



## CLYLP COMCAST FELLOWSHIP PROGRAM

**Deadline to apply for the 2017 CLYLP Comcast Fellowship is Friday, April 7, 2017, 5:00 p.m. PST.**

### CHICANO LATINO YOUTH LEADERSHIP PROJECT BACKGROUND

The CLYLP is a statewide, community-based volunteer organization founded in 1982 whose mission is to enhance and build the leadership potential of California's youth to build communities and create a stronger more prosperous state and nation. CLYLP programs connect young people with community volunteers, policymakers and professionals to motivate leadership and civic engagement by strengthening cultural identity, self-confidence and community connections; and open doors to academic achievement, career growth, and leadership opportunities.

CLYLP programs provide an opportunity to young people at a crucial moment in their lives to build their capacity and ambition, as well as alter their life courses. CLYLP programs motivate young people to pursue their education and become involved, engaged members of their communities. Moreover, the CLYLP enhances the leadership skills, academic preparation, self-esteem, and cultural awareness of young people.

CLYLP offers high school students four leadership development opportunities across California:

- Sacramento Leadership Conference: A week-long intensive leadership training program in Sacramento, open to 120 students from California high schools
- San Joaquin Valley Institute: A three-day intensive leadership institute held at Fresno State University, open to 50 students from the San Joaquin Valley region
- Los Angeles Institute: A three-day intensive leadership institute held in at UCLA, open to 50 Los Angeles County students
- Bay Area Institute: A three-day intensive leadership institute held at UC Berkeley, open to 50 Bay Area students

Once a student completes a CLYLP program, s/he joins the CLYLP *familia* of more than 5,000 alumni. CLYLP offers support and unique opportunities open to CLYLP alumni throughout their academic careers, including, scholarships, internships and fellowships.

### THE COMCAST FELLOWSHIP PROGRAM

Through a generous grant from the **Comcast Foundation** and in partnership with the **California Latino Legislative Caucus**, the **California State University, Sacramento-Center for California Studies**, the **University of California Center in Sacramento**, the **University of Southern California**, the **Association of Independent California Colleges and Universities** and the **Hispanic Association of Colleges and Universities**, the CLYLP sponsors a four-week fellowship program for seven (7) CLYLP alumni who have completed at least their first-year of college/university studies.

While in this intensive fellowship program, participants will follow a rigorous curriculum that builds on prior training provided by CLYLP that includes:

- Placement in a legislative office as an intern in a role allowing for first-hand experience in the state legislative and budget process;
- An academically designed curriculum focused on the inner workings of California government as well as current and future statewide policy issues;
- Opportunities for close interaction and discussions with leading state policy makers;
- Intensive training around "issues-based organizing" and the factors/strategies influencing policy makers;
- Volunteerism during non-work hours through placement with one of the CLYLP summer conference planning committees.



## WHAT THE FELLOWSHIP OFFERS

- **Scholarship.** Fellows will each receive a scholarship of \$3,000 for the four-week period; these funds will be provided in four (4) installments as part of successful completion of components of the program.
- **Office Placement.** Each fellow will be placed in a legislative office in Sacramento for four (4) weeks and will be assigned mentors to support their internship.
- **Housing & Transportation Arrangements.** The fellows will be provided housing and will have access to public transportation in order to complete their assigned internship at the State Capitol, volunteer at the CLYLP office, and attend academic course sessions in downtown Sacramento. Interns must pay for their public transportation costs (discount public transit fares are available to fellows while they are interning at the Capitol), and the cost of their transportation to and from Sacramento for the Fellowship.
- **Interactions with State Leaders.** Through CLYLP partners, fellows will have the opportunity to engage key leaders in various sectors of California's life and culture. Site visits and informal gatherings will be provided through the month-long program designed to build community and expand the fellows' leadership and support network.
- **Leadership Development & Training.** The fellows will receive exposure to a leadership curriculum that includes a focus on the inner workings of California government, the factors influencing policy makers and current and future policy issues facing California taught by academic faculty and leaders within the state. In addition, the fellows will serve in key leadership roles in the final planning of the CLYLP Summer Leadership Conference.

