

# **PROJECT DESCRIPTION FORM for COMMUNITY ORGANIZATIONS**

## **INSTRUCTIONS**

To request an Intern, you must complete this form, attach your project, and either fax a copy to the Environmental Careers Organization (ECO) on 617-426-8159, or send it by email to [jyang@eco.org](mailto:jyang@eco.org).

**Community Organization Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Description of Type of Work:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_  
**Phone/Fax/Email:** \_\_\_\_\_

**Project Advisor:** \_\_\_\_\_  
(This person will verify time and attendance) **Phone/Fax/Email** \_\_\_\_\_

**Number of people in your Organization:** \_\_\_\_\_

### **Description of Project (no more than 1-2 paragraphs)**

Project should focus on the following: 1. Specific Tasks 2. Expected Results 3. Benefit to the Intern. (Please attach your project description on your organization's letterhead)

**If you know of a student interested in participating in the 2002 Summer Community Organization Intern Program, please forward a resume to Jing Yang at ECO, Attn: Community Intern Program, 179 South Street, 5<sup>th</sup> Floor, Boston, MA 02111 or email resume to [jyang@eco.org](mailto:jyang@eco.org).**