

BPILP
BUFFALO PUBLIC INTEREST LAW PROGRAM

PUBLIC INTEREST
SUMMER FELLOWSHIP PROGRAM

CO-OPERATIVE FELLOWSHIPS
DOMESTIC VIOLENCE TASK FORCE

2009 APPLICATION



ALL APPLICATIONS MUST BE SUBMITTED TO THE CAREER SERVICES OFFICE
NO LATER THAN 5:00 PM ON THURSDAY APRIL 2, 2009

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PUBLIC INTEREST SUMMER FELLOWSHIP PROGRAM 2009 APPLICATION OVERVIEW

The following packet of information contains application materials for three (3) fellowships:

B	Buffalo Public Interest Law Program 5 <i>Unknown number of fellowships ranging from \$3,000-\$3,500 to students working full-time for the public interest</i>
G	BPILP Grant..... 5 <i>Unknown number of grants ranging from \$1,000-\$1,500 to students working part-time for the public interest</i>
D	Joint BPILP/Domestic Violence Task Force..... 10 <i>One fellowship ranging between \$1,000-\$3,500 to a student in a public interest position working on domestic violence legal issues</i>

Read all the materials carefully. Each fellowship application has separate guidelines, procedures and questions.

Each student is eligible to apply for more than one type of fellowship; however, a student may only receive ONE fellowship. For example, in the event you are selected as a recipient for a cooperative fellowship with the DVTF as well as a BPILP fellowship, you may only accept one fellowship.

Fellowship recipients for Summer 2009 will be notified by letter in your law school mailbox and announced the week of April 20, 2009.

Total number of pages in this packet: 10 (includes cover page)

Confirm that you have a complete packet.

FREQUENTLY ASKED QUESTIONS

Question: Can I apply for more than one fellowship?

Answer: Yes. Follow these simple steps to apply for more than one fellowship:

- 1) Read the descriptions and qualifications for each fellowship.
- 2) If you apply for a BPILP and a co-op fellowship:
 - a) Complete the BPILP Personal Information Sheet and indicate the fellowships to which you are applying (page 9).
 - b) Rank your preference in receiving the fellowships. Ex: If you are in the running to receive both a BPILP and a DVTF/BPILP the Committee will look at your preferences and award the fellowships accordingly.
 - c) Include any additional application materials required by the Co-op organization as indicated at the bottom of the Co-op fellowships description page.
- 3) If you are applying for a BPILP and the Kaplan & Reynolds:
 - a) Complete the Personal Information Sheets for EACH fellowship. (Kaplan & Reynolds will be distributed at a later point from the Career Service office).
 - b) For questions regarding the Kaplan & Reynolds fellowship please contact Lisa Patterson at lpatter@buffalo.edu

Question: Do I need to have my job offer first?

Answer: Yes. The applications consider the substance of your job.

Question: What if I am awarded a fellowship and then decide to change jobs?

Answer: Job changes are not encouraged. However, in extenuating circumstances, a job change will be allowed on the condition that your application be revised to reflect the new job and re-read and evaluated by the Committee. So long as the scoring is not substantially different, the job change will be permitted. Job changes that do not fit the fellowship qualifications will not be considered. Ex: You were awarded the BPILP/Environmental Law fellowship and now want to work for Legal Aid...your job change will not be considered. Job changes for those who receive the Kaplan & Reynolds fellowships will not be allowed and will result in forfeiture of the fellowship.

Question: Can I receive more than one fellowship for Summer 2009?

Answer: No.

Question: If I received a BPILP fellowship in 2008, can I apply again?

Answer: You may not apply for another BPILP fellowship or BPILP/co-op fellowship, but you may apply for the Kaplan & Reynolds Fellowship.

B

BPILP FELLOWSHIP QUALIFICATIONS

1. Applicants must be 1L or 2Ls at the University at Buffalo Law School.
2. Applicants may work for a legal organization or social agency performing direct legal work in the public interest such as Legal Services offices, Public Defenders or District Attorney's offices, or any other agency that employs practicing attorneys.
3. Applicants may work on legal issues at a non-profit agency or organization that directly performs public interest endeavors, but does not necessarily practice law. Examples may include homeless shelters, health centers, Veterans support services or similar organizations.
4. Applicants may work for a government agency so long as their goals and the applicant's project are consistent with working in the public interest.
5. BPILP will consider funding proposals to organizations, other than those outlined in numbers 2, 3, and 4 above, which address broad public policy concerns, such as, but not limited to public health, poverty, civil rights, criminal prosecution and defense, consumer issues, labor, environment, and immigration. Examples include organizations such as the Sierra Club, NOW, NAACP, Public Citizen, individual labor unions or public interest law firms.
6. Applicants may also apply for a fellowship to support a self-conducted research project. The applicant should include detailed information indicating the character and use of the resulting work product. Specifically, the information should include: the need that will be served by the project and why the need is not currently being served by existing organizations; the applicant's ability to conduct an independent project; and the source for support services such as office space and equipment. A summer fellow who conducts such a project may not receive externship or independent study credit through the law school for the work.
7. Proposals for employment in a political/government campaign or for a political party will not be considered.
8. Applicants may participate in lobbying efforts in the form of legislative advocacy for populations or concerns detailed in number 5 above.
9. Past BPILP Fellows are not eligible to apply for a BPILP fellowship in 2009.

