

**PUBLIC INTEREST LAW FOUNDATION (PILF)
2011 SUMMER FUNDING APPLICATION
INFORMATION SHEET FOR STUDENTS**

**APPLICATIONS ARE DUE ON FRIDAY, April 1, 2011 BY 6pm IN FOUNDERS HALL 226 (PILF Office)
FUNDING DECISIONS WILL BE ANNOUNCED BY EMAIL ON OR BEFORE MONDAY, APRIL 15, 2011.**

General Information

1. Loyola students who secure summer work with a public interest organization are eligible for PILF Summer Funding. A **“public interest organization”** is any non-profit organization (1) dedicated to providing legal services or advocacy for **disadvantaged and underrepresented groups**; or (2) involved in research or policy issues impacting **disadvantaged and underrepresented groups**.
2. PILF Summer Funding is available through the volunteer efforts of students at Loyola Law School who recognize the importance of contributing legal skills to those in the community who are **traditionally underrepresented**, as well as the value of such an experience to law students. This funding is available in addition to funding available through the Public Interest Law Department or other extramural organizations.
3. PILF Summer Funding is typically a one-time grant. The number of grants awarded and the amount of each award depends primarily on how much money PILF raises throughout the school year.
4. PILF Summer Funding is only available for students who have attained a **full-time position** (35 – 40 hours per week) with a public interest organization. Recipients who subsequently turn down an offer to work with a public interest organization **must relinquish all funding to PILF**.
5. **PILF may, in its discretion, consider funding for part-time positions and/or government positions (e.g., work with the Public Defender or other agency)**. Priority funding will be given to students working with a public interest organization full-time. PILF also reserves the right to cancel or pro-rate funding for a recipient who subsequently reduces hours from full-time to part-time status (less than 35 hours per week).
6. Please keep in mind that any **paid** public interest work – whether supported by a PILF Summer Grant or any other source – does not satisfy Loyola’s 40 hour pro bono graduation requirement. If you have any questions about this graduation requirement, contact Christine Zeimantz in the Public Interest Law Department at 213.736.1059, or christine.zeimantz@lls.edu.
7. On separate pages, PILF Summer Funding applicants will be expected to describe the work they will perform at their summer job on the application, amount of pay (if any), whether they applied for summer work study funds through the Public Interest Law Department, and any special concerns they would like the Board to consider in making its funding decision.
8. PILF reserves the right to verify summer public interest employment. Please include your acceptance letter (see #9. immediately below) and your immediate supervisor’s contact phone number.
9. If you are also applying for SPIEP through the Public Interest Law Department, **you may provide a copy the employment confirmation used in that application**. If not, please provide a letter, signed by your summer employer, confirming your summer employment offer and your acceptance.

PLEASE READ ALL APPLICATION INSTRUCTIONS CAREFULLY!

Recipient Selection Information

1. A committee consisting of PILF Executive Board Members will select Summer Funding recipients.
2. PILF's funding decision will be based **solely** on information provided in the application and resume. **All information provided in funding applications will be kept confidential.**
3. PILF seeks to fund students who have demonstrated a commitment to public interest. **Although PILF does not have a specific "hourly" requirement, PILF will give significant weight to volunteer work with PILF and other public interest organizations during law school.** Any off-campus experience must have been with an organization dedicated to serving the needs – legal or otherwise – of **disadvantaged persons**. Please be specific about the amount of time you dedicated to volunteer work, as well as the nature of your activities.
4. PILF does **not** consider grades as a factor in the funding decision.
5. **You must provide a letter from your summer employer, confirming the job offer and your acceptance** (Please reference #9 on page 1 if you are applying for SPIEP as well).

Application Information

1. Please submit your application in a sealed envelope with your name on it to the **PILF Office in Founders Hall 226 by 6pm on Friday, April 1, 2011. If no one is in the office, place your application under the door.**
2. **Resume formatting***: Please make sure to include all relevant public interest experience on your resume (including experience prior to law school).

