



A Pollution Prevention Collaboration between Hamilton County, Butler County, and Montgomery County Solid Waste Districts, and TechSolve

The Southwest Ohio P2 Internship Program is a partnership between Hamilton County, Butler County and Montgomery County Solid Waste Districts and TechSolve. If your company is committed to reducing waste and implementing practical solutions that save money, your organization is a perfect candidate for Montgomery County's P2 Internship Program.

The program provides a highly qualified college-level engineering and/or environmental science major student for 12 weeks during the summer. The intern works directly with company personnel to decrease production costs and improve performance through energy and material conservation.

Companies applying for a summer intern must:

- Be located in Montgomery County, Ohio
- Identify a project suitable for an intern that supports long-term environmental goals with a clear relationship to the Pollution Prevention/Energy Efficiency Hierarchy, described as source reduction, energy efficiency, reuse, recycling, and energy recovery.
- Share project outcomes with the Districts. *Confidential information will not be disclosed.*

Company Benefits:

- Trained, full-time upper level undergraduate and graduate students with a major in the engineering field (environmental, civil, mechanical, chemical or industrial), Environmental Health and Safety or Environmental Science fields.
- The district provides approximately 75% reimbursement of the interns wages.
- Typical cost to a participating company is approximately \$2,000.

Business Applications

- Applications for businesses interested in hosting a P2 intern are due no later than November 18, 2015 (first-time applicants) and January 20, 2016 for prior host companies.
- A fillable application is available online at www.mcswd.org or email asberryb@mcoho.org to request an application.
- Questions may be directed to Barbara Asberry, Business Program Specialist, at (937) 781-3062.



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Business Project Proposal **Montgomery County Business Application Instructions**

Use this form to describe your proposed pollution prevention project for the summer Southwest Ohio P2 Internship Program. The project selection criteria are provided for each entry. The Montgomery County Solid Waste District's Business Assistance program staff is available to assist in developing a project that fits within your company's requirements. **The application is due by November 18, 2015 (first-time applicants), or January 20, 2016 for prior host companies.**

IMPORTANT: Prior to completing this application, please determine if your company is willing to partner with the District to share project outcomes with the District as well as other businesses in the form of a written case study. Confidential information will not be disclosed.

Directions for filling form out in MS Word: Download this form to your computer and **Save As** using a file name such as "*yourcompanyname*P2App.doc". You will then be able to fill in the form and submit it at your convenience. Save the file often while you are working on it. You may email the final document file or mail a hard copy of the application. See the last page for mailing instructions. All text should be entered in the shaded text boxes that you see at each entry. Please call Barbara Asberry at (937) 781-3062 if you have any questions or have problems with this form.

Definition of Pollution Prevention: Reducing or eliminating waste at the source by modifying production processes, promoting the use of non-toxic or less-toxic substances, implementing conservation techniques, and reusing materials rather than putting them into the waste stream.

Instructions: Provide general contact information about you and your company in the space below.

COMPANY INFORMATION

Company Name:	Contact Name:
Facility Address:	Phone Number:
City/Zip Code:	Mobile Number:
Number of Employees (at project location):	Fax Number:
Facility Products/Services (include SIC or NAICS code):	E-mail Address:

SUPERVISOR CONTACT INFORMATION

Intern Supervisor Name:
Phone Number:
Mobile Number:
E-mail Address:

Montgomery County Business Project Proposal

Instructions: Provide information about your company's proposed intern projects and expected outcomes. Evaluation criteria are listed with each item. Please give sufficient detail to address these criteria.

COMPANY OPERATIONS

Describe your company's current operations.

Please describe any past pollution prevention projects implemented at your company. Indicate if this project will be an extension of a previous implemented project.

PROJECT DESCRIPTION

Describe in detail the current business process or opportunity the focus project is intended to address and how the project relates to company improvement initiatives.

Scoring criteria: (Maximum 20 points)

- Process oriented
- Identifies company motivator
- Highlights data available to support project development
- Project's relationship to Pollution Prevention/Energy Efficiency Hierarchy (Source reduction, energy efficiency, reuse, recycling, energy recovery)

NATURE OF WORK / DELIVERABLES

Outline the nature of the work to be performed by the intern and deliverables that will determine satisfactory performance.

Scoring criteria: (Maximum 20 points)

- Project provides hands-on research and analysis by the intern
- Objectives are well developed and measurable
- Tasks are appropriate for project duration and intern potential
- Deliverables promote continuous improvement

BENEFITS / RESULTS

Explain how the company will benefit from the focus project and describe the impacts expected from implementation of the recommendations:

Scoring criteria: (Maximum 20 points)

- Results are tangible and measurable
- Economic benefits
- Environmental improvements
- Risk reduction potential

SUPERVISORY DETAILS

Company involvement and supervision is critical to the success of the project. Please describe the role and responsibilities of the primary on-site supervisor and the relationship to this project. Also describe the project roles and responsibilities of additional company staff that will be working with or will be a resource to the intern.

Scoring criteria: (Maximum 20 points)

- Supervisor's role and responsibilities are well defined
- Highlights continuous supervision available over the summer
- Notes experience working with interns
- Provisional supervision listed

CONTINGENCY PLANS

Please indicate any planned shut-downs between May 23, 2016, and August 19, 2016, that would prevent the intern from reporting to work or continuing on-site work on the project.

Scoring criteria: (5 points for completion)

Please list and prioritize alternative tasks or supplemental projects that the intern may be assigned in the case of delay or early completion of the focus project.

Scoring criteria: (Maximum 15 points)

- Prioritized secondary projects planned
- Project relationship to Pollution Prevention/Energy Efficiency Hierarchy
- Projects and activities are well developed with specific objectives and measurable outcomes.



Montgomery County Business Project Proposal

INTERN BACKGROUND

Please indicate preferred major(s):

- Engineering Specify discipline(s) or major:
- Environmental Science
- Physical Science

Are there any specific skills or abilities you believe the intern should possess to make this project a success?

List additional qualifications or requirements required of an intern in this position:

- Drug screen
- Background check
- Special safety equipment
- Other

The host company responsibilities of this program include:

1. Providing a computer and work area for the intern to perform their job duties.
2. Providing safety equipment for the intern.
3. Sending a company representative to attend the company recognition event during the week of intern training.
4. If the project requires that the intern travel from a designated work site, the host company is responsible for transportation or reimbursement of intern expenses.

Please indicate through which form(s) your company would be willing to share project outcomes with other Ohio businesses:

*******Confidential information is not disclosed*******

- Case Study (mandatory)
- Departmental newsletter
- Facility tours for related business
- Articles in association newsletter
- Presentations at association meetings or workshops

Proposal applications are due by:
November 18, 2015 (1st Time Applicants)
January 20, 2016 (Prior Host Companies)
Applications may be submitted via e-mail or delivered to the following address:
Montgomery County Solid Waste District
2550 Sandridge Drive
Dayton, OH 45439
ATTN: Barbara Asberry
or
E-mail: AsberryB@mcohio.org
Call Barbara Asberry at (937) 781-3062 with any questions.