

*FAQs Concerning the Hispanic Bar Association  
of DC Foundation Fellowship Program*

**Question: What are the eligibility requirements for the Fellowship Program?**

To be eligible for consideration, an applicant must be: (1) a first or second- year law student (JD) in good standing; (2) actively enrolled in, and attending, one of the following accredited law schools located in the District of Columbia or its immediate suburbs: Columbus School of Law at the Catholic University of America, George Mason University Law School, George Washington University's National Law Center, Georgetown University Law Center, Howard University School of Law, the David A. Clarke School of Law at the University of the District of Columbia, or the Washington College of Law at American University; and (3) with an arrangement to work full-time for a minimum of eight weeks with a sponsoring entity. The sponsoring organization must be all of the following: (1) a not-for-profit, non-governmental organization; (2) located in the Washington, D.C. Metropolitan area; (3) providing advocacy or direct legal services to persons in the D.C. metro area; (4) at low cost or no cost to the clients. Preference will be given to students who will provide advocacy or direct legal services to low-income individuals with sponsoring organizations that serve the Latino community in Washington, DC.

**Question: Do judicial clerkships or summer internships with governmental entities qualify for consideration for this Fellowship Program?**

No. Such positions are not eligible for consideration because the Fellowship is limited to summer internships with not-for-profit, non-governmental organizations.

**Question: If my application is filed after the deadline, will it be considered by the Committee?**

No. A complete and timely application is required. Please review the application carefully for the list of all documents, which are required for a complete application. Any letters of reference, which are not submitted together with the application, must be received by the deadline for the application to be deemed a complete application.

**Question: When will the Foundation make its selections and notify recipients?**

The Foundation strives to notify recipients of their selection as soon as the Foundation Board of Directors has finalized and approved the selections. Recipients will be contacted via email and notified of their selection. They will be invited to attend PASOS, the annual graduation ceremony for 3L students organized by the Foundation, at which the fellowship recipients will also be announced. PASOS takes place in May at a law school in Washington, D.C. Please visit the Foundation homepage at <http://www.hbadc.org/?page=foundation> for the date and location of PASOS.

**Question: How many Fellowships will be awarded and what is the amount?**

One or more fellowships in an amount between \$5,000 and \$10,000 may be awarded by the Foundation. The Foundation is a charitable organization and engages in fundraising activities to support the Fellowship Program.

**Question: When will awardees receive their Fellowship funds?**

Upon selection, the Fellowship recipient will be required to sign the Fellowship Program Agreement, which sets forth the terms of the Fellowship. The Agreement will be emailed to the recipient as an attachment to the notification that they have been selected.

After receipt of the signed Agreement, the Foundation will contact the sponsoring organization to determine whether the Fellowship funds will be disbursed by the sponsoring organization or whether the funds will be mailed to the recipient by the Foundation. If the funds will be disbursed directly to the recipient by the Foundation, the recipient should expect to receive their funds by the end of June. Recipients should discuss any tax questions they may have about the Fellowship with a tax professional.

**Question: Are there any other requirements on the part of a Fellowship recipient once the summer internship concludes?**

Yes. As indicated in the Certification section of the Fellowship Application, the Fellowship recipient must submit a written statement to the HBA-DC Foundation. This statement must be submitted no later than the last day of the fellowship period. The summary should include information concerning their work with the sponsoring organization and the significance of the fellowship to their professional development. Upon accepting the fellowship, the recipient accepts the responsibility of timely submitting the summary concerning their fellowship experience to the Foundation.