



## Youth-led Internship Program in cooperation with Sustainable CT

Sustainable Meriden is a student-led program that engages the community to achieve Meriden's sustainability goals.

This program is designed to facilitate youth-led participation in support of municipal efforts in the Sustainable CT certification process. Sustainable Meriden will provide professional experience that could lead to future occupational opportunities.

Diversity and youth leadership will create opportunities for future generations who will contribute to improve the community and the environment in Meriden to preserve it for future generations.



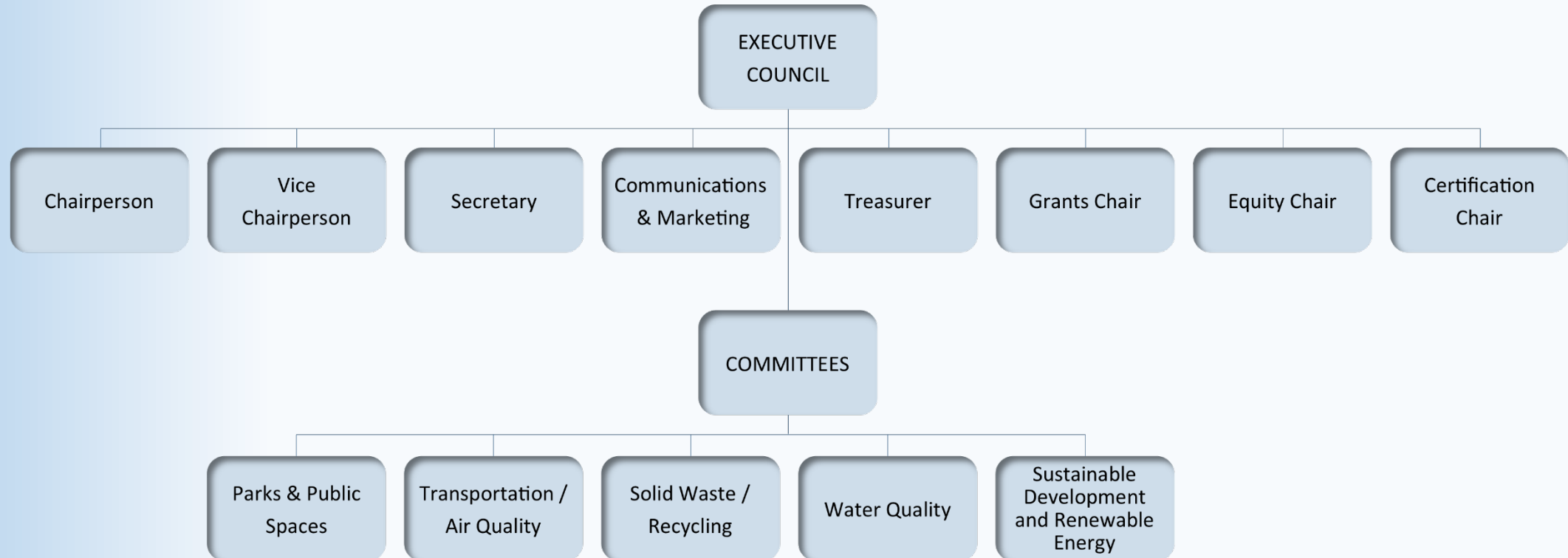
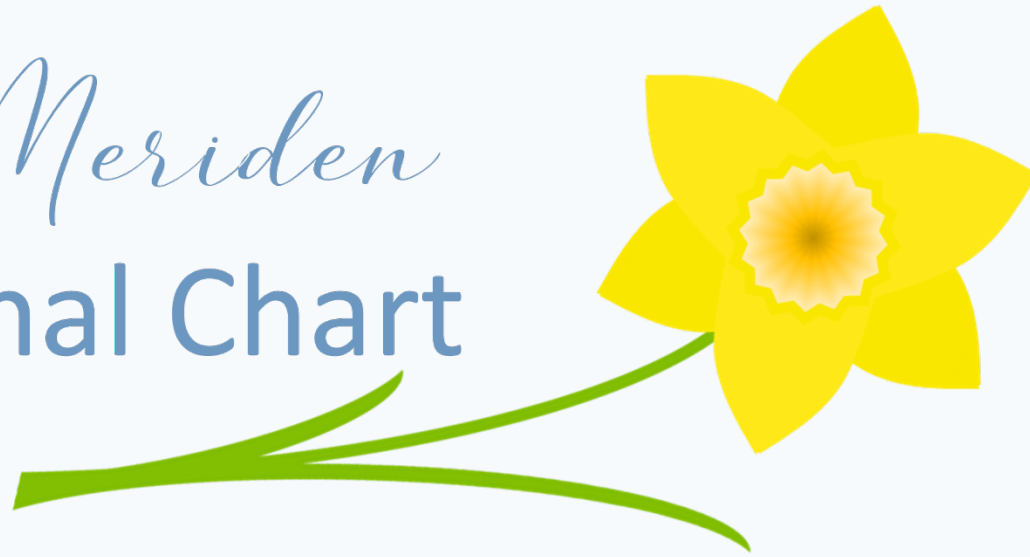
## MISSION

To improve Meriden's physical environment and social environment to preserve it for future generations and provide equity in all decisions.

