**Proposal Cover Sheet**

<table>
<thead>
<tr>
<th>Project Name</th>
<th>The Cleveland State University Engaged Learning Internship Program</th>
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<tbody>
<tr>
<td>Project Location/s</td>
<td>Cleveland State University will operate the program, with related activities occurring at MAGNET, Summer on the Cuyahoga, Cuyahoga Community College and the various business partners.</td>
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<tr>
<td>Project Start Date</td>
<td>January 1, 2013</td>
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<tr>
<td>Interns/Co-ops Start Date</td>
<td>January 12, 2013; May 18, 2013; August 24, 2013</td>
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<tr>
<td>Lead Applicant – Must be public higher education agency</td>
<td>Cleveland State University 2121 Euclid Avenue Cleveland, OH 44115-2214</td>
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</tbody>
</table>
| Chief Contact | Craig M. Zullig, MBA  
Director  
Office of Sponsored Programs and Research  
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2121 Euclid Avenue, PH300  
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| Project Director(s)- Key Personnel(s) | Byron P. White, Ed.D  
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2121 Euclid Ave.  
AC 342  
Cleveland, OH 44115-2214  
(216) 523-7292  
Fax: ???  
byron.white@csuohio.edu |
<p>| Amount of state money requested | $496,061 |
| Match money committed | $459,318 |</p>
<table>
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<tr>
<th>Number of</th>
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<td>Internships/co-</td>
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<td>ops proposed</td>
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<td>JobsOhio key</td>
<td>Advanced Manufacturing, Aerospace &amp; Aviation, Automotive, Polymers &amp; Chemicals, Financial Services, Information Technology &amp; Services, and BioHealth will be the primary JobsOhio industries supported, but the program will also address talent needs of Food Processing and Energy, as well as the four identified Business Functions.</td>
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<td>Are any of the</td>
<td>Dr. Edward W. (Ned) Hill serves as Dean of Cleveland State University's Maxine Goodman Levin College of Urban Affairs.</td>
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<td>Committee?</td>
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**Legal Applicant**

Name: Cleveland State University

Address: 2121 Euclid Avenue

City: Cleveland Zip: 44115-2214

Phone: (216) 687-3675 Fax: (216) 687-9382 E-Mail: c.zullig@csuohio.edu

CEO Name: Dr. Ronald Berkman

1) **Certification by Authorized Official:**
To the best of my knowledge and belief, data contained in this application are true and correct. The document has been duly authorized to comply with the required assurances.

Signature of Authorized Official: [Signature]

Typed Name and Title: Craig M. Zullig, Director, Office of Sponsored Programs and Research

Date: 10/11/2021

2) **Administering Entity**
Agency Name: Cleveland State University

Address: 2121 Euclid Ave., AC 342

City: Cleveland Zip: 44115-2214 Phone: (216) 523-7292

Fax: Contact Person: Byron P. White, Ed.D

Title: Vice President for University Engagement E-Mail: byron.white@csuohio.edu

3) **Business Partners (please submit separate information for each partner)**
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Address: P.O. Box 279

City: Newton Falls Zip: 44444 Phone: 330-872-4451 x11
Fax: N/A Contact Person: __Darrell L. McNair________________________
Title: President/CEO E-Mail: __DarrellM@MVPPlastics.com________
Company Name: __TMW Systems____________________________________
Address: __21111 Chagrin Blvd.______________________________
City: Beachwood Zip: 44122 Phone: 440.721.2407 (w); 216.903.1529 (c)________________
Fax: 216.865.9780 Contact Person: __Scott Sachs________________________
Title: Recruiting Manager E-Mail: ssachs@tmwsystems.com
Company Name: __ZIN Technologies________________________________________
Address: 6745 Engle Road, Airport Executive Park________________________
City: Cleveland Zip: 44130 Phone: 440-625-2239________________________
Fax: 440-625-2294 Contact Person: __Carlos M. Grodsinsky, Ph.D.____________
Title: Vice President for Technology E-Mail: grodsinskyc@ZIN-TECH.COM
Company Name: __Mid-America Consulting Group________________________
Address: 3700 Euclid Ave______________________________
City: Cleveland Zip: 44108 Phone: 216-432-6903________________________
Fax: N/A Contact Person: __Andrew J. Banks______________________________
Title: President & CEO E-Mail: andrew.banks@mcgcorp.com
Company Name: __Ben Venue Laboratories, Inc.____________________________
Address: 300 Northfield Road______________________________
City: Bedford Zip: 44146 Phone: 440-703-7682 (w); 440-715-5946 (c)________________
Fax: N/A Contact Person: __Shawn Laughlin______________________________
Title: Process Excellence Specialist, Project Management Office
E-Mail: shawn.laughlin@boehringer-ingelheim.com
Company Name: __AMRESCO Inc.________________________________________
Address: 30700 Solon Industrial Parkway______________________________
City: Solon Zip: 44139 Phone: 440-914-3411________________________
Fax: 440-349-1182 Contact Person: __Judi Sandbrook______________________________
Title: Human Resources, Sr. Manager E-Mail: JSandbrook@amresco-inc.com
Company Name: __Smart Solutions, Inc.________________________________
Address: __23900 Mercantile Rd.______________________________
City: Cleveland  Zip: 44122  Phone:  (216) 765-1122 Ext. 8211
Fax:  (216) 765-0548  Contact Person: Bill Julka
Title: President  E-Mail: bjulka@smartsolutionsonline.com
Company Name: The Progressive Corporation
Address: 6300 Wilson Mills Road
City: Mayfield Village  Zip: 44143  Phone: 440.395.3039
Fax: N/A  Contact Person: John C. Hoppes
Title: National Employment Director  E-Mail: John_C_Hoppes@Progressive.com
Company Name: Worldwide EXPRESS INC
Address: 6650 Eastland Rd.
City: Cleveland  Zip: 44130  Phone: (440) 826 4211 (w); (440) 915 9530 (c)
Fax: (440) 826 4405  Contact Person: Steve S. Demirjian
Title: President  E-Mail: steve@wwxpress.com
Company Name: GE Lighting
Address: Nela Park, 1975 Noble Rd
City: Cleveland  Zip: 44112  Phone: 216-266-2121
Fax: N/A  Contact Person: Steve Melfi
Title: Talent Acquisition & University Relations  E-Mail: 

5) Educational & Intermediary Partners (please submit separate information for each partner)
Name: MAGNET (Manufacturing Advocacy & Growth Network)
Address: 1768 E. 25th St
City: Cleveland  Zip: 44114  Phone: 216.282.4634
Fax: N/A  E-Mail: Judith.Crocker@magnetwork.org
President/CEO/Director Name: Daniel E. Berry

Name: Cuyahoga Community College
Address: 2500 East 22nd Street
City: Cleveland  Zip: 44115  Phone: 216-987-4851
Fax: 216-987-4895  E-Mail: Susan.Muha@tri-c.edu
President/CEO/Director Name: Jerry Sue Thornton, Ph.D.
Name: Summer on the Cuyahoga
Address: P.O. Box 40164
City: Bay Village Zip: 44140 Phone: 440-554-8238
Fax: N/A E-Mail: bgosky@summeronthecuyahoga.com
President/CEO/Director Name: Bernie Gosky

Name: Ohio Aerospace Institute
Address: 22800 Cedar Point Road
City: Cleveland Zip: 44142 Phone: (440) 962-3000
Fax: 440.962.3004 E-Mail: MichaelHeil@oai.org
President/CEO/Director Name: Michael L. Heil
Abstract

Cleveland State University enthusiastically supports the Ohio Board of Regents in its efforts to deepen and shape Ohio's pool of young talent by increasing the number of Ohio students engaged in “meaningful workplace learning experiences,” raising student success rates, interesting more Ohio students in critical fields and industries, and keeping more of our students here in Ohio by exposing them to rewarding career pathways. This worthy goal will require partnership and collaboration among the state's educational institutions, its business community and intermediary support organizations. Such collaboration will be especially important to achieving the other important goal of the Ohio Means Internships & Co-ops effort: making Ohio more competitive in the global marketplace by making it an even richer source of talent.

