

HARVARD CLUBS SUMMER COMMUNITY SERVICE FELLOWSHIPS SUMMER 2021

~~~ INSTRUCTIONS TO APPLICANTS ~~~

Applicants must submit a resume, project narrative, letter of sponsorship from your partner organization (or any documentation of outreach you've had with a partner organization) and student record through Harvard's CARAT application portal (<https://carat.fas.harvard.edu/>) in order to be eligible for the Harvard Clubs Summer Community Service Fellowship (SCSF) Program.

Please note, given the current COVID-19 situation, all internships must be conducted remotely

- Please indicate which Club/SIG you are applying to. You can apply to more than one Club, but in most cases, projects will need to be based within the Club's city, state, or region.
- Please limit your proposal to 750 words or less. We ask you to use your proposal to describe your project and how it will benefit the sponsoring Club's/SIG's community. Please identify the organization(s) where you will be working along with relevant contact information in case we need to follow up.
- For your resume: include previous employment, extracurricular activities, volunteer experiences, and work-related skills. Please limit your resume to one page.
- Your letter of sponsorship confirms the viability and feasibility of your project. If at all possible, please ask your partner organization to highlight your project's anticipated outcomes, time duration (number of weeks and hourly work commitment), and supervisor contact information.
- Please include your current unofficial student record from <https://my.harvard.edu/>

Completed applications must be submitted through CARAT by 11:59 pm ET on Monday, March 2, 2021 in order to receive full consideration. SCSF awardees must agree to notify our office of all sources of funding and any changes to the proposed project. If awardees fail to fully disclose project funding and information, our office reserves the right to revoke or reduce awards.

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SUMMER 2021**

~~~ PARTICIPATION GUIDELINES ~~~

PROGRAM:

For the summer of 2021, undergraduates will be chosen by Harvard Clubs and Shared Interest Groups (SIGs) across the U.S. and Canada to pursue public service projects in the host Clubs' communities. Fellowship stipends typically range from \$3,500 to \$5,000, however award amounts will be taken into consideration by participating Clubs/SIGs, based on the candidate's financial need. Fellows are expected to devote 10 weeks of full-time (35+ hours per week) involvement to their public service project. Given the current COVID-19 situation, all internships must be conducted **remotely**.

Please note that if you apply to more than one Club community or SIG, you must submit a separate application for each. Projects must be geographically based in the community or communities you are applying to for funding.

Some host Club communities or SIGs offer more than one fellowship. Please see the Center for Public Service and Engaged Scholarship's website for club-specific information. More clubs may be added, so keep checking the website for new additions.

2021 Participating Harvard Clubs/SIGs

Please note that projects should be based in one of these geographic areas unless otherwise noted in the Club/SIG announcement on Crimson Careers. Please note that some Clubs/SIGs have identified organizations who are seeking help from students (this is noted in each listing on Crimson Careers).

- Harvard Asian American Alumni Alliance
- Harvard Black Alumni Society
- Harvard Club of Boston
- Harvard Club of Cape Cod
- Harvard Club of Dallas
- Harvard-Radcliffe Club of Kansas City
- Harvard Club of Minnesota
- Harvard Club of Phoenix
- Harvard Club of Rochester
- Harvard Club of San Diego
- Harvard Club of Seattle
- Harvard Club of Silicon Valley
- Harvard Club of Southern California
- Harvard Club of Southern Connecticut
- Harvard Club of St. Louis
- Harvard Club of Washington D.C.
- Harvard Club of Western Pennsylvania
- Harvard Real Estate Alumni Organization
- Harvard University Club of Houston

Some Clubs/SIGs have identified organizations with which students must work or have identified organizations with which students could work. They may also have other Club-specific requirements, found through the Crimson Careers online portal at <https://harvard-csm.symplicity.com/students> (note: a key word search for “Harvard Club” will help you to find each Club’s/SIG’s particular listing).

Additional Projects Funded by the Center for Public Service and Engaged Scholarship

Our office is also willing to consider funding student-initiated public service projects located in the following cities/regions:

- Chicago
- Mississippi
- New Orleans
- New York City

Note: Students will be asked to complete the Harvard Clubs application for this project even though projects will be funded by our office instead of the local Harvard Club for the cities listed above.

PUBLIC SERVICE:

In the administration of fellowships at Harvard, public service is defined as work that helps people meet their need for food, shelter, and health; improves educational and employment opportunities; educates people about their legal and/or civil rights; protects the environment or wildlife; and/or supports social issues affecting the general welfare.

Work must be done for an organization that is nonprofit, nondenominational, and nonpartisan.

ELIGIBILITY:

Freshmen, sophomores, juniors, and first-semester seniors planning to return to Harvard in Fall 2021 are eligible. Graduating seniors can apply, but Clubs and SIGs may give nomination preference to returning undergrads. Applicants should have a demonstrated interest in and commitment to public service. They must also be in good academic and disciplinary standing. Familiarity with the host Club's community will be valuable, though actual residency in that community is not required in all cases. For any questions regarding eligibility, please contact Alysha Johnson Williams at alyshajohnson@fas.harvard.edu.

SELECTION CRITERIA:

The host Club/SIG selects recipients based on the quality, clarity, and feasibility of the proposals and the previous public service involvement of each applicant. Preference will be given to those projects that most effectively address a demonstrated need in the host Club's community.

ADDITIONAL INFORMATION:

When asked, students must report all other sources of funding prior to receiving an award from our office. Failure to report all funding sources and amounts may result in funds being revoked.

For additional information or questions about this program, contact Alysha Johnson Williams at alyshajohnson@fas.harvard.edu.