

**PUBLIC INTEREST GRANT PROGRAM**  
THE GEORGE WASHINGTON UNIVERSITY LAW SCHOOL

**SUMMER 2024**

**APPLICATIONS ARE TO BE SUBMITTED ELECTRONICALLY TO:**

**Anapaula Pérez-Gaitan, [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu)**

**TO BE RECEIVED BY 5:00 PM**  
**ON MONDAY April 1, 2024**

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## OVERVIEW OF PUBLIC INTEREST GRANTS FOR 2024

There will be seventy-six grants awarded for work done in the summer of 2024. All awards for those who have completed only one year of law school will be \$5000; for those who have completed two years, the amount will be \$6000. Any student seeking any public interest job is eligible for the 39 unrestricted grants; the two Shapiro unrestricted grants are in the form of tuition remission that will be applied to tuition for the fall 2024 semester. The 37 grants with conditions apply either to the student's year at the Law School, the location of the organization, and/or the subject matter of the summer work.

The total amount available for awards is limited, and so if you are being compensated by your sponsoring organization, or there is a possibility of compensation, the Committee needs to know about all such payments. This applies both at the time of applying and also if the payment becomes a reality after you have been awarded a grant. Modest payments, beyond travel expenses, may be acceptable, but they must be disclosed to the Committee in item 2, Part II of the Application, or by email to [abmorrison@law.gwu.edu](mailto:abmorrison@law.gwu.edu) thereafter, so that the Committee can exercise its judgment.

In addition to these summer grants, students who begin their third year of full-time law school in August 2024 are also eligible to apply for twelve (12) tuition remission grants of up to \$7500 per semester for work in public sector jobs in the fall of 2024 or spring of 2025. Students who receive these awards may NOT receive academic credit or other pay for that work. Applications will be made available in June for submission by early August and in November for submission in late December.

Applications are now available online and must be completed online and submitted to **Anapaula Pérez-Gaitan** <[aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu)>, **by 5pm on Monday April 1, 2024**. The Committee, which includes professors and students, will announce its decisions no later than Tuesday April 16, 2024.

## GRANTS WITH CONDITIONS (37)

1. ***Thirty Shapiro Summer Internships*** are for students who have completed *no more* than their first year by the beginning of the summer of 2024 and who are working in the Washington metropolitan area (Baltimore and Richmond do not count).
2. ***One Squire Patton Boggs Public Policy Fellowship*** will be awarded to a student working in a public policy position in a non-profit or government office (legislative, administrative, or executive) anywhere in the world.
3. ***One Ira Jaffe Labor & Employment Fellowship*** will be awarded to a student who is working in the fields of labor and employment at either a government agency or a 501(c)(3) or 501(c)(4) organization.
4. ***Two Levy First Amendment Fellowships*** are for students working for a non-profit organization that seeks to protect First Amendment rights.
5. ***Two Khoury Criminal Justice Fellowships*** will be awarded to students doing innocence litigation or other criminal defense work, with a preference given to students working for the Mid-Atlantic Innocence Project.
6. ***One US Attorney Fellowship*** will be awarded to a student who is working at the Office of the United States Attorney for the District of Columbia.

## UNRESTRICTED GRANTS (39)

**GWULS & Murray Snyder Scholarships (14)**

**George Washington University Law School Public Interest Scholarships (20)**

**Boyer Public Interest/Public Service Fellowships (2)**

**Morrison Scholarship (1)**

**Shapiro University Public Service Awards (2)**

## STUDENT ELIGIBILITY CRITERIA AND REQUIREMENTS

**To be eligible for the above listed public interest grant programs, a student must satisfy the following requirements:**

