University of Wisconsin Law School
Summer Public Service Fellowships
2012 FACT SHEET FOR APPLICANTS

This Fact Sheet attempts to answer many of the questions you may have regarding the Summer Public Service Fellowship (SPSF) program at the University of Wisconsin Law School. It also sets forth the program’s guidelines and procedures to which applicants must adhere. Applicants should keep this Fact Sheet for reference during the application process and, if a SPSF is received, during the summer as well.

GENERAL INFORMATION

What is a Summer Public Service Fellowship?

The SPSF program provides stipends to University of Wisconsin Law School students who take unpaid or extremely low-paid summer public service jobs.

How much money can I expect to receive from an SPSF?

The amount will depend on the number of applicants and the amount of available funds. Due to budget cuts, this year we did not receive Federal Work Study funds which resulted in a loss of $40,000. In past years, students received a stipend of $2,500, but due to cuts, we will not know the exact amount until we receive a final total of all available funds and we know how many applications we have received.

Who can apply for an SPSF?

Any returning, enrolled University of Wisconsin Law School student may apply. This includes 1Ls, 2Ls, and any joint-degree students who will not have graduated from the law school prior to completing work at the funded position.

If you are considering transferring to another law school in the Fall of 2012, you must notify Trisha Fillbach in Career Services of this fact when you turn in your SPSF application.

How does enrollment in a clinical/externship program affect my eligibility for an SPSF?

Under no circumstances will any applicant receive any SPSF funding for work done through a Law School clinical/externship program or other Law School for-credit academic program during the summer. This includes clinical/externship programs for which students receive credit but no stipend.

What if I volunteer for an externship position instead of taking it for academic credit?

If you elect to volunteer for a position which you could take for academic credit as part of a Law School externship program, you are ineligible to apply for a SPSF. This includes
volunteering for the Wisconsin Department of Justice and, if you are a 2L, volunteering with the State Public Defender’s Office or any county prosecuting attorney’s office.

**What are the chances of receiving an SPSF?**

It is impossible to know in advance how likely it is that an applicant will receive a fellowship. Even assuming that all applicants meet the eligibility criteria, the total number of fellowships awarded will depend on the number of applications submitted, the quality of the applications, and the amount of money available.

In the event that available funding will not cover all students who apply with qualifying summer positions, the following criteria will be considered when making awards:

- Applicant’s history of public interest/public service commitment;
- Applicant’s public interest involvement at the Law School;
- Applicant’s year in law school (in conjunction with applicant’s demonstrated public interest commitment);
- Location of employment;
- Relevance of the summer position to applicant’s long-term career plans;
- Whether the applicant has sought other available funds to support summer employment.

If special circumstances have precluded you from attaining any of the above criteria, you may bring those special circumstances to the attention of the SPSF Committee (please enclose an addendum to your application).

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**JOB ELIGIBILITY**

To be eligible for consideration for an SPSF, a job must be:

- with a non-profit organization or a government agency;
- legal in nature;
- one that allows you to work a minimum of 10 weeks AND a total of at least 400 hours over the summer;
- one that provides a licensed attorney to supervise you; and
- not one for which you COULD receive academic credit (even if you volunteer without receiving academic credit).

If you have any questions about the criteria, please contact Trisha Fillbach in Career Services.

**What if I am not able to complete either the 10 week or the 400 hour requirement?**

Fellowship recipients MUST complete both the 10 week and the 400 hour work requirement, and should schedule their summer activities accordingly. The Law School will consider exceptions to this rule only in the event of extreme extenuating circumstances. An unexpected event arising during the summer, such as a debilitating physical illness, would likely qualify as an extenuating circumstance. Law Review/Journal commitments are not considered
justifications for a waiver. At the end of the summer, each employer will be required to certify that the student completed the requisite 10 weeks/400 hours of work.

If a circumstance arises during the summer which causes you to leave your employment prior to fulfilling the 10 week/400 hour work requirement, you should immediately contact Trisha Fillbach (tfillbach@wisc.edu), who will inform you how your circumstances will affect your fellowship status.

APPLICATION AND SELECTION PROCESS

How is my SPSF application evaluated?

Applications will be evaluated by a committee of law school faculty, administrators, PILF representatives, and/or academic staff. Funding decisions will be made on the basis of information provided within the application. GPA will not be considered. In the event that available funding will not cover all eligible applicants, various criteria will be used to make awards (see “What are my chances of receiving an SPSF?” above). Other criteria may be used at the discretion of the SPSF Committee.

What if I want to accept a job that was not included on my original application?

If circumstances change and you want to accept a job that was not included on your original application, you may have an opportunity to amend the application. In order to amend an application, you must revise and submit new Parts 1, 2 and 3(a) (Personal Statement). A revised Part 2 is necessary because you must describe how the amended job meets the eligibility criteria; a revised Part 3(a) is necessary because you must describe how the amended job fits into your past and future commitment to public service work.

If you want to amend an application after submitting it, but before the fellowship awards are announced, you should contact Trisha Fillbach (tfillbach@wisc.edu) as soon as possible. If there is sufficient time, the selection committee will attempt to consider such an amended application as if it were part of the original application. However, the selection committee reserves the right to refuse consideration of any amended application.

After SPSFs are awarded, if you are awarded a fellowship but need to amend your application, you must submit an amended application as soon as possible. The SPSF Committee reserves the right to deny funding for the job listed in the amendment if it believes that the job would have led to a less favorable evaluation of the application originally.

What if I receive a summer public interest position after the SPSF application deadline?

If you are actively seeking qualifying public interest employment, but have not received an offer by the March 29 deadline, you must still submit an SPSF application (see page 1 of the application for details). If you then obtain a summer public interest position after the deadline, please contact Trisha Fillbach (tfillbach@wisc.edu) immediately. If funding remains available, the Committee will consider your application.
When will I know if I have received an SPSF?

Funding decisions for 2012 SPSFs will be announced in mid-April 2012. You will be notified via a letter in your hang file.

| SPSF PAYMENTS |

When will I receive my SPSF money?

The Career Services Office will confirm your employment after the “Expected Start Date” you listed on your application. If it is confirmed that you are employed, it is expected that you will receive two payments over the summer. You should receive the first in early June, and if you are following the guidelines of the program, a second in early July. The exact dates are to be determined, but we will keep you updated.