

Congressional Fellowships on Women and Public Policy Class of 2017

APPLICATION FORM

Deadline: June 1, 2016

The program is open to applicants who are currently enrolled in, or have recently completed, a graduate program leading to a degree.

In January 2014, Women's Policy, Inc. (WPI) became the new home for the WREI Congressional Fellowships on Women and Public Policy program. The fellowship program places current or recent graduate students in the Washington, D.C. offices of Members of Congress and congressional committees. Fellows work 40 hours per week from January through August as legislative aides on public policy issues. Following a mandatory two-week orientation to Capitol Hill in January, Fellows meet once a week at issue seminars with women's advocates, congressional staff, researchers, and lobbyists. WPI expects to award at least four Fellowships for 2017.

In recent years, Fellowships have been made possible by Amgen; the Kahn Foundation; Betta, Emily, and Martha Ehrenfeld; and the Newcomb Institute of Tulane University, among others.

For 2017, Fellows will receive a stipend of approximately \$1,500 per month gross. An additional sum of up to \$500 is provided for the purchase of health insurance with submission of a bill from a provider. WPI will also reimburse Fellows up to a maximum of \$1,500 (\$750 per semester) for the cost of tuition at their home institutions. Please note that WPI will **not** cover non-degree courses in Washington, D.C., student fees, books, or non-tuition expenses. WPI is **not** responsible for funding transportation to and from Washington, or for finding lodging for students. It is up to the Fellow to make all arrangements for satisfying her institution's academic requirements.

PURPOSE

The program is designed to:

- Develop a cadre of talented women experienced in public policymaking at the national level;
- Encourage more effective participation by women in policy formation at all levels of government;
- Examine how policies affect women and men differently and encourage the formulation of policy options that recognize the needs of all people;
- Promote activities that encourage the translation of research into policy;
- Raise awareness that domestic and international issues affecting women are interdependent;
- Increase understanding that those issues often defined as "women's issues" are, in fact, "human issues" of equal importance to men and women.

PROGRAM

Orientation and placement: An intensive two-week orientation program for all Fellows begins in early January 2017 in Washington, D.C. Attendance at orientation is mandatory for all Fellows with **no** exceptions. During orientation, Fellows interview for House and Senate assignments. Fellows are generally placed in their Hill offices by late January; they work through August 2017. Required weekly meetings continue through the course of the program. Fellows are granted seven days of vacation that can be taken at any time with approval of the congressional office and notification to WPI.

ELIGIBILITY

Only students who are currently enrolled in a master's, doctoral, or professional degree program at an accredited institution in the United States, or who have completed such a program within the past 18 months, are eligible. Only U.S. citizens are eligible for the program.

WPI <u>strongly recommends</u> that applicants have completed *at least nine hours of graduate coursework before applying*, and have a demonstrated interest in research or political activity relevant to women's social and political status. Competition often includes attorneys, doctors, MBAs, and PhD candidates with extensive professional and volunteer experience. To examine the credentials and Fellowship work of previous Fellows, go to http://www.womenspolicy.org/our-work/congressional-fellows/.

SELECTION CRITERIA

Fellows are selected on the basis of academic competence, as well as demonstrated interest in the public policy process. They are expected to be articulate and adaptable, and to have strong writing skills. Applicants with a variety of traditional and non-traditional academic backgrounds will be considered.

WPI promotes equal opportunity in its Fellowship program and welcomes qualified applicants of any age, gender, race, religion, sexual orientation, experience, and academic field.

APPLICATION DEADLINE

Applications must be received at WPI **no later than June 1, 2016** via regular mail or by e-mail to webmaster@womenspolicy.org. Faxed applications will not be considered. The most heavily weighted part of the application is a 1,500-word autobiographical essay demonstrating interest, experience, and writing ability. Applicants must also present official transcripts of previous academic work (college and graduate level) and three letters of reference mailed directly to WPI. Semi-finalists will be interviewed in June and July. Awards will be announced by early August.

Send original application and supporting materials to:

Congressional Fellowship Program
Women's Policy, Inc.
409 12th Street, SW, Suite 600
Washington, DC 20024
or via email at webmaster@womenspolicy.org
WPI WILL NOT ACCEPT FAXED APPLICATIONS OR CONSIDER ANY APPLICATION THAT

ARRIVES LATER THAN JUNE 1, 2016.

2017 APPLICATION FORM DEADLINE: June 1, 2016

SECTION I – Personal Information

Name:				
Last	First		Middle Initial	
Mailing Address:				
Street				
City	State	Zip Code	_	
Home Address: (if dif	fferent from above)			
Street				
City	State	Zip Code	_	
Phone (Day)	Phone (Evening)	E-Mail address	-Mail address	
	t Academic Program fficial copies of your acade	emic transcripts. Unof	ficial copies will not be	
Institution				
Field of Specialization	n			
Degree Status				
Date of Graduation	Degree	_		
Department				

SECTION III - References

List three individuals whom you have asked to provide references for this fellowship application. Please **do not** submit all academic references. Letters of support from employers or organizations where you have volunteered are highly valued. **The individuals serving as your references must mail hard copies of their letters directly to WPI.** However, e-mailed recommendations followed by hard copies are accepted. **Applications will not be considered complete until all three reference letters have been received.**

Name	Title	Title		
Address				
Name				
Address				
Name	Title			
Address				
	Academic Record (Please attach a	copy of your most	recent resume)	
Please list chronologically	v, with most recent institution first.			
Institution	Dates Attended	Major —————	Degree(s)	

SECTION V - Employment, Volunteer Work, and Civic Activities

Corganization Name

Type of Work

Dates of Activity

SECTION VI - Demonstration of Competence and Interest

Please attach an autobiographical essay of no more than 1,500 words that tells about yourself and how you got where you are today. The essay should also be responsive to the following points:

What experiences led to your interest in women's issues?

Which issues most interest you?

How would this Fellowship affect your long-term personal and professional goals?

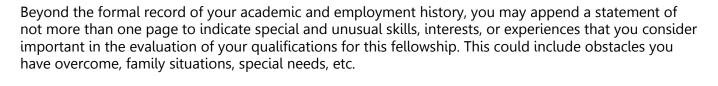
SECTION VII

Append a list of papers/reports you have worked on or conferences/presentations you have organized concerning governmental, organization, or business policies affecting women. **DO NOT INCLUDE THE PAPERS THEMSELVES**.

SECTION VIII - Working in the Congressional Environment

The U. S. Senate and House of Representatives are rewarding but stressful places to work. Offices are crowded, deadlines are tight, egos are large, and staff is territorial. Please indicate in one paragraph the skills, maturity, and flexibility you offer to cope with such challenges.

SECTION IX - Special Circumstances - Optional



As the June deadline approaches, we will notify you by e-mail that (1) your application has been received and (2) what, if any, materials are missing from your application.

APPLICATIONS, SUPPORTING MATERIALS, AND OFFICIAL TRANSCRIPTS SHOULD BE MAILED TO:

Congressional Fellowship Program
Women's Policy, Inc.
409 12th Street, SW, Suite 600
Washington, DC 20024

OR e-mailed to: webmaster@womenspolicy.orgPlease include Congressional Fellowship Program in the subject line.