

INTERNSHIPS & VOLUNTEERS TOOLKIT

Internships

This Toolkit contains information, forms, factsheets and resources to assist you in creating an *Internship Program*.

Regulations & Guidelines

- [Fair Labor Standards Act – Fact Sheet #71 – Internships Under the Fair Labor Standards Act](#)

Additional Guidance & Resources

- [Creating an Internship Program](#)
- [Internship Toolkits \(University of Minnesota and Henry W. Bloch School of Management\)](#)
- [Internship Program Quick Start Guide \(AICPA\)](#)
- [Developing an Internship Program – A Step-by-Step Customized Approach \(Greater Baltimore Committee\)](#)
- [Internship Onboarding Checklist](#)

Volunteers

This Toolkit contains information, forms, factsheets and resources to assist you in utilizing *Volunteers* in your organization.

Regulations & Policies

- [Volunteers as outlined by The Fair Labor Standards Act](#)
- [Volunteers and Independent Contractor Status](#)

Posters, Forms & Fact Sheets

- [#13 - Am I an Employee?: Employment Relationship Under the Fair Labor Standards Act \(FLSA\)](#)

Additional Guidance & Resources

- [DOL Opinion Letter - Employees who volunteer at run sponsored by their non-profit employer](#)
- [Volunteer Protection Act of 1997](#)