

**PUBLIC INTEREST SUBSIDY PROGRAM
FOR GEORGE WASHINGTON UNIVERSITY LAW SCHOOL**

**J.B. AND MAURICE C. SHAPIRO
PUBLIC SERVICE FELLOWSHIPS
FALL SEMESTER 2024**

**Please submit the application to
Anapaula Perez-Gaitan, aperezgaitan@law.gwu.edu,
Friday August 9, 2024, by 5:00 PM.**

June 2024

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OVERVIEW OF SHAPIRO PUBLIC SERVICE FELLOWSHIPS

George Washington University Law School, through the generosity of J. B. & Maurice Shapiro Trust, is providing up to \$ 90,000 in stipends (maximum of \$7500 per student) for law students who work part time for public interest or public sector employers during the fall semester 2024. Applications are administered by the Public Interest Committee.

The Law School plans to award up to twelve Shapiro Fellowships to students who are in their third year of full-time law school course work in the fall of 2024. These awards are for students providing public interest legal services with government or nonprofit private employers located in the Washington metropolitan area. The Fellows must work 20 hours per week for 12 weeks or the equivalent. Unlike the summer Fellowships, students **MAY NOT** receive academic credit under the Field Placement Program for work done for these Fellowships. Recipients of Shapiro Public Service Fellowships are *not* allowed to receive any compensation from their employer nor other public interest subsidies from George Washington University, although they may receive merit or need-based scholarships from the Law School, as well as public interest subsidies from sources outside the University.

STUDENT ELIGIBILITY CRITERIA AND REQUIREMENTS

To be eligible for a Shapiro Public Service Fellowship, students must satisfy the following requirements:

1. The student must submit a **COMPLETE** application (attached), including a resume, a transcript, a completed organization commitment letter, and an essay describing the applicant's interest in public interest work in general and the specific job in particular. Letters of reference may be submitted but are not required.
2. The student must be in good academic standing and must have completed their second year by the fall of 2024. LLM students are not eligible.
3. The student must work for the certifying public interest organization for 12 weeks (20 hours per week) during the fall of 2024. **STUDENTS WORKING FOR GOVERNMENT AGENCIES ARE ELIGIBLE, BUT PREFERENCE WILL BE GIVEN TO STUDENTS WORKING FOR NON-PROFIT 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 jobs and keep the Fellowship. If a student must change jobs because of extraordinary circumstances and wishes to keep the Fellowship, the student should immediately contact Dean Alan Morrison (abmorrison@law.gwu.edu).
6. If, because of unforeseen events, a student is unable to work throughout the entire specified period, the student must contact Dean Alan Morrison immediately.
7. A student may not receive any additional compensation from the public interest organization and may not accept any other public service subsidy from George Washington University. The student may receive additional compensation in the form of public interest subsidies from sources outside the University and may also receive merit or need based scholarships from the Law School.
8. Students who receive Shapiro Fellowships **MAY NOT** obtain academic credit for their work.
9. Students selected as Shapiro Fellows must submit a completed Organization Certification Form (copy attached) to Anapaula Perez-Gaitan, aperezgaitan@law.gwu.edu, by December 6, 2024. Failure to submit a completed form may result in the recoupment of some or all of the previously granted funds.
10. A Shapiro Fellowship 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. *For students working for government agencies that require a security clearance, it is the responsibility of the student to submit the required paperwork to the agency as soon as possible, which may mean submission before the Shapiro awards are made.* Students are also expected to keep an eye on the progress of their clearance application and to make all efforts to assure that the process is completed well before their scheduled start date. If a student's clearance is expected to be delayed beyond the starting date, a student who receives an award should contact Dean Morrison to discuss the matter. If the student is temporarily unable to work because of a delay in obtaining a security clearance, the amount of the Shapiro award may be reduced, or, if the student is unable to work for a substantial period, the award may be rescinded.

12. Actual signatures are not required, but are acceptable. In their place, for the applicant and the organization, the following form is acceptable. */s/First Name Last Name.*

ORGANIZATION ELIGIBILITY CRITERIA AND THE DEFINITION OF PUBLIC INTEREST WORK

1. Ordinary judicial clerkships and internships do not qualify for these Fellowships.
2. Fellows must work part time (at least 20 hours per week) throughout the twelve-week period during the fall semester. The employer must be engaged in public interest legal work, including but not limited to: (1) representation, direct or indirect, of indigent individuals or populations; (2) representation of interests that would not otherwise be adequately represented; (3) the use of the law to protect the environment, wildlife, and domestic and/or international human rights and civil liberties; (4) the use of the law to alleviate various social, educational, health or economic problems; or (5) the defense or prosecution of those charged with crimes. If you have any questions concerning whether your job qualifies, please submit an application.
3. The employer may be a government, an international organization, or a private, non-profit organization established under either 501(c)(3) or 501(c)(4) of the Internal Revenue Code and must be located in the Washington, D.C. metropolitan area.
4. The organization must complete and sign the organization commitment letter (attached). *No late commitment letters will be accepted or considered.*

THE SELECTION PROCESS

- 1. Dean Morrison will review the applications on behalf of the Committee and, if needed, add faculty, staff, and/or one student, to help select the recipients of the Fellowships.**

