

**INDEPENDENCE FOUNDATION
PUBLIC INTEREST LAW FELLOWSHIP PROGRAM**

DESCRIPTION OF FELLOWSHIP PROGRAM AND APPLICATION PROCEDURES

The Independence Foundation is a private, not-for-profit philanthropic organization located in Philadelphia, Pennsylvania, serving Philadelphia and its surrounding counties. The Foundation is specifically interested in addressing the need for legal aid and assistance to the disadvantaged. In order to help to meet this need, in 1996 the Foundation established the Independence Foundation Public Interest Law Fellowship Program. Independence Foundation Public Interest Law Fellowships provide support for law school graduates, outgoing judicial law clerks and attorneys who are currently employed and who want to work in the public interest for a legal services organization that qualifies as a 501(c)(3) organization and provides legal services to individuals who are disadvantaged, including the elderly, the disabled, the homeless or those deprived of their civil or human rights. The Foundation anticipates granting a maximum of three Fellowships in 2008, the thirteenth year of the program, with the expectation that the 2009 class of Fellows will begin to render service in the public interest by the end of September 2009.

Each Fellowship will provide the Fellow an annual salary in the amount of \$46,000, plus the cost of health care benefits, disability insurance and employer's withholding taxes as compensation for full time employment. These amounts will be paid on a quarterly basis directly to the sponsoring organization. The Foundation will not pay the cost of pension benefits or any fringe benefits, such as employment related travel expenses. In addition, each Fellowship will provide for those Fellows who owe student loans an amount equal to the amount due and payable on such loans during the term of the Fellowship up to a maximum amount of \$10,000 in each Fellowship year. This amount will be paid on a quarterly basis directly to the employing organization. The Fellow shall be an employee of the organization and not the Foundation. To

the extent that amounts paid under the Fellowship Program are deemed taxable, the Fellow shall be responsible for such tax obligations.

The duration of a Fellowship is one year. Fellowships may be renewed for one additional year if requested by the Fellow and approved by the Foundation Board of Directors and the sponsoring organization. All Fellows will be required to submit quarterly written reports of their Fellowship activities. Fellows who wish to renew their Fellowships for a second year must apply for renewal and submit an accounting of their first year and a recommendation from their sponsoring organization.

Grants will be made to sponsoring organizations only. Therefore, before final application, due October 8, 2008, a legal services organization that will sponsor the applicant must be identified. The potential sponsoring organization must be a legal services organization serving the disadvantaged. It must have its principal office in Philadelphia, Delaware, Montgomery, Bucks, or Chester County, Pennsylvania.

A Fellowship applicant must propose a public interest law project that he or she will implement if granted a Fellowship. A public interest law project typically consists of developing a new substantive area of legal practice or type of legal service which is consistent with the sponsoring organization's overall mission but in which the organization has generally not previously engaged. However, in rare instances Fellowships are granted to support public interest law projects that do not involve developing a new area of practice, but rather consist of the development of a new approach that more effectively, innovatively and comprehensively delivers a type of legal service the organization has previously attempted to provide. An example of the first and more common type of project is found in the project that an Independence Foundation Fellow pursued at the Legal Clinic for the Disabled where the Fellow provided focused legal services to disabled men and women who were victims of caregiver, domestic or other abuse. An example of the second and less common type of project is found in the work that was done by an

Independence Foundation Fellow at SeniorLAW Center where the Fellow expanded and improved on the organization's ability to serve financially and physically abused senior citizens by delivering legal services to these clients in their own homes and by engaging in extensive community education to help these seniors avoid abusive situations.

Fellowships will not be granted to fund either the prosecution or defense of criminal defendants. Moreover, although a Fellow may engage in some policy-based activities, a major component of a Fellow's anticipated work must consist of direct legal representation of disadvantaged clients. Direct representation may include representation in litigation before either judicial or administrative forums, or representation of clients in transactional matters.

Each organization may sponsor only one applicant for a Fellowship in any year. However, an organization that currently employs an Independence Foundation Fellow may sponsor an applicant for a new Fellowship. No current employee of an organization may apply for a Fellowship at that organization.