Aligned with these OBOR goals, CSU proposes an Engaged Learning Internship Program specifically to support the workforce needs of industry clusters and business functions key to Northeast Ohio’s economic growth. The Program has recruited more than 60 businesses based or with operations in the region that fall within all nine industry clusters and four business functions that JobsOhio has identified as key to economic growth. These businesses have committed to offering a combined 102 internships. CSU has also reached out to collaborate with local educational and intermediary partners Cuyahoga Community College, MAGNET, Ohio Aerospace Institute and Summer on the Cuyahoga to broaden the Program's reach.

To better ensure that students and businesses have a high-quality experience, CSU through this effort is focused on delivering on the three components of its “Internship Triangle”: engaged employers, work-ready students and adaptable faculty. Special emphasis is being placed on making sure students, managers and faculty have a more interactive relationship that supports students, informs faculty of workforce needs that can help shape curriculum and engages managers in the academic enterprise.

Specifically, CSU's Engaged Learning Internship Program will:

- Place 102 student interns in Northeast Ohio businesses operating in the targeted industry clusters and business functions. These include 77 students from CSU and Tri-C, as well as some 25 students from out of state who are being introduced to Cleveland as an attractive place to live and work.
- Recruit faculty mentors to help students connect classroom learning to workplace practices.
- Engage students, faculty and businesses in a feedback system to assess the internship experiences, as well as provide opportunity to better align curriculum to industry needs.
- Place emphasis on serving the needs of small and mid-sized businesses and traditionally underrepresented populations. The CSU Internship Program has three minority-owned or operated technology companies among its business partners.
- Measure and report Program outcomes and effects regarding student retention and success, post-graduation employment and wages, and potential economic impact.

CSU seeks $496,061 from the Ohio Board of Regents to develop its Engaged Learning Internship Program. Intern wages paid by participating businesses and private contributions from the intermediary partners will match direct costs for the Program dollar for dollar.
CSU Engaged Learning Internship Program

PROPOSAL CRITERIA

Program Snapshot

- Given that all nine industry clusters are represented in the Northeast Ohio economy, the CSU Engaged Learning Internship Program will be accessible to regional businesses in all of the targeted clusters.
- The Program aims to create 102 internships that serve the targeted industries, which represents an increase of 34% over the 295 students placed by CSU within such businesses between Fall 2011 and Summer 2012, and a 4% increase over the 2,544 CSU students who had internships and co-operative education experiences in all fields during that period.
- The CSU Engaged Learning Internship Program seeks $496,061 from the Ohio Board of Regents.
- CSU expects the Engaged Learning Internship Program to cost $9,554 per student, with $4,961 of that amount covered by the state grant and $4,593 paid through matching funds.
- CSU has obtained commitments from more than 60 business partners, including at least three minority-owned or -operated technology businesses.
- CSU has enlisted Cuyahoga Community College as a higher education partner.
- CSU has enlisted the Manufacturing Advocacy & Growth Network (MAGNET) and the Ohio Aerospace Institute, as industry intermediary partners, as well as Summer on the Cuyahoga, a non-profit organization that creates experiential learning experiences for Ohio and out-of-state college students.

Business Attraction & Retention

CSU’s internship focus is informed by the regional leadership of TeamNEO and the emerging Regional Competitiveness Priorities, which have been developed to a large extent through the expertise of CSU’s Levin College of Urban Affairs, as well as the University’s ongoing collaborations with businesses and organizations that support these industries. Post-internship feedback from businesses from 2011 shows that 53% of businesses rate Cleveland State University student professional work performance as outstanding and 34% rate student performance as above average. Therefore, 87% of businesses have had a positive experience with CSU interns.

The CSU Engaged Learning Internship Program will intensify this focus on business attraction and retention by identifying two specific industries – advanced manufacturing and aerospace & aviation – for the recruitment of small and mid-sized businesses that have not routinely hired interns. In partnership with two industry intermediaries located in Northeast Ohio – the Manufacturing Advocacy & Growth Network (MAGNET) and the Ohio Aerospace Institute (OAI) – some 40 companies in these areas have been identified that will hire CSU interns. As part of the Program, the intermediaries, along with CSU faculty and Career Services Center staff, will support companies by assisting in the development of job descriptions; reviewing and selecting candidates; developing intern work plans; providing orientation and training to supervisors; and developing internship evaluation tools. Such support – which is expected to continue beyond the duration of the grant – not only will provide these intermediaries with an additional service for their companies, but it also will create a powerful competitive advantage for attracting new businesses to Ohio.

Additionally, the Engaged Learning Internship Program will help retain businesses by ensuring a high-level of performance from CSU interns. Assigning a faculty mentor to each
intern hired through the Program will be key to achieving this performance goal. Six such mentors will be recruited as part of the Program, each supporting roughly 10 interns. The faculty mentors, who will be recruited from various disciplines, will provide guidance to interns one-on-one on technical and social challenges, but they also will engage the interns in a “learning community” model, where the students will be expected to reflect on their experiences. Faculty mentors will be required, as well, to pay an extensive visit to at least one business partner offering an internship through the Program and to reciprocate by having a representative from the company visit campus. By doing so, faculty will be better-equipped to align curriculum with real-time business needs.

**Student Attraction, Retention & Completion**

CSU’s six-year graduation rate is 30 percent. President Ronald Berkman has identified the goal of improving this rate as the University’s highest strategic priority. A campus-wide Student Success/Retention Initiative has been launched to address the issue. Although it is widely assumed that internships improve graduation rates, only limited research is available on such student outcomes. Nevertheless, the University is forging ahead under the premise that, given the disproportionately higher unemployment rates among recent college graduates, efforts to connect students to key industries, especially those targeted for growth, and arm them with in-demand skills should improve their job prospects upon graduation and entice them to complete. Therefore, CSU’s Student Success/Retention Initiative identifies increasing the number of students who obtain internship and co-op experience as a strategy for improving graduation rates.

At this time, CSU does not track retention rates specifically for students who serve internships or co-ops. However, as part of the CSU Engaged Learning Internship Program, such data will be tracked. By analyzing these findings, along with feedback from students about their experiences, which is currently collected by the University’s Career Services Center, CSU will be able to shed light on the impact of providing students structured, intentional, supported access to on-the-job learning while still in school. Also, through a unique partnership with Cuyahoga Community College, CSU will provide access as part of its Internship Program to students who are nearing completion of a two-year degree program and plan to further their education at CSU. Modeled after CSU’s Learning Communities Partnership, which assists Tri-C students who are looking to transition to CSU, this partnership will bridge the two institutions by making 10% of the new internship opportunities created as part of this Program – or 10 internships – available to these transferring students. They will also have full access to CSU’s Career Services support activities, including faculty mentors.

**Student Post-Credential Employment**

Data show that most CSU students work at least part time while they are in school, although most are not employed in jobs that reflect their career aspirations. At the same time, our records indicate that most remain in the region upon graduation. In addition, local companies hire CSU graduates at a high rate. The University, therefore, has a strong record of contributing to regional workforce through students who become employed in Ohio.

CSU’s Engaged Learning Internship Program will improve this record by creating more internships in target industries, thus driving more graduates into these economic growth areas. In addition, through a partnership with Summer on the Cuyahoga, the Program will create more than 25 internships in high-demand fields for talented students from outside the region and state. Summer on the Cuyahoga, which houses interns on the CSU campus, recruits talented college students for summer internships and a unique immersion into the community with the ultimate goal of having graduates build networks and permanently locate in Northeast Ohio. Students hail from seven campuses, including Case Western Reserve University, Colgate University, Cornell University, Ohio Wesleyan University, Smith College, University of Chicago...
and Yale University. This year, as part of the Engaged Learning Internship Program, Summer on the Cuyahoga also will add 10 interns from CSU to the residential program, providing those students with an enriching experience and reinforcing a commitment to remaining in the region upon graduation.

