



The Dvora Brodie Grant-Backed Internship Stipend Program Application

Do you have questions?
Please email: jay_adams.ma@live.com

Application due date: Thursday, April 30th, 2015

1. DEADLINE for internship stipend applications is Thursday, April 30th, 2015@ 23:59. **(NO EXCEPTIONS)**
2. Refer to application process below for a list of the supporting documents needed (i.e., reference letters, essay, etc.) Incomplete applications will not be considered.
3. If any question does not apply to you in this application please put N/A in the space.
4. Type or print legibly. Illegible applications will be returned to you.
5. You will be notified by email on May 15th regarding the status of your application.
6. If you have any questions about the application, please contact Jay Adams, New England HIMSS Student Liaison by phone at (508) 216-3124 or by email at jay_adams.ma@live.com.

PURPOSE

The purpose of the New England HIMSS Dvora Brodie Grant-Backed Internship Stipend will be to assist student members in acquiring real work experience to help launch a career in healthcare information technology. The stipend will aid student members in offsetting some of the costs associated with participation in an unpaid internship.

CRITERIA

- Applicants must be current student members in good standing of New England HIMSS.
- Applicants must be completing an academic program in a field reasonably related to healthcare information & management systems (BS, MS, MD, MPH, MSN, etc.) with a minimum GPA of 2.5 on a 4.0 scale.
- Internships must be completely unpaid ("unpaid" means no funding from any other source or payment of any kind, including: housing, meals or other benefits).
- Internships must take place following the student's sophomore year of undergraduate studies or first full semester of graduate studies.
- Applicants must have secured their internship positions prior to being awarded the stipend funds. Applicants may be selected for the grant stipend on March 1st prior to being selected for an internship; however NEHIMSS reserves the right to withdraw the grant should the grantee not begin an appropriate internship based on NEHIMSS board review within 6 months of being awarded the grant. No funds will be awarded until NEHIMSS has confirmed the applicants participation in the internship
- The internship must total at least 96 hours.
- An applicant is not eligible to receive an internship grant for an internship that is part of an academic course or senior thesis or for which the student has arranged an independent study project.

- Funding will not be available for internships with political campaigns or for internships involved in direct proselytizing for religious work.
- Grants will not be provided to students interning at organizations owned or run by their immediate family members. A grantee's internship supervisor also may not be a family member.
- Students will not receive funding for an internship for which the student has paid the organization to participate in the internship program.
- Applicants must be considered a US resident for tax purposes in accordance with IRS publication 519.

INTERNSHIP STIPEND AWARDS

- The grant will be in the form of a stipend intended to offset some of the costs associated with participation in an unpaid internship.
- The chapter will award 6 grants for \$1250.00 each (standard deductions will NOT be withheld and grant recipients are responsible for all tax implications of the grant. Recipients will be issued an IRS form 1099-MISC for the stipend amount).
- Grants recipients will be selected by the NEHIMSS board based on merit and participation in the chapter.
- NEHIMSS reserves the right to withdraw the grant should the grantee not begin an appropriate internship based on NEHIMSS board review within 6 months of being awarded the grant.
- Grant recipients must be current student members of NEHIMSS in good standing.
- The application period will be 6 weeks between June 1st and July 14th.
- A selection committee will be convened after the application period closes with grants recipients being announced on August 1st.

Application Process

NEW SCHOLARSHIP APPLICANTS MUST PROVIDE (Checklist):

- Completed application form.
- College transcript (unofficial transcripts are acceptable).
- One (1) academic recommendation from a professor.
- An updated resume.
- A Short essay (250 words) describing your future plans in Healthcare Informatics.

GRANT AWARDS

- Award notification will be given by May 15th, 2015.
- Grant checks will be mailed to the students mailing address as indicated in the application.
- Awardees will be issued an IRS form 1099-MISC for the amount of the grant, and are responsible for all tax ramifications. Applicants must be considered a US resident for tax purposes in accordance with IRS publication 519.
- Award amounts will be distributed on the first day of the student's internship as indicated on the grant application.

Deadline for the application is Thursday, April 30th, 2015. Applications received after this date will not be considered.

Please email completed application to: jay_adams.ma@live.com

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Applicant Information

Name:		
HIMSS Member ID#:	Phone:	
Current address:		
City:	State:	ZIP Code:

Employment Information
(Mark N/A if not currently employed)

Current employer:		
Name of manager:		
Address:		
City:	State:	ZIP Code:
Phone:	E-mail:	Fax:
Position:		

Academic Information

Current College or University:		
Address:		Phone:
City:	State:	ZIP Code:
Program of study:	Current GPA:	Projected Graduation Date:
Program contact:		

Internship Information
(Mark N/A if you have not currently obtained an internship)

Internship organization:				
Organization contact:				
Address:		City:	State:	Zip Code:
Phone:	E-mail:	Fax:		

Signature

Statement of Accuracy

I hereby affirm that all the above stated information provided by me to the New England Chapter of HIMSS is true, correct and without forgery. I also consent that my picture may be taken and used for any purpose deemed necessary to promote the New England Chapter of HIMSS Dvora Brodie Grant-Backed Internship Stipend Program.

I hereby understand that if chosen as a grant awardee, according to New England HIMSS policy, I must provide evidence of selection for a non-paid internship in a field related to healthcare information & management systems before grant funds can be awarded.

Signature of applicant:	Date:
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**The deadline for this application to be received by New England HIMSS is
Thursday, April 30th, 2015, 23:59 p.m. No exceptions!**