

2017 Summer Stipend Application

Public Interest Law Project



Student Information

Name: _____ Year in Law School: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Name of Host: _____

Deadline

Submit this Application along with the following to the front desk in the Career & Professional Development Center by Monday, **March 17, 2017, at 4:00pm**:

- This Application (completed and signed by the student and the host)
- Statement of Work and Effect
- Personal Statement
- Student Résumé (Please remove your name, address, and phone number.)
- PILP Auction Hours Report
- Pro Bono/Community Service Report

Student Certification

I certify that all information supplied in this application and the attachments is accurate and I agree, if selected, to meet the obligations listed under "Recipient Obligations" on Page 2.

Student's Signature_____
Date

Description

Purpose

The PILP stipend opens the doors to summer public interest work for all students regardless of their ability to afford to take on volunteer work. PILP strives to provide non-profits, governmental offices, and tribal organizations with top quality legal interns while inspiring the next generation of public interest legal professionals.

Stipend

The minimum award is \$3,500 and the maximum \$5,000 for students who commit to complete at least 350 hours of work over the summer. Additionally, a student may work part time, then the minimum award is \$1,750 and the maximum \$2,500 for students who commit to complete at least 175 hours of work over the summer.

Stipend amounts may vary based on special circumstances including the distance to the host and the cost of living where the host is located. Awards may be less than requested. Once awards are announced, students may decline.

If the host or a third party supplies partial funding, PILP will not provide funds beyond the amount that increases the recipient's total funding to \$5,000 for a full-time position or \$2,500 for a part-time position.

Recipient Obligations

- Recipients must chair a PILP Fundraising committee the year following the receipt of the PILP Stipend.

- Recipients must submit a photo and one-page essay in September describing their work.
- See PILP hour requirements under student eligibility below for discussion of potential additional hours required for PILP as recipient.

Student Eligibility

- Must be a Lewis & Clark Law School student with a 2.0 GPA or higher.
- Must have completed at least one year of law school by June of the application year.
- Must be enrolled in Lewis & Clark Law School at least one semester during the school year following the summer stipend work.
- Must have completed at least 20 hours of volunteer fundraising work for PILP during the current school year.
- Must have completed **at least** 20 hours of Pro Bono, Community Service, volunteer fundraising work, or any combination thereof. *(This work need not be legal. Any work that qualifies for either the Pro Bono Honors Award or the Community Service Honors Award will qualify. Law review, SBA, and many student groups do not qualify. Please check with PILP's Director of Stipend Board Relations and/or the Career & Professional Development Center to ensure that your volunteer hours will qualify.)*
- Must not be a previous recipient of a PILP Stipend.

Host Eligibility

- Must be a non-profit or non-governmental organization, governmental office, or tribal entity.
- Must provide attorney supervision to the student if legal work is to be completed. If policy or other law-related work is to be completed, a supervisor with a JD is strongly preferred.

Decision Criteria - applications are evaluated based on:

The Work:

- How well-defined the work is
- How great the public interest need is that the work is filling
- Whether the work will make a measurable contribution to the student's legal education
- Whether the work is unique and creative

The Student:

- The suitability of the student for proposed work (e.g., experience, coursework, etc.)
- The student's demonstrated commitment to public service or public interest law
- The total number of volunteer hours contributed to the PILP Auction
- The total number of pro bono/community service hours, both in general and related to the field pursued

The Host:

- The quality of supervision provided to the student (typically, supervision by a practicing attorney is required)
- The host's contribution to the public interest
- The host's financial need, the host's inability to pay, and the anticipated benefit to the host
 - In case of more than one applicant for the same host, greater financial need and benefit must be shown

Payment and Taxes

Stipends are taxable income paid as a Prize or Award. There is no tax withholding on stipend awards and Lewis & Clark must report payment via IRS Form 1099-MISC; recipients will be responsible for saving funds to pay state and federal income tax if any is due.

The Power to Revoke and Recoup

The PILP Executive Board retains the power to revoke and recoup an award at any time upon a finding of a substantial misrepresentation in the application. The PILP Executive Board shall have the power to resolve all disputes regarding PILP Stipend eligibility that arise during the academic year.

