

## **2019 SUMMER STIPEND PROGRAM**

For the 23rd year in a row, Friends of Land Air Water (FLAW) will be awarding summer stipends to support public interest environmental law. Last year, FLAW awarded four stipends ranging from \$1,500 to \$3,500 dollars.

In order to be considered for a stipend, applications are **due by 11:59 pm on Thursday, April 12, 2019**. Please submit applications electronically to reduce paper use. Instructions for submitting an electronic application are below. An application that does not adhere to the instructions below will be rejected and the student will be asked to resubmit the application in the proper format.

We are continuing our requirement that applications be anonymous to all voting Stipend Committee members. The application administrator is not a voting member of the committee. You will receive confirmation of receipt of your application via email. If you do not receive confirmation within 48 hours of submitting your application, or if you have other questions about the stipend application process, please contact Zack Mazer at [flawstipend@gmail.com](mailto:flawstipend@gmail.com).

### **GENERAL GUIDELINES**

University of Oregon School of Law students who have volunteered at least five hours for LAW and who will be enrolled at the University of Oregon School of Law in the 2019–20 academic year may apply. Students who have received a FLAW stipend in a prior year are eligible to apply for an additional FLAW stipend. However, a student who has already received a FLAW stipend must indicate, in response to Question 3 below, that he or she has already received a FLAW stipend in a prior year, as well as the previous stipend amount. Students applying for a second or subsequent FLAW stipend are advised that the Stipend Committee will prioritize first-time applicants.

A full stipend award is based on 400 hours of work (40 hours per week for 10 weeks). The number of hours worked is likely to affect the amount of any stipend received. Please indicate whether your work is part-time or full-time and for how many weeks of the summer you will be working. If you do not complete the projected number of hours worked, you must reimburse Friends of Land Air Water on a pro rata basis for the time not worked. Exceptions may be made for severe illness, injury, or other emergency.

Please be aware that FLAW does not guarantee that stipends will be a certain dollar amount. The Stipend Committee, in its discretion, determines the amount of each individual stipend based on a number of factors, including the relative strength of each application, the available financial resources of FLAW, and any special needs of particular applicants, such as unique travel requirements or housing needs. The Stipend Committee does not publicly or privately respond to inquiries as to how stipend amounts are determined.

### **APPLICATION REQUIREMENTS**

Applications submitted for consideration must include the following items:

1. In the body of the email to which you attach your application document (see electronic application submission instructions, below), **please include your name, address, telephone number, and preferred e-mail address** (even if it is the same as the email from which you are submitting your application). **ASIDE FROM THIS EMAIL, DO NOT INCLUDE YOUR NAME ON ANY OF THE APPLICATION MATERIALS YOU SUBMIT. THIS MEANS THAT YOU MUST CAREFULLY REVIEW THE LETTER FROM THE ORGANIZATION FOR WHICH YOU WILL WORK (SEE # 2) TO ENSURE THAT ALL REFERENCES TO YOUR NAME HAVE BEEN REDACTED. APPLICATIONS THAT FAIL TO COMPLY WITH THIS REQUIREMENT MAY BE REJECTED.**

2. A letter from the organization for which you will work. The letter must include the following information:

- An offer of employment (a letter stating only that you will be considered for employment is not sufficient).
- A statement of the maximum amount of money (if any) that the organization can pay you for your work.
- A general statement of the goals of the organization and a brief description of its work.
- A description of your job, including responsibilities, hours, and the amount of supervision by an attorney.

3. Answers to each of the seven questions set out below. *Answers must be no longer than one-half page, single spaced, for each question; font size must be no smaller than 12 point; and all margins must be at least one inch. "Question" indicates the question that the applicant is expected to answer. "Criteria" indicates the criteria that selection committee members will use to evaluate your response.*

(1) **Question** (worth up to 25 points): How will your project further the public interest? Include a description of the types of clients you will serve and the work that you will do.

