



# 2024 / 2025 Internship Grant Application

*This application is to be completed by the Recipient Airport.*

## GENERAL INFORMATION

**Proposed start date and end date of internship:** \_\_\_\_\_

**Internship will be conducted at:** \_\_\_\_\_

**Type of Airport:**                      General Aviation                                      Commercial Service

**Mailing Address:** \_\_\_\_\_

**Address where funds should be distributed to if different from above:**

**Application Submitted by:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**If students inquire about pursuing an internship opportunity at your airport who can they contact?**

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Provide the name, title and contact information of the intern's immediate supervisor, if different from the point of contact.**

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Has the Airport previously received an Internship Grant through this program?** Yes                      No

**If yes, please list the year and amount of the grant provided.**

Year _____	Amount _____	Year _____	Amount _____	Year _____	Amount _____
Year _____	Amount _____	Year _____	Amount _____	Year _____	Amount _____
Year _____	Amount _____	Year _____	Amount _____	Year _____	Amount _____
Year _____	Amount _____	Year _____	Amount _____	Year _____	Amount _____
Year _____	Amount _____	Year _____	Amount _____	Year _____	Amount _____
Year _____	Amount _____	Year _____	Amount _____	Year _____	Amount _____

## **PROGRAM INFORMATION**

**Describe the areas in which the intern will work including the type of activities, approximate amount of time dedicated to each, anticipated assignments, and other details that will distinguish this internship.**

**Describe the Airport's objectives for the intern's experience.**

**How will the Airport benefit from participation in the internship program?**

**Describe where the intern fits in the organization (attach a copy of the org. chart if appropriate).**

**How will the supervisor communicate and provide feedback to the intern to promote success?**

**Provide any additional information that would be helpful to the Internship Selection Committee.**

**ACKNOWLEDGEMENT**

The undersigned acknowledges the information contained in this application and agrees to the terms and conditions of the Internship Grant Agreement.

**Airport Name:** \_\_\_\_\_

**Prepared By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_