**2015 PILA Grant Application**

***It is recommended that you complete the 2015 PILA Grant Application with the PILA Grant Information & Instructions (posted at*** [**http://pilaatuva.weebly.com/**](http://pilaatuva.weebly.com/)***) on-hand for reference.***

**Part I: Identification Form**

Please type your identification number (the last 5 digits of your UVA ID number) in the upper right-hand header, along with your current law school year (i.e., 1L or 2L). Make sure this information appears on every page of your application.

**A. *Local Address***:

**Name**:

**Address**:

**Local Phone**:

**Email**:

**B. *Permanent Address***:

**Name**:

**Address**:

**Permanent Phone**:

**Permanent email**:

**C. *Law & Public Service Program***:

**Are you a member of the UVA Law & Public Service Program?** (Yes/No)

***This application is for applicants who are NOT members of the Law and Public Service Program.*** *If you are a member of the Law and Public Service Program, please download the “2015 PILA Grant Application for LPS” document.***Part II: Honor Pledge**

**Fellowship Conditions**

Please read the following conditions of a PILA grant:

*On my honor*, if I accept a fellowship, I promise that I will:

1. Work at least 400 hours in a public interest position during the summer of 2015; AND
2. Abide by the relevant cap on earnings from public interest employment, and return any excess fellowship amount; AND
3. Submit a full and complete written Public Service Center evaluation of the position at the beginning of the next academic year; AND
4. Do one of the following:
   1. Volunteer for PILA for at least 20 hours by the end of the 2015–2016 academic year (at least 8 of which must be for the Auction; 1 Fall Book Sale shift; 1 Spring Book Sale shift; and we strongly encourage you to do 2 hours for the Law School Foundation Phone-a-thon on behalf of PILA); OR
   2. Serve on the PILA Board of Directors for the 2015–2016 academic year; AND
5. If the previous requirements are not met, I agree to return the full amount of the fellowship by April 30, 2016.

If you understand and agree to these conditions, please type your name below (a handwritten signature is not needed. *Note that by typing your name in the signature line below and submitting a PILA Grant Application, you are consenting to this contract in full, and you are recognizing that it will be enforced*.

Signature: Full Name Date: 00/00/0000 Full UVA ID #: 0000-00000

**Certification of Truthfulness in this Application**

In full accord with the UVA Honor Code, I certify that all of the representations contained in this application are accurate and honest to the best of my knowledge. I specifically certify that I have truthfully reported my public service hours and/or *pro bono* hours and that, to my knowledge, all hours I listed as *pro bono* meet the Public Service Center’s definition of “*pro bono*.” If I chose to complete Part V to have my financial need assessed, I specifically certify that all financial information provided is complete and accurate. Type your name (a handwritten signature is not needed) below if you agree.

Signature: Full Name Date: 00/00/0000 Full UVA ID #: 0000-00000

**Part III: Public Service & *Pro Bono* Hours**

Please use the following two charts to list and describe your public service and *pro bono* activities during law school. Please refer to pages 8–9 of the Application Instructions for a detailed description of qualifying activities.

***Reminders***:

* 1Ls must have completed at least 15 unweighted hours in order to be eligible for a grant. All 1L hours must have been performed since the start of classes.
* 2Ls and transfers must have completed at least 35 unweighted hours to be eligible. These hours may be from 1L year and 2L year. Any hours completed at a summer internship or job are not eligible even if they were unpaid and would otherwise qualify. 2Ls and transfers may include *pro bono* hours completed during their 1L summer independent of their summer internship or job.

If you fail to include sufficient information in the charts, ambiguities will be resolved against you. Please include sufficient detail for the PILA Board to confirm that an activity fits within the definition of public service or *pro bono* hours. Please be specific in describing your role and responsibilities, as well as the impact of your work.

