

2026 Iowa Newspaper Foundation Internship Matching Funds Program

Host Newspaper Application

Application postmark deadline: November 3, 2025

Download application form at www.inanews.com/foundation/internships

The Iowa Newspaper Foundation's mission is to "champion and improve the quality and future of Iowa's newspaper enterprises and the communities they serve and to raise funds to fulfill this mission." Thanks to the work of the INF's Next Generation Task Force, eight Iowa newspapers will receive matching funds from the Foundation to host a paid student intern in 2026. Participating newspapers will be chosen after completing the application below and will be selected by a committee of peers. Preferential consideration will be given to those newspapers not awarded an INF internship the prior year.

The successful newspapers will interview and select their own student interns, and the INF will provide matching funds of \$1,000 to the selected newspapers.

Please complete the application below and return to Jana Shepherd, INF Program Director, no later than November 3, 2025. You can email Jana at jshepherd@inanews.com.

CONTACT INFORMATION

Newspaper: _____

Publisher/GM name: _____ E-mail: _____

Name and title of student intern's supervisor: _____

Supervisor's phone: _____ E-mail: _____

INTERNSHIP DESCRIPTION

Type of experience the student intern would receive (check all that apply):

☐ Reporting ☐ Photography ☐ Layout/design ☐ Advertising ☐ Multimedia journalism

Please provide newspaper URL: _____

With which of the following multimedia would the student intern have an opportunity to work? (check all that apply)

☐ Video ☐ Website design ☐ Online advertising ☐ Social Media

☐ Other (please describe): _____

Has your newspaper hired an intern(s) in the past? ☐ Yes ☐ No

If yes, what type of work have you typically assigned to the intern(s)?

If no, what has kept you from hiring an intern?

NEWSPAPER DESCRIPTION

Describe your newspaper(s): (circulation, online offerings, staff size, community characteristics, etc.).

Describe the anticipated student intern job responsibilities.

Please list the three primary things you hope the student intern will learn while working for your newspaper(s):

AGREEMENT

A host newspaper receiving matching funds from the Iowa Newspaper Foundation agrees to the following:

The student intern(s) will be paid a minimum of \$8/hour. Intern(s) will work a minimum of 240 internship hours throughout the year.

All funds received from the Iowa Newspaper Foundation will be used to pay the student intern.

All income taxes, Social Security and worker's compensation costs will be paid by the newspaper (not from the funds provided by INF).

At the conclusion of the internship, host newspapers will submit a follow-up report to INF summarizing the student's responsibilities during the Internship, three things the student learned, etc.

Should the intern's employment end any time prior to the scheduled time-frame, the newspaper must notify the INF and return all remaining funds to the INF at 319 East 5th Street, Des Moines, Iowa 50309.

Publisher's signature _____ Date _____

**Deadline to apply: November 3, 2025 Email
completed application to: Jana Shepherd
jshepherd@inanews.com**