



## Harold F. Holtz Local Government Management Internship Scholarship Program Application

Name of jurisdiction: \_\_\_\_\_

Contact Information for jurisdiction's chief administrative officer:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/email: \_\_\_\_\_

Application for:

Full Time Internship

The GCCMA Internship funding will not cover all the compensation and benefit expenses, so the host jurisdiction agrees to employ the intern for a minimum of 1000 work hours, and to pay all salary and benefits beyond those funded by the GCCMA. However, it is expected that the internship will last for 10 to 12 months. The host jurisdiction is at liberty to retain the intern after twelve months, but funding under the Holtz Internship program will end after 12 months. The GCCMA will pay half of the salary and benefit costs up to a maximum of \$15,000 during the twelve months following the commencement of the internship.

Part Time Internship

The GCCMA Internship funding will cover \$1,500 for a one semester internship.

---

Please attach a detailed description of the proposed internship, including job duties, types of projects and responsibilities the intern will be required to perform.

**Harold F. Holtz Local Government Management Internship  
Scholarship Program Application  
Page 2**

1. Describe your form of government (attach relevant sections of the charter/local legislation):
  
2. Does the host jurisdiction desire that the GCCMA provide applications and resumes from eligible MPA graduates, and arrange for interviews, or will the jurisdiction conduct their own selection process? Please describe below:
  
3. What steps will the host jurisdiction take to assist and advance the selected intern's professional goals of eventually becoming a local government chief administrator?
  
4. If this is application for a full time internship, how will the host jurisdiction fund the internship costs above the amount provided by the GCCMA? Will this matching revenue be secure for the entire 12 months following the commencement of the internship? Please describe below:

Please return all pages of this application to:  
Janice Eidson,  
GCCMA  
P.O. Box 105377  
Atlanta, Georgia 30348  
Or fax to 678-686-6356