1. The student must submit a COMPLETE application (attached) and, in the following order, a resume, transcript, an essay describing the applicant's interest in public interest work in general and in the specific job in particular, and a completed sponsor's commitment letter (attached). The essay should refer to the criteria for selection listed below, including those that indicate how your prior activities, interests, and educational pursuits are related to the particular public sector organization for which you will be working. Letters of reference from professors, prior employers, or others may also be submitted but are not required.
2. The student must be a candidate for a JD degree. There is no required GPA, but students with a cumulative average below 3.0 are less likely to receive an award.
3. The student must work full time (ten weeks, 35 hours per week) for the sponsoring organization. In the past, students have asked whether they may work the requisite total number of hours in fewer weeks than specified. The Committee prefers that students work for the entire ten-week period rather than on a condensed schedule. Nevertheless, it will consider applications from students if (1) the student works the requisite total number of hours; (2) if sponsor agrees to the condensed schedule; and (3) if the student adequately justifies his or her condensed schedule. Examples include students who have enrolled in the GWU-Oxford program or students who split their time between two public interest organizations. In the latter case, commitment letters must be submitted by both organizations.
4. The student must work under the supervision of a licensed attorney.
5. Because the Committee takes into consideration the type of work proposed, a student may not change summer jobs and keep a grant. If a student wishes to change jobs due to unforeseen circumstances, they must immediately contact Dean Morrison, [abmorrison@law.gwu.edu](mailto:abmorrison@law.gwu.edu), to discuss the situation.
6. If, because of unforeseen events, an award recipient is unable to work throughout the entire specified period, they must immediately contact Dean Morrison to discuss the situation.
7. If for any reason a student does not complete the work as required for an approved award, and/or does not submit a completed sponsor certification, the Law School reserves the right to recover all or a portion of the amount paid to the student, or reduce the amount of a tuition credit, based on all of the circumstances.
8. A student may apply for a grant even if their government position is contingent on a background check which has not been completed when they submit their application. Under such circumstances, if the student subsequently fails the background check, they must immediately

contact Dean Morrison. Any student who does not pass a background check will *not* be allowed to use the grant for another position without the approval of the Committee. Accordingly, it is advisable for students to apply for their government positions early and to start any needed background check as soon as an offer is accepted. If the background check is not completed by the time that the student is awarded a grant, the student should contact their agency periodically to make sure that the background check is being processed expeditiously. If the student has not received confirmation that the background check has been successfully completed by one week *before* the start date, the student should contact Dean Morrison.

9. Students who receive tuition remissions and who also receive law school need-based grants are likely to experience a partial reduction in their need-based grant that is not likely to exceed 30% of the amount of the tuition remission. Students who receive cash awards will **not** experience reductions in need-based grants (because the formula used to determine the amount of need-based grants already considers such awards or paying jobs).
10. An award of tuition remission is not treated as taxable income for federal and state income tax purposes. A monetary award is treated as taxable income, and the University is required to issue a Form 1099-Misc to the student, with a copy to the Internal Revenue Service. Depending on a student's individual tax circumstances and other income sources, a student may have to file a federal and/or state income tax return, including the monetary award as income. Such an award is not, however, considered to be wages subject to Social Security and Medicare taxes.
11. Generally, awards are only made to students who receive no or minimal compensation from their employers. If your employer decides to pay you more than the amount stated in paragraph 7 of the Sponsor Commitment Letter (attached to your application), you must immediately contact Dean Morrison. A decision will be made at that time, based on all the circumstances, whether the Law School will make any further payment of the award or will recover from the student some or all of any amount already paid.
12. You may not accept any other public service grant from The George Washington University (including from the Equal Justice Foundation) for the work supported by these awards. However, you may receive additional compensation, in the form of public interest grants, from sources outside the University.
13. If you are awarded a public interest grant under this program, you may also be able to receive academic credit for your summer public interest work through the law school's field placement program. To ascertain whether public interest work qualifies for credit and to learn about additional academic requirements, please consult the Bulletin and contact the Director of Field Placement, Assistant Dean Keri McCoy.
14. These grants require that the student have at least one remaining semester of academic work at GW law school following the completion of their public sector employment. The law school expects that students receiving these awards will return to the law school and will contribute to

fellow students' education by bringing their public interest experiences into subsequent classroom discussions. **IF A STUDENT TRANSFERS TO ANOTHER LAW SCHOOL OR FOR SOME OTHER REASON DOES NOT RETURN TO THE LAW SCHOOL, THE STUDENT MUST NOTIFY DEAN MORRISON IMMEDIATELY.** Absent exceptional circumstances, and if the student otherwise fully complies with this program's requirements, the student will be permitted to keep money already paid but will not receive the final payment of the cash grant. If a student who has been given a Shapiro University Public Service Award transfers to another school, the tuition remission will be cancelled.

15. In the past, some students have not completed the required number of hours/weeks and others have not returned to GW after the summer. Because of those possibilities, there will be a partial holdback of \$1000 when the main payment is made (probably in May).
16. In order to receive their final payment or to retain their tuition remission, all recipients of grants, are required to submit completed Sponsor Certification Forms to Anapaula Pérez-Gaitan, [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu), Stuart 104, by no later than September 6, 2024. At that time, recipients must also submit the attached *Placement Evaluation Form*, which will be used by future students considering public sector employment.
17. Recipients of cash awards are expected to receive their grants by direct deposit to their checking accounts (instead of by checks sent by mail). Recipients will receive instructions on how to arrange for direct deposits when they are notified of their award.
18. All signatures may be done by typing /s/First Name, Last Name.

