

# U.S. Department of Housing and Urban Development

## AAPD Fall Intern Position Description

The objective of the under-graduate student internship (student volunteer) is to provide the intern with exposure to HUD's Community Planning and Development programs and policies in the Office of Block Grant Assistance (Community Development Block Grant Program) through initiatives related to public affairs, finance and economic development. This semester internship would enable the student to apply concepts learned during their studies focused on policy analysis to federal-local government projects.

The intern can structure their internship to reflect their career goals and higher study interests. The intern can have the option to work on several different initiatives underway for the Section 108 Loan Guarantee Program in the Financial Management Division. The intern can work on loan origination functions to include review of applications seeking project funding, analysis of contract documents, and processing of final approvals. Additionally, the intern can work on loan management functions to include collateral analysis, prepayment requests, as well as other loan management activities.

The intern can be involved in outreach and communication efforts. The intern could be involved in the publication of the Division's quarterly digital newsletter. This would include project research to identify and highlight specific projects for publication in the Newsletter. Additionally, the intern could assist in formatting the Newsletter using an external digital platform. The intern would also be involved with project outreach efforts. This may include research and the development of case studies for publication, or assistance with the development of presentation information, as examples.

To apply for this placement site as a part of the AAPD Fall Internship Program, please visit our [AAPD Fall Internship Program Webpage](#). Applications are due on Thursday, June 8, 2023 at 11:59pm ET.