

Region 2 Internship Collaborative: V-TOP Resources

The **Virginia Talent and Opportunity Partnership** (V-TOP) is committed to expanding the number of paid and credit-bearing internships and other work-based learning opportunities throughout the state in collaboration with Virginia employers. We offer a wide range of resources for Virginia employers to help begin the journey of **building an internship program** that is sustainable and mutually beneficial for the employer and interns.

V-TOP has contracted with a staffing agency, iQuasar, to help connect employers with students across the Commonwealth and is also offering additional resources such as **Matching Funds** for new internships.

Resource Inquiry Form:

<http://bit.ly/R2ICInquiryForm>



Check out the Region 2 Internship Collaborative webpage:

<https://cece.vt.edu/R2InternCollab.html>

Check out the V-TOP webpage:

<https://viriniatop.org/>



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TALENT +
OPPORTUNITY
PARTNERSHIP

	All Virginia Employers	Mid-size Employers: 151-250	Small Employers: 1-150
Resources/connections with Regional Collaboratives	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Apply for Virginia-TOP Employer for Intern Award	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Participate in annual Virginia Intern Day	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Developing an Internship Program (FREE online course)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
iQuasar Staffing Agency Services		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Matching Funds for New Internships (1:1)			<input checked="" type="checkbox"/>

iQuasar Employer Eligibility Requirements:

Business Requirements	Internship Requirements	V-TOP Program Requirements
Be registered with the Virginia State Corporation Commission to do business in the Commonwealth.	Propose to hire for a “net new“ internship slot. The “net new“ designation will remain valid for three academic terms or 12 consecutive months.	Complete the free, online V-TOP course, <i>Developing an Internship Program</i> (Modules 2, 3, 6, & 7).
Operate a physical location in Virginia (i.e., state and local governmental agencies are not eligible at this time).	Set an hourly wage for internships, at least the minimum state wage. No commission and/or bonuses paid beyond or in addition to the hourly wage will be matched.	Agree to the terms specified by V-TOP and iQuasar (the V-TOP-contracted staffing agency).
Be in business for a minimum of three years unless participating in a formal, competitive, start-up mentoring program.		Use the V-TOP-contracted staffing agency and participate in a prescreening process to determine eligibility for staffing-agency services.
Employ 250 or fewer employees for general services with the staffing agency & employ 150 or fewer employees for matching funds consideration.		Complete a post-internship survey & the one-year follow-up survey.

Matching Funds:

Expense Maximum Match: (per Intern per year)

FICA \$12,000	Housing \$5,000	Transportation \$1,500	Food \$3,000	Clothing/Uniform (1 time only) \$500
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- Employers must inform the staffing agency of the proposed total package amount before the on-site internship activities begin.
- The program will provide a match for up to four interns annually for three academic terms or 12 consecutive months per eligible employer.
- The program offers a maximum one-year limit per eligible employer of \$35,000 and a match lifetime limit of \$100,000.



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To get started, contact Brenna Valle, Program Coordinator for the Region 2 Internship Collaborative, at valleb@vt.edu.
General inquiries: info@virginiatop.org