**Criteria:** Is the applicant's project grounded in public interest environmental law?

**Note:** *Because of FLAW's limited resources, stipends will rarely be awarded for work with a government agency or entity. If you are applying for a stipend to perform government work, please include a compelling argument as to how your work will support environmental protection.*

(2) **Question** (worth up to 25 points): What is the nature of your work, *i.e.*, what are your anticipated duties and responsibilities?

**Criteria:** Is the applicant's project primarily legal in scope and responsibility? Stipend recipients may not work for an organization whose primary purpose is lobbying, and stipend recipients may not lobby. Stipend recipients must be supervised by an attorney.

(3) **Question** (worth up to 25 points): How much will the organization pay you for your summer work (including in-kind support such as housing), and what resources do you have for your summer expenses if you do not receive a stipend?

**Criteria:** Does the organization have inadequate or no funding budgeted for the summer position, and does the applicant have access to other resources to support the position (*i.e.*, including such things as housing)?

**Note:** *Please indicate whether you have submitted an application for an OLSPIF stipend, and if you know at the time you submit your Friends of Land Air Water stipend application, please also indicate whether you have been awarded an OLSPIF stipend and the amount of that stipend. If you have been awarded an OLSPIF stipend it is highly unlikely that you will receive a FLAW stipend as well.*

*Please also indicate whether you have received a FLAW stipend in prior years. As noted above, a student who otherwise meets the eligibility criteria is eligible for a second or subsequent FLAW stipend, but students applying for a second or subsequent FLAW stipend are advised that the committee will prioritize first-time applicants.*

*Please also indicate whether you are also applying for externship credit.*

(4) **Question** (worth up to 25 points): What do you perceive to be the quality of the learning experience you will have at your summer position?

**Criteria:** Will the stipend applicant have a high-quality learning experience?

(5) **Question** (worth up to 10 points): How will your summer experience serve to further your commitment to public interest environmental advocacy?

**Criteria:** How does the applicant demonstrate a commitment to public interest environmental issues?

(6) **Question** (worth up to 25 points): How much time and in what capacity have you contributed to Land Air Water functions? (Discuss your contribution specifically, *e.g.*, the hours served in each of your years at the Law School, and any specific jobs, with title, that you have held in Land Air Water or at PIELC).

**Criteria:** How much time has the applicant devoted to Land Air Water?

(7) **Question** (worth up to 5 points): How will your summer work contribute to public interest environmental law in the state of Oregon?

**Criteria:** Will the applicant's summer work contribute to public interest environmental law in the State of Oregon?

**Note:** *You do not have to work in Oregon to contribute to the advancement of public interest environmental law here, e.g., you could work in Washington D.C. on an issue of particular importance in Oregon).*

## SELECTION PROCESS

The Stipend Committee is made up of local attorneys and law students. Some or all of the committee members also serve as members of the FLAW Board of Directors.

Each question is worth a given number of points, as indicated above. Based upon the criteria listed above and the answers provided to each question, each committee member will assign points for each applicant's responses. Each applicant can receive up to 140 points from each committee member. The points awarded to each applicant by each committee member will be added, and the pool of applications received will be ranked based on this total score.

The FLAW Board expects that applications for the FLAW stipend program will respond directly to the questions posed, include sufficient detail for the Board or its Stipend Committee to make an informed decision, and reflect the same attention to detail and high-quality writing expected from summer law clerks and University of Oregon ENR students, in particular. Attention to detail includes correct spelling, punctuation, and grammar, and adherence to any formatting requirements imposed by the Board. The Stipend Committee may deduct up to ten (10) points from the final score of any application that does not satisfy these standards.

Decisions will be announced **no later than Monday, April 22, 2019**.