Program Sustainability

The CSU Engaged Learning Internship Program uses state funds to subsidize internships at no more than one-third of wages. The support, while significant enough to entice businesses to participate, is not intended to be permanent. The belief is that, if the program can demonstrate real value to the business community, companies will be eager to pay full wages for their interns going forward, thus developing a sustainable model. Likewise, most institutional costs to CSU, Cuyahoga Community College, and our intermediary partners – MAGNET, Ohio Aerospace Institute and Summer on the Cuyahoga – are largely viewed as one-time investments to assist in piloting these efforts, which are expected to be incorporated as part of ongoing operations after this first pilot phase.

Financial & Performance Metrics

The CSU Engaged Learning Internship Program will adhere to the reporting timeline as outlined by the Ohio Board of Regents. Students may be placed with participating companies as early as spring semester, but given that many students may have already planned their academic year, it is expected that most placements will occur in the summer and fall terms. Using an enhanced database tracking system, the Program will collect and report data on the baseline number of students placed in business environments through internships and co-operative education in 2012; the number of students participating in the CSU Engaged Learning Internship Program and their fields of study; the number of business partners participating and their industry clusters; the weekly number of hours student interns worked, their hourly pay and the business function they were engaged to provide; and the number of students who completed their internship assignments and feedback on the experience from the students, businesses and faculty mentors. Given that CSU serves a student population that is more diverse and more economically disadvantaged than many other educational institutions in the state, special attention will be paid to collecting data on the number of Choose Ohio First Scholars and the percentage of minority students placed through the Engaged Learning Internship Program. All of these performance measurements will be reported to OBOR by the October 31, 2013 deadline. However, it is expected that the Engaged Learning Internship Program will extend to the end of the fall semester in December 2013.

CSU also will commit to tracking graduation and post-graduation outcomes for students participating in the Engaged Learning Internship Program. However, as noted earlier, it is assumed that most placements will occur during summer and fall 2013. This may make it difficult to provide meaningful data on graduation rates, employment outcomes and starting salaries for Engaged Learning Internship Program participants compared to their peers within the stated reporting period. However, the Engaged Learning Internship Program will commit to collecting such data when it becomes available.

The vast majority of CSU’s graduates remain in Ohio, most in Northeast Ohio itself. It is assumed that this dynamic will continue, but that the Internship Program will enable students to begin to contribute to the regional economy more quickly, at higher levels of pay, and will save businesses the time and money associated with finding, recruiting and training new workers. Given CSU researchers’ ongoing contribution to assessing the Northeast Ohio economy, the University should be well-positioned to explore the regional impact of the Internship Program. CSU’s Center for Economic Development within the Levin College of Urban Affairs will be enlisted to assist with this task. The budget for the Engaged Learning Internship Program includes funds to help implement a data management upgrade to consolidate computer
programs the University uses to track student outcomes. This should allow for better, quicker reporting.

Return on State Investment
The CSU Engaged Learning Internship Program is expected to continue to show positive results through:

- Higher levels of CSU graduates who participate in the Program finding jobs in their fields of study.
- Higher wages for participating students relative to graduates – at CSU and elsewhere – who receive no intentional, managed, collaborative workplace learning.
- Retention of Northeast Ohio’s college-educated talent.
- Reduced costs for recruiting, screening and training needed talent for regional businesses.
- Demonstrated value of well-defined and well-managed opportunities for businesses to “try out” young talent, especially for small and mid-sized companies with no experience in offering internships for students.
- Better exchange of knowledge between the classroom and the work world. Supporting direct career pathways for students is the most obvious outcome for internship and co-operative education programs. However, CSU's Engaged Learning Internship Program will also help to develop engagement pathways between researchers and industry. This should not only aid in talent development but holds promise of facilitating technology transfer, as well.
- An enhanced regional innovation ecosystem by better connecting educational assets, intermediary support services and industry activities.

Feedback Loop
Currently, student interns and employers complete evaluations regarding the internship experience. Feedback from the intern entails rating the value of the internship and the support of the supervisor. The employer provides an assessment of the student’s work performance and the student’s level of professionalism. In addition, students participating in academic internships are often required to submit a paper on their experience. The CSU Engaged Learning Internship Program intends to enhance this feedback system by creating a more vibrant, continual exchange among the three essential contributors to the experience: the student intern, the business manager, and faculty.
By assigning faculty mentors to each intern, students will have a resource to help reconcile what they learn on the job with what they learn in the classroom. At the same time, business managers will be directly engaged with the faculty, sharing insights from the field that can be incorporated into the classroom. Blackboard will be available for ongoing electronic communication between the student intern and his or her assigned faculty mentor. The Internship Program plans to explore a website or social media tool, such as Civic Commons, that would allow students to share their on-the-job experiences with the broader CSU community. Care would be taken to avoid sharing sensitive details about participating businesses, but this would be a way of harnessing the powerful dynamic of student-to-student interaction to promote the Internship Program – and career opportunities in Northeast Ohio.

**Impact on Regional and State Economies**

Given CSU researchers’ ongoing contribution to assessing the Northeast Ohio economy, the University should be well-positioned to explore the regional impact of the Internship Program. CSU researchers have also examined specific industries, such as energy, steel and automotive, and specific challenges, such as entrepreneurial culture and minority high-tech participation, in the region and state. This baseline insight of regional activity should give CSU researchers a platform for exploring economic impact. As mentioned above, CSU’s Center for Economic Development within the Levin College of Urban Affairs will be enlisted to assist with this task. However, it should be noted that, given the short timeframe and the limited scope of the pilot project, demonstrating impact beyond the student or business level will likely be difficult to show and will be outside the scope of this project unless follow-up funds are made available.

**EMPLOYER CRITERIA**

**Business Capacity**

As noted earlier, the CSU Engaged Learning Internship Program will be open to businesses based or with operations in Northeast Ohio that operate within any of the nine targeted industry clusters or four business functions. A core group of businesses that have agreed to participate in the Program have substantial experience employing interns, including
those from CSU. They have complied in the past with reporting guidelines and other requirements – and they have found enough value in the quality of work performance of CSU interns that they have increased their commitment. The Internship Program will reinforce and expand these relationships and provide greater assurance that student interns are provided with meaningful workplace experiences that match their fields of study.

The Program also will target a group of small and mid-sized area companies in key industry clusters. These smaller companies will receive strong orientation and support through the services of two highly regard intermediaries: MAGNET and the Ohio Aerospace Institute. These associations have identified companies from among their memberships that want to test the value of taking on one or more interns, and they have agreed to assist the member companies in connecting to and collaborating with CSU’s Career Services Center. MAGNET in particular has agreed to provide numerous services to some 30 companies to help them get started, including employer orientation on the benefits of internships; identification of possible internship functions within the company; assistance in the development of job descriptions; review and selection of candidates; development of intern work plans; training for supervisors; and development of an on-boarding process for the interns.

Work Assignments
Businesses participating in the Engaged Learning Internship Program have identified a variety of activities for interns within their organizations, including engineering, computer programming, marketing and research. (See the letters of commitment from individual business partners for descriptions of anticipated internship activities.) CSU’s business partners have pledged to work with Career Services Center personnel to identify meaningful jobs for the student interns, honor the learning goals of the Program by providing each intern a workplace mentor, provide feedback to CSU faculty and staff about student preparation for and progress in their internship role, as well as responding to an assessment of the program overall.

Internship Pay
Participating businesses have committed to paying at least two-thirds of student intern wages. Participating businesses will be free to set their own intern pay scale, but they have agreed to offer wages that reflect market rates. Among CSU’s business partners, proposed intern pay ranges from $10 to $17 an hour. Participating businesses anticipate employing CSU interns 20 to 40 hours a week during the spring, summer or fall terms. Please see the letters of commitment for pay ranges specific to each participating business.

