Part 1: Introductory Information

First Name *

Last Name *

Phonetic Pronunciation of Name

Email *

Phone *

Preferred Pronouns *

- She/Her
- He/Him
- They/Them
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 after the application is submitted.

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 *

Host Organization City *

Host Organization State/U.S. Territory *

Select...

Law School *

Select...

Law School City *

Law School State/U.S. Territory

Select...

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…”

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.

Race/Ethnicity

- Multi-Racial/Multi-Ethnic
- African/African-American/Black
- Alaska Native
- Arab/Arab-American
- Asian/Asian-American/Pacific Islander/South Asian
- Caucasian/White
- Latino/Latina/Hispanic
- Native American/American Indian
- Not Shown Here

Gender Identity

- Female / AFAB
- Male / AMAB
- Transgender Male
- Transgender Female
- Nonbinary
- Prefer to Self Describe

Which of the following do you self identify with?

- LGBTQIA+
- Immigrant or First-Generation American
- Person with a disability
- First generation college graduate
- Low-income background
- Veteran or Active Duty Military

Country of Birth

This is for reference only. Only applications submitted via Submittable will be accepted.
Part 2: Host Organization Information

Host Organization Website *
example.com

Host Organization Phone *

Please select from the below how you anticipate working: *

- Fellow will be working totally or primarily remotely
- Fellow will be working in a hybrid manner (partially remote, partially in-person)
- Fellow will be working totally or primarily in-person

Is the service area of your project different from the host organization location above? *

- Yes
- No

Executive Director’s First Name *

Executive Director’s Last Name *

Executive Director’s Email *
email@example.com

Supervisor’s First Name *

Supervisor’s Last Name *
Part 3: Project Description

Part 3 should be a collaborative effort between the prospective host organization and the candidate.

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

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

Does the proposed project include a racial justice component? *

- Yes
- No

Is the proposed project national in scope? *

- Yes
- No

Statement of need *

Provide a concise statement (no more than 400 words, recommended minimum of 150 words) 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.

**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. If applicable, please describe how your project will impact racial justice and equity. Please limit to no more than 400 words (recommended minimum of 150 words).

**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.

**0 - 6 Months:**

Describe your project milestones for the first six months, including the target population and the anticipated outcomes.

**6 - 12 Months:**

Describe your project milestones for the second six months, including the target population and the anticipated outcomes.

**12 - 18 Months:**

Describe your project milestones for the third six months, including the target population and the anticipated outcomes.

**18 - 24 Months**

Describe your project milestones for the final six months, including the target population and the anticipated outcomes.

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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:

Limit: 1000 characters

Please list any services or organizations doing similar work. Please tell us how your project is distinguishable from those services. Please limit to no more than 400 words (recommended minimum of 150 words).

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

Limit: 400 words

Please note if you have already discussed collaborating with other providers/organizers. Please limit to no more than 400 words (recommended minimum of 150 words).

Is the project a Medical-Legal Partnership (MLP)?

Yes

No

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 limit to no more than 400 words (recommended minimum of 150 words).

Please describe below the Host Organization’s existing pro bono program, if any. *

Please describe the candidate’s experience working alongside or leading pro bono volunteer attorneys and/or other volunteers, if any. **

Please limit to no more than 400 words (recommended minimum of 150 words).
Does the proposed project present legal pro bono opportunities in multiple cities/states? *

- Yes
- No

Do you anticipate there being remote pro bono opportunities? *

- Yes
- No

Do you anticipate the proposed project offering volunteer opportunities that do not require a volunteer to have bar licensure? *

- Yes
- No

Part 4: Candidate Information

Part 4 should be completed by the candidate and reviewed by the prospective host organization.

May Equal Justice Works share information about the status of your application with your law school? Application status information may include, for example, whether your application is under consideration by a sponsor, whether you've been invited to interview, or similar. As the applicant, this information is always available to you directly as well by emailing the Equal Justice Works team at fellowships@equaljusticeworks.org. *

- Opt in to sharing information
- Opt out of sharing information

Anticipated Bar Exam Jurisdiction *

Select...

If your anticipated bar exam jurisdiction does not match the location your project plans to serve, please explain.

Have you applied for an Equal Justice Works Fellowship previously? *

- Yes
- No
Are you a current or former legal post-graduate Equal Justice Works Fellow? *

- Yes  
- No

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
- An Equal Justice Works Post-Graduate Fellowship program other than AmeriCorps JD
- Another Equal Justice Works Program
- I have not participated in an Equal Justice Works program

Have you applied, or do you intend to apply, to another Fellowship program besides Equal Justice Works? *

- Yes  
- No

Have you applied, or do you intend to apply, to an upcoming judicial clerkship besides Equal Justice Works? *

- Yes  
- No

Please list the languages you know and your level of proficiency

B  J  U  ième  100%

[Text box for language proficiency]

Personal Statement *

B  J  U  ième  100%

[Text box for personal statement]  
Limit: 750 words
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. Please limit to no more than 750 words, recommended target is 500 words.

**Resume**

Upload a file. No files have been attached yet.

Acceptable file types: .doc, .docx, .pdf

Please do not include class rank or GPA in your resume or other application materials.

**Reference**

Include one professional reference (not from your proposed host organization and not one of the letter of recommendation writers) and provide:

- the organization name
- city
- state/U.S. territory of the organization
- the time period in which the work was performed
- the name, phone number, and email of a contact person who can speak about your work.

**Organization Name**

**City**

**State/U.S. Territory**

Select...

**Time period in which the work or volunteer service was performed**

**Contact Name**

**Contact Phone Number**

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Equal Justice Works Application Manager - 2024 Equal Justice Works Design-Your-Own Fellowship Application

Letters of Recommendation

Letters of recommendation may come from people you know from your legal, volunteer, job, or academic experience, and should come from people who can speak to your work product.

If you have previously worked at your Host Organization, it is acceptable for one letter to come from a person at the Host Organization.

The letter writers should be different than the professional reference.

Please submit Letters of Recommendation on letterhead if possible and each letter should include contact information (phone number and email) of the recommender. If your recommender would prefer to submit their letter directly to Equal Justice Works, please have them email the letter by the application deadline to fellowships@equaljusticeworks.org and indicate your name in the email.

Part 5: Host Organization Background

Part 5 should be completed by the prospective host organization with input from the candidate.

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. *
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
Will serve as the subject matter supervisor for the Fellow

Has been involved in the design of this Fellowship project and application

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. *

Please limit to no more than 400 words (recommended minimum of 150 words).

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 limit to no more than 400 words (recommended minimum of 150 words).

Please outline what steps will be taken to provide adequate supervision for the Fellow should the primary supervisor no longer be available. *

Please limit to no more than 400 words (recommended minimum of 150 words).
Please confirm by checking the applicable box below that the Fellow will be at minimum provided with the following: *

- Desk, Office or Cubicle, Computer and Phone, or
- comparable remote working benefits (e.g., computer and stipend for Internet access)

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:

Limit: 400 words

Please limit to no more than 400 words (recommended minimum of 150 words).

Host Organization Certification Form
Please click this link to download our host organization certification form. Complete the form in Word, then upload the completed form below.

Upload Certification Form here *

Upload a file. No files have been attached yet.
Acceptable file types: .pdf

Wait!

Please review your answers above before clicking the "Submit" button. You cannot edit the application once it has been submitted.