

## CPIC FELLOWSHIP AND INTERNSHIP PROGRAM APPLICATION 2009-2010

<b>Name:</b>	<b>Class Year:</b>
<b>E-mail:</b>	<b>House Affiliation:</b>
<b>Phone:</b>	<b>Concentration:</b>
<p><b>Which CPIC Programs are of most interest to you?</b> (check all that apply – we will notify you about upcoming deadlines whenever possible)</p> <p><input type="checkbox"/> <b>Fellowship and Internship Program</b> Offers paid placements at a wide-range of nonprofit and public interest organizations (see fields to the right) in Boston, Chicago, Los Angeles, New York, San Francisco, and Washington, DC (<i>Applications due January 28, 2010</i>)</p> <p><input type="checkbox"/> <b>Fund for Service Internship (FSI) Program</b> The FSI program offers paid placements at nonprofit organizations that serve children and youth in New York (<i>Applications are due January 28, 2010</i>)</p> <p><input type="checkbox"/> <b>Harvard Clubs Summer Community Service Fellowship Program</b> Harvard Clubs across the country provide funding to students for public service projects (<i>Applications are due March 1, 2010</i>)</p> <p><input type="checkbox"/> <b>Arthur Liman Public Interest Law Fellowship</b> Liman fellowships provide funding for students working in public interest law positions during the summer (<i>Applications are due December 11, 2009</i>)</p> <p><input type="checkbox"/> <b>Public Service Work-Study Program</b> The Public Service Work-Study program provides work-study funding for students working at nonprofit organizations across the country (<i>Applications are accepted on a rolling basis starting on April 26, 2010</i>)</p> <p><input type="checkbox"/> <b>Steamboat Scholar Program</b> The Steamboat Foundation offers one third-year Harvard College student a \$12,000 grant to spend the summer working at Facing History and Ourselves in Boston (<i>Applications are due December 7, 2009</i>)</p>	<p><b>Which public interest fields are of most interest to you?</b> (check all that apply)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Arts</li> <li><input type="checkbox"/> Child Welfare</li> <li><input type="checkbox"/> Community Development</li> <li><input type="checkbox"/> Education</li> <li><input type="checkbox"/> Environmental Issues</li> <li><input type="checkbox"/> Group Advocacy</li> <li><input type="checkbox"/> Health and Medicine</li> <li><input type="checkbox"/> Housing</li> <li><input type="checkbox"/> Journalism</li> <li><input type="checkbox"/> Legal Services</li> <li><input type="checkbox"/> Museums</li> <li><input type="checkbox"/> Women's Issues</li> <li><input type="checkbox"/> Youth Services</li> <li><input type="checkbox"/> Other (please specify) _____</li> </ul> <p><b>Which location(s) interest you?</b> (check all that apply)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Boston</li> <li><input type="checkbox"/> Chicago</li> <li><input type="checkbox"/> Los Angeles</li> <li><input type="checkbox"/> New York</li> <li><input type="checkbox"/> San Francisco</li> <li><input type="checkbox"/> Washington, DC</li> <li><input type="checkbox"/> Other (please specify) _____</li> </ul>

■■■ RETURN TO PHILLIPS BROOKS HOUSE, ROOM 307 BY 5PM ON THURSDAY, JANUARY 28, 2010. ■■■

PLEASE DO NOT STAPLE APPLICATION MATERIALS

■ ■ ■ PLEASE PROVIDE YOUR ANSWERS IN THE SPACES BELOW ■ ■ ■

NAME (Last, First and Middle Initial):

CITIZENSHIP:

COLLEGE ADDRESS (including box number, if any):

HOME ADDRESS:

HONORS OR AWARDS:

RESIDENT DEAN (Name, E-mail, Phone)

SKILLS (include language skills):

BRIEF DESCRIPTION OF YOUR PRESENT POSTGRADUATE CAREER PLANS (these may be indefinite):

■ ■ ■ SIGNATURE REQUIRED ■ ■ ■

I affirm to the best of my understanding that the foregoing statements and attached materials are true and accurate representations. If selected, I will ensure that the demands and requirements of CPIC are satisfied. I agree to inform CPIC staff if I am awarded funds from other sources of support during a CPIC Fellowship or Internship. I waive the right to review letters of recommendation and give CPIC consent to send my application to Host Organizations and alumni/ae volunteers.

SIGNATURE:

DATE:

■ ■ ■ RETURN TO PHILLIPS BROOKS HOUSE, ROOM 307 BY 5PM ON THURSDAY, JANUARY 28, 2010. ■ ■ ■

## **CPIC FELLOWSHIP AND INTERNSHIP PROGRAM APPLICATION 2009-2010**

### **■ ■ ■ INSTRUCTIONS TO APPLICANTS ■ ■ ■**

**The applicant must submit the materials listed below in order to be eligible for the program. Please do not staple application materials.** Materials should be arranged in the following order:

#### **1. APPLICATION FORMS**

Complete the cover sheet and supplemental forms attached to this application.

#### **2. RESUMÉ**

In your resumé, please be certain to include: previous employment, extracurricular activities, and volunteer experiences. Also integrate traditional work-related skills, such as language, computer, writing, and research.

#### **3. PERSONAL STATEMENT**

In 500 words or fewer, please tell us (and prospective Host Organizations) about yourself and your career interests. Be sure to include why you are applying for a Fellowship or Internship, your goals and expectations, and your related experience and/or skills. Please do not refer to any particular Host Organizations by name in your personal statement, as your application might be referred to multiple organizations.

