

South Asian Bar Association-
Northern California Foundation

2014 Public Interest
Fellowship Application

ABOUT SABA-NC AND THE SABA-NC FOUNDATION

The South Asian Bar Association of Northern California (“SABA-NC”) strives to advocate for the South Asian community, promote alliances among South Asian legal professionals in Northern California and throughout the nation, support those who value diversity in the legal profession, assist law students and those interested in the law, provide information to members on careers and the legal market in Northern California, and provide an avenue for professionals and other community leaders to take an interest in matters of concern to South Asian attorneys.

The SABA-NC Foundation (“Foundation”) is the charitable arm of the South Asian Bar Association of Northern California. It was established in 1999 to support SABA-NC’s community outreach and advocacy programs. The SABA-NC Foundation's mission is to promote access to justice for all people in the community, particularly those struggling with economic crisis, abuse, and discrimination. The Foundation is the embodiment of SABA-NC’s commitment to this fundamental principle. The SABA-NC Foundation accomplishes this mission by providing fellowships and grants to law students and organizations that seek to provide quality legal services and address unmet legal needs in the South Asian community and the Northern California community-at-large.

ABOUT THE SABA-NC FOUNDATION FELLOWSHIP

The Foundation provides financial assistance in the form of a summer fellowship for a law student working at a public interest or government agency. The primary purpose of the fellowship is to fund a student’s internship with a public interest organization or government agency in Northern California that is doing work, which impacts the South Asian community and/or the Northern California community-at-large. For example, in 2012, the Foundation awarded four individual fellowships to law students working with the Asian Pacific Islander Legal Outreach, Muslim Advocates, the San Francisco Public Defender Office, and the Center on Race, Poverty, and the Environment, and one organizational fellowship to Bay Area Solidary Summer.

FELLOWSHIP SELECTION CRITERIA

Each applicant must be a current law student in good standing and must plan to be employed or intern with a public interest organization or government agency during the summer of 2014. In addition, applicants must have demonstrated commitment to serving issues that impact the South Asian community. The Foundation considers all of the materials submitted by the applicant, with particular weight given to the applicant’s essay. Other factors that the Foundation may consider include commitment to public service, financial need, academic achievement, and other personal circumstances. Strong preference will be afforded to applicants who are enrolled in a Northern California law school and employed at a Northern California organization doing work that directly impacts the South Asian community.

SABA-NC FOUNDATION
NON-DISCRIMINATION POLICY

It is the policy of the Foundation not to discriminate on the basis of age, gender, disability, race, color, creed, religion, ethnicity, national origin, veteran status, or sexual orientation.

FELLOWSHIP APPLICATION INSTRUCTIONS

Applicants must submit the following materials: (1) Completed application form; (2) Essay responses; (3) Resume with two references; (4) Completed employer form; (5) Completed financial information form; and (6) Unofficial law school transcript. Applicants may also submit the following optional materials: letters of recommendation, and any additional evidence of financial need. Application materials must be sent no later than 5 p.m. on April 4, 2014 to the following email address: **Zahra Billoo, SABA-NC Foundation Secretary, zahra.billoo@gmail.com**.

One or more members of the SABA-NC Foundation Board may interview finalists. All applicants will be notified of the Board's determinations by mid-April 2014.

The act of applying for the fellowship constitutes a release of the submitted application materials and consent to the Foundation for any reasonable publication of information contained in such application materials. The Foundation reserves the right in its sole discretion to change the number of fellowships awarded or the dollar amount awarded.

In the absence of demonstrated economic hardship or other extenuating circumstances, a recipient shall receive two-thirds of a fellowship award at the commencement of an internship and one-third at the conclusion of the internship. Prior to being awarded the final sum, the recipient shall submit the following items to the Foundation: (1) a one-page written statement describing the services rendered by the recipient and the benefits afforded by the internship to the South Asian community or the Northern California community-at-large; (2) a passport-size photo of the recipient for the SABA-NC website; and (3) a brief bio for the SABA-NC website. This information should be sent at the conclusion of the internship to Zahra Billoo at zahra.billoo@gmail.com.

The fellowship recipient must immediately notify the Foundation in writing if the recipient (a) leaves the summer position listed in their application, (b) changes employers, (c) materially changes the nature of the work, (d) ceases to work for the required number of hours, or (e) becomes subject to academic discipline or ceases to be enrolled in law school. In its discretion, the Foundation shall determine whether forfeiture of the fellowship or a modification of the terms or amount of the award is appropriate. A recipient's failure to comply with Foundation policies and/or the conditions of the fellowship may result in the forfeiture of the entire award or a portion thereof.