## ELIGIBILITY CRITERIA

Applicants must fulfill the following requirements to be eligible for the CLYLP Comcast Fellowship:

- Be an alumni of CLYLP (by having completed at least one of the following programs: CLYLP Sacramento Leadership Conference, CLYLP San Joaquin Valley Institute, CLYLP Los Angeles Institute or CLYLP Bay Area Institute).
- Demonstrated leadership in their community since having participated in a CLYLP high school program.
- Completed at minimum one full-time year of college and be returning to their studies as a full-time undergraduate at an accredited college or university.
- Commit to continuously being in Sacramento from Wednesday, July 5, 2017 through Saturday, August 5, 2017, and fulfill all the requirements of the program. Weekend travel within these dates is prohibited and will only be approved on a case-by-case basis if discussed and approved prior to the start of the fellowship program.



### **FELLOWSHIP TIME COMMITMENT**

Please note that the fellowship program is an intensive one-month program, with well- planned and strategically planned activities involving a great number of very important people, most of whom have planned for months for the program and are doing so voluntarily. By applying to participate for this program, you do so with full knowledge that your time will be tightly scheduled throughout the entire month of the fellowship program and as such you will not have very much personal time during the program. If you do not think you can handle this type of opportunity, please do not apply.

### **APPLICATION AND FELLOWSHIP TIMELINE – MAJOR MILESTONES**

Friday, April 7, 2017	Deadline for applications to be received by mail or email (See Application Form for mailing address)
Wednesday, May 24, 2017	Invitations sent to selected fellows; announcement of CLYLP Comcast Fellowship Class of 2017
Wednesday, July 5	Fellows arrive in Sacramento
Thu-Fri, July 6-7	Orientation
Monday, July 10	Fellows begin placement in legislative offices, begin curriculum/training and work with assigned CLYLP planning committees (more information will be provided during orientation on the schedule of activities)
Saturday, July 22	CLYLP Sacramento Leadership Conference begins
Friday, July 28	CLYLP Annual Recognition & Appreciation Celebration (Fellows to be recognized)
Saturday, August 5	Fellows depart Sacramento by 12:00 p.m.

### **RESOURCES FOR QUESTIONS**

Please contact Lauren Greenwood & Brian Green by e-mail using "CLYLP Comcast Fellowship" in the subject line, at [fellowship@clylp.org](mailto:fellowship@clylp.org) with any questions. The CLYLP website can also be located at [www.clylp.org](http://www.clylp.org).



## CLYLP COMCAST FELLOWSHIP APPLICATION INSTRUCTIONS

### APPLICATION REQUIREMENTS:

A complete application includes the following:

1. **APPLICATION FORM:** One-page application form completed.
2. **ESSAYS:** Responses to the two essay prompts must be a maximum of 1,000 words total. Allocate the word count as you wish. If you choose to respond to one prompt at greater length, we suggest your shorter answer be no less than 250 words.
3. **RESUME:** Resume must include work, extracurricular, and volunteer experience, not to exceed one page.
4. **LETTERS OF RECOMMENDATION:** Two letters of recommendation from a college/university faculty/staff and/or community leader. The letters of recommendation must be mailed separately or attached with the rest of your materials but must be received by the deadline.

Letters of recommendation can be mailed to:

CLYLP  
Attention: Comcast Fellowship Selection Committee  
PO Box 161566  
Sacramento, CA 95816

5. **TRANSCRIPT:** Scan or mail a copy of either an official college/university transcript or a computer generated, on-line transcript that includes the name of the school, your name and grades/credits earned.

### ELECTRONIC SUBMISSION:

All application attachments must be submitted in PDF format and emailed to [fellowship@clylp.org](mailto:fellowship@clylp.org) with the subject line: *2017 CLYLP Comcast Fellowship Application for FIRST & LAST NAME*.

While Word format pages and samples are provided below, all documents must be converted to PDF format using PDF-generating software prior to use in your application.

### APPLICATION DEADLINE

Applications must be RECEIVED electronically by no later than **April 7, 2017, 5 p.m. PST**.



CLYLP COMCAST FELLOWSHIP APPLICATION

Deadline to apply for the 2017 CLYLP Comcast Fellowship is Friday, April 7, 2017, 5:00 p.m. PST.

INSTRUCTIONS

- Complete this application by typing all of the information
Electronically attach and email all required supporting documentation by April 7, 2017, 5:00 p.m. PST. Please attach each application requirement as an individual PDF or submit all application requirements as one PDF file.
Failure to provide any of the requested documents may disqualify you from having your application reviewed.
If you mail any parts of your materials, you must ensure that all of the required materials are mailed with sufficient time to reach CLYLP by April 7, 2017, 5:00 p.m. PST. Applications MUST BE RECEIVED by the deadline date.
It is recommended that you make a copy of your completed application for your records.
Please pay attention to the formatting requirements. Failure to follow the requirements could result in a disqualification of your application.