Additional information can be obtained from Anapaula Pérez-Gaitan, [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu).

## EMPLOYER ELIGIBILITY CRITERIA

1. The sponsoring organization must complete and sign a commitment letter (attached). *No late commitment letters will be accepted or considered.*
2. The definition of public interest and public service work for these grants is very broad. Litigation, transactional work, regulatory, legislative reform, and law related policy work are included. Approved sponsoring organizations include all of the following:

Organizations exempt from income taxation under either section 501(c)(3) or section 501(c)(4) of the Internal Revenue Code or comparable provisions for non-US sponsors.

Organizations in the executive branch of federal, state, or local governments.

Organizations in the legislative branches of federal, state, or local governments but only for work on legislative committees or support organizations or offices, such as the Government Accountability Office or Legislative Counsel (Drafting) Offices. Work for the personal office of a legislator is not eligible.

The Career Center's website hosts a deep dive into various practice areas and practice settings. For more information, please visit [this page](#) and scroll to the Practice Settings section to find resources for government and other public interest jobs.

3. Ordinary judicial clerkships and judicial internships do not qualify for these grants. Clerkships with administrative law judges are eligible. However, if there is something unique about your work for a judge that suggests you should be considered, please apply, or contact Dean Morrison to discuss your particular opportunity. In the past, public interest grants have been awarded to students working with judges on international tribunals considering human rights violations.
4. Law school clinics do not qualify for these grants.



## THE SELECTION PROCESS

1. The Committee, which includes several members of the faculty and two third-year students who have previously received a grant, makes the final decisions on all grant awards.
2. In making these awards, the Committee will endeavor to provide public interest grants to committed and capable applicants working for a broad range of public sector employers who provide high quality legal services. The deliberations of the Committee with respect to any particular application are confidential. **In evaluating the applications, the single most important factor is the applicant's demonstrated commitment to, and interest in, public interest and public service work and the likelihood that the applicant will pursue a public interest or public service career.** In addition, the Committee may consider the following factors, as well as any others that may be relevant. In exercising its discretion, the Committee will decide how much weight, if any, to give each factor.
  - (A) the applicant's grades at the law school (a cumulative average below 3.0 is a negative factor);
  - (B) whether the applicant is receiving compensation from the sponsoring organization;
  - (C) students who receive merit aid of \$40,000 per year or more are less likely to receive an award; for students receiving lesser amounts, the amount may be considered;
  - (D) whether the applicant is receiving academic credit or is working as a volunteer;
  - (E) the legal skills that the applicant is likely to gain from the particular work proposed;
  - (F) the applicant's evidence of leadership, maturity, and responsibility;
  - (G) the applicant's law school class (students who are closer to graduation will be given some preference);
  - (H) the proposed job and how that job furthers the objective of serving the public interest;
  - (I) the reputation of the sponsor for providing high quality public interest legal services; and
  - (J) the diversity of organizations assisted by the law school by the provision of summer grants.

*The Committee does not discriminate on the basis of age, sex, disability, race, color, religion, ethnic/national origin, veteran status, sexual orientation, or gender identity in the award of these grants.*

## TIMETABLE

- January 8, 2024** Applications are available in the CORE Resource Library, under the "Summer Jobs" folder and on the Career Center's website under the "Scholarships and Summer Funding" page. Applications can be completed online using a computer or handwritten (using black ink).
- April 1, 2024** Applicants must submit completed applications electronically to [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu) by 5pm. **No materials provided after this time will be accepted or considered.**
- April 16, 2024** Announcement of awards no later than this date. Offer letters and acceptance forms, as well as rejection letters, will be sent by email. Students also will be informed if they have been selected as an alternate.
- April 19, 2024** Awardees must return completed Acceptance Forms to Anapaula Pérez-Gaitan, [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu).
- April 23, 2024** Awards of public interest grants to alternates will be announced no later than this date and earlier if possible.
- September 6, 2024** Awardees must submit completed Sponsor Certification Forms to Anapaula Pérez-Gaitan, [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu).