SABA-NC FOUNDATION FELLOWSHIP APPLICATION

1. Name of Applicant: _____

Law School: _____

Graduation Year: _____

Email Address: _____

In-School Address: _____

Permanent Address: _____

Telephone Number: _____

2. Essay Questions

(1" margins, 12 pt. font, single spaced; attach up to two additional pages as needed)

Please address the following:

- a. How you have previously served and/or plan to serve the South Asian community or the Northern California community-at-large? Your comments should also illustrate your interest in and commitment to working on behalf of the South Asian community and may also include why you believe public interest work is important or relevant to the South Asian community.
- b. Describe the organization(s) you will be interning or employed with over the summer, the community they serve, and the scope of your duties at each such organization.
- c. Provide any additional information you would like the Foundation Board to consider in reviewing your application.

Applicant: Please note that the essay carries great weight in the evaluation of your application and should be carefully prepared.

3. Attach your resume with two references.

4. Submit a completed and signed SABA-NC Foundation Fellowship Employer Form. (If more than one summer internship, supply one form for each internship.)
5. Submit a completed SABA-NC Foundation Financial Information Form.
6. Submit your most recent (unofficial) law school transcript.
7. (Optional) You may submit letters of recommendation, and/or additional evidence of financial need (such as FAFSA forms or IRS tax forms) if you would like the Foundation Board to consider these materials in reviewing your application.

I, the undersigned applicant, certify that all statements and information contained herein and in all application materials are true, correct and accurate to the best of my knowledge.

I, the undersigned applicant, understand that if I receive an SABA-NC Foundation Fellowship and if (a) I cease to work for the number of hours set forth above, (b) the nature of the work changes materially, (c) I change or leave the internship, (d) I become subject to academic discipline or cease to be enrolled in law school, or (e) I receive funding for the internship that I had not previously identified in the application, I must immediately provide written notice of such event or condition to Zahra Billoo, SABA-NC Foundation Secretary, zahra.billoo@gmail.com.

Print Name of Applicant

Signature of Applicant

Date

PLEASE RETURN ALL APPLICATION MATERIALS TO:

ZAHRA BILLOO
SABA-NC FOUNDATION SECRETARY
ZAHRA.BILLOO@GMAIL.COM

TO BE TIMELY FILED, ALL APPLICATION MATERIALS MUST BE
EMAILED BY 5:00PM PST ON April 4, 2014

SABA-NC FOUNDATION FELLOWSHIP EMPLOYER FORM

This form must be submitted, along with a letter from the prospective employer as detailed below, as part of the application for a SABA-NC Fellowship. It must be completed by an employer, supervisor or professor under whose supervision the applicant will be working during the period of the fellowship.

Employer Name:

Employer Address:

Immediate Supervisor
and Immediate Supervisor's
Telephone Number:

Is the Employer a Non-
Profit Organization?

Yes: _____ No: _____

To the prospective employer: On agency letterhead, please briefly describe (a) the type of position offered to the applicant, (b) the nature of the project or work to be performed by the applicant, (c) the start date of such project work, (d) the number of hours to be worked by the applicant, and (e) the length of time the applicant will be so employed or engaged.

I, the undersigned employer/representative of employer, certify that _____ [name of Applicant] will be working under my supervision and that all information contained herein is true, correct and accurate to the best of my knowledge.

Signature of Employer/Representative of Employer

Date

Print Name of Employer/Representative of Employer

SABA-NC FOUNDATION FINANCIAL INFORMATION FORM

Whether you have elected to include your most recent FAFSA (Free Application for Federal Student Aid) or the applicable 2010 IRS tax forms, please provide the information requested below. If you are a dependent of someone other than your spouse or domestic partner, please also provide the information requested in items C through K below for the person who claims you or the persons who claim you as a dependent.

	<i>Applicant</i>	<i>Applicant's Spouse/ Domestic Partner*</i>
<i>A. Total amount of financial aid awarded for the 2012-2013 academic year</i>		
<i>A-1 Total amount of loans for the 2012-2013 academic year</i>		
<i>A-2 Total amount of grants, fellowships, and scholarships for the 2012-2013 academic year</i>		
<i>B. Total income for 2010 (not including financial aid)</i>		
<i>C. Total estimated education expenses for the 2012-2013 school year</i>		
<i>C-1 Tuition</i>		
<i>C-2 Books</i>		
<i>C-3 Other (explain)</i>		
<i>D. Expected income from summer 2013 position (including grant and fellowship money)</i>		
<i>E. Current fair market value of stocks, bonds, mutual funds or other investment securities</i>		
<i>F. Monthly rent payment (if applicable; do not provide if school housing expenses were included in C-3 above)</i>		
<i>G. Other monthly expenses (excluding education expenses as noted above; e.g. transportation, utilities, etc.)</i>		
<i>H. If you own a home, current value of home and current mortgage balance (if applicable)</i>		
<i>I. Monthly mortgage payment (if applicable)</i>		
<i>J. Total monthly expenses (items F through I)</i>		
<i>K. Total estimated education expenses for the 2012-2013 school year</i>		
<i>K-1 Tuition</i>		
<i>K-2 Books</i>		
<i>K-3 Other (explain)</i>		