**You are on your honor to report and calculate your hours accurately.**

1. **Public Service Hours**

|  |  |  |  |
| --- | --- | --- | --- |
| **Organization** | **Description** | **Approx. Dates** | **# Hours** |
| *SAMPLE—DELETE*  A.B.L.E. (Action for a Better Living Environment) | *SAMPLE—DELETE*  Tutored a 3rd grade child in math for 1 hour, 2 days per week for 9 weeks. The student’s quiz scores improved from low C’s to high B’s. | *SAMPLE—DELETE*  Oct. 3–Dec 3, 2014 | *SAMPLE—DELETE*  18 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

🗹 *Note:* To add a row, press “Tab” while your cursor is in the bottom, right-most cell of the chart.

**Subtotal Public Service Hours:­­­­­­­­­ \_\_\_\_\_**

1. ***Pro Bono* Hours**

|  |  |  |  |
| --- | --- | --- | --- |
| **Organization** | **Description** | **Approx. Dates** | **# Hours** |
| *SAMPLE—DELETE*  Law Student Advocacy Project (LSAP) | *SAMPLE—DELETE*  Interviewed potential client; assisted attorney with prep for grievance hearing by performing legal research on standing under VA law. | *SAMPLE—DELETE*  Oct. 9, 2014–Feb. 10, 2015 | *SAMPLE—DELETE*  4 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Subtotal *Pro Bono* Hours:­­­­­­­­­ \_\_\_\_\_**

**Complete this section:**

Unweighted Public Service **\_\_\_\_\_** + Unweighted *Pro Bono* **\_\_\_\_\_** = **Total unweighted hours \_\_\_\_\_**

🗹 *Note:* Total unweighted hours must be greater than 15 for 1Ls and 35 for 2Ls and transfers.

Unweighted Public Service **\_\_\_\_\_** + [Unweighted *Pro Bono* \_\_\_\_\_ x 1.5] **\_\_\_\_\_**  = **Total weighted hours** \_\_\_\_\_

**Part IV: Resume and Essay**

**A. Resume**

Please copy and paste a current one-page resume. Delete any identifying information (name, address, e-mail, phone number, etc.). Do not include your law school or undergraduate GPA or any information about merit or need-based scholarships earned for law school. You may include scholarships earned for college. The resume should occupy a single printed page. Insert your resume on the page following these instructions. *While your resume is not awarded a score, members of the PILA Board will use the information on your resume to help score your commitment to public service (Essay Question 1) and how the position furthers your career goals (Essay Question 2)*.

**B. Essay Question 1** (30%)

In no more than **2 pages** (Times New Roman, 12-point font, double spaced), please write an essay covering the topics outlined below.

* If you already have a job offer, please describe in detail what the organization does, what your responsibilities would be, and your interest in the position. If you do not yet have a job offer, please describe what type of organization and work you are interested in and why.
* How have your experiences in college, previous jobs, and law school prepared you to serve the public interest in your summer internship?
* Are you involved in any law school activities that are relevant to your application? What amount of time do you spend on these activities, and do you hold any leadership positions in these activities?

Rubric: Commitment to public service. *Indicators of commitment to public service can include*:

* Involvement in public service activities as an undergraduate, in prior work, and/or as a volunteer
* Leadership roles and/or initiative in public interest pursuits, including *pro bono* projects and other law school activities
* Connection to past pursuits and proposed summer position(s) and longstanding commitment to particular issues
* Personal stories or reflections demonstrating your commitment to public interest and/or the particular position(s) to which you are applying

🗹 *Note*:Strong essays will not address each question mechanically, but will instead form a readable, authentic, and cohesive narrative.

*[Please start your Part IV-B answer here. You may delete the instructions above, but please leave the “B. Essay Question 1” header.]*

**C. Essay Question 2** (20%)

In no more than **1 page** (Times New Roman, 12-point font, double spaced), please write an essay covering the topic outlined below. Brevity is appreciated.

* As best as you can tell at this point, how will your summer experience relate to your long-term career goals and commitment to public service?