For questions and additional information, please refer to:

- PILP's website, http://law.lclark.edu/student_groups/public_interest_law_project/summer_stipends/
- Brian Powell, PILP's Director of Stipend Board Relations, brianpowell@lclark.edu
- Tracy A Sullivan, Executive Director, Public Interest Law Program, Lewis & Clark Law School, tas@lclark.edu

Note: Applications will be reviewed anonymously. Please refrain from referring to the student by name.

Host Information

Name of Host: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____

Supervisor Name: _____ Title: _____

Phone: _____ E-mail: _____

Is the supervisor admitted to practice law? Yes No

Category of host:

- Government Office
- Non-profit or Non-governmental Organization
- A qualified Indian entity as defined by Internal Revenue Code section 7873(b)

Please feel free to include literature describing the Host's programs, achievements, and goals.

Host Funding

Is the host also seeking work-study funding for this student? Yes No

Does the host intend to contribute any funding in addition to the PILP Stipend amount? Yes No

If so, how much? \$ _____

Hours & Timing

Expected Start Date: _____

Hours the student plans to work:

- Part-time: at least 175 hours over the summer
- Full-time: at least 350 hours over the summer

Statement of Work and Effect

- o Attach a statement of no more than two pages describing (1) the nature of the work you will conduct with your host, (2) the nature of supervision you will receive from your host, (3) the societal need for the work, and (4) the community your work will serve. Students are encouraged to collaborate with their hosts on this statement.

Host Certification of Non-discrimination

I _____ (Supervisor) acknowledge that _____ (Host) does not discriminate in hiring on the basis of race, color, religion, national origin, sex, age, handicap or disability, sexual orientation, marital, parental, veteran status, or the prejudice of clients.

Stipends are paid to students through Lewis & Clark's payroll; hosts are encouraged to consider whether their local laws require them to cover student workers under their workers' compensation policies.

Host Supervisor Signature

Date

Other Funding

Total pay or stipend expected for the summer from sources other the PILP Stipend or your host: _____

Stipend Request

See the “Stipend Amount” section on Page 2 for information about stipend amounts. Any host or third party funding will reduce the maximum PILP Stipend available.

Amount of the requested PILP Stipend: \$ _____
(between \$3,500 and \$5,000 for full-time work and between \$1,750 and \$2,500 for part-time work)

Consider potential taxes and withholding noted on page 2 when determining the amount to request.

Statement of Funding Factors

In the box below, please note any factors the Stipend Committee should consider in determining whether to award you more than the minimum stipend amount, including expected rental costs, travel costs to reach the location of your host, and the cost of living in your host’s location:

Personal Statement

- Attach a statement of no more than two pages describing your connection to the work, how your background makes you well-suited to the work, your unique qualifications for the work, how the work fits into your overall legal career goals, and why you deserve a PILP stipend.

Résumé

- Attach an up-to-date résumé. Do not include your name, address, or phone number on your resume.

All applications and supporting materials must be submitted to the front desk in the Career & Professional Development Center by Noon on Tuesday, March 14, 2016.

PILP Fundraising Volunteer Hours Report

Please complete this form and ask the Fundraising committee chair or PILP Board member for whom you volunteered the most to sign it.

Hours

Committee	Hours
Total PILP Hours	

Duties

Briefly describe your PILP fundraising volunteer activities:

Certification

I hereby certify that the hours reported on this form are correct and accurate.

PILP Fundraising Committee Chair Signature

Date

or

PILP Board member Signature

Date

Pro Bono/Community Service Report

Please complete this form and obtain signature from Tracy Sullivan, the Executive Director, Public Interest Law Program.

Hours

Organization	Hours
Total Pro Bono/Community Service Hours	

Activities

Briefly describe your pro bono and community service activities:

Certification

I certify that the student has made me aware of the above volunteer work.

Executive Director of Public Interest Law Signature

Date

Pro Bono and Community Service time will count toward the Pro Bono and Community Service Honors Awards; more information available here: http://law.lclark.edu/offices/career_services/pro_bono/