BPILP FELLOWSHIP SELECTION CRITERIA

Applications are reviewed and ranked by the BPILP Fellowship Committee. Applications will be ranked using the following criteria and scale:

Criteria	Possible Points
Overall quality of application	10
Applicant's BPILP involvement ¹	15
Applicant's commitment to public interest work	15
TOTAL	40

¹ These points are determined by BPILP leadership.

CONTRACTUAL OBLIGATION FOR BPILP FELLOWSHIP RECIPIENTS

Fellowship recipients are required sign a contract verifying:

1. Commitment to the public interest employer for no less than 10 weeks for a total of at least 350 hours or 35 to 40 hours per week. The fellow will be expected to work for ten (10) weeks during the summer for the sponsoring organization upon which the application is based.
2. Commitment to fulfilling the requisite number of hours of service to BPILP and/or the cooperative student organization that is co-sponsoring the fellowship.

Recipients of the BPILP award are required to volunteer twenty (20) hours on behalf of BPILP throughout the academic year following the summer fellowship.

N.B. Failure to fulfill the volunteer time commitment mentioned above will result in a partial forfeiture of the fellowship and a check stop on your UB account.

APPLICATION MATERIALS CHECKLIST

All applications are anonymous, except for review by the BPILP Fellowship Committee for completeness and fellowship administration purposes. Please do not include your name on the application, resume, letter of reference, etc. Your name should ONLY appear on the Personal Information Sheet. In place of your name on other documents, please put your UB Student ID Number.

Your completed application should consist of the following:

1. Completed Personal Information Sheet

One (1) copy of the following application materials are required. Each copy should be stapled in its own packet, in the order listed below, then placed in a manila envelope for submission.

2. Resume

3. Statement of BPILP Involvement

This statement should be approximately one paragraph in length, including a list of current BPILP activities that you are involved in. Please note, fellowships are not limited to BPILP members.

4. Statement of Proposed Internship

This statement should be approximately one to two paragraphs in length and include the following: contact name, organization name, address and contact information of the sponsoring organization as well as a detailed description of your project or work.

5. Personal Statement

This statement should be no more than five (5) pages, double-spaced. Your personal statement should describe in detail your commitment to public interest law. Your statement should answer the following questions and address the following issues:

- What do you hope to gain from your fellowship experience?
- Why do you believe it is important to serve the particular population or community that your work addresses?
- How do you intend to continue public interest work after your fellowship has ended?
- Describe, using specific examples, your past commitment to public interest work.

6. Recommendation

You must submit one letter of recommendation from a past employer, faculty member, legal or other professional or peer.

7. Letter of Support from Sponsoring Organization

You must submit a letter, on letterhead, from your sponsoring employer stating that they have offered you employment for the summer of 2007. The letter should detail the type of work you will be doing, how you will be supervised, and what the agency does. You may include any promotional information, such as brochures, up to two (2) pages in length. This can be faxed to CSO at (716) 645-7336.

**BPILP
2009 PUBLIC INTEREST SUMMER FELLOWSHIP PROGRAM
PERSONAL INFORMATION SHEET**

Name	
UB Student ID Number	
Address	
Telephone	
Email	
Law School Mailbox Number	
Law School Graduation Year	
Sponsoring Organization/Employer	

Please indicate the fellowship that you are applying for by checking the appropriate box below.

If you are applying for a BPILP fellowship and a co-op fellowship please indicate your preference in receiving a fellowship by ranking them 1st, 2nd, and 3rd on the lines to the right.

- BPILP Fellowship _____
- BPILP Grant _____
- DVTF Co-op _____

D

2009 DVTF FELLOWSHIP APPLICATION GUIDELINES

Fellowship Amount: One (1) fellowship ranging between \$1,000 and \$3,000.

Fellowship Qualifications:

1. Applicants must work for a legal organization, social agency, non-profit organization or government entity/agency that deals regularly with domestic violence legal issues. Examples include, but are not limited to, Haven House, Neighborhood Legal Services and the District Attorney Victim Advocate.
2. Applicants may work in any geographic location.

Selection Criteria:

Applications are reviewed and ranked by the BPILP Fellowship Committee. Applications will be ranked using the following criteria and scale:

Criteria	Possible Points
Project's value to the community	10
Overall quality of application	10
Applicant's commitment to public interest work	20
TOTAL	40

Contractual Obligations:

1. The fellow will be expected to work for ten (10) weeks or at least 150 hours during the summer for the sponsoring organization upon which the application is based.
2. The fellow is required to commit ten hours in service to the Domestic Violence Task Force and ten hours of service to the Buffalo Public Interest Law Program during the following school year.

Specific DVTF Fellowship Application Materials:

In addition to the materials required, applicants wishing to be considered for the DVTF/BPILP Co-op Fellowship should include the following DVTF specific items in addition to BPILP Fellowship application materials:

- a) Personal Statement: Your personal statement should also address your previous experience with domestic violence issues, if any, and how you intend to serve victims of domestic violence after your fellowship has ended. Please note, prior experience with domestic violence issues is preferred but not required.
- b) Recommendation: You must submit a letter of recommendation from a past employer, faculty member, mentor or peer.