Functional Areas
CSU’s Engaged Learning Internship Program will support all industry clusters and business functions identified by JobsOhio. As such, student interns will perform a variety of workplace functions for the participating businesses. Specifically, the student interns will be expected to perform engineering, computer programming, scientific, production and technical tasks, among others.

Industry Demand
In their letters of commitment, CSU’s business partners briefly describe challenges they face in finding and attracting critical talent. In its 2012 survey of 1,300 U.S. employers, the ManPower Group identified engineering, information technology and skilled trades as the most difficult positions to fill. Sales, accounting & finance, and mechanical skills also made the top 10 list of in-demand skills. Drawing on projections from the Bureau of Labor Statistics and industry-research firm IBISWorld, a September 2012 U.S. News & World Report article predicted the following fields to offer good opportunities through 2020: “data crunching,” specifically in the areas of market research; scientific research, particularly in the areas of biotechnology,
biomedicine, nanotechnology, robotics, 3D printing, chemistry, math and engineering; computer engineering; environmental science; management; finance, and entrepreneurship. These projections helped guide CSU’s recruitment of companies for its Engaged Learning Internship Program, particularly regarding its partnership with MAGNET and the Ohio Aerospace Institute.

INSTITUTIONAL CRITERIA

CSU’s Capacity

In Fall 2012, CSU enrolled its largest, most academically prepared, and most racially and ethnically diverse freshman class ever. These students, along with students who previously matriculated to the University, provide a highly capable pipeline of future workers for Ohio businesses. In addition, CSU has a proven track record through its Career Services Center of successfully placing student interns within Northeast Ohio businesses, government agencies and non-profit organizations. However, only about one in nine internship placements in spring and summer 2012 were in companies operating within the targeted industry clusters and business functions. This Ohio Means Internships & Co-ops grant will enable CSU to better meet the needs of these critical contributors to the state and regional economies by focusing on these targeted industries, improving its support for and preparation of CSU interns, and more deliberately engaging faculty in the internship process through a cadre of faculty mentors. The Internship Triangle among work-ready students, engaged employers and adaptable faculty is a model for improving the University’s internship infrastructure that is guiding investment and strategic planning.

CSU also has partnered with Cuyahoga Community College to provide access to students who are nearing completion of a two-year degree program and plan to further their education at CSU. As a bridge between the two schools, CSU will commit to making 10 percent of the internship opportunities developed as part of this Program available to these students. These matriculating students will also have access to CSU’s Career Services support activities.

Internship Recognition

The Engaged Learning Internship Program places a premium on making sure that internships are transcripted or available for credit. As such, it models existing CSU practices. Currently, there are three ways in which co-op and internship experiences are recognized academically. First, students can earn up to six credit hours through their academic unit’s internship program. Students must first meet the requirements for participation and gain permission through their faculty advisers. These internship courses are for academic credit. Therefore, the courses count toward graduation. Second, students may earn an additive credit for their internship experience through the Career Services Center. To obtain this credit, students enroll in the co-op/internship course after completing prerequisites. These courses are for additive credit, meaning that, unlike the academic internships, they do not count toward graduation. Finally, also through Career Services, students may have their experiential learning coded on their transcript through a zero-credit-bearing course. The purpose of having this notation on the transcript is for students to be able to confirm their career-related experience. Each internship created through the Engaged Learning Internship Program will allow for any of these three approaches.

Outreach to Traditionally Underrepresented Communities

In Spring 2012, CSU researchers provided quantitative analysis for a study of black and Hispanic participation in Northeast Ohio’s technology industries. The analysis showed that black and Hispanic workers are underrepresented in these industries identified as critical to the region’s economic vitality. Specifically, black and Hispanic workers account for less than 10% of employment in Northeast Ohio’s high-tech industries even though black and Hispanics account
for 20% of the regional population. In Northeast Ohio, a far smaller percentage of black students pursue a college education than their white counterparts. Among black students in Northeast Ohio who did go on to college, only 23.5% earned degrees in science, technology, engineering and math fields in 2009, compared to 32.8% of white students. Better awareness of career opportunities and better access to internships and workplace mentors were recommended as ways to address this disparity.

Given these challenges, and the fact that CSU has among the most racially and ethnically diverse student body of Ohio’s four-year public universities, CSU is often sought after by employers to provide a more diverse pool of talent than what they generally are able to find. Indeed, several of the business partners that have agreed to participate in the CSU Engaged Learning Internship Program specifically have asked to encourage a diverse pool of students to participate. CSU is committed to doing just that through its LINK Program, which is designed to meet employer needs for a diverse talent pipeline. The LINK Program provides academic enrichment and early career awareness for incoming first-year and transfer minority students. LINK Program students participate in a summer bridge program that includes shadowing experiences and company tours. These students are then matched with corporate mentors during their freshman and sophomore years. In addition, qualifying LINK students receive a one-year scholarship to offset the cost of tuition. This comprehensive support promotes career and academic success and will net a prepared, diverse workforce.

In addition, the CSU Engaged Learning Internship Program reached out to minority-owned businesses to participate as host sites for internships. Given that less than 2% of Northeast Ohio’s technology-based growth industries are minority-owned, it is a small population to cultivate. Nevertheless, by targeting companies that participated in the research study mentioned above, three minority-owned or -operated companies that fall within the targeted industry clusters have been recruited among the business partners in the Internship Program.

Incorporating Experiential Learning into Academic Programs

By surveying student interns, participating businesses and faculty mentors, the CSU Engaged Learning Internship Program hopes to create a feedback loop that will help to align academic curriculum with changes in and needs of the Northeast Ohio workplace. Ideally, student interns, supported by their faculty mentors, will help to push relevant research and knowledge into the workplace, and the connections between faculty mentors and participating businesses will serve to pull applied practices back into the classroom. The goal will be to develop the Engaged Learning Internship Program into a for-credit activity that would count as an elective in students’ academic coursework. However, such a change would need further study.

At present, there are three ways in which co-op and internship experiences are noted on CSU transcripts. First, students can earn up to six credit hours through their academic units’ internship programs. Students must first meet the requirements for participation and gain permission through their faculty advisers. These internship courses are for academic credit. Therefore, the courses count toward graduation. Secondly, students may earn an additive credit for their internship experience through the Career Services Center. Students enroll in the co-op/internship course after completing prerequisites. These courses are for additive credit, meaning, unlike the academic internships, they do not count toward graduation. Finally, also through Career Services, students may have their experiential learning experience coded on their transcript through a zero-credit-bearing course. This course does not require any prerequisites. The purpose of having this notation on the transcript is for students to be able to confirm their career-related experience.
Connecting Employers and Students Via Web, Communications and Marketing

The CSU Engaged Learning Internship Program intends to make use of available technology to allow interaction among the three stakeholder groups in its Internship Triangle: the student intern, the business manager and the faculty mentor. Blackboard will be available for ongoing electronic communication between the student intern and his or her assigned faculty mentor. For example, the student interns may be expected to keep online journals of their experience so that they can learn from each other. The Internship Program also will develop a website or social media tool that would allow students to share their on-the-job experiences with the broader CSU community. Care will be taken to avoid sharing sensitive details about participating businesses, but this will be a way of harnessing the powerful dynamic of student-to-student interaction to promote the Internship Program — and career opportunities in Northeast Ohio. CSU also commits to surveying students and employers after the internship is completed and making their observations available to the faculty mentors, as well as academic departments. Students also will engage in cohort reflection sessions in a “learning community” format led by faculty mentors.

Students participating in the Engaged Learning Internship Program will be encouraged to make use of the Ohio Means Internships and Ohio Means Jobs websites as resources for career information and as a portal to job, co-op and internship opportunities among Ohio employers. CSU’s Career Services Center will promote the websites as a resource among all students it counsels.