Rubric: How the position furthers the applicant’s career goals. *Indicators of how the position(s) further(s) your career can include*:

* Connections between the summer position(s) you are applying for and your identified career goals
* Explanation of how the position(s) will help you determine your career goals
* Explanation of what skills you hope to develop at your summer position(s) and how that will further your career trajectory
* Discussion of what kind of clients you will (or expect to) work with this summer and how that fits with the kind of work you plan to do someday

🗹 *Note*:PILA understands that many students—both 1Ls and 2Ls—have not yet cemented their career goals. We strongly discourage students from exaggerating their commitment to a given career. We want to infer whether the applicant has started thinking strategically and seriously about possible career paths. Strong applications will show that the applicant is familiar with the typical career path and responsibilities of lawyers working at their summer job site. They will also indicate some reasons why this career appeals to them. In general, students who have taken steps such as meeting with the Public Service Center and Career Services, conducting informational interviews, attending alumni career panels, and seeking *pro bono* projects in the field will be able to provide the strongest answers.

*[Please start your Part IV-C answer here. You may delete the instructions above, but please leave the “C. Essay Question 2” header.]*

**D. Applications for Private Sector Positions**

**In 200 words or less**, please provide the number of private sector applications you submitted during the 2014–2015 academic year, even if you withdrew your application or were not offered the position. Please explain how your interest in working at a law firm or private organization in the summer of 2015 fit in with your career goals and interest in public service. Applications to private sector positions do not bar eligibility for a grant. However, failure to disclose private sector applications may lead to disqualification from the application process.

*[Please start your Part IV-D answer here. You may delete the instructions above, but please leave the “D. Applications for Private Sector Position” header.]*

**E. Status of Internship Applications**

If you have accepted a summer job, please list the office, position, and location below. If you have not yet accepted a job offer, please list the positions that you are applying for in order of preference. Next to each entry, please note the current status, describing concrete steps that you have taken (such as letters that you have mailed, interviews that you have set up, etc.) and any relevant dates. If you accept an offer after submitting your application but before February 28, please notify the PILA Disbursements Director, Rory Erickson-Kulas (rfe2fz@virginia.edu), as soon as possible.

*[Please start your Part IV-E answer here. You may delete the instructions above, but please leave the “E. Status of Internship Applications” header.]*

**Part V: Financial Need (Optional)**

Please make sure your identification number and school year are in the upper-right corner. Do NOT include your name anywhere on this form. Information provided below will be kept confidential and destroyed after it is reviewed.Part V will be reviewed exclusively by PILA’s President, Sejal Jhaveri, and Disbursements Director, Rory Erickson-Kulas, who will provide a financial need score to the Board.

**IMPORTANT**: **This form is optional**. If you choose not to submit it, PILA will assume that you do not have financial need.Please see the Application Instructions for more information about how financial aid is used in the PILA grant application process.

**Question 1**

a. How many children are financially dependent on you and under your direct care?

b. How many relatives are financially dependent on you in some capacity? Please describe as specifically as possible the circumstances of their financial dependence on you? (This may include relatives who are elderly and/or have special health needs are financially dependent on you and under your direct care? Do not re-count children included in your answer to Question 1(a).)? *Answer*: #

**Question 2**

Please describe your anticipated summer expenses. Be as specific as possible in estimating your relevant costs, including rent, commuting, travel to your summer job site from Charlottesville, etc. Include dollar values when possible. If you do not have a summer job confirmed yet, please include known expenses (e.g., rent on your apartment in Charlottesville if you are not subletting it) as well as estimates for your most likely summer locations (e.g., if you have applied to numerous jobs in both New York City and Charlottesville, include estimates of your summer expenses for each location).

*[Please start your response to Question 2 here.]*

**Question 3**

Is there any other information that PILA should consider in determining your financial need?

*[Please start your response to Question 3 here.]*