



## **JUSTICE CATALYST FELLOWSHIP**

The Justice Catalyst administers one-year, potentially renewable, project-based fellowships for graduating law students, or graduates up to two years out of law school, to support innovative public interest work at non-profit organizations.

### **ABOUT US**

The Justice Catalyst activates path-breaking approaches to social justice lawyering and affirmative litigation that have real-world impact and improve the lives of the low-wage workers, the poor, and the marginalized. Towards this end, the Catalyst launches and supports early-stage projects with existing public interest organizations or public agencies that employ or wish to adopt innovative approaches or legal strategies to address social problems, and seeds new organizations aiming at transformative change. More information at <http://justicecatalyst.org/>.

### **ABOUT THE FELLOWSHIP PROGRAM**

The Catalyst is looking for projects from diverse, creative, self-starting fellows who will pursue year-long fellowships, with a possibility of renewal. The Catalyst prioritizes groundbreaking ideas, including early-stage projects that are boundary-pushing in the pursuit of systemic solutions to major injustices, whether at an established legal organization or an organization looking to hire its first lawyer.

The Catalyst's philosophy is problem-centric. Successful projects start with a problem in the world and identify the best way to attack it. While the Catalyst's core programmatic work is focused on litigation as a tool, fellowship project proposals need not be. Every problem has multiple possible solutions, and tailoring your project proposal to your understanding of the problem is key. While direct representation can be a major component of your project, the Catalyst is interested in projects that build towards broad scale change, including projects that fall outside traditional conceptions of legal work.

See past fellows at <http://justicecatalyst.org/team/#fellows-pp>, and an illustrative list of potential host organizations and/or project directions at <http://justicecatalyst.org/suggestions/>. Applications from persons of color, LGBTQI persons, women, and persons with disabilities are strongly encouraged.

The fellowship project's base support is generally \$60,000. However, the compensation amount for fellows may vary based on host organization and project. Individual questions and specific needs can be emailed to [fellowships@justicecatalyst.org](mailto:fellowships@justicecatalyst.org).

## APPLICATION TIMELINE AND DETAILS

In order to foster innovative ideas, the application has multiple stages (detailed below):

STAGE	DUE DATE	NOTES
<b>1: Resume &amp; Prospectus</b>	Rolling until October 21	<i>Optional but <b>highly</b> recommended. You may submit more than once, so we encourage you to submit as early as possible.</i>
<b>2: Full Application</b>	Rolling until December 9	<i>Required</i>
<b>3: Interview</b>	Rolling	<i>Selective</i>
<b>4: Final Decisions</b>	February 1	<i>Rolling</i>
5: Renewal	TBD	<i>Fellows may apply to renew a for a second year, with a good chance of success.</i>

### Stage 1: Resume & Prospectus

***Rolling until October 21*** (Optional but highly recommended. You may submit more than once, so we encourage you to **submit a prospectus as early as possible.**)

In the first (optional) stage, we invite you submit a **resume and a short prospectus summarizing the problem you seek to address and your idea for addressing it.** The prospectus allows us to identify, and help develop and refine, the most promising projects. We may be able to help you find partners and models for your work, and/or a host organization. The earlier we receive your prospectus, the sooner we can begin working with you. We aim to provide some feedback or response to every prospectus submitted. **We encourage you to submit a prospectus as early as possible**, and invite you to submit a second prospectus later on in the cycle if your interests change.

Submit your **prospectus** (~200-750 words) at [justicecatalyst.org/get-started](http://justicecatalyst.org/get-started). It can include anything from a brief statement of a problem or problems you care about and would like to work on, to a specific project proposal with a designated host organization. Consider including the following items, but **none are required**. Tell us whatever you think will help us understand your interests or proposed project and the need it addresses.