Providing Opportunities to Various Sized Enterprises

Among the existing business partners that CSU was able to enlist in its Engaged Learning Internship Program are companies ranging from those with only a few employees to large multinational corporations with operations in the Cleveland area. These larger companies in particular are more likely to have the resources to implement and oversee internship programs. However, in partnering with MAGNET and the Ohio Aerospace Institute, CSU’s Engaged Learning Internship Program specifically sought to target small and mid-sized businesses that could benefit from having better access to CSU’s student talent and faculty expertise since it is projected that the vast majority of new employment opportunities will occur among these companies. Most of these businesses have not hired interns because they have not seen the value of doing so or because they have not known how to go about it. With assistance from industry intermediaries MAGNET and OAI, these small business owners recruited for this Program will be able to see the benefits of continuing to hire CSU interns in the future.

BUDGET NARRATIVE

Cleveland State University and its partnering institutions seek $496,061 (including $36,745 in indirect costs) from the Ohio Board of Regents’ Ohio Means Internships & Co-ops grant. Private dollar-to-dollar match for the Regent Funds will come through student wages paid by qualifying employers as well as staff time from program partners and private funds raised for the Program. We expect 102 undergraduate students to have access to new internship opportunities through the Engaged Learning Internship Program. Estimating an average work week of 30 hours, an average pay of $13 an hour and a work term of 16 weeks, we anticipate that 67 of those student interns will earn a combined $418,080 in wages from their employers. Of that amount, employers will be expected to contribute two-thirds, or $280,114. The remaining 35 student interns are expected to earn $173,302 in total wages during an eight-to-10-week internship through Summer on the Cuyahoga. Employers engaging SOTC students are expected to pay $115,534, or two-thirds of the intern wage.
Of the Regent Funds CSU is requesting, $205,521 in total will go toward subsidizing wages and fringe costs for the 102 student interns. The remainder will go toward costs that CSU and its partnering institutions will incur in creating, supporting and publicizing the program.

Specifically, CSU will allocate $83,000 (plus benefits) toward personnel costs -- $40,000 toward paying half the full-time salary of an Assistant Director for Employer Outreach to improve employer relationships and services to businesses, $25,000 toward paying a part-time staff member in the Career Services Center to help track and report the specified data on student outcomes and program results, and $18,000 toward stipends for six faculty members who agree to serve as intern mentors. CSU will allocate $5,350 toward marketing and advertising the Engaged Learning Internship Program opportunities to students. CSU will also allocate $4,459 toward a data management upgrade to consolidate computer programs the University uses to track student outcomes.

Of the total Regent Funds awarded for the CSU Engaged Learning Program, MAGNET will receive $35,000 to provide services specifically to 25 of its member businesses, especially small to mid-sized companies. Most of the funds -- $25,000 -- will be used to provide a daylong training session for each of the 25 participating manufacturers, in which MAGNET personnel will work directly with the companies to identify internship opportunities, develop job descriptions and ensure that the internship experience is beneficial for both student and employer. In addition, MAGNET will provide 3 days of informational orientation sessions related to the internship program, at a cost of $3,000. The remaining $7,000 will go toward developing a toolkit of worksheets and materials for participating companies, developing materials to market the program and program management costs. MAGNET commits $7,000 (plus benefits) in matching funds in the form of staffing time spent on community outreach, materials development and project management, as well as an additional $1,000 in materials.

Cuyahoga Community College’s expected expenses for this project will be $15,000, of which $7,500 will be in scholarships for 10 students and $7,500 will cover personnel costs for program administration, recruitment, placement, student oversight and support, and participation on project leadership committees.

Of the total Regent Funds awarded for the CSU Engaged Learning Internship Program, Summer on the Cuyahoga will receive $83,766 to expand its summer internship program by 35 students. Most of these students have been recruited from colleges and universities outside the region and state, providing an opportunity for companies here to recruit talent from outside Ohio. In addition, Summer on the Cuyahoga has committed to including 10 CSU students among the 35 additional interns. Summer on the Cuyahoga is a residential internship program. All participating students will be housed on Cleveland State University’s campus. As part of the CSU Engaged Learning Internship Program, SOTC will receive $35,000 in Regent Funds to put toward incremental housing costs for the 35 additional students. The program also plans a number of events and outreach experiences throughout the summer to showcase the career opportunities and the cultural attractions in Northeast Ohio. SOTC will receive an additional $48,766 in incremental programming and staffing costs for the additional internships provided. The additional 35 student interns participating in the Summer on the Cuyahoga experience as part of the Ohio Board of Regents Ohio Means Internships & Co-ops grant are expected to earn $173,302 during their eight-to-10 weeks of employment, with employers paying two-thirds of the wages -- specifically, $115,534 -- and the Regents Fund covering the remaining $57,768. In addition to securing commitments from 22 employers, SOTC commits $26,000 in fees from participating schools and other sources of funding as private match toward the project.

The Ohio Aerospace Institute will receive $5,650 to cover 80 hours of staff time in recruiting businesses among their members to provide an expected 20 internships for CSU students. The OAI commits to providing an additional 80 hours of staff time in facilitating connections between member businesses and CSU as match.
### PERSONNEL:

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<th>Activity</th>
<th>Brief Description</th>
<th>Total Costs</th>
<th>Regents Funds</th>
<th>Applicant Funds</th>
<th>Partners -- MAGNET</th>
<th>Partners -- OAI</th>
<th>Partners -- SOTC</th>
<th>Other Public</th>
<th>Total Match</th>
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<th>Applicant Funds</th>
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<th>Partners -- OAI</th>
<th>Partners -- SOTC</th>
<th>Other Public</th>
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<th>Partners -- OAI</th>
<th>Partners -- SOTC</th>
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<th>Partners -- OAI</th>
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### SUBTOTALS - DIRECT COSTS

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<tr>
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<th>Applicant Funds</th>
<th>Partners -- MAGNET</th>
<th>Partners -- OAI</th>
<th>Partners -- SOTC</th>
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<td>Admin</td>
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### TOTAL COST

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<th>Regents Funds</th>
<th>Applicant Funds</th>
<th>Partners -- MAGNET</th>
<th>Partners -- OAI</th>
<th>Partners -- SOTC</th>
<th>Other Public</th>
<th>Total Match</th>
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</thead>
<tbody>
<tr>
<td>$955,379</td>
<td>$496,061</td>
<td>$415,430</td>
<td>$0</td>
<td>$10,345</td>
<td>$7,543</td>
<td>$26,000</td>
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</tbody>
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COSTS:

- **TOTAL COST**: $955,379
- **Regents Funds**: $496,061
- **Applicant Funds**: $415,430
- **Partners -- MAGNET**: $10,345
- **Partners -- OAI**: $7,543
- **Partners -- SOTC**: $26,000
- **Other Public**: $0

MATCH:

- **TOTAL MATCH**: $0
Appendix B. Letters of Commitment
October 10, 2012

Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

AMRESCO, LLC, a manufacturer & supplier of high-quality bio-chemicals and reagents for the Molecular Biology, Life Sciences, Clinical, and Histology areas of research. AMRESCO, LLC commits its support to Cleveland State University’s proposed Engaged Learning Internship Program.

AMRESCO, LLC commits to:

- Engaging 2-3 additional CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). Interns will be assigned projects in one of the following areas: Business, Science (Biology, Chemistry), and Purchasing/Logistics.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $10.00-$15.00 and a work week of 32-40 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. AMRESCO, LLC has experienced difficulties finding top candidates particularly in the science field.

Sincerely,

Judi Sandbrook
Human Resources, Sr. Manager
Chancellor Jim Petro  
Ohio Board of Regents

Dear Chancellor Petro,

Ben Venue Laboratories, a sterile injectable pharmaceutical manufacturing facility, commits its support to Cleveland State University’s proposed Engaged Learning Internship Program. Ben Venue Laboratories recognizes the following:

- Engaging up to 4 additional CSU undergraduate student(s) per semester in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). Job functions can be found in the attached job description document.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $13 to $16 and a work week of 40 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. Recent sourcing for internship candidates has proven challenging in that availability for 40 hours per week for a full semester is not always feasible for the students.

Sincerely,

Shawn Lauglin  
Ben Venue Laboratories

October 10, 2012

Shawn Lauglin  
Business Process Excellence  
300 Northfield Rd.  
Bedford, OH 44146  
Telephone (440) 703-7682
Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

GE Lighting commits its support to Cleveland State University’s proposed Engaged Learning Internship Program.

GE Lighting commits to:

- Engaging 2 additional CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). Open GE Co-op/Intern positions are posted at: www.gecareers.com/campusinterview.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program.
- We anticipate an hourly wage of $15.50 – $21.50 for Engineering or Technical, and $13.00 – $19.25 for Business or Operations, and a work week of 20-25 hours for Co-op’s and 40 hours for summer interns.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce.

Sincerely,

[Signature]

Steve Melf
Senior Manager, Talent Acquisition and University Relations
October 9, 2012

Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

Mid-America Consulting Group, a proprietary software firm, commits its support to Cleveland State University’s proposed Engaged Learning Internship Program.

Mid-America Consulting Group commits to:

- Engaging one additional CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). We desire to have the respective candidate work in a marketing activity for the roll-out of new Software as a Service (SaaS) product, Referral Valet. Referral Valet is marketed to Hospitals and their post-acute provider network. The contemplated activity would be to recruit providers in various geographies to enroll in Referral Valet services.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $10.00 per hour and a work week of 20-40 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. Often times, for the discovery of technical support staff, we find there to be a shortage of talent in the local area that are either technically oriented or are capable of accelerating in a technical environment with traditional occupations due to lack of familiarity of software industry and its nuances.

Best regards,

Andrew J. Banks

Andrew J. Banks
President & CEO
Mid-America Consulting Group
October 9, 2012

Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

MVP Plastics is a custom injection molder with customer concentration in the automotive and medical industry. MVP extends its support to Cleveland State University’s proposed Engaged Learning Internship Program.

MVP commits to:

- Engaging at least 1 to 2 additional CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). The intern selected will work in either our manufacturing or quality engineering group. On the manufacturing side the individual will work with the production group in identifying process improvement and efficiency opportunities. If the individual were to work with the quality group they would participate in product and process function and reliability.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $15.00 - $17.00 and a work week of 25 - 35 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. Finding young degreed talent looking to go in to manufacturing and stay in northeast Ohio has been a real challenge.

Sincerely,

Darrell L. McNair
President/CEO
Chancellor Jim Petro  
Ohio Board of Regents

Dear Chancellor Petro,

Smart Solutions, Inc, an Ohio-based IT Solutions Provider, commits its support to Cleveland State University’s proposed Engaged Learning Internship Program.

Smart Solutions commits to:

- Engaging 3 additional CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). Job functions include:
  - Assist with onsite systems maintenance, delivery, installation, problem diagnosis and repair of personal computing systems, printers, and servers
  - Assist in design, development, implementation, customization, training, quality assurance, and ongoing support for complex software integration projects
  - Assist in the creation of direct mail pieces, email campaigns, website design and copy, sales support collateral, and search engine marketing campaigns
  - Conduct research to identify qualified sales leads
  - Assist in development of technical notes and proposals
  - Help to prepare documentation in support of clients’ funding requests
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly range of $10 / hr to $15 / hr and work week of up to 40 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. We have faced challenges in identifying motivated local talent with excellent communication and analytical skills to fulfill these positions.

Sincerely,


Ninn Julka

23900 Mercantile Road, Beachwood, OH 44122  (216) 765-1122  (216) 765-0548 fax
October 8, 2012

Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

TMW Systems, an industry leader in Transportation Technology, commits its support to Cleveland State University’s proposed Engaged Learning Internship Program.

TMW Systems commits to:

- Engaging 1-4 additional CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s). Areas include Software Development, QA Analysis, IT Support, Business Intelligence.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $11.00 per hour and a work week of 25-40 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. The initiative to hire talented local college graduates to help offset our region’s “brain drain” should be an integral part of any forward-looking organization’s strategic hiring initiatives.

Sincerely,

Scott Sachs
Recruiting Manager
TMW Systems, Inc.
www.tmwsystems.com
International Freight Forwarders
Customs House Brokers
6650 Eastland Road, Middleburg Heights, OH 44130
Tel: (440) 826 4211 Fax: 826 4405

**Chancellor Jim Petro**
Ohio Board of Regents

Dear Chancellor Petro,

Since our founding in 1990, Worldwide Express Inc has been serving importers and exporters in the State of Ohio. As a full-service logistics company, our reputation has been built on the values that foster success in international trade and transportation. Our mature staff with over 125 years of experience conducts all business with honesty, urgency, experience and integrity. Today, through our Cleveland, OHIO based headquarter office and worldwide network of agents, we remain committed to our mission to bring exceptional service and value to our customers through personalized service and continual innovation in communications and technology. We commit and support Cleveland State University’s proposed Engaged Learning Internship Program.

Worldwide Express Inc commits to:
- Engaging one CSU undergraduate student in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern to learn; complete export documentation services, consular requirements and legalization services for various countries, letters of credits and bank drafts, intermodal services and bookings with all modes of transportation, warehouse operations, storage, pick and pack services, door to door marine and air cargo insurance, online export declarations, correspondence with foreign agents, coordinating customs clearance...
and deliveries overseas, proper handling and documentation of dangerous goods and hazardous materials, break bulk and project cargo movements.

- The student intern will have the opportunity to learn, participate and work with air export department, ocean export department, US Customs brokerage department along with assisting with warehouse operations.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern.
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $12.00 and a work week of minimum 24 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. Logistics experience will follow any student no matter where eventually they decide to pursue their dreams. Due to very few higher institutions offering logistics education, one of the best forms of getting into the business is through internship.

Sincerely,

[Signature]

Steve S Demirjian
Worldwide Express Inc
October 9, 2012

Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

ZIN Technologies is an experienced developer of ground and flight systems for manned and unmanned aerospace applications. For nearly five decades, we have provided integrated hardware and software development products and services to NASA, DoD and Fortune 500 companies. Our expertise includes providing scientific, technical, operational, and program management resources, for both small and large complex aerospace programs. ZIN specializes in the seamless and transparent progression between concept, detailed design, engineering, manufacturing, and operations and we commit our support to Cleveland State University’s proposed Engaged Learning Internship Program. ZIN believes this program will help our region and our ability to attract quality STEM graduates.

ZIN Technologies commits to:

- Engaging 2-5 CSU undergraduate student(s) in internship activities in our operation during the stated term of the Ohio Board of Regents grant.
- Working with CSU or one of its partnering organizations to identify meaningful workplace experiences for the student intern(s).
  - Summer intern responsibilities will include, assisting ZIN engineers while conducting tests on prototype hardware, developing breadboard circuit designs, participating in engineering team meetings. Interns will assist in the environmental testing of space flight hardware destined for the International Space Station or other aerospace hardware such as power supplies structural elements. Other duties may include writing test procedures or documenting test results.
- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $13-$15 and a work week of 40 hours.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.
We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. Our recent challenges in finding local talent have been in the areas of structural and thermal analysis, and RF engineers. Engineers in these areas have been difficult to attract locally.

Sincerely,

Carlos M. Grodsinsky, Ph.D.
October 12, 2012

Chancellor Jim Petro
Ohio Board of Regents
University System of Ohio
30 East Broad Street, 36th Floor
Columbus, Ohio 43215

Dear Chancellor Petro:

This letter is to enthusiastically support the efforts of Cleveland State University in its “Engaged Learning Internship Program.” The Manufacturing Advocacy & Growth Network (MAGNET) is pleased to be asked to participate in this exciting project that is designed to increase Northeast Ohio’s pool of highly skilled young workers, connect them to career opportunities here and support the workforce needs of industries critical to Ohio’s economic growth. MAGNET is committed to developing 25 new intern and/or co-op opportunities with NEO’s small and mid-sized manufacturers.

