



The Kenneth L. Maddy Institute Legislative Intern Scholar Program 2020-2021 Application

DEADLINES:

- **Legislative Intern Scholar Program for Spring 2021 & Summer 2021 (San Joaquin Valley Offices - Fresno, Clovis, Merced, Modesto, Bakersfield, etc.):** Application postmarked, delivered, emailed, or faxed by 5 p.m. PDT on **Friday, November 6th, 2020**
- **Legislative Intern Scholar Program in Washington D.C. & Sacramento for Summer 2021:** Application postmarked, delivered, emailed, or faxed by 5 p.m. PDT on **Friday, November 6th, 2020**

Application Requirements:

- ⚙ Completed Application: All sections must be completed and signed.
- ⚙ Resume: Must be current and completed.
- ⚙ Personal Statement: No longer than ONE page with your name on the document. Write a short biographical sketch. Explain how a legislative office would benefit from having you in the office? What interest, experience, or background do you have in public policy or government affairs (school, work, volunteerism, etc.)? When and how have you exhibited leadership? What is your long term commitment to making the Valley a better place? How do you plan to do it?
- ⚙ College Transcripts: Copies (PDF file) of unofficial transcripts are acceptable. Your name must appear on the document. Official transcripts indicating expected graduation date and degree may be required if offered a placement.

IF applicant is selected for a placement, the applicant MUST:

- ⚙ Enroll into course to receive Academic Credit for internship in order to be considered for placement. All academic requirements need to be done **prior** to beginning of internship (Academic credit is granted through each academic department and graduate program. Applicants must contact their own school/academic department so advising staff can assist.)

OR

- ⚙ Enroll into an Independent Study program for at least one (1) unit in order to be considered for placement. All academic requirements need to be done **prior** to beginning of internship. (Independent Study Policies vary per each academic department and graduate program. Applicants must contact their own school/academic department so advising staff can assist.)

Eligibility:

- ⚙ Must have a 3.0 overall GPA or higher
- ⚙ Must be at least a Junior in standing (60 units completed) OR be a Graduate student in standing during the semester of the internship.
- ⚙ Must be able to work 3-5 hours per shift and at least 10 hours a week during the semester (Hours requirement is 150 hours total) for local placement, and 8-10 weeks full time for summer D.C. and Sacramento placement.
- ⚙ Must act with the highest degree of professionalism and responsibility which also includes taking into consideration that backing out at the last minute would not only be very unprofessional but **would put in jeopardy the future placement of other students like you.**





To Apply:

All applications must be received by specified date. Submit applications via email, fax, in person, or mail to:

The Maddy Institute

4910 N. Chestnut Ave. Fresno, CA 93726

Email: amyboam@csufresno.edu / Office: (559) 278-1133; Fax: (559) 278-1167

Decisions are final and confidential. Applications become the property of The Maddy Institute; and, if selected, may be distributed to participating government offices. Applications that are incomplete or submitted after the deadline may not be considered.

I. PERSONAL INFORMATION

Last Name:		First Name:		Middle Initial:	
College:		Major:		Graduation Date:	
Mailing Address:		City:	State:		Zip:
Permanent Address:		City:	State:		Zip:
Home / Cell Ph.:			Work Ph.:		
*Personal E-mail:			*CSU/UC E-mail:		

*Specify a preferred e-mail by which the Institute can contact you.

II. REFERENCES (Three—at least 1 faculty member and 1 current/former employer. No family/friends.)

1. Last Name:		First Name:	
Address:			
Phone Number:		E-mail:	
Relation (faculty, employer, etc.):			

2. Last Name:		First Name:	
Address:			
Phone Number:		E-mail:	
Relation (faculty, employer, etc.):			

3. Last Name:		First Name:	
Address:			
Phone Number:		E-mail:	
Relation (faculty, employer, etc.):			

III. PLACEMENT

Academic Requirements

I _____ understand that if extended an interview opportunity, I must:

⚙️ Enroll into course to receive Academic Credit for internship in order to be considered for placement. All academic requirements need to be done **prior** to beginning of internship (Academic credit is granted through each academic department and graduate program. Applicants must contact their own school/academic department so advising staff can assist,)

OR

⚙️ Enroll into an Independent Study program for at least one (1) unit in order to be considered for placement. All academic requirements need to be done **prior** to beginning of internship. (Independent Study Policies vary per each academic department and graduate program. Applicants must contact their own school/academic department so advising staff can assist.)

All academic requirements must be completed *prior* to beginning the internship.

Signature of applicant (Date): _____

Areas of Interest. Please mark any areas that interest you.

<input type="checkbox"/> Agriculture	<input type="checkbox"/> Globalization	<input type="checkbox"/> Natural Resources
<input type="checkbox"/> Air Quality	<input type="checkbox"/> Government Reform	<input type="checkbox"/> Pension
<input type="checkbox"/> Armed Forces	<input type="checkbox"/> Health	<input type="checkbox"/> Public Advocacy
<input type="checkbox"/> Banking	<input type="checkbox"/> Higher Education	<input type="checkbox"/> Renewable Energy
<input type="checkbox"/> Budget	<input type="checkbox"/> Homeland Security	<input type="checkbox"/> Science & Technology
<input type="checkbox"/> Commerce	<input type="checkbox"/> Housing	<input type="checkbox"/> Small Business
<input type="checkbox"/> Conservation	<input type="checkbox"/> Immigration	<input type="checkbox"/> Social Security
<input type="checkbox"/> Drugs	<input type="checkbox"/> Indian Affairs	<input type="checkbox"/> Telecommunications
<input type="checkbox"/> Energy	<input type="checkbox"/> Judiciary	<input type="checkbox"/> Terrorism
<input type="checkbox"/> Environment	<input type="checkbox"/> K-12 Education	<input type="checkbox"/> Trade
<input type="checkbox"/> Finance	<input type="checkbox"/> Labor	<input type="checkbox"/> Transportation
<input type="checkbox"/> Foreign Affairs	<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Veterans
<input type="checkbox"/> Global Warming	<input type="checkbox"/> Medicare/Medicaid	<input type="checkbox"/> Water

Internship Location. Please mark all areas in which you are willing/applying to serve an internship.

- Spring– San Joaquin Valley (Fresno, Clovis, Merced, Modesto, Bakersfield, etc.)
- Summer– San Joaquin Valley (Fresno, Clovis, Merced, Modesto, Bakersfield, etc.)
- Summer - Sacramento, CA
- Summer - Washington D.C.
- Fall– San Joaquin Valley (Fresno, Clovis, Merced, Modesto, Bakersfield, etc.)

If applying for San Joaquin Valley Summer, list the city you will be living in:

IV. SIGNATURE REQUIRED

I certify that all of the statements contained in my application are true, complete, and correct to the best of my knowledge. I am prepared, in good faith, to fulfill all components of The Maddy Institute Intern Scholar Program.

Name (printed)	
Signature:	DATE:

Help us expand our program:

How did you hear about The Maddy Institute Intern Scholar Program? Check all that apply:

- Professor:
- Past Intern:
- Campus Flyer
- Career Fair
- Website
- Other (please indicate):





Check One:

- Male
- Female
- I prefer not to volunteer my information about my gender

Check One:

- White
- Black or African American
- Native Hawaiian or Other Pacific Islander
- Asian
- Native American or Alaskan American
- Two or more races

Check One:

- Hispanic
- Not Hispanic
- I prefer not to volunteer information about my ethnicity

* *Completion of this section is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.*