**Presidential Public Service Fellowship**

**Supplemental Application Guidelines**

**Spring 2021**

Thank you for your interest in applying for the UC Center Sacramento (UCCS) and UC Washington Center (UCDC) Presidential Public Service Fellowship. Students who are accepted into the UC Center Sacramento or UC Washington Center program are eligible to apply for this competitive fellowship that was established to support students who are interested in pursuing a career in public service. To apply, students must submit a completed application supplement and resume.

**Review Process:** UC Office of the President reviews all finalist applications submitted by the UCCS and UCDC program coordinators for award consideration. Applications are reviewed each academic term by the UCOP Public Service Fellowship Selection Committee. For spring 2021, the Committee will evaluate applicants by campus, with the aim of selecting for award two students per campus at UCCS and three students per campus at UCDC. However, depending on the distribution and qualifications of applicants systemwide, an individual campus may receive 0, 1, 2 or more than two UCCS awards and 0, 1, 2, 3 or more than three UCDC awards.

**Past Civic Engagement:** The Selection Committee will review in detail the level of civic engagement and public service each applicant has outlined in the description of past participation. Some things to note:

* Do not limit your statement to describing why you are committed to service. Describe the actions you have taken to show that commitment.
* Demonstrated commitment at a level where the applicant has taken a leadership role in advancing the goals of an organization, including a description of tangible results of the applicant’s engagement is viewed positively by the Committee. For instance, leading a voter registration effort over a period of time, including organizing the effort, supervising volunteers, etc. will likely be accorded greater weight than volunteering for a couple of hours on a weekend at a table event to register people to vote. Both are good examples but one shows a sustained commitment over a period of time while the other looks like a “one-off” activity.
* If you have only participated in “one-off” engagement activities, the more activities you are engaged in the more positive the evaluation. A one-day activity or even a series of activities may not demonstrate a serious commitment, whereas if those activities follow a specific theme or area of interest, the committee will likely evaluate the student’s record more favorably.
* One-off volunteering (e.g. participating in an activity or event once or twice) is not necessarily proof of commitment to civic engagement and public service. Without an explanation as to why you are not engaged in longer-term activities, such participation will not help the application much. However, if those brief activities/engagements are in a general area of interest or area that the applicant is interested in pursuing in the future, that could help their score.
* Civic engagement activities over longer terms (a year or longer) demonstrate a strong commitment.
* Likewise, if you are a member of a fraternity, sorority or other organization that is actively participating in civic engagement activities, indicate why you chose to serve in these types of activities and how they are connected to your individual commitment to civic engagement. Connect it to specific issues or areas of interest you might have to serving the community you live in/are engaged in.
* If you do not mention something in the written description, include it on the resume. Likewise, if you write it up, put it on the resume. This helps underscore your commitment to civic engagement.
* If you have been unable to participate in civic engagement activities while in college but had done so in the past, consider explaining why this is the case.
* Speaking in general terms about interest and involvement does not demonstrate commitment but if, for example, a student is unable to spend a lot of time with civic engagement activities, they should tell us why.

**Future goals for civic engagement:** The committee is interested in seeing what your future goals are and *how UCCS or UCDC specifically* can help you achieve those goals.

* Clearly articulate your long-term future interests (i.e. career plans) and connect these interests directly to your planned work at UCCS or UCDC.
* If you aren’t completely clear on what you would like to do in the future, please address how the UCCS or UCDC program help you determine your goals for future civic engagement.
* Generally noting that you are committed to civic engagement does not tell us anything about *how UCCS or UCDC will help facilitate* your future goals in this respect.

**Articulation of Need:** Because the award is partially need based, the review committee looks for some affirmation of an applicant’s financial need.

* Vague assertions such as “this will alleviate the financial strain” or “My family can’t afford it” are less helpful than more specific statements about how the Public Service Fellowship will facilitate your participation in the UCCS or UCDC program (or allow you to get more out of the program).
* While students may not want to divulge too much personal information or feel like they are asking for charity, the Committee respectfully requests significant detail about the level of need and what the tradeoffs might be should they not receive the fellowship.
* All students have some level of need, but it is important to provide details of your situation, if possible. Individual situations are unique; by describing financial barriers to program participation, you can help the Committee understand your true level of need.

We hope this information is helpful to you as you complete your application for the Presidential Public Service Fellowship. If you have any additional questions regarding your application or the application process, please contact:

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