## GOALS

- To create a framework and structure for a sustainable internship program
- To develop a long-term internship program that brings energy, engagement, and equity for on-going and new sustainable projects in our city
- To pursue community engagement, specifically high school-age students
- To expose students to various municipal careers and job training opportunities
- To ensure equity in all decisions

# Sustainable Meriden Organizational Chart



# Executive Council

All eight members of the Executive Council are Senior Members of Sustainable Meriden

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## Chairperson mentored by the Mayor's Office

- Builds consensus and leads the team of interns and volunteers
- Sets the agenda, acts as a mediator, and resolves conflicts

## Vice-Chairperson mentored by the City Manager's Office

- Oversees all projects and initiatives of the Internship Program
- Reviews committee project proposals for consistency with Sustainable CT

## Secretary mentored by the Law Office

- Prepares agendas and sets meetings
- Maintains all council documents, policies, and processes

## Communications/Marketing and Public Affairs mentored by the Communications Director

- Primary contact for all public inquiries and marketing plans
- Serves as liaison between the Council and Committees

## Treasurer mentored by the Office of Finance

- Helps to provide financial oversight for the program and its activities
- Tracks all financial matters for the Executive Council

## Grants Chair mentored by the Office of Economic Development

- Responsible for understanding Sustainable CT Grant programs
- Writes grant proposals and assists in securing and administering grants

## Equity Chair mentored by the Human Resources Office

- Works with committees on equity training
- Serves as liaison to City Government and Council on equity issues

## Certification Chair mentored by the Planning Department

- Recommends activities for certification advancement
- Coordinates with City staff on completing activities

# Committees

The Chairperson and Secretary of each Committee are Senior Members of Sustainable Meriden. All other Committee members are regular members.

## Parks & Public Spaces

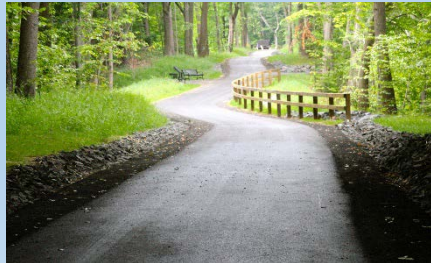
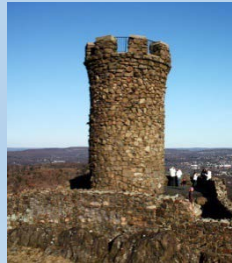
mentored by Parks Department

Mapping of parks and public spaces

Promotion of events and passive recreation

Maintenance of public spaces

Visual enhancement of public spaces via murals, art displays, greenways and wildlife corridors, public space cleanup events



## Transportation / Air Quality

mentored by the Department of Public Works

Marketing and community outreach to promote bike routes, and trail projects

Works on improvements to signals and public transit





## Solid Waste / Recycling

mentored by Department of Public Works

Supports recycling and waste reduction education, composting, electronic waste management, litter and pollution control



## Sustainable Development and Renewable Energy

mentored by the Planning Division and Economic Development Office

Ensures equity in development

Evaluate alternative energy sources

Promotes low-impact development techniques

Supports zoning regulations

## Water Quality

mentored by Department of Public Utilities

Supports the Water Pollution Control Facility

Offers education about water treatments

Marketing of storm drainage and flood control projects, and stream cleanups



# Project 1

## Program Proposal

The Internship Program is being presented in the High Schools



**Sustainable Meriden  
Internship Program**

*in cooperation with  
Sustainable CT*

**PROGRAM PROPOSAL**

Updated 10/8/2020



### **Internship Program Student Application**

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

School: \_\_\_\_\_

Level: ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate

List the positions and/or committees you are interested in:

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List student organizations, titles held, and skills:

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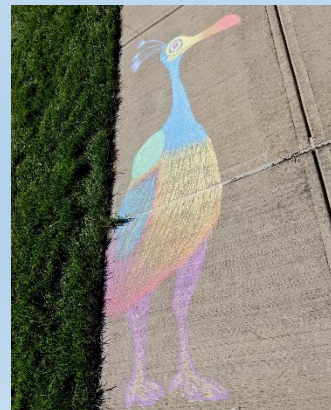


## Project 2

# Chalk the Walk Meriden Green 10/17/2020

Residents were invited to Chalk the Walk with images representing Sustainability such as wildlife, recycling, plants, recreation.

Prizes of gift certificates donated by local restaurants were offered for the top 3 best art pieces chosen by local art teachers and 6 honorable mentions chosen by our Sustainable Meriden group.



