
Candidate Information

Prefix _____ Address _____
First Name _____ City _____
Last Name _____ State _____
Email _____ Zip _____
Pronouns _____ Cell phone _____
Alt. Phone _____

Law School: _____

Fellowship candidates must be law students or graduates from an [Equal Justice Works law school member](#) to be eligible for a Fellowship. If your school is not listed, please contact your career services office or membership@equaljusticeworks.org.

Grad Month _____

Grad Year _____

Anticipated Bar Jurisdiction(s): *

Have you applied for an Equal Justice Works Fellowship previously? *
Are you a current or former Equal Justice Works Post-Graduate Legal Fellow? *

Have you ever participated in any of the following Equal Justice Works programs?

- AmeriCorps JD Program
- Rural Summer Legal Corps Program
- Equal Justice Works Student Representative Program
- Been a student member of the National Advisory Committee
- Other

Have you applied, or do you intend to apply, to another Fellowship program or upcoming judicial clerkship besides Equal Justice Works? *
If so, what programs have/will you apply to and when will you know whether you have been selected?
If judicial clerkship, please provide the month and year the clerkship would begin:

What is your primary language*?

List any other languages and your level of proficiency:

Voluntary Identity Survey

Equal Justice Works strives to attract program participants who are diverse in many respects and, in this diversity, are able to understand and empower their clients and communities.

Completing the questionnaire below is voluntary, but encouraged.

Gender:

Please check all that apply:

- African/African-American/Black
- Alaskan Native
- Native American/American Indian
- Asian/Asian-American/Pacific Islander
- Caucasian/White
- Latino/Latina/Hispanic
- Arab/Arab-American
- Biracial/Multiracial
- Other race/ethnicity (Please explain in Other Identities/Specifics below)

- Lesbian/Gay/Bisexual/Pansexual/Asexual
- Transgender or other non-cisgender identity
- Immigrant or First-Generation American
- Person with a disability
- First generation college graduate
- Low-income background
- Veteran/Active Duty Military

Other Identities/Specifics: _____

Country of birth: _____

Accommodation/Accessibility:

Any applicant who may need assistance or accommodations during the application or selection processes may contact the Fellowships team at fellowships@equaljusticeworks.org or (202) 466-3686.

Host Organization Information

The name of your nonprofit Host Organization should be entered exactly how you would like it to appear in Equal Justice Works communications and promotional materials. This can be either your host organization's trade name or the official, legal name, whichever the organization prefers. Ensure Executive Director and Supervisor contact information is correct as the Certification Form will be sent to both people.

Also, please contact us immediately if the Executive Director or Supervisor changes during the selection process so we can update our records.

Name of Host Organization *

Executive Director's Prefix *

Host Organization's website *

Executive Director's First Name *

Address (where Fellow will be working) *

Executive Director's Last Name *

City*

Executive Director's Phone *

State*

Executive Director's Email *

Zip*

Phone*

Supervisor's Prefix *

Supervisor's First Name *

Supervisor's Last Name *

Supervisor's Title *

Supervisor's Phone *

Supervisor's Email Address*

Financial Point of Contact's Prefix *

Financial Point of Contact's First Name *

Financial Point of Contact's Last Name *

Financial Point of Contact's Title *

Financial Point of Contact's Phone *

Financial Point of Contact's Email Address*

If your host organization has a Pro Bono Coordinator/Manager/Director, please include their information here

Pro Bono Coordinator's Prefix

Pro Bono Coordinator's First Name

Pro Bono Coordinator's Last Name

Pro Bono Coordinator's Title

Pro Bono Coordinator's Phone

Pro Bono Coordinator's Email Address

Part I. Project Description

Part I should be a collaborative effort between the prospective host organization and the candidate.

a. Provide a compelling one-sentence description of your proposed project and target population*

Please begin the sentence with a verb. For example: "Provide legal advocacy and outreach to low-income immigrants in Brooklyn, New York..."

b. Please select the most relevant subject area classification for your project. *

Please select a secondary issue area classification for your project. *

c. Does the proposed project respond to a new, unmet legal need resulting from the COVID-19 pandemic?*

d. Does the proposed project include a racial justice component?*

e. Is the proposed project national in scope and/or does it present legal pro bono opportunities in multiple jurisdictions?*

f. Statement of need

Provide a concise statement of the problem(s) your project seeks to address and the community to be served. The needs statement establishes the focus and rationale for the project, and should include elements such as a description of the target population to be served (e.g. number of people affected, characteristics, geographic service area), the availability of existing services, urgency/timeliness, and potential impact, etc. *

g. Project goals

Describe the overall project goals, including the strategies you intend to employ and the major short term and longer term outcomes anticipated, such as project sustainability beyond the Fellowship term. Goals should be specific, measurable, achievable, realistic/relevant and time-bound. *

h. Timeline

Utilizing a two year timeline, describe the major project milestones (actions or activities completed towards meeting goals) that will be accomplished, in six month increments, in order to achieve the overall project goals. *

Limit text to 1000 characters for each field, including spaces

0-6 Months:

6 - 12 Months:

12 - 18 Months:

18 - 24 Months:

i. Collaboration and distinguishable services:

Please describe how the proposed project is distinguishable from, or complementary to, any existing services for your target communities or geographic area: *

Describe how you will collaborate with other legal or non-legal service providers in the community: *

j. If project is a Medical-Legal Partnership (MLP):

Name of medical/health care partner organization:

Has the medical/health care partner confirmed their participation in the MLP if the Fellowship is awarded?