**PART II:**

***Additional Information***

*You may answer the following question as part of your personal essay; if you elect to do so, please indicate that below.*

1. List any previous experience with public interest organizations, private or public, whether providing legal, charitable, civic, or other community services. For each experience, indicate the name and location of the organization, the dates during which you worked, and whether you were paid and/or received academic credit, or worked pro bono. Please use this section of your application (and/or your personal essay) to indicate how your previous public interest activities are related to your current interest in working for the listed public sector organization(s). Include a discussion of your pro bono work and work with public service student organizations at the law school.

2. Is the sponsoring organization for your summer position going to compensate you? This includes a request by the sponsor that you apply for a GW summer grant and that it will pay you the difference. If the answer is yes, provide the details below.

2. Are you the recipient of a merit scholarship from the Law School covering all or part of your tuition and expenses? If so, state the annual amount of the scholarship and indicate which years of law school are covered. (Do *not* include any other scholarship or need-based aid.)

3. Will you be seeking academic credit for your public interest work for Summer 2024?

Yes     No     Uncertain

## Background Checks.

If your sponsor requires a background check, please complete the following applicable statement:

- A. The background check is complete, and I passed. Yes
- B. The background check has not been completed, but the process commenced on \_\_\_\_\_.  
(Date)
- C. My sponsor has informed me that my background check will begin on \_\_\_\_\_ and will be completed on or about \_\_\_\_\_.  
(Date) (Date)
- D. The following is all that I know about when the background check will begin and when it will be complete:
- 

## PART III

### APPLICATION, ATTACHMENTS AND COPIES

*Please attach the following to your application in the following order:*

1. **Resume.**
2. **Transcript** (official or unofficial).
3. **Personal Essay.**

In no more than 500 words, describe your interest in and commitment to public interest work in general. In explaining your dedication to public service, you may include information concerning personal hardships you have experienced in pursuing public interest opportunities in the past. Describe in particular your interest in the position that you have secured. How does this job fit into your long-range plans? Why were you interested in this particular organization? What aspects of your past experience or particular skills suggest that you can make a meaningful contribution? Please add any additional information that might be useful in assessing your application. Although not required, letters of recommendations from prior employers, professors, or others (including officers of law school public interest organizations) may be attached here.

4. **Sponsor Commitment Form.**

Use the attached form. It is your responsibility to ensure that this form is completed by your sponsoring organization(s), attached to this application, and submitted no later than 5 pm on April 1, 2024. **No application will be considered without a sponsor's commitment form.**

**APPLICATIONS SHOULD BE SUBMITTED ELECTRONICALLY TO  
Anapaula Pérez-Gaitan, [aperezgaitan@law.gwu.edu](mailto:aperezgaitan@law.gwu.edu)**

**APPLICANTS ARE ENCOURAGED TO SUBMIT APPLICATIONS WHEN COMPLETED.**

**PART IV**

**CERTIFICATION**

I certify that the information submitted for these awards, including the information about payments from my sponsoring organization, is true to the best of my knowledge.

**Sign:**\_\_\_\_\_

**Date:**\_\_\_\_\_

*The Committee does not discriminate on the basis of age, sex, disability, race, color, religion, ethnic/national origin, veteran status, sexual orientation, or gender identity in the award of these grants.*

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**SPONSOR COMMITMENT LETTER**

**Student:** \_\_\_\_\_

LAST

FIRST

MI

**Organization:** \_\_\_\_\_

**Org. Address:** \_\_\_\_\_

STREET

CITY

STATE

ZIP

**Supervising**

**Attorney:** \_\_\_\_\_

**Attorney**

**Phone:** \_\_\_\_\_

**Attorney**

**Email:** \_\_\_\_\_

Please read the following statements and indicate your certification of the following requirements of the program. If necessary, use the "remarks" section below to discuss any problems with or limitations upon your certification.

- 1. The above-named student has accepted our offer of a full-time position (35 hours a week which can include holidays and breaks allowed regular employees) for ten weeks or more.** This statement may be marked "correct" even if the offer is contingent on the student's receipt of a public interest grant from the law school or the student's successful completion of a background check.

CORRECT

SEE REMARKS  
BELOW

NOT  
CORRECT

- 2. If statement "1" immediately above is incorrect, please indicate below the amount of time that the student is scheduled to work during the summer:**

\_\_\_\_\_  
WEEKS

\_\_\_\_\_  
HOURS PER WEEK

- 3. If a background check is required for this position, please complete the following applicable statement:**

A. The background check has been completed, and the student passed\_\_\_\_\_.

B. The background check has NOT been completed, and the estimated completion date is\_\_\_\_\_.

4. Please complete the following statement:

The above-named student will NOT be working on behalf of a political candidate or political party or on a political campaign as part of his or her responsibilities in this position.

