

**THE WALTER LUCAS PUBLIC INTEREST
FELLOWSHIP PROGRAM 2011**

Please type or print neatly.

Name: Mr./Ms. _____

Year of Graduation: _____ Id. No. (last four digits of SS): _____

Local Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Summer Address (if different from above): _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

This application must be submitted to the Copy and Distribution Center by **4:00 p.m. on Friday, February 18, 2011**. Applications **will not** be accepted after this deadline.

Each applicant must submit one original and ten (10) copies of their application packet containing the following materials, collated and stapled in the order listed below:

- 1. The completed short answers that follow [please do not have the answers exceed the space provide].**
- 2. A description of 5 organizations or types of organizations to which you will apply, a short explanation of why you would like to work with those organizations, and the steps you have taken to secure a position with those organizations.**

The Selection Committee reviews applications—like law school exams—*anonymously*. Therefore, this completed Application Form is the *only* page on which your name should appear, and it should be attached *only* to the *original* application packet. Please type your Id. No. (last four digits of your Soc. Sec. #) on each page of *all* of your statements and your organization list.

Please do not include resumes, cover letters, recommendations, or other supplementary materials. By signing below, you acknowledge that you have read and understand the Application Rules & Procedures and agree to comply with those provisions.

Applicant's Signature: _____ Date: _____

Please direct any questions to Darby Sullivan, PIFP Fellowship Coordinator, at dsullivan@law.villanova.edu

Application for PIFP Fellowship 2011

1. Please explain/detail past public interest organizations you were involved with or reasons for not being involved in the past.

2. Please describe the most beneficial (either in terms of personal benefit or public benefit) public service work you have been involved with and why.

3. How do you foresee your future involvement in the public service sector? Do you see yourself involved on a policy, direct service, or grassroots level and why?

4. What do you hope to accomplish this summer?

5. What can you bring to the public service sector that is unique to your experience, background, and knowledge?

APPLICATION RULES & PROCEDURES

I. PROGRAM OVERVIEW

The Walter Lucas Public Interest Fellowship Program (PIFP) is pleased to announce the availability of public interest fellowships for first and second year Villanova Law students for the summer of 2011.

A. The History of the Public Interest Fellowship Program

In 1998, a group of students, faculty, and staff at the Villanova University School of Law created a committee to develop a Public Interest Fellowship Program. The goal of this committee was to develop a lasting program through which the Villanova Law School Community could provide financial support to students who commit their summers to providing legal assistance to low-income individuals.

Many students are committed to helping the less fortunate but are stifled by financial constraints. Few, if any, public interest organizations can afford to pay students during the summer. The committee recognized the burden Villanova Law students face when balancing the cost of their education with the benefits of unpaid public interest service, and it sought to develop a program that would provide summer interns with funding to pursue public interest legal experiences.

The committee's effort debuted in 1998 and was a huge success! With the money raised at the April 8, 1998 Auction, the committee awarded six fellowships for the summer of 1998. The Auction's success led to the official establishment of the Villanova Law School Public Interest Fellowship Program, which is run by the Public Interest Fellowship Board. The Public Interest Fellowship Program remains a student-run organization. PIFP is committed to fostering increased student support and participation in public interest law.

In 2009, PIFP was renamed in honor of Walter Lucas, a 1988 VLS graduate who passed away in 2004. Mr. Lucas was an employment discrimination attorney who dedicated his legal career to fighting for individuals whose jobs were terminated on the basis of age, race, and religion. Mr. Lucas is described as a "man dedicated to helping people who couldn't help themselves" and someone who was "enriched by justice." Our community and the Public Interest Fellowship Program has since become a part of Walter Lucas' legacy, as we continue our support of students who spend their summers dedicated to public interest organizations across the country.

B. Public Interest Fellowship

The Walter Lucas Public Interest Fellowship Program (PIFP) will award summer fellowships in the amount of \$4,500 to successful applicants for 10 weeks of full-time work (40 hours/week) with a public interest or public service employer. On occasion, PIFP has awarded partial fellowships to students who spend a portion of their summer working for a public interest organization and a portion of their summer engaged in academic coursework, whether through one of VLS' summer programs or through a program at another ABA accredited law school. The awarding of partial fellowships will be determined on a case-by-case basis. If you are concurrently applying to a

summer study program, please provide this information within your answer to question number 4. The number of fellowships awarded for the summer of 2011 will depend upon the success of the Fourteenth Annual Auction for Public Interest. Applicants will be ranked in February based on the merits of their applications. The PIFP Selection Committee reserves the right not to rank some applicants. Fellowship will not be officially awarded until after the Auction. Once PIFP knows how many fellowship it may award, the Fellowship Coordinator will notify the ranked applicants.

Fellowships are designed to provide students committed to public interest or public service work with an opportunity to further their goals through summer internships. The Committee employs a broad definition of public interest. In the past, PIFP has awarded fellowships for internships with:

- (1) Non-profit public interest organizations providing direct legal services;
- (2) Non-profit organizations engaged in political lobbying;
- (3) Administrative agencies;
- (4) District Attorney and Public Defender offices; and
- (5) Legislative offices

This list is not exhaustive. Many public interest organizations—including domestic and international—not listed are eligible. If you have questions about eligibility of a public interest position, please contact the Fellowship Coordinator, Darby Sullivan, or PIFP Directors, Thomas Herman and Daniel Strumpf.

*The PIFP Board is obligated to notify applicants of an additional restriction on the type of employment that PIFP may fund. **The Law School prohibits PIFP from funding women's reproductive rights advocacy.** If a fellow desires to work at any agency that engages in women's reproductive rights advocacy, the fellow may accept a PIFP fellowship provided that the fellow agrees not to participate in women's reproductive rights advocacy. The Law School's position is premised on its interpretation of the school's mission and its belief that such work conflicts with the Catholic identity of the school. **Although PIFP in no way endorses THIS or ANY restriction, we are obligated to notify applicants of its existence. If you have any questions regarding this restriction, please contact Dean Gotanda.***

II. PIFP Application Timeline

1. The applicant must submit the completed application to the Copy and Distribution Center by **Friday, February 18, 2011, at 4:00 p.m.** PIFP WILL NOT accept applications after this deadline.
2. The Selection Committee will make ranking decisions by **Friday, March 11, 2011** and ranked applicants will be notified via email that they have been ranked by the Committee. Ranked applicants are required to volunteer the entire night of the annual Auction, March 25th.

3. By **Monday, March 14, 2011, at 5:00 p.m.**, all ranked applicants must email the Fellowship Coordinator, Darby Sullivan (dsullivan@law.villanova.edu), to confirm that they will volunteer at the Auction for the six (6) required Auction volunteer hours.
4. The Fourteenth Annual Auction for Public Interest will be held on Friday, March 25, 2011. **Applicants must have completed their 25 application “fee” volunteer hours by the end of the auction evening.**
5. On **Monday, April 4, 2011**, PIFP will announce the number of fellowships that it will award, and fellowship offers will be made to applicants via email according to the rank they were given on March 11, 2011.
6. On **Thursday, April 14, 2011**, applicants to whom PIFP offered fellowships must accept or reject their fellowship offers. If a fellow has not secured a position by this date, he or she must speak with the Fellowship Coordinator and Directors immediately.
7. On **Monday, April 18, 2011**, to the extent that any fellowship offers are rejected, the next ranked applicants will be offered fellowships.
8. On **Thursday, April 21, 2011**, those applicants offered fellowships on April 18, 2011, must accept or reject their fellowship offers. If a fellow has not secured a position by this date, he or she must speak with the Fellowship Coordinator and Directors immediately.
9. By **Monday, April 25, 2011**, all applicants who have accepted fellowships must provide a letter from their employers describing their internship. This paragraph must include a detailed description of the work the student will perform, the identity of the student’s supervisor, and the plan for supervision. The applicant should submit this paragraph via email to Fellowship Coordinator, Darby Sullivan (dsullivan@law.villanova.edu).

III. PIFP Criteria for Selection

The PIFP Selection Committee (“Committee”) consists of faculty, administration, and students who read each application carefully. After reading all of the applications, each Committee member assigns a point value to each application. Students are ranked according to the total points awarded to their application.

Items B-D are the topics each applicant must discuss in their statements.

A. Application “Fee”: Volunteer Hours

To be considered for PIFP fellowship, an applicant must volunteer with PIFP for a minimum of **25 hours**. This application “fee” includes hours spent soliciting donations, stuffing envelopes for mass mailings, baking for bake sales, working at the bake sale table, and volunteering on the night of the Auction. Applicants have until the end of the Auction on March 25, 2011 to fulfill this requirement. In no case, however, may an applicant earn more than 6 hours on the night of the Auction; therefore, applicants are encouraged to volunteer early and often to ensure they meet the applicant fee. If you did not volunteer for PIFP during the fall semester, do not worry. It is entirely possible to complete the 25 hour requirement during the spring semester.

If a student does not fulfill the application “fee” requirement, he or she will not be awarded a fellowship REGARDLESS of the initial ranking received in March.

B. Public Interest Commitment

A principal criterion for selection is the applicant's demonstrated commitment to a career in public interest or public service. This commitment may be demonstrated by a number of factors, including participation in public interest activities during college, after college, and especially while in law school. Consideration will be given to applicants who may not have amassed a substantial record in public service but who have demonstrated their commitment in other ways. The Selection Committee encourages those applicants who have not previously been involved in public interest or public service to explain the circumstances that have precluded them from such activity and the reasons that have led them to their current interest in public service.