Please describe.

Is the Fellow creating a new MLP or expanding an existing MLP?

If the Fellow is expanding an existing MLP, who currently runs the MLP? Is that person the Fellow's proposed supervisor?

Part II. Potential Sponsor Involvement and Pro Bono Opportunities

Equal Justice Works Fellowships are sponsored (funded) by law firms, corporations, individuals, bar associations and foundations. Most Fellowship sponsors are interested in being involved with the Fellows they select to fund. Many sponsors choose candidates to interview and select a Fellow based on potential opportunities for involvement.

Please describe below the ways in which your project could involve a sponsor, including attorney and non-attorney staff (e.g., staffing a clinic, serving as litigation co-counsel, providing data analysis support, presenting to sponsors quarterly, etc.) Please consider what opportunities may be available for in-person volunteers and those available for remote volunteers. Because sponsors vary widely in terms of the engagement they seek, we suggest presenting a "menu" of options. *

Please describe the candidate's experience with pro bono programs, if any, and the host organization's pro bono program, if any. *

Part III. Candidate Background

Part III should be completed by the candidate and reviewed by the prospective host organization.

a. Personal Statement

Briefly describe, in the first person, your connection to the community with which you will work. Describe how your personal background, experiences, or unique qualifications best suit you for this Fellowship project. *

b. Résumé *

No Resume uploaded

c. References *

Include three legal, volunteer, job, or academic references, and provide the organization name, city and state of the organization, the time period in which the work was performed and the name, phone number, and email of a contact person who can speak about your work. **(Please list three references other than those writing your letters of recommendation and limit to one academic reference. Please refer to the Application Workspace to request recommendation letters.)**

Part IV. Host Organization Background

Part IV should be completed by the prospective host organization with input from the candidate.

a. Please describe how the project was developed and how it relates to the overall mission and current strategies of the organization. Include a description of how the proposed project is distinct from the work of a general staff attorney or any previous Fellow at the host organization. For example, a project might take a new approach to addressing an issue affecting the organization's target population or replicate a model that has proven successful in another community. *

Please explain the candidate's experience with your organization, including what measures your organization has taken to familiarize your candidate with their proposed project supervisor, the culture of the office and mission of the organization, and the salary and benefits they will be provided. If candidate has not interned or volunteered at the host organization, please affirm that the candidate has visited host organization's office and met in person with proposed supervisor and other members of the staff. If an in-person visit or meeting was not possible due to the COVID-19 pandemic, please explain what alternative meetings took place.

Has the organization hosted Equal Justice Works Fellows in the past? *

If yes:

Were any former Fellows hired as full-time staff with the organization after their Fellowships ended?

Please explain:

Were the above Fellowship projects sustained at the host organization after the Fellowships?

Please explain:

State the number of total staff in the office: * (50 character limit)

How many of your staff are attorneys? * (50 character limit)

b. Fellowship host organizations are required to provide thorough orientation, training, support, and legal supervision throughout the term of the Fellowship. Please answer the following questions related to support:

- Please confirm by checking each box that the Fellow's supervisor:

- Works in the same office where the Fellow will work and;
- Will serve as the subject matter supervisor for the Fellow and;
- Has been involved in the design of this Fellowship project and application and;
- Has experience managing staff.

If any of the above are not selected, please explain:

- The Fellow's structured and supportive relationship with their supervisor is a key element of Fellowship success. Please provide a brief description of the supervisor's experiences related to the proposed Fellowship project, including any subject matter expertise and/or years of experience managing new attorneys. *
- Briefly describe the anticipated training and supervision plan for the Fellow, i.e. onboarding plan, frequency of check-ins/feedback loops, skills development, progress tracking, work product review, etc. Please also describe your organizational performance management practice (e.g. performance reviews) and HR management (e.g. HR manager). *
- Please outline what steps will be taken to provide adequate supervision for the Fellow should the primary supervisor no longer be available. *

c. Please confirm by checking the box below that the Fellow will be at minimum provided with the following:

- Desk, Office or Cubicle, Computer and Phone

Describe the technology that will be available to the Fellow. Please include available software/mechanisms for time-keeping, data tracking, and/or managing client data if applicable: