



1. What is the Summer Community Service Fellowship Program?

Established in 1992, the Summer Community Service Fellowship (SCSF) program has become a crucial initiative in supporting the development of a new generation of graduates working for the public interest. The program, administered jointly by the [Harvard Alumni Association](#) and the [Center for Public Interest Careers](#), provides one of the largest sources of funding for summer public service for current Harvard College undergraduates.

2. Who is eligible to apply for a Summer Community Service Fellowship?

Freshmen, sophomores, juniors, and first-semester seniors planning to return to Harvard in the fall of 2019 are eligible. Graduating seniors can apply, but Clubs and SIGs may give nomination preference to returning undergrads. The student must also be in good academic and disciplinary standing. Familiarity with the host Club's community will be valuable, though actual residency in that community is not required in all cases.

Applicants should have a demonstrated interest in and commitment to public service. In the administration of fellowships at Harvard, public service is defined as work that helps people meet their need for food, shelter, and health; improves educational and employment opportunities; educates people about their legal and/or civil rights; protects the environment or wildlife; and/or supports social issues affecting the general welfare. Work must be done for an organization that is nonprofit, nondenominational, and nonpartisan.

3. How can my Club or Shared Interest Group (SIG) participate?

Inform the Harvard Alumni Association of your commitment to participate in the Summer Community Service Fellowship (SCSF) program by contacting Monica Lesar at monica_lesar@harvard.edu or 617-496-2523. It is recommended that participating Clubs and SIGs offer \$4000 - \$5,000 per fellow for 10 weeks of work, which is given to the student as a stipend to offset the income they would have earned, had they worked in a for-profit organization over the summer. The minimum award amount per fellow is \$3,000 for 10 weeks of work. Awards can be prorated for projects more than or less than 10 weeks in length. We utilize a variety of print and electronic means to advertise the program to students. We also encourage additional outreach from individual Clubs/SIGs.

4. How is the hosting non-profit organization chosen?

We recommend that Clubs/SIGs form relationships with local non-profit organizations to create specific "pre-packaged" service opportunities that students can apply to. Students may also have the option of designing their own projects or proposing internships of their choosing, with support from the Center

for Public Interest Careers. When students propose their own projects, they must apply to both the host organization and to the Club/SIG and provide proof of the project in the form of a letter of sponsorship from the host organization.

5. How are fellowship award recipients selected?

Fellowship award recipients are selected by a committee representing the Harvard Alumni Association, the Center for Public Interest Careers, and participating Clubs and SIGs. Host Clubs and SIGs make recommendations to the award selection committee based on quality, clarity, and feasibility of student proposals as well as previous public service involvement. Preference may be given to those projects which most effectively address a demonstrated need in the hosting community.

The selection committee is mindful of potential conflicts of interest. In such situations, committee members who have a personal relationship with a potential fellowship recipient will recuse themselves from voting on the award recommendation, although they may present information on the fellowship recipient that would be relevant to the committee. It is recommended that participating Clubs/SIGs manage potential conflicts of interest similarly.

6. What responsibilities does my Club/SIG have during the summer?

One of the most exciting aspects of the SCSF program is that it offers current Harvard undergraduate students and Harvard alumni/ae the opportunity to connect. We strongly encourage each participating Club/SIG to identify alumni involved with the host organization (if applicable) to mentor and support the intern.

If this is not possible, we recommend each Club/SIG provides fellows with at least one contact person at the Club/SIG to serve as a mentor to provide guidance, encouragement, and support throughout his/her summer experience, as needed, and to include the student at Club/SIG activities.

In addition, students and Clubs/SIGs reporting the best experiences with this program have noted the importance of providing the opportunity for fellows to join Club/SIG events where alumni/ae and students get to know one another. Inviting fellows to attend Club/SIG meetings, dinners, and events is strongly encouraged. Finally, providing information about potential Club/SIG membership may also be of interest to fellows.

7. Whom do I contact if I have further questions?

If you have any questions about the SCSF Program, please do not hesitate to contact Monica Lesar with the HAA Clubs & SIGs team at 617-496-2523 or monica_lesar@harvard.edu.