MAGNET supports, educates and champions manufacturing in Ohio. Our outreach efforts have impacted hundreds of companies each year with an economic benefit over the past five years of nearly one-billion dollars. Since MAGNET has many connections with industries within the Northeast Ohio region impacted by Cleveland State University, we are committing to identify small and mid-sized manufacturing companies that will participate in the project. MAGNET will function as the intermediary to connect CSU and Cuyahoga Community College (Tri-C) students with internship opportunities in manufacturing companies in the target clusters in NE Ohio. Our work will focus on helping these small and mid-sized companies identify opportunities for intern and co-op projects, develop work plans, and provide orientation and training to the supervisor/mentors in these companies. Our experience with smaller companies is that many would like to engage students, but are not sure how.
Chancellor Jim Petro  
October 11, 2012  
Page 2

MAGNET is requesting $35,000 of grant support for our time to work with the small and mid-sized manufacturers in developing and coordinating their internship opportunities. We are committing $8,000 in match that includes MAGNET in-kind for time and materials. Following are the small manufacturers in the region that have committed to participating with MAGNET, CSU and Tri-C in the CSU Ohio Means Internships and Co-ops project. Their commitment includes:

- Attending an information session on the project and the services that would be available to participating companies
- Working with a MAGNET team member to identify roles an intern or co-op student could play at the company and developing a corresponding job description.
- Identifying a mentor to work with the intern and faculty member if a position is identified
- Providing feedback to the student and faculty member regarding the student’s performance
- Paying 75% of the intern/co-op wages

- American Tank & Fabricating Company
- BioDevice Design
- Catabel
- Cleveland Whiskey, IIC
- Energy Focus, Inc.
- Elyria Manufacturing Corp.
- Fisher Special Tooling Corp.
- Lumitex
- Midwest Precision
- Mold Masters
- Oatey
- OsteoSymbionics
- Pipeline Development Company
- Process Technology
- TAP Packaging Solutions
- UniControl
- Zircoa, Inc.
- SSP Fittings

We look forward to a positive review of this proposal and our opportunity to impact its implementation in a positive way to the benefit of Ohio.

Best regards,

Daniel Berry  
President & CEO
October 11, 2012

Chancellor Jim Petro
Ohio Board of Regents

Dear Chancellor Petro,

Ohio Aerospace Institute (OAI), a 501(c)(3) non-profit corporation focused on assisting the aerospace and aviation industries in the State of Ohio, commits its support to Cleveland State University’s proposed Engaged Learning Internship Program.

OAI commits to placing a total of 20 CSU students in internship activities among OAI’s corporate membership and the NASA Glenn on-site contracting community. Representative internship commitments include:

- MoldMasters, Inc. has committed to two interns, one design engineer and one programmer for CNC equipment, at $12.00 per hour (time commitment to be determined).
- Orbital Research, Inc. has committed to one intern, ideally majoring in biomedical or electrical engineering, with minimum 3.0 GPA and strong experimental and extensive hands-on experience in the lab, experience working on data acquisition and analysis along with hardware interfaces, excellent communication and written skills, and strong human relations. This internship position would require that the person have a demonstrated ability to manage multiple simultaneous projects. Hourly wage would be $12.50-$15.00/hour depending upon qualifications. During Fall and Spring semesters, flexibility for 20 hours/week would be offered and during Summer a 40 hour work week would be offered.
- Powdermet/MesoCoat has committed to two engineering interns at $12 - 15.00 per hour, working first shift (no nights or weekends necessary). Hours up to 40 per week can be flexible to accommodate studies, etc. One intern will assist production staff with special studies to improve a company process, by making samples, running tests, interpreting data, and recommending future actions. Other tasks may include assisting with set-up and operating of a lab scale spray dryer to validate test results, and performing literature searches. One intern will work on Innovative High Strength Nanostructured Aluminum-Based Composites, applying Finite Element (FE) knowledge to work on laboratory and scaled up versions of Equal Channel Angular Pressing (ECAP). With the FE knowledge and the data gathered by performing static and dynamic tests at a local university, the intern will also help with LS-Dyna Modeling of ECAP Process and the Ballistic Model.
- Crane Aerospace Lear Romec has committed to employing 2 cooperative education engineering students from CSU. Students perform engineering work in Aerospace from basic engineering analysis tasks, to 3D modeling, FEA, and experimental test. 3 to 4 separate 12 week periods of full time employment (40 hours per week) are expected from each co-op student. Starting pay is $16 per hour.

OAI also commits to providing 160 hours of staff time. OAI proposes to request one half the cost ($5,650, 80 hours) through CSU funding received under this proposal and commits to matching the cost one-for-one by providing an additional 80 hours staff time at $5,650.
OAI and its member companies will meet the following conditions in all internships:

- Honoring the learning goals of CSU’s Internship Program by providing a workplace mentor for the student intern(s).
- Providing a meaningful work experience to each intern that will advance them professionally and academically.
- Interacting at least twice during the internship term with CSU faculty, the Internship Program coordinator or other designated staff member to assess student preparation for the job and performance.
- Paying each student intern a competitive wage, of which one-third of the amount will be subsidized by CSU’s Internship Program. We anticipate an hourly wage of $12-15 on average, and a work week of 20 hours or more.
- Providing feedback to the University by responding to a post-internship survey evaluating the program’s contribution in helping meet workforce needs.

We look forward to this opportunity to work with Cleveland State University and partnering organizations to address the region’s skill shortages and improve the transition of Northeast Ohio’s young talent into the regional workforce. Our industry members report that their single greatest challenge is locating talent that is truly “work-ready” on graduation and have cited on numerous occasions the vital importance of internship programs to prepare students to be fully productive, contributing members of the workforce on arrival. We are confident this program will help meet this need.

Sincerely,

Ann O. Heyward
Vice President, Research and Educational Programs
Ohio Aerospace Institute
October 12, 2012

Chancellor Jim Petro
Ohio Board of Regents
University System of Ohio
30 East Broad Street, 36th Floor
Columbus, Ohio 43215

Dear Chancellor Petro:

On behalf of Cuyahoga Community College (Tri-C), I am pleased to offer this letter of participation and support for the Cleveland State University CSU Engaged Learning Internship Program, and the application to the Ohio Board of Regents for Ohio Means Internships & Co-ops funding. The College enthusiastically supports the partnerships developed with industry intermediaries the Manufacturing Advocacy & Growth Network (MAGNET) and the Ohio Aerospace Institute, as well as Summer on the Cuyahoga, to identify and create valuable experiential learning opportunities for our students.

The College will involve our staff and faculty from appropriate disciplines in the selection of 10 students, engaged in a transfer pathway to Cleveland State University, to participate in the Engaged Learning Internship Program, including those who are dually enrolled in Cuyahoga Community College and Cleveland State University. Cuyahoga Community College’s expected expenses for this project include $7,500 in scholarships for ten students and $7,500 in personnel costs for program administration, recruitment, placement, student oversight and support, and participation on project leadership committees.

Tri-C appreciates this opportunity to expand on our existing partnerships with Cleveland State University and the other project partners. We look forward to this exciting chance to provide our students with more hands-on, real world experience as they prepare for their vital role in our region’s economic future.

Sincerely,

Jerry Sue Thornton, Ph.D.
President

cc: Ms. Susan Muha, Executive Vice President, Workforce and Economic Development Division

Office of the President
District Administrative Services
700 Carnegie Avenue
Cleveland, Ohio 44115-2878
216-987-4851 FAX 216-987-4895

Cuyahoga Community College is an affirmative action / equal opportunity institution.
October 12, 2012

Chancellor Jim Petro
Ohio Board of Regents
30 East Broad Street, 36th floor
Columbus, OH 43215-3414

Dear Chancellor Petro,

Summer on the Cuyahoga (SOTC) is pleased to partner with Cleveland State University on the Ohio Means Internships & Co-ops RFP. Since receipt of the RFP four weeks ago, SOTC has obtained commitments from 22 qualified employers, all within the target industries identified by the Ohio Board of Regents, who will hire 35 summer interns, subject to approval of this proposal.