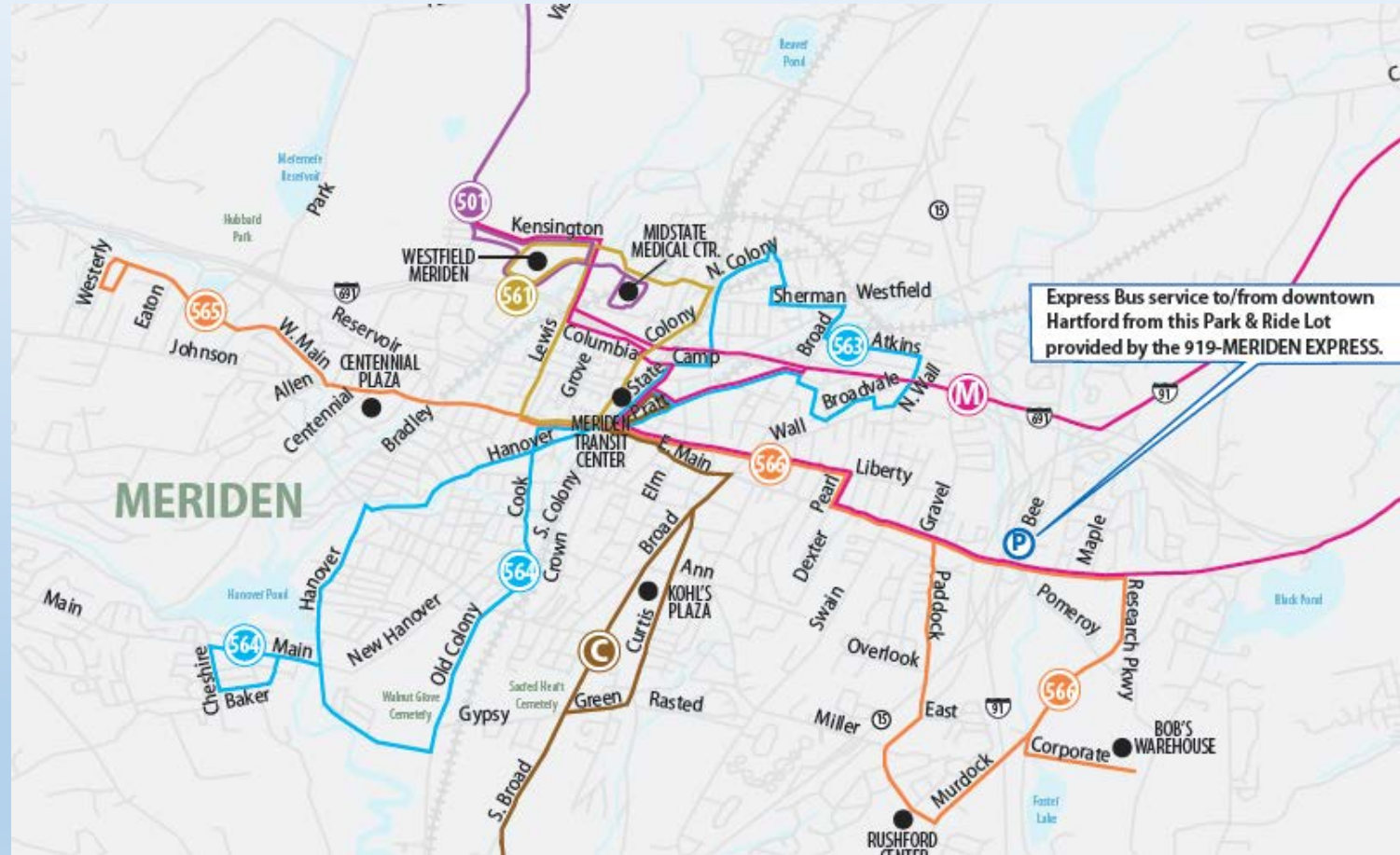


# Program 3

## Bus Route

### Improvement Plan

- Achieve balance between convenience and travel time
- Eliminate redundancies
- Address road network changes
- Identify / optimize key nodes
- Transportation transfer points
- Serve the greatest number of people



# Funding

Sustainable Meriden will pursue funding from multiple sources, including City Operating Budget, Community Development Block Grant (CDGB) Funding for stipends, grants and matching grants from Sustainable CT, Workplace Alliance, summer youth programs, City of Meriden, and Board of Education

Once funding is approved, in place, and in accordance with the City of Meriden Personnel Policies, Senior Members (Executive Council members, Committee Chairs and Secretaries) will be paid a monthly stipend for their efforts. Base stipend will be \$100/month, with Executive Council Chairperson receiving an additional \$20/month, and the Executive Council Vice-Chairperson and each Committee Chairperson receiving an additional \$10/month

**Executive Council = 8 interns**

**Committee = 5 committees x 2 paid interns each (chair and secretary) = 10 interns**

18 interns  $\$100 \times 12 \text{ mo} \times 18 = \$21,600$

Executive Council Chairperson  $\$20 \times 12 \text{ mo} = \$240$

Executive Council & Vice Chairperson  $\$10 \times 12 \text{ mo} \times 7 = \$840$

**Total stipends = \$22,680**