CORRECT

SEE REMARKS  
BELOW

NOT CORRECT

5. In the space below, or by attachment, briefly describe the work of your organization, including whether it is a governmental agency or unit, an international organization, or a §501(c) (3) or §501(c) (4) organization.

6. Briefly describe the work that the above-named student will be expected to perform.

7. Please indicate on the following lines the amount(s) your organization will compensate the above-named student. If you will not pay the student anything, please write "0".

(1) \$\_\_\_\_\_ for WORK performed during the SUMMER of 2024.

(2) \$\_\_\_\_\_ for TRAVEL expenses during the SUMMER of 2024.

(3)  Please check this box if you do not know what you will pay the student, including whether any payment from you is contingent in whole or part on whether the student obtains a grant from GW. If so, please explain.

BOX FOR ANSWER TO (3)

\_\_\_\_\_  
Supervising Attorney

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Attorney Signature

\_\_\_\_\_  
Date

Signatures may be completed by use of /s/ First Name, Last Name.



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**SPONSOR CERTIFICATION FORM**

<b>STUDENT INFORMATION</b>	Name _____		GWID _____	
	E-mail _____			
	Street _____	City _____	State _____	Zip _____
	MAKE SURE THE ADDRESS ABOVE MATCHES YOUR ADDRESS IN BANNER ( <a href="https://banweb.gwu.edu">https://banweb.gwu.edu</a> ). <b>FAILURE TO DO SO WILL DELAY THE PROCESSING OF YOUR FINAL PAYMENT!</b>			
<b>CHOOSE FINAL PAYMENT METHOD</b>				
<input type="checkbox"/> <b>CHECK</b> - Mail final payment to above address.		<input type="checkbox"/> <b>DIRECT DEPOSIT</b> - Form on file.		
<input type="checkbox"/> <b>DIRECT DEPOSIT</b> - Form and voided check attached.				

<b>EMPLOYER INFORMATION</b>	Organization _____			
	Street _____	City _____	State _____	Zip _____

1. The above-named student has worked at this organization for \_\_\_\_\_ WEEKS during the summer of 2024 (at least 35 hours per week).
2. This organization has paid or will pay the student for his or her summer work a total of \$\_\_\_\_\_.
3. If any of the above compensation is a travel stipend, please indicate the amount of the travel reimbursement here:\_\_\_\_\_.

\_\_\_\_\_  
Supervising Attorney

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Attorney Signature

\_\_\_\_\_  
Date

**PLEASE ASK YOUR SPONSORING ORGANIZATION TO COMPLETE AND SIGN THIS FORM AT THE END OF YOUR SUMMER. YOU MUST RETURN THE COMPLETED FORM TO ANAPaula PÉREZ-GAITAN, BY SEPTEMBER 6, 2024, IN ORDER TO RECEIVE YOUR ENTIRE PUBLIC INTEREST GRANT.**

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**PLACEMENT EVALUATION FORM**

*This form was created to assist students in deciding whether a particular office would be a good fit for them. It will be placed in binders that will be available from in the Career Center. If you have confidential information about the placement, please convey it to Dean Alan Morrison, [abmorrison@law.gwu.edu](mailto:abmorrison@law.gwu.edu).*

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**Name of organization (include details if large organization):**

---

**Name of primary supervisor:**

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**General nature of work assigned:**

**1. How busy were you?**

Overwhelmed     Just right     Generally fine     Not enough to do

**2. Overall, how challenging was the work?**

Very     As expected     Not very

**3. Overall, how interesting was the experience?**

Very     As expected     Not very

**4. Did you do written work that you could use (with redactions) for a writing sample?**

Yes     No

**5. Did you attend interesting trials, hearings, depositions, meetings, or other events in which you participated or were an observer?**

Yes     A few     No

**6. Describe your overall reaction to the feedback you received on your work:**

Regular & useful     Limited     Almost none

**7. Overall, would you recommend this placement?**

Yes     Maybe     No

**Additional comments:**

**Name & class:** \_\_\_\_\_

*If you are willing to discuss your placement with interested students, please provide your email or telephone:* \_\_\_\_\_