing to recommend you: don’t assume.
   - Don’t forget to give them the Recommendation Form handout so they have a chance to draft responses in advance and have the URL directly. Available online at [www.slideshare.net/rockefellercenter/faculty-rec-form](http://www.slideshare.net/rockefellercenter/faculty-rec-form).

4. **SUPERVISOR ACCEPTANCE FORM**
   - Available online at [www.bitly.com/INT-supervisor-form](http://www.bitly.com/INT-supervisor-form)
   - If you still have not received final acceptance to your internship, this may be eligible for an extension. Be sure to communicate this with the Internships Program Coordinator, and final decisions will be contingent on submission of this form.

5. Short **INTERVIEW** with Rockefeller Center Staff (scheduled after submission of the above requirements)