- Statement of the problem, including some citations (including to newspaper/magazine articles or reports) for our benefit
- Your approach to addressing the problem
- Why your approach isn't currently being tried or funded, and the closest existing models or analogues
- Anything else you would like us to know about your relevant skills, experience, or connection to the problem

We also recommend that you include a list of people—lawyers and nonlawyers—that you have contacted or would like to speak with as part of developing your project, in addition to potential host organizations. A listening tour that includes a wide range of input is vital to developing your proposal and ensuring that your work is not duplicative or counterproductive, and these initial contacts may well turn into collaborations and partnerships during your fellowship.

The prospectus is intended as a work in progress, and we welcome the opportunity to work with you to turn an initial idea into a detailed plan of action. So don't hesitate to submit early, even before you have a firm proposal, and feel free to suggest additional project ideas in your prospectus, outlined in a sentence or two each (submitting more ideas can *only* help you!).

## **Stage 2: Full Application**

***Rolling Until December 9 (Required)***

The full fellowship application requires:

### **1. Summary Information**

- Project title and one sentence project summary (for our ease of reference)
- Name and contact information
- Two references, with names and contact information
- Name and address of host organization

### **2. Project Description (~1000-3000 words)**

You may structure your project description in any way you choose, and include whatever you think is valuable for us to read. Consider including these elements:

- **Statement of the problem**, with some citations (including to newspaper/magazine articles or reports) for our benefit
- Your **approach and specific strategy** for addressing the problem during your one-year fellowship, and the variables that may cause the project to change or develop over time
- The closest **existing models** or analogues to your approach, or why the problem currently isn't being addressed
- A **list** of people--lawyers and nonlawyers--it would be useful to speak to as part of developing this approach.
- Any **relevant skills, experience, or personal connection** you have or feel to the problem

3. **Commitment Letter from or approved\* by the host organization (and in some cases sponsor\*\* organization) including:**
  - The mission and basic information about the organization (links to relevant portions of website are sufficient)
  - Formal endorsement of the project and statement that the host organization submits the project for funding
  - Proposed supervision, including the name and title of the supervisor, and statement from the host organization that they will host and implement the project. Please note that the supervisor is **not** required to be an attorney
  - Contact information (including phone number) for proposed supervisor, **and** logistical point of contact for Justice Catalyst, if different.
  - If the fellow's project is predominately focused on representing clients, including a public agency or the people represented by that agency, a description of the organization's professional liability and malpractice insurance and a statement confirming the fellow's eligibility for coverage
  - Copy of the 501(c)(3)\*\* determination letter granting the organization tax-exempt status
  
4. **Resume**
  
5. **Optional** 1-2 Letters of Recommendation

### **Stage 3: Interview**

For selected applications, the Catalyst will conduct an interview, likely via video conference, and may undertake other follow up, based on the specifics of the project.

### **Stage 4: All Final Decisions**

***February 1***

After working with you on your prospectus (if applicable) and reviewing your final application, we will contact you should you be selected for an interview, after which we will make final determinations. The Catalyst announces offers on a rolling basis, but will inform participants whether their projects will receive recommendations for support by February 15.

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<sup>1\*</sup> In some cases, it is expected that the fellow will draft the letter for the host organization's approval.

<sup>\*\*</sup> Note that for public agencies or host organizations that do not have 501(c)(3) status, a 501(3)(c) sponsor may also be necessary. Please contact the Justice Catalyst at [fellowships@justicecatalyst.org](mailto:fellowships@justicecatalyst.org) with questions about your proposed host organization.

## **APPLICATION SUBMISSION**

Submit all materials at [justicecatalyst.org/get-started](https://justicecatalyst.org/get-started).

Grants will be made to the host organizations, which, under the terms of the grant, will be responsible for the expenditure of the grant funds and the project. You will be an at will employee of the host organization.

Please contact us at [fellowships@justicecatalyst.org](mailto:fellowships@justicecatalyst.org) with any questions, and ask a careers advisor at your law school to contact us if you would like to arrange a campus informational visit.