Please take this application seriously. The Grant Panels and the Grant Funding Committee consider the quality of your application.

Before continuing to fill out this application, at a minimum, you must:

1. Be a dues-paying member of PILF who has volunteered in PILF fund-raising activities (e.g., breakfast table, faculty lounge, Street Law, auction).
2. Be planning on working for a qualifying public interest organization for a minimum of six weeks.

Please visit PILF’s website, http://www.law.tulane.edu/tlsOrgs/pilf/, and consult the document “Grant Eligibility Requirements, Application Procedures, and Selection and Funding Criteria” for complete PILF grant guidelines.

**Summer 2010 PILF Grant Application Timeline:**

Grant applications due: Monday, April 5, 2010 (5:00pm, Room 263)

Interviews: Wednesday, Thursday, and Sunday, April 7-8, and 11, 2010

Notification to recipients: Friday, April 23, 2010

Disbursement of funds: No earlier than late May 2010

*PILF will notify applicants of the Grant Selection Committee’s decision by email. *PILF reserves the right to keep some applications under consideration beyond the date of notification, as additional funds may become available.

If you receive a grant, you must see Cathy Dunn in room 232B to fill out University paperwork. The University may not disburse your grant funds until late May, so to avoid unnecessary delay, please make sure that you complete all paperwork correctly and in a timely manner.
CHECKLIST

Completed applications consist of three stapled copies of the following items placed in an envelope labeled with only your name:

☐ Signed checklist indicating you understand the grant application process and meet the requirements for a PILF grant award.

☐ Overview of the Applicant

☐ Brief Statement of Employment and Public Interest Involvement
  · Length: One to two pages, double-spaced
  · Please provide a statement describing your summer position, your interest in the position, and your commitment to public interest law. Feel free to include any other relevant information that you believe reviewers should know (e.g., if you have not yet heard from an employer).

☐ Employer Commitment Letter
  · Please ask your employer to email a copy to you and to tulanepilf@gmail.com.
  · The commitment letter must contain the following: a supervisor’s name, the organization’s name, the time frame of your position, the proposed compensation or benefits provided by the organization, and the title of your position.
  · If you have not been offered a position, you must submit a certification that you have applied to qualifying positions and that you expect to have a final decision by the Sunday before the last week of classes in the spring semester.

☐ Employer Good Faith Certification
  · As long as you have submitted an Employer Commitment Letter, the Good Faith Certification need not accompany your application.
  · However, PILF will not disburse your grant money until you have submitted this form, so if you do not turn it in with your application, please place it in PILF’s folder in the Student Organization section in the Student Lounge as soon as possible.

☐ Student Good Faith Certification

☐ Budget Worksheet

☐ Résumé highlighting your public interest commitment and with your GPA removed.
I, __________________________, certify that I understand the grant application process and meet the requirements of a PILF grant award.

______________________________  __________________
(signature)                      (date)
OVERVIEW OF THE APPLICANT

Applicant’s Name: __________________________________________________

Year of Graduation: _________________________________________________

Current Address: ____________________________________________________

____________________________________________________________________

Summer Address: ___________________________________________________

____________________________________________________________________

Current Phone Number: _____________________________________________

Primary Email Address: ______________________________________________

Best Summer Email Address: ___________________________________________

Name of Employer: __________________________________________________

Supervising Attorney’s Name: ____________________________

Employer’s Address: _________________________________________________

____________________________________________________________________

Employer's Phone Number: _________________________________________

Number of Weeks of Commitment: _________________________________

Hours per Week of Commitment: _________________________________
EMPLOYER GOOD FAITH CERTIFICATION

I, ________________________________ (supervising attorney), certify:

• That my organization, ________________________________, has engaged
  ________________________________ (student) to work during the summer of 2010 at
  _________ hours per week for a period of ____________ weeks;

• That the student’s work will be legal in nature; and

• That my organization will provide the student with summer funding in the
  amount of $__________ per week/month/summer and/or the following
  benefits (e.g., public transit subsidy) ________________________________.

  OR That my organization will be providing no funding or benefits to the
  student (check here) □.

_________________________________________  __________________________
(signature)                                (date)

_________________________________________  __________________________
Email address                                Phone number

NOTE TO EMPLOYERS
Thank you for completing this form and employing this Tulane Law School student. The Tulane
Public Interest Law Foundation requires students to fill out this certification so they can be eligible
to receive a grant. If you have any questions about this certification form or the Tulane Public
Interest Law Foundation, please contact us at: tulanepill@gmail.com. You can also visit our
website, http://www.law.tulane.edu/tlusOrgs/pill/, to learn more about our organization and the
current student leadership.
STUDENT GOOD FAITH CERTIFICATION

I, ________________________________________, certify that I am able to provide

$ ______________ per day/week/month for my summer employment.

[This amount includes, but is not limited to, any stipend from your public interest job, any expected payment from other summer employment, and any other available funds that you may have.]

·OR·

I, ________________________________________, certify that I am UNABLE to provide any alternative funding for my summer employment.

·AND·

I have explored the following alternative funding sources:

Name of funding source   Date you applied   Date you expect notification

1. 

2. 

3. 

I realize that providing false information on this form constitutes a violation of the Tulane University Code of Student Conduct. I acknowledge that I am obligated to report any material changes to my employment or funding status, regardless of when they may occur, to the current president of PILF, who reserves the right to request that I return my PILF funding. I understand that PILF may report any violation of this duty to the University.

________________________________________  _____________
(signature)                                   (date)
BUDGET WORKSHEET

State and city of employment: ________________________________________________

Cost of airfare or transportation to that state/city: ______________________________

If your family lives in the same place you will be working, will you be living with them? Provide any relevant information. PILF encourages you to keep your costs down by living with family or friends, but understands that this is not always possible. If you wish not to disclose this information, skip this question.

____________________________________________________________________________

____________________________________________________________________________

Please fill out the worksheet below OR attach your own in a similar format. The Grant Selection Committee will use this to get an overview of your reasonable summer needs.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Monthly Cost</th>
<th>Number of Months</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation to and from Work</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Food</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+Electricity</td>
<td>+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>+Water</td>
<td>+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>+Trash</td>
<td>+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>+Internet</td>
<td>+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>=Utilities total</td>
<td>=</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Expenses (please itemize)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total costs: $________ MINUS Total Amount of Contribution: $______ EQUALS Total Amount Requested $________