PART 1 APPLICANT INFORMATION

Applicant's Name (Last, First, Middle) Birth date(month/day/year)
Mailing Address City State Zip Code
Phone Gender (M/F)

PART 2 ACADEMIC INFORMATION

1. What is the name of the college/university that you are enrolled in currently?
2. Are you enrolled part time or full time?
3. What college/university will you be enrolled in when you return to school in the fall after completing the fellowship?
4. Check your student status below:
Community College Freshman/1st Year Sophomore/2nd Year Junior/3rd Year Senior/4th Year Other
5. Major/Course of study:
6. Immediate/Long term Degree Goal:

PART 3 CLYLP PARTICIPATION

1. Check off which CLYLP high school programs you participated in and what years (please indicate if more than one) Note: you must be a CLYLP alumni to apply!
Sacramento Leadership Conference Los Angeles Institute San Joaquin Valley Institute Bay Area Institute
Year: Year: Year: Year:
2. Note if you have continued CLYLP participation (Peer Counselor, Support Staff, Scholarship Winner, Intern, etc.)



**PART 4: ESSAY QUESTIONS**

Please answer the following TWO essay questions. Responses to the two essay prompts must be a maximum of 1,000 words total. Allocate the word count as you wish. If you choose to respond to one prompt at greater length, we suggest the shorter answer be no less than 250 words.

**Each essay must be typed, 12pt Times New Roman font, double-spaced and 1-inch margins.**

**Essay #1: Impact of CLYLP on Leadership / Expectation of Fellowship Experience**

How did your experience in the CLYLP Sacramento Leadership Conference or one of the regional institutes influence your course of study or career goals? What do you hope to gain from the CLYLP Comcast Fellowship experience and how will you use this opportunity to further those goals?

**Essay #2: Community Needs in California Today**

As a staff member to a legislator, identify a current, critical public (governmental) problem/issue that is relevant to the California Chicano Latino Community and propose a possible policy solution to deal with the chosen issue.

**PART 5: SUPPORTING DOCUMENTS**

Please submit the following documents:

1. **Current Resume:** Must list work, extracurricular and volunteer experience; **must not exceed one page.**
2. **Two letters of recommendation** from a college/university faculty/staff and/or community leader. The letters of recommendation can be mailed separately or attached with the rest of your materials but must be received by the deadline.
3. **Copy of your unofficial/official academic transcript.** If your school registrar makes transcripts available online, a print out of the webpage with your name, grades and GPA is acceptable.

**PART 6: EMERGENCY CONTACT INFORMATION**

Please submit the contact information for someone we can communicate with in case of emergency during the fellowship program:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**PART 7: SIGNATURE CERTIFICATION**

*I certify that all the information provided in this form and in this submission of materials is accurate, that I meet the criteria laid out for this program, and that the CLYLP may verify any information I have provided. I also understand and agree to abide by the CLYLP student participation, student expectation and student behavior rules should I be accepted to participate in this program. I give my permission to the CLYLP to release information contained in this application to agencies, colleges or universities in order to provide me with information on graduate or professional schools, financial aid, student services, or career opportunities. I understand that the CLYLP will strive to keep all personal information confidential. I also give permission to the CLYLP to take photographs of me or video tape me during program sponsored activities and understand that these photographs and video may be used for presentations, publicity materials, and overall promotion of the program.*

**Applicant's Name (print)** \_\_\_\_\_

**Applicant's Signature (Initials)** \_\_\_\_\_ **Date** \_\_\_\_\_



**CHECKLIST: PLEASE CHECK OFF THE BOXES**

**ONLY APPLICATIONS WITH ALL OF THE ATTACHMENTS LISTED BELOW WILL BE CONSIDERED "COMPLETE"**

- |  |  |
|--|--|
| <input type="checkbox"/> Completed Fellowship Application Form | <input type="checkbox"/> Essay Question #1 |
| <input type="checkbox"/> Copy of Official Transcript           | <input type="checkbox"/> Essay Question #2 |
| <input type="checkbox"/> Current Resume                        |  |
| <input type="checkbox"/> Letters of Recommendation (2)         |  |

**DEADLINE AND ELECTRONIC SUBMISSION**

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CLYLP  
Attention: Comcast Fellowship Selection Committee  
PO Box 161566  
Sacramento, CA 95816  
[Fellowship@clylp.org](mailto:Fellowship@clylp.org)