



Philadelphia Bar Foundation

Morris M. Shuster Public Interest Fellowship Program

2018 Eligibility Checklist

1. Are you a full-time (minimum average 30 paid hours per week) legal services attorney who provides legal assistance and works for a qualifying employer and is considered a “permanent hire employee,” or have you accepted such employment that commences at a future date? (a list of qualifying employers is attached as Attachment #1)

Yes _____ No _____

2. Are you currently licensed to practice law in Pennsylvania?

Yes _____ No _____

3. Have you been employed as a practicing legal services attorney at one or more non-profit organizations, regardless of geographic location, for either a minimum of five years, or a minimum of three years

Minimum 5-years _____ Minimum 3-years _____ No _____

I am applying for:

Level 1 Assistance (maximum \$5,000) _____ (minimum 5-year employment requirement)

OR

Level 2 Assistance (maximum \$2,500) _____ (minimum 3-year employment requirement)

4. After first subtracting from your “gross annual educational loan indebtedness” any and all loan repayment assistance received during calendar year 2017, including but not limited to that received from a fellowship, law school or employer, do you have a “net annual educational loan indebtedness,” that includes but is not limited to undergraduate, graduate, and law school, that equals or exceeds the sum of \$2,500?

Yes _____ No _____



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2018 Application and Eligibility Verification

Applications with complete accompanying documentation must be received by the Philadelphia Bar Foundation by 5:00 p.m. on November 19, 2018. You may email the materials to Jhilburnholmes@philabarfoundation.org with the subject line: 2018 SHUSTER PUBLIC INTEREST FELLOWSHIP APPLICATION, or you may mail the materials in an envelope marked "Confidential" to:

Jessica R. Hilburn-Holmes, Esq.
Executive Director
Philadelphia Bar Foundation
1101 Market Street, 11th Floor
Philadelphia, PA 19107

1. Name and Address of Applicant:

Name: _____

Work Address: _____

Home Address: _____

Work Telephone: _____ Home Telephone: _____

Work email: _____ Home email: _____

2. Past non-profit employer(s) and the current qualifying employer where you were previously and are currently (or will be) employed as a practicing legal services attorney; your position(s), and; dates of employment (a list of qualifying employers is included in 2016 Guidelines & Guidelines Certification packet).



a. Past Employer: _____

Position: _____

Dates of Employment: _____

b. Past Employer: _____

Position: _____

Dates of Employment: _____

c. Past Employer: _____

Position: _____

Dates of Employment: _____

d. **Current Employer:** _____

Position: _____

Dates of Employment: _____

3. "Gross annual educational loan indebtedness" and "Net annual educational loan indebtedness"

"Net annual educational loan indebtedness" is arrived at by subtracting any and all educational loan repayment assistance received from your "gross annual educational loan indebtedness," including but not limited to assistance received from a fellowship, law school or employer.

Attach a copy of a current educational loan account statement(s) verifying the amount of gross annual educational loan indebtedness and annual payment.

Gross annual educational loan indebtedness \$ _____

Total annual educational loan assistance (minus) \$ _____

Source _____



Source _____

Source _____

Source _____

Net annual educational loan indebtedness (equals) \$ _____

4. Executive Director or Chief Operating Officer Eligibility Verification

I have reviewed the 2018 Guidelines for the Morris M. Shuster Public Interest Fellowship Program as well as the Application of the undersigned, and to the best of my knowledge, the applicant is eligible for a 2018 Shuster Fellowship.

Name _____

Title _____

Signature _____

5. Applicant Certification

I hereby certify that all information provided as part of this application is true and complete to the best of my knowledge.

Name _____

Date _____

Signature _____

6. Attach signed Guidelines & Guidelines Certification