C. Future Commitment to Public Interest

PIFP hopes summer fellowships introduce students to the rewards that a public service career may offer. Accordingly, the Committee considers an applicant's interest in pursuing a public interest or public service career relevant. Acceptance of a fellowship does not obligate a student to pursue a public service career; however, the Committee is particularly interested in funding students who are seriously considering a public interest career.

D. Applicant's Expectations for Public Interest Fellowship

Each student has different expectations about spending a summer working for a public interest organization. The Committee is interested in learning about each applicant's expectations—what the applicant hopes to learn from the experience, what the applicant believes he or she can offer a public interest organization, and how the applicant expects the experience to impact his or her future commitment to working within the area of public interest law.

E. Articulated Interest in Specific Public Interest Areas

Each applicant must indicate up to five organizations or types of organizations to which he or she intends to apply. Please describe each organization, explain your interest in each organization, and detail your efforts to secure a position (e.g., letters sent or interviews scheduled). While the Committee does not require students to have secured a public interest job when they apply for a fellowship, if you have secured a position by the application deadline, please describe that position and why you are committed to it.

F. Supplemental Information

The Committee reserves the right to request supplemental information.

IV. DURATION OF INTERNSHIP

Fellowships are awarded for a single, full-time position lasting for a minimum of ten (10) weeks. Due to the fellowship's short duration, applicants are encouraged to work for a single organization for their entire summer. However, an applicant may request the Committee's permission to split the summer between two public interest jobs if the applicant demonstrates that the work experience will be a useful one despite the shortened work periods.

Fellowships are awarded on a need-blind basis. The Committee is keenly aware that funds for public interest work are limited, that fellowships are essential in order for some students to be able to work in public interest positions, and that, in some cases, fellowship funds may be insufficient to cover a student's costs. Therefore, the Committee asks students who can afford it to apply for partial fellowships—reducing compensation for fewer hours—so that funds will be available for other students who need them. Similarly, if a student needs to obtain a paying position to cover his or her costs this is permitted so long as the 400 hour requirement (10 weeks at 40 hours per week) is fulfilled.

V. RESPONSIBILITIES OF FELLOWSHIP RECIPIENTS & EMPLOYERS

A. Fellowship Recipients

1. All students who are offered fellowships will receive an Acceptance Packet. Applicants who are offered a fellowship on April 4, 2011 must submit an Acceptance Form by **April 14, 2011, at 4:00 p.m. to the Copy and Distribution Center.**

Students who are offered fellowships on April 18, 2011 must submit an Acceptance Form by **April 21, 2011, at 4:00 p.m. to the Copy and Distribution Center.** If, at any time, an applicant knows that he or she would not accept a fellowship (if one is offered), he or she must promptly withdraw his or her applicant by contacting the Fellowship Coordinator, Darby Sullivan.

2. At the conclusion of the fellowship period, each student is required to submit a final report with a full description of the work that he or she performed, the supervision that he or she received, and an evaluation of the placement.
3. **Recipients must be eligible to work in the United States and are required to fill out a Federal Employment Eligibility Form (I-9), with copies of documents establishing both identity and employment eligibility, and a W-4 Form.** These forms will be distributed to recipients and must be returned, along with the **employer's letter describing the internship,** no later than **April 25, 2011.** All stipend checks will have FICA plus application taxes withheld according to the information provided on your W-4 Forms. The Committee reserves the right to revoke a fellowship if these requirements are not met.
4. Fellowship recipients are required to volunteer with PIFP for a minimum of fifteen hours during the school year following their receipt of a PIFP fellowship or, if a member of the 2011-2012 PIFP Executive Board, to participate as an active member of the Board in accordance with the PIFP Bylaws. Additionally, fellowship recipients are required to participate in the PIFP Fellows Forum in the fall of 2011.

B. Employer's Responsibilities

1. Upon accepting a PIFP fellowship, an applicant must have his or her employer provide a written description detailing the nature of the work he or she will perform, the identity of the student's supervisor, the plan for supervision, and any financial compensation—other than fellowship funds—the student will receive. The employer must submit this written description by April 25, 2011.
2. A fellow must have his or her employer submit a letter at the end of the internship indicating that the student successfully completed the internship. PIFP must receive this letter before the start of classes the following semester.

If you have any questions regarding the application process, please email Darby Sullivan, PIFP Fellowship Coordinator, at dsullivan@law.villanova.edu, or Thomas Herman and Daniel Strumpf, PIFP Co-Directors, at therman@law.villanova.edu and dstrumpf@law.villanova.edu.