#### **4. CURRENT OFFICIAL TRANSCRIPT**

Please obtain an official transcript from the Registrar of each postsecondary institution you have attended. Remember to allow sufficient time for processing.

#### **5. TWO LETTERS OF RECOMMENDATION**

Please submit two letters of recommendation from people who can speak to your skills and your commitment to public service. Letters of recommendation should be submitted in signed, sealed envelopes. Recommendations should not come from peers or family members. Recommendations from student directors of programs are acceptable if they are co-signed by faculty or staff advisers. Please review our guidelines for recommenders at [http://cpic.fas.harvard.edu/pdf/CPIC\\_-\\_for\\_recommenders.pdf](http://cpic.fas.harvard.edu/pdf/CPIC_-_for_recommenders.pdf).

**Completed applications must be delivered to Phillips Brooks House, Room 307 by 5pm on Thursday, January 28, 2010.**

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## CPIC FELLOWSHIP AND INTERNSHIP APPLICATION QUESTIONS

When you accept a position with a CPIC Host Organization, you will be matched with a volunteer alumnus/a in your Host City. What do you hope to gain from your relationship with your alumnus/a Mentor? Please check all that apply.

- Friendship
- Familiarity with my Host City
- Sounding Board for Successes/Challenges at my Placement
- General Thoughts on the Nonprofit Sector
- Career Advice About a Specific Issue Area or Field
- Contacts to Other Professionals in the Nonprofit Sector
- General Thoughts on Life Outside of Harvard
- Feedback for Personal Development
- Other – please list:

If you could pick a mentor, what career field would he or she be in? (i.e. teaching, law, medicine, etc.)

## References

Please submit two letters of recommendation from people who can speak to your skills and your commitment to public service. Letters of recommendation should be included with your application in signed, sealed envelopes by the application deadline of January 28, 2010. Letters should not come from peers or family members. Recommendations from student directors of programs are acceptable if they are co-signed by faculty or staff advisers. **Please review our guidelines for recommenders at [http://cpic.fas.harvard.edu/pdf/CPIC - for recommenders.pdf](http://cpic.fas.harvard.edu/pdf/CPIC_-_for_recommenders.pdf).**

Indicate the two recommenders who are supplying letters on your behalf below. Please provide names, addresses, and telephone numbers, as well as each person's relationship to you. Please note that potential Host Organizations and/or CPIC staff may contact recommenders.

<b>1</b>	_____	<b>2</b>	_____
	_____		_____
	_____		_____
	_____		_____

Please note that CPIC may contact your Resident Dean as a part of this application process.

## Preferences

The following information is for internal use only. It will ***not*** be sent to Host Organizations.

What type of work would you like to do in your position? (Select all that apply.)

- Advocacy
- Direct Service
- Evaluation
- Fundraising
- General Administrative Support
- Organizing
- Policy Development/Implementation
- Research
- Other, please specify \_\_\_\_\_

Would you prioritize the job's *location* or the job's *field*?:

- Location
- Field
- No preference

Do you have friends/relatives/housing options in your city (or cities) of preference?

Do you have any geographic limitations in seeking a CPIC Fellowship or Internship, and if so, why?

Since attending Harvard College, with which of the following groups have you volunteered?

- Phillips Brooks House Association
- Public Service Network supported program
- Independent Community Agency
- Other: (Please specify) \_\_\_\_\_
- I have not volunteered while at Harvard

To what other programs/jobs (e.g., Harvard Clubs, Summer Urban Program (SUP), etc.) are you applying?

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Having referred to the CPIC Fellowship and Internship and FSI Host Organization profiles, please list your preferences in order (by program), for the organizations to which you would like to be referred and briefly explain why.\*

**Fellowship Opportunities** (These positions are post-graduate full-time opportunities and only graduating Harvard College seniors and recent graduates can apply.)

Choice #1:

Choice #2:

Choice #3:

Choice #4:

**Internship Opportunities** (These positions are available for the summer and any current Harvard College undergraduate can apply.)

Choice #1:

Choice #2:

Choice #3:

Choice #4:

**FSI Internship Opportunities** (These positions are available for the summer. Returning Harvard College undergraduates who are either on financial aid or who can demonstrate financial need via self-declaration are eligible to apply. For more information, please refer to the FSI supplemental application.)

Choice #1:

Choice #2:

Choice #3:

Choice #4:

**\*If you are interested in applying to the CPIC-Heckscher Fund for Service Internship (FSI) Program, please fill out the additional FSI Application supplement located on the CPIC Web site.**

Please check here if you are only interested in applying to the FSI Program.

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Have you applied to a CPIC program in the past? (Select all that apply)

- CPIC Fellowship and Internship Program
- CPIC-Heckscher Fund for Service Internship (FSI) Program
- Harvard Clubs Summer Community Service Fellowship Program
- Arthur Liman Public Interest Law Fellowship Program
- Steamboat Scholar Program
- Public Service Summer Work-Study Program

Have you participated in a CPIC program in the past? (Select all that apply)

- CPIC Fellowship and Internship Program
- CPIC-Heckscher Fund for Service Internship (FSI) Program
- Harvard Clubs Summer Community Service Fellowship Program
- Arthur Liman Public Interest Law Fellowship Program
- Steamboat Scholar Program
- Public Service Summer Work-Study Program

How did you first find out about CPIC?

- Please check the box to the left if you will be 18 years of age or older on May 1, 2010.**