



Division of Rehabilitation Services

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Maryland State Department of Education
Division of Rehabilitation Services
OFFICIAL DIRECTIVE 22 - 17

SUBJECT: Governor's Summer 2022 QUEST Internships for DORS Consumers

REFERENCES: [Internship Resources](#); [RSM 2, Section 717](#) & [Section 912.03](#); [RSM 3, Section 1105](#)

APPROVED BY: Scott Dennis; Signed 4/29/22

QUEST

The Maryland Department of Budget & Management and the Division of Rehabilitation Services are pleased to announce that the Governor is sponsoring another QUEST (Quality, Understanding, Excellence, Success, Training) Internship Program for persons with disabilities for Summer 2022, beginning in June. QUEST has been an important rehabilitation service for many DORS consumers, enabling participants to develop work skills, build networks and enhance their resumes. This experience has led to successful employment for many QUEST interns.

The application deadline for QUEST Summer 2022 is May 18, 2022.

Applying for QUEST

All qualified DORS consumers, particularly those who have not had work-based learning opportunities in the past, are encouraged to take advantage of this **unpaid** assignment within state government. (Consumers who have already had two QUEST internships in past years may not be considered for additional QUEST internships). Internships may be scheduled on a full- or part-time basis. This is an invaluable opportunity for consumers to gain training and experience in a work setting and is provided to participants in service or job-ready status. Those 18 to 24 years of age, in or out of school, should also be considered for this work-based learning experience.

Support for QUEST Internship Expenses

QUEST is an **unpaid** internship. DORS counselors shall consider if a consumer will incur expenses over and above their usual living expenses because of participation in QUEST. If so, the counselor may authorize Maintenance & Transportation payments to help defray those extra expenses, consistent with [RSM 2, Section 717, Support Services](#), and [RSM 3, Section 1105, Recurring Authorizations](#). If providing support for lunch, for consistency please use the State rate of \$15.

QUEST Booklet and Application Form

The [Governor's QUEST booklet](#) and the link to the [Online Application](#) have been posted to InDORS on the [Internship Resources](#) page. The [Summer 2022 QUEST booklet](#) includes internship

descriptions and information about the application process. The [Online Application](#) allows an individual to apply for up to five internships.

Special Options Eligible List (SOEL)

All consumers who complete QUEST internships are eligible for assistance in pursuing state employment through the Special Options Eligible List. See [RSM 2, Section 912.03, Special Option Eligible List – State of Maryland](#).

ACTION:

1. **Application Process:** The support of DORS staff is essential to the success of the QUEST program. As quickly as possible, please carefully review the job functions and requirements included in the job descriptions in the [Summer 2022 QUEST booklet](#) identify consumers who meet the criteria, and discuss the QUEST program and specific internship opportunities with appropriate candidates.

If the consumer wishes to apply for one or more internships, please assist him/her in:

- Completing the [Online Application](#) by May 18, 2022.
- Developing or updating his/her resume to attach to the [Online Application](#).

It is anticipated that QUEST applicant interviews will take place May 18 and May 25, 2022. Internships will begin in June 2022. Actual start dates will be determined on an individual basis.

2. **Support for QUEST Internship Expenses:** If you are advised that your DORS consumer has been selected for a QUEST internship, as soon as possible please determine if your consumer will have expenses over and above their usual living expenses which they will incur because of QUEST participation. Establish M&T payments accordingly, consistent with established policy, [RSM 2, Section 717](#) and [RSM 3, Section 1105](#). If providing support for lunch, for consistency please use the state rate of \$15.
3. **Special Programs Indicator:** If your consumer participates in a QUEST internship, be sure to check “Quest Internship Program” in the Special Programs Checkbox List in AWARE™ so that we are able to track participants and outcomes.
4. **Alternate Format:** Contact [Wanda Peele](#) if your consumer is unable to fill out the online application and needs the QUEST application form in an alternative format.

INQUIRIES: [Wanda Peele](#) 410-554-9408