- 2. In making these awards, the Committee will endeavor to identify committed and capable applicants working for a broad range of public interest organizations that provide high quality legal services. The deliberations of the Committee with respect to any particular application are confidential. In evaluating the applications, the Committee will consider a wide variety of factors, and determine how much weight to attach to each, including but not limited to the following:**
 - (A) the applicant's demonstrated commitment public interest work in general and in the particular public interest area in which the student will be working;**

 - (B) the applicant's grades at the Law School;**

 - (C) whether the applicant has received some other public interest subsidy or merit scholarship from the Law School;**

 - (D) the applicant's evidence of leadership, maturity, and responsibility;**

 - (E) the legal skills that the applicant is likely to gain from the particular work proposed;**

 - (F) the proposed job and how that job furthers the objective of serving the public interest;**

 - (G) the reputation of the organization for providing high quality public interest legal services;**

 - (H) the organization's need for additional staff assistance;**

 - (I) the diversity of organizations that are offering Fellowship opportunities.**

The Committee will exercise its discretion to determine how much weight is to be accorded to each factor. It is policy of the Committee not to discriminate on the basis of age, sex, disability, race, color, religion, ethnic/national origin, veteran status, or sexual orientation in the award of these Fellowships.

TIMETABLE

June 20, 2024	Applications available online on the Career Development Office's web site. Applications should be completed using a computer and submitted online.
August 9, 2024	Completed applications must be submitted online to aperezgaitan@law.gwu.edu, by 5:00 p.m. No materials submitted after this time will be accepted or considered.
August 13, 2024	Announcement of awards. Offer letters and acceptance forms, as well as rejection letters, will be sent by email to the address on the application form no later than that date. Students also will be informed if they have been selected as an alternate.
August 16, 2024	Return completed Acceptance Forms to aperezgaitan@law.gwu.edu.
August 19, 2024	Any awards to alternates will be announced by email no later than this date and earlier if possible.
December 6, 2024	Submission of completed Organization Certification Forms to aperezgaitan@law.gwu.edu.

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If you need additional information, please contact Dean Alan Morrison (abmorrison@law.gwu.edu).

**APPLICATION
GEORGE WASHINGTON UNIVERSITY LAW SCHOOL
SHAPIRO PUBLIC SERVICE FELLOWSHIPS
FALL 2024**

PART 1:

1. First Name Last Name M.I.

2. Local Address:

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3. Day Ph.# : Eve. Ph. # :

Email Address:.....

4. Full-time Student Part-time Student

6. Public Interest Organization– NO ACADEMIC CREDIT IS PERMITTED.

Organization:

Address:

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Contact: Phone:..... Email:

PART II:

1. Previous Public Interest Work Experience

You may answer the following question with an attachment; if you elect to do so, please indicate that below and label your answer on the attachment.

List any previous experience with public interest organizations, private or public, whether providing legal, charitable, civic or other community services, with particular focus on your work at Law School. For each experience, indicate the name and location of the organization, the dates during which you worked, and whether you were paid or worked *pro bono* and/or for academic credit. 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 interest employer. Include a discussion of your *pro bono* work and work with public service student organizations at the Law School.

2. Have you received any other public interest subsidy (whether in the form of a grant, fellowship, Internship, or scholarship) from the George Washington University (including the EJJF public interest grant funded by the law school auction) for providing law-related public interest services? If so, describe below the name and purpose of the subsidy, the amount awarded, and the period covered. Do not include any need-based scholarships that you received.

3. Have you received in the past and/or do you anticipate receiving a Merit Scholarship during the current academic year? If so, provide the amounts and periods covered.

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:
You should provide your essay as an attachment; please label your answer on the attachment.

In *no more than* two typed pages, 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 organization that you have secured for the upcoming academic year. How does this job fit into your long-range plans? Why were you interested in this particular organization? What about your past experience or particular skills suggest that you can make a meaningful contribution to the organization? Please add any additional information that might be useful in assessing your application.

4. ORGANIZATION COMMITMENT LETTER: Use the attached form. It is your responsibility to ensure that this form is completed by the public interest organization and submitted no later than August 9, 2024. No application will be considered without a commitment letter.
5. LETTERS OF REFERENCE: Although not required, you may attach letters of reference from prior employers, professors, or others (including officers of law school public interest organizations).

PART IV: CERTIFICATION

I certify that the information submitted for this Fellowship is true to the best of my knowledge.

Signed: _____

Date: _____

SUBMIT THE APPLICATION ONLINE TO APERZGAITAN@LAW.GWU.EDU NO LATER THAN 5:00 PM ON AUGUST 9, 2024.

FALL 2024 GEORGE WASHINGTON UNIVERSITY LAW SCHOOL
SHAPIRO PUBLIC SERVICE FELLOWSHIPS
ORGANIZATION CERTIFICATION LETTER

NAME OF STUDENT:

ORGANIZATION:

ADDRESS:

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PHONE:

1. The above-named student has worked at this organization for weeks during the fall of 2024 (at least 20 hours per week).

2. This organization has not paid the student for his or her work.

Supervising Attorney Signature Date

Supervising Attorney Name

PLEASE ASK YOUR PUBLIC INTEREST ORGANIZATION TO COMPLETE AND SIGN THIS FORM. YOU MUST RETURN THE COMPLETED FORM TO APEREZGAITAN@LAW.GWU.EDU, BY COB DECEMBER 6, 2024, TO ENSURE THAT YOU ARE ABLE TO RETAIN THE FULL AMOUNT OF THE AWARD.