It is the responsibility of the applicant to secure a position with a potential sponsoring organization before submitting an application for a Fellowship. The sponsoring organization must prepare a Commitment Letter for submission to the Foundation with the Application. The Commitment Letter must contain a brief description of the organization, including its structure, history and public interest goals and activities; a representation that the organization is a qualified 501 (c)(3) organization; a description of the public interest law project to which the applicant will be assigned if a Fellowship is granted; and, a commitment to employ the applicant in that position on a full-time basis, under the terms and conditions applicable to all similarly situated employees of the organization (except compensation), for a period of one year, subject to renewal for a further year upon the approval of both the Foundation and the sponsoring organization.

The sponsoring organization must also complete the attached Benefits Worksheet, on which the organization must provide the requested information concerning the projected cost of benefits for the potential fellow, and provide a 501(c)(3) Tax-Exempt Status Qualifying Letter.

When an application is considered by the Foundation, the worthiness of the proposed project's goals as well as the applicant's competency, character and commitment will be considered. A special Advisory Committee to the Foundation Board of Directors, consisting of both Foundation Board members and representatives of the legal community, will review all applications and make recommendations to the Foundation Board. The Board will make the final award of the Fellowships.

If awarded a Fellowship, applicants will be expected to devote their full time to Fellowship work for the duration of the Independence Foundation Fellowship.

Applications must be received by October 8, 2008. Interviews with selected applicants will be conducted soon thereafter. Fellows will be notified in mid-December 2008.

Those submitting applications for a first-year Fellowship must submit an original and ten (10) copies of the application form and an original and ten (10) copies of each of the following:

1. Official law school transcript
2. Two letters of recommendation, one from a law school advisor and one from a former employer
3. Commitment Letter from potential sponsoring organization, in the form described above
4. Benefits Worksheet from sponsoring organization
5. 501(C)(3) Tax-Exempt Status Qualifying Letter from sponsoring organization
6. Resume

The documents in each application packet must be in the following order: Application Form, Resume, Transcript, Letters of Recommendation, Commitment Letter, Tax-Exempt Letter and Benefits Worksheet.

Please send applications to:

Susan Lum Heckrotte
Program Officer
Independence Foundation
Offices at the Bellevue
200 South Broad Street
Suite 1101
Philadelphia, PA 19102

BAR EXAM: _____

Bar Admissions: _____ Date: _____

_____ Date: _____

_____ Date: _____

JUDICIAL CLERKSHIP:

Judge: _____

Court: _____

From: _____ To: _____

SPONSORING ORGANIZATION: _____

Address: _____

Tele. No.: _____

Type of Work: _____

Name of Person to Contact: _____

PREVIOUS PUBLIC INTEREST EMPLOYMENT:

1. Employer: _____

Address: _____

Position: _____

Dates: _____

2. Employer: _____

Address: _____

Position: _____

Dates: _____

OTHER EMPLOYMENT:

1. Employer: _____

Address: _____

Position: _____

Dates: _____

2. Employer: _____

Address: _____

Position: _____

Dates: _____

3. Employer: _____

Address: _____

Position: _____

Dates: _____

NAMES OF TWO REFERENCES:

1. Name: _____

Address: _____

Tele. No.: _____

2. Name: _____

Address: _____

Tele. No.: _____

PLEASE RESPOND TO THE FOLLOWING:

State Briefly (500 words) the proposed goals of the public interest project you wish to pursue as an Independence Foundation Fellow:

I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I understand that falsified statements or material mistakes or omissions on this application shall be considered sufficient cause for denial of receipt of a Fellowship or voiding an awarded Fellowship.

Applicant's Signature

Date

Non-Discrimination Policy

**Independence Foundation Public Interest Law Fellowship
Program is committed to a policy against discrimination based
on sex, sexual orientation, marital or parental status, race, color,
religious creed, national origin, age or disability**

**INDEPENDENCE FOUNDATION
PUBLIC INTEREST LAW FELLOWSHIP PROGRAM
BENEFITS WORKSHEET**
September 2008- August 2009

ORGANIZATION AND CONTACT PERSON: _____

NAME OF FELLOWSHIP APPLICANT: _____

APPLICANT'S PROPOSED STARTING DATE WITH ORGANIZATION: _____

	Total for Year	Amount Needed Per Quarter Year
FICA	\$ _____	\$ _____
MEDICAL INSURANCE	\$ _____	\$ _____
LIFE INSURANCE	\$ _____	\$ _____
DISABILITY	\$ _____	\$ _____

If costs change over the course of the year, please notify the Foundation by submitting a revised worksheet.

If any of the amounts you have entered above do not equal exactly one quarter of the total cost for the year, please explain.