### **AXLINE/BONINE STIPEND AWARD**

As announced at the 2007 PIELC, FLAW has created a specific stipend in honor of Professors Mike Axline and John Bonine. This stipend is in line with their desire to promote certain types of public interest environmental law work and certain types of small private public-interest law firms. In order to qualify for this specific stipend the applicant's prospective employer must be one of the following:

1. A private public-interest law firm with no more than five attorneys that does a significant amount of public interest environmental law work, mainly on issues in the firm's surrounding local area;
2. A non-profit law firm with no more than five attorneys that does public interest environmental law work, mainly on issues in the firm's surrounding local area; or,
3. A non-governmental organization (NGO) that has a legal staff and no more than a total of 15 staff members in the organization and mainly works on issues in the organization's surrounding local area.

There is no separate application process for the Axline/Bonine stipend. The FLAW Stipend Committee uses the three additional criteria listed above to evaluate the applications that are submitted and will award the Axline/Bonine stipend, if appropriate, to a qualifying applicant. You may elect to include information relevant to the Axline/Bonine criteria in your responses to the questions listed above.

### **STIPEND RECIPIENT RESPONSIBILITIES**

Applicants will be notified once the selection committee makes the summer stipend awards and recipients will be instructed as to how and when they will receive those funds.

No later than September 1, 2019, all recipients must submit a written summary of their summer work experience. In your summary, which should include both your name and the name of the organization you worked for, please address the following: (a) the types of tasks you completed over the summer; (b) how your summer work helped prepare you for being a lawyer generally, and a public interest environmental lawyer specifically; and, (c) how your work helped the environment, the public interest environmental community, your clients, and the organization for which you worked.

This summary may be used in promotional materials (including the FLAW web site). Please do not include information that is protected by your duty of confidentiality, otherwise sensitive, or not appropriate for promotional materials. If you have any doubt about the information in your stipend report, please review it with your attorney supervisor.

Along with your stipend report, please include a photograph suitable for use in FLAW Stipend Program promotional materials. FLAW encourages you to have your picture taken at a site related to your summer casework, if possible.

**Recipients should be aware that stipend awards may have federal and state tax consequences.** FLAW cannot speak to any individual tax situation you may face, but in the past, students have had to pay up to 14% in self-employment taxes. We encourage you to figure out what your personal tax consequences may be and to set aside an appropriate amount in anticipation of any required tax payments. FLAW will distribute 1099 tax forms that you will need for your taxes. Tax forms will be sent to the address you provide in your initial application materials. If your address or contact information changes, you must notify the FLAW Stipend Committee application administrator as soon as possible. It is your responsibility to ensure that the committee has your current or updated contact information.

## **ELECTRONIC SUBMISSION OF APPLICATIONS**

All applications must be submitted electronically pursuant to these instructions.

(1) Applicants are responsible for obtaining a letter from their prospective employer that meets the qualifications discussed above under Application Requirements and that can be submitted as a PDF document. **The letter must be on the employer's letterhead and must be redacted or otherwise written so as not to reveal the name or identity of the applicant.** The FLAW Stipend Committee reserves the right to reject any application that is not properly redacted, at the Committee's discretion. Applicants must also answer the seven questions set out above.

(2) The employer's offer letter and the answers to the questions set out above must be submitted in a single combined PDF document. **The PDF document must be file-named with the following convention:**

[Last Name].[First Initial].[Year of Application].pdf.

The employer offer letter must be the first document in the PDF file with the question answers following.

(3) Applications must be submitted no later than 11:59 p.m. on the due date. The time of submission shall be determined in all cases by the time stamp of the receiving email account. Applications submitted after the due date will not be considered.

(4) **FLAW strongly encourages all applicants to register for the Students of Land Air Water (SLAW) email list.** If you are not on the email list and do not know how to join it, please notify the Stipend Committee administrator at [flawstipend@gmail.com](mailto:flawstipend@gmail.com) prior to the application due date. If necessary, the Stipend Committee may send updates and notices to the SLAW email list during the stipend application process.

(5) Applications shall be submitted to the following email address: [flawstipend@gmail.com](mailto:flawstipend@gmail.com).