Partnering with Cleveland State University allows Summer on the Cuyahoga to expand our program which focuses on talent attraction and retention. Throughout the past ten years, SOTC has developed a successful model for achieving “Brain Gain” in Northeast Ohio. We are delighted to welcome 10 students from Cleveland State University as SOTC participants in 2013.

Of the total Regent Funds awarded for the CSU Engaged Learning Internship Program, Summer on the Cuyahoga would receive $83,766 to expand its summer internship program by 35 students. Many of these students will be recruited from colleges and universities outside the region and state; however, Summer on the Cuyahoga has committed to including 10 CSU students among the 35 additional interns. Summer on the Cuyahoga is a residential internship program. All participating students will be housed on Cleveland State University’s campus. As part of the CSU Engaged Learning Internship Program, SOTC would receive $35,000 in Regent Funds to put toward incremental housing costs for the 35 additional students. The program also plans a number of events and outreach experiences throughout the summer to showcase the career opportunities and the cultural attractions in Northeast Ohio. SOTC would receive an additional $48,766 in incremental programming and staffing costs for the additional internships provided. The additional 35 student interns participating in the Summer on the Cuyahoga experience as part of the Ohio Board of Regents Ohio Means Internship grant are expected to earn $173,302 during their eight-to-10 weeks of employment, with employers paying two-thirds of the wages -- specifically, $115,534 -- and the Regents Fund covering the remaining $57,766. In addition to securing commitments from 22 employers, SOTC commits $26,000 in fees from participating schools and other sources of funding as private match toward the project.

Sincerely,

Bernie Gosky
Executive Director
## Appendix C. Additional Items

Ohio Means Internships & Co-ops RFP

**Summer on the Cuyahoga partnering with CSU Engaged Learning Internship Program**

**Listing of Additional Internships**

<table>
<thead>
<tr>
<th># of Additional Interns</th>
<th>Hourly rate</th>
<th>Summer wage</th>
<th>Target Industry</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABB</td>
<td>1 $17.00</td>
<td>$6,800</td>
<td>Energy</td>
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<tr>
<td>BioEnterprise</td>
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<td>BioHealth</td>
</tr>
<tr>
<td>BioMotiv</td>
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</tr>
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<td>Britton Gallagher</td>
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<td>Financial Services</td>
</tr>
<tr>
<td>Cardiolnsight Technologies</td>
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<td>$4,500</td>
<td>BioHealth</td>
</tr>
<tr>
<td>ChampionONE</td>
<td>1 $10.00</td>
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<td>Information Technology</td>
</tr>
<tr>
<td>Cleveland HeartLab</td>
<td>1 $10.00</td>
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<td>BioHealth</td>
</tr>
<tr>
<td>cotworks</td>
<td>2 $17.00</td>
<td>$13,600</td>
<td>Aerospace &amp; Aviation</td>
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<tr>
<td>Echogen</td>
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<td>Rosetta</td>
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<td>Superior Products</td>
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<td>$4,000</td>
<td>Advanced Manufacturing</td>
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<td>System Seals</td>
<td>2 $12.00</td>
<td>$9,600</td>
<td>Polymers &amp; Chemicals</td>
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<tr>
<td>Technology Management Inc.</td>
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<td>Wireless Environment</td>
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<td><strong>Total</strong></td>
<td><strong>35</strong></td>
<td><strong>$173,300</strong></td>
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Summer on the Cuyahoga Program Description

Summer on the Cuyahoga is an economic and community development initiative developed in response to the perceived "brain drain" in Northeast Ohio. The region’s lack of recent college graduates has often been cited as a central challenge in creating, attracting and retaining high-growth industries and high-wage jobs. The initiative was launched as a tangible response to the documented human capital challenge. Attracting young talent in all fields—science, business, entrepreneurship, finance, technology, non-profit, law, etc., is necessary to substantially improving the region’s long-term prospects for growth and economic viability. College-educated young people generate an increase in intellectual capital - sparking innovation, entrepreneurship, technological advancements, and job growth that enhance the region’s global competitiveness, sustainability, and profitability.

The mission of Summer on the Cuyahoga is to recruit talented college students for summer internships and a unique immersion into the community with the ultimate goal of having graduates build networks and permanently locate in Northeast Ohio. This program provides an opportunity for the region to showcase its professional, civic and personal offerings to an untapped talent pool. We accomplish these objectives by offering a high-quality, unique program to students from seven colleges (Case Western Reserve University, Colgate University, Cornell University, Ohio Wesleyan University, Smith College, University of Chicago and Yale University), that involves challenging paid internships, alumni mentors and hosts, and group housing. Additionally, an essential component of the program is community immersion experiences, including exposure to community leaders, career-oriented networking opportunities, and cultural and social programming.

SOTC celebrated its tenth summer in 2012. The success of the organization’s work is ultimately evaluated by measuring the number of students choosing to settle in Northeast Ohio. Interim measures are the number of students attracted to participate in the program and the number of organizations recruited to participate in the program as employers of summer interns and full-time employees. Since the founding of the program in 2003, over 200 employers have posted internships with Summer on the Cuyahoga. These employers have hired over 500 SOTC students as summer interns. To date, 80 of these graduates have settled in the Greater Cleveland area, having either secured full-time employment or having been accepted into a local graduate study program.

Interest in interning in Northeast Ohio is very high among the talented students on our campuses. 780 students completed 2,170 applications for the 2012 SOTC internships. Due to limited internship opportunities, only 58 of these students were able to participate in Summer on the Cuyahoga in 2012. Increasing the number of available internships will allow SOTC to attract additional students to the region.

In 2013, our interns will live on the campus of Cleveland State University for eight to ten weeks. We will sponsor 30 events to highlight Northeast Ohio’s many assets.

Please contact Bernie Gosky, SOTC Executive Director with any questions: bgosky@summeronthecuyahoga.com or 440-554-8238. Program details are available at www.summeronthecuyahoga.com.
Summer on the Cuyahoga Partnership with Cleveland State University for the “Ohio Means Internships & Co-ops” RFP

Summer on the Cuyahoga has been successfully attracting and retaining talent within Northeast Ohio for ten years. This RFP allows Summer on the Cuyahoga to partner with Cleveland State University to expand the scope of our program by creating an opportunity for ten Cleveland State University students to participate in the Summer on the Cuyahoga program in 2013.

Summer on the Cuyahoga has a wide network of employers in need of talented summer interns. The funding provided by the Ohio Means Internships & Co-ops program makes the hiring of new or additional interns feasible for some local employers. Our recent outreach to our employer network has produced 35 new internships within qualifying industries.

Partnering with Summer on the Cuyahoga will benefit Cleveland State University in the following ways:
- Ten Cleveland State University students will be eligible to apply for the Summer on the Cuyahoga internships.
- Summer on the Cuyahoga will house the program at Cleveland State University, generating revenue for Cleveland State University and creating activity and excitement on campus throughout the summer.
- Cleveland State University will benefit from the affiliation with Summer on the Cuyahoga’s consortium of prestigious schools. These schools include Yale, University of Chicago, Smith College, Ohio Wesleyan, Cornell, Colgate and Case Western Reserve.
- The collegiate experience for the Cleveland State University students will be enhanced by participation in Summer on the Cuyahoga. Living on campus with students from our other participating schools will provide an opportunity to become fully engaged with Cleveland’s professional, civic and social offerings.
Summer on the Cuyahoga Budget for Ohio Board of Regents RFP
(In partnership with CSU Engaged Learning Internship Program)

<table>
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<th>State funds requested:</th>
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<td>Reimbursement of 1/3 Intern Salaries</td>
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<td>Incremental Summer Housing for 35 Interns</td>
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<th>SOTC match provided:</th>
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<td>2/3 Intern Salaries</td>
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<td>Gries VI Generation Fund</td>
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<tr>
<td><strong>Total SOTC Match Provided</strong></td>
<td><strong>$141,534</strong></td>
</tr>
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Our mission is to recruit talented college students for summer internships and a unique immersion into the community with the ultimate goal of having graduates build networks and permanently locate in Greater Cleveland.