*Please do **NOT** include your GPA, class standing, or any grades on your resume.
3. **Questions**: If you have any questions about this application or PILF's Summer Funding program, please contact PILF Co-Chairs Corina Valderrama or Nicole Ball at pilf@pilf.org.
4. **NO EMAIL APPLICATIONS WILL BE ACCEPTED.** Please submit a **HARD-COPY** application only. For confidentiality reasons, please **seal your completed application in an envelope.**
5. **ALL AWARDS ARE COMPLETELY CONFIDENTIAL. By signing this application you agree to keep all communication regarding your application CONFIDENTIAL, including, but not limited to; WHETHER YOU RECEIVE AN AWARD, AND THE AMOUNT YOU RECEIVE. IF YOU VIOLATE THIS AGREEMENT, YOUR AWARD MAY BE TERMINATED AT PILF'S DISCRETION.**
6. **Your packet should include:**
 - PILF Summer Funding Application (pages 3 and 4)
 - Letter from your employer confirming the job offer and acceptance
 - Resume
 - Addendum for special consideration (*if applicable*)
 - Essay - Min. 1 page, Maximum 2 pages, **double-spaced.**

Good luck!

Corina Valderrama & Nicole Ball
2010-2011 PILF Co-Chairs

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Name: _____

Social Security #: _____

(This information is necessary for Student Accounts to disburse funds.)

Current Address: _____

City & Zip: _____

Telephone #: (_____) _____ - _____ **Email Address:** _____

Summer Employer: _____

Address: _____

Telephone #: (_____) _____ - _____ **Contact Person:** _____

Are you also applying for a Summer Public Interest Employment Program (SPIEP) Grant through the Public Interest Law Department?

YES _____ NO _____

Please answer all sections below that apply to you.

1) **Are you receiving any financial aid (for either tuition or living expenses) and/or scholarships for law school?**

YES _____ NO _____

If YES, what % of the total costs of law school do you receive FINANCIAL AID for? _____ %.

If YES, what % of the total costs of law school do you receive a SCHOLARSHIP for? _____ %.

2) **Describe the work you expect to do this summer and how many hours a week you will work:**

If you need more room, attach 1 page only and label each question #. (e.g. #1 addendum)

3) **Describe any and all experiences you have had with PILF during law school:**

If you need more room, attach 1 page only and label each question #. (e.g. #2 addendum)

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4) Were you involved with a public interest organization or volunteer organization prior to law school?:

YES _____ NO _____

If YES, please describe the capacity in which you were involved and with which organizations: **Please include a contact name and number for each organization:** *If you need more room, attach 1 page only and label each question #. (e.g. #3 addendum)*

Contact Name: _____ Position: _____ Phone Number: _____

Contact Name: _____ Position: _____ Phone Number: _____

5) Have you been involved with any public interest organizations or volunteer organization during law school:

YES _____ NO _____

If YES, please describe the capacity in which you were involved and with which organizations: **Please include a contact name and number for each organization:** *If you need more room, attach 1 page only and label each question #. (e.g. #3 addendum)*

Contact Name: _____ Position: _____ Phone Number: _____

Contact Name: _____ Position: _____ Phone Number: _____

6) **ESSAY:** Please write at least one page but no more than two pages on why you believe that Public Interest work is important to you. (typed, double-spaced)

7) Do you feel you have any extenuating circumstances, financial or personal, you'd like us to consider while making our decision?

YES _____ NO _____

****If YES, please include an addendum, less than one page double-spaced, explaining your situation.

Signature _____ Date _____

By signing this application, you are agreeing to all the terms and conditions of it, and swear that the information provided is true and accurate to the best of your knowledge. If conditions change, you promise to inform either Corina Valderrama or Nicole Ball at pilf@pilf.org immediately.

Thank you and good luck!

*Corina Valderrama & Nicole Ball
2010-2011 PILF Co-Chairs*