



Summer of 2010 P² Intern Project Proposal

IOWA DEPARTMENT OF NATURAL RESOURCES, POLLUTION PREVENTION SERVICES, INTERN PROGRAM

Use this form to outline your proposed pollution prevention intern project.

The project selection criteria is provided at the end of each section for your reference.

IDNR Pollution Prevention Services' staff is available to assist by phone, e-mail or on-site in developing a project or completing this application.

For assistance please call Danielle Dilks at 515/281-8063 or Jeff Fiagle at 515/281-5353 or email Danielle.Dilks@dnr.iowa.gov or Jeff.Fiagle@dnr.iowa.gov.

APPLICATION DEADLINE: November 20, 2009

COMPANY INFORMATION

Company Name:	Primary Intern Supervisor:	Facilities Maintenance Manager:
Address:	Title:	Title:
City, ST, Zip:	Phone:	Phone:
Employees at this location	Fax:	Cell:
Facility Products/Services	E-mail:	E-mail:
Application prepared by:	Date of application:	

PROJECT DESCRIPTION

Describe in detail **the primary project** that will address your company improvement initiatives.

Scoring criteria: (Maximum 20 points)

- Process oriented (0-5 points)
- Identifies company motivator (0-5 points)
- Data is available to support project development (0-5 points)
- Project's relationship to Pollution Prevention/Energy Efficiency Hierarchy (0-5 points)
(Source Reduction, Prevention & Efficiency/Recovery & Reuse/Recycling/Treatment)

COMPANY BENEFITS

Explain how the company will benefit from the **focus project** and describe the impacts expected from implementation of the recommendations.

Scoring criteria: (Maximum 20 points)

- Economic benefits are measurable (0-10 points)
- Environmental benefits are measurable (0-10 points)

PROJECT	CURRENT ENVIRONMENTAL IMPACT	ANNUAL EXPENSE	ENVIRONMENTAL REDUCTION GOAL (%)	PROJECTED ANNUAL COST SAVINGS

INTERN’S PROJECT RESPONSIBILITIES

Outline the **nature of the work** to be performed by the intern and **deliverables** that will determine satisfactory performance.

Scoring criteria: (Maximum 15 points)

- Project provides hands-on research and analysis by the intern (0-5 points)
- Tasks are appropriate for project duration and intern potential (0-5 points)
- Implements and/or recommends changes based on the analysis (0-5 points)

INTERN BACKGROUND

Please indicate **preferred major(s)**:

- Engineering** Specify Discipline: _____
- Other** Specify Discipline: _____

Please list specific **skills or abilities** you believe the intern should possess to make this project a success:

SECONDARY PROJECTS

Please **list and prioritize** the secondary projects that the intern will develop in the case of delay or early completion of the primary project.

Scoring criteria: (Maximum **20** points)

- Secondary projects planned are prioritized with specific objectives and measurable outcomes **(0-10 points)**
- Projects are related to Pollution Prevention/Energy Efficiency Hierarchy **(0-5 points)**
(Pollution Prevention or Source Reduction/Recovery or Reuse/Recycle/Treatment/Disposal)
- Secondary projects are consistent with engineering discipline specified for primary project. **(0-5 points)**

SUPERVISORY DETAILS

Company involvement and supervision is critical to the success of the project. Please describe the **role and responsibilities** of the primary on-site supervisor and the relationship to this project. Also describe the project roles and responsibilities of an alternate on-site coordinator that will be working with or will be a resource to the intern.

Scoring criteria: (Maximum **20** points)

- **Supervisor's** role and responsibilities are well defined **(0-5 points)**
- Affirms **continuous supervision available** for the duration of the internship **(0-5 points)**
- Notes experience working with interns **(0-5 points)**
- **Provisional** supervision listed **(0-5 points)**

CONTINGENCY PLANS

Please indicate any planned shut-downs or other events between June 1, 2010 and August 13, 2010 that would prevent the intern from reporting to work or continuing on-site work on the project.

Scoring criteria: **(5 points for completion)**

COMPANY HISTORY

Please describe any past pollution prevention projects **implemented** at your company. Indicate if this project will be an extension of a previous implemented project.

ADDITIONAL HOST COMPANY REQUIREMENTS

List additional HR and safety requirements your company will require of an intern in this position.

NOTE: These requirements are the responsibility of the host company and are not part of the Pollution Prevention placement process.

- Drug screen
- Background check
- Special safety equipment or training _____
- Other _____

Has your company previously participated in the Pollution Prevention Intern Program? Yes No

We request returning companies to contribute \$4000 toward the student's salary. Agree No

Host company is willing to share project outcomes with other Iowa businesses through the following media:

*******Confidential information is not disclosed*******

- Case study is **mandatory**
- Departmental newsletter
- Facility tours for related business
- Articles in association newsletter
- Presentations at association meetings or workshops

Host companies agree to the following **responsibilities** of this program:

- ❖ **Ensure follow up visits** by Pollution Prevention Advisors are allowed upon request to monitor project progress (Minimum of three visits at 6 month intervals)
- ❖ **Providing a computer with internet access and work area** for the intern to perform their job duties
- ❖ **Providing safety equipment for the intern**
- ❖ If the project requires that the intern travel from the designated work site, the host company is responsible for transportation or reimbursement of intern expenses.

Approved by: _____

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OR

Mail to:

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