

HPILF Grant Application 2023

FREQUENTLY ASKED QUESTIONS (FAQ's)

Help! Why is the application interface asking me these questions?

The HPILF Summer Grant Application is located on a system called Academic Works. This is the same online platform that students use to apply for academic scholarships. You will use your UC Law SF/Hastings email address and password as a single sign on. Once you log in, the system will direct you to fill out a general application. This general application gives you to the option to be considered for multiple scholarships. Once you are in the general application, please select the "HPILF Summer Grant Program" option from the drop-down menu. The system will not allow you to access the HPILF summer grant application page unless you answer all the questions in the general application.

When do I apply?

Applicants will submit their applications through Academic Works anytime from **March 1, 2023** through **March 27, 2023 at 11:59 PM**.

Where can I find the application?

You can access the application on the HPILF website <http://www.uchpilf.org/> starting March 1, 2023.

When will I know if I received a grant? When will the funds be disbursed?

TIMELINE:

March 27, 2023 at 11:59 PM: HPILF Grant Applications are due online (**LATE APPLICATIONS WILL NOT BE ACCEPTED**).

April 2023: First round of HPILF Grant Recipients will be announced

Late April-May 2023: Additional Grant Recipients may be announced if more grant money becomes available.

June 2023: Financial Aid office will disburse grant funds.

Is there an advantage to applying early?

No, reviewers will not see your application until the application period closes on March 27. But DO NOT wait until the last minute to apply, as the system will slow down with last minute applicants trying to complete their application before the deadline. Once the application period closes at 11:59 PM, no late applications will be accepted.

Should I look for summer funding outside of HPILF?

Yes, because even though we do our best to fund as many applicants as possible, the HPILF grant cannot guarantee funding to all applicants. Search on Hastings Careers Online, www.psjd.org > summer funding, and Sharknet > Sites > Career Development Office > Pages > Funding Resources. Also, take a look at the CDO summer funding powerpoint on the HPILF website, www.uchpilf.org.*

Who do I contact if I have questions about the HPILF grant? Please direct all your questions about your qualifications to the HPILF board at hpilf@uchastings.edu. For administrative questions, please contact

Kyla Burke-Lazarus burkelazarusk@uchasings.edu in the Career Development Office. The Financial Aid Office is not part of the grant application process. Please only contact them about your financial aid questions.

If I receive an HPILF grant, will my financial aid award be impacted over the summer?

If you receive an HPILF grant and financial aid over the summer (enrolled for summer classes), your living expenses will be reduced by the amount of your grant. However, the tuition amount for your classes will not be impacted.

If I applied for an HPILF grant as a 1L, can I apply as a 2L?

Yes. Regardless of whether you applied for and/or received an HPILF grant or not during your 1L summer, you can apply for a grant as a 2L; 3Ls and LLM students are not eligible unless they are working for a qualifying organization over the summer and have an extended graduation date (e.g. December 2023).

If student is applying as a 2L and they received the HPILF grant during their 1L Summer, they must have fulfilled their obligations from the previous year in order to be eligible to apply.

Does your immigration or citizenship status impact your ability to receive an HPILF grant?

There are no restrictions on receipt of grants based on your immigration and/or citizenship status.

What is a qualifying organization?

In determining which organizations qualify an applicant for funding, HPILF broadly defines the terms “public interest” and “public sector.” Students working with 501(c)(3) non-profit organizations, government agencies, and advocacy or policy groups are all eligible so long as the work has a legal component. While HPILF strives to award grants to students doing a diverse range of work, it is important to remember that “public interest” and “public sector” mean much more than “unpaid.” Accordingly, applicants must articulate how their summer work will serve a community or area in need. **Generally, judicial externships are excluded from eligibility.** However, certain positions may be considered eligible if it can be shown that the position the student is applying for falls outside the traditional externship role. This is a case-by-case evaluation. (see *Judicial Externships vs. Self Help Centers?*).

Who is on the selection committee and what are they looking for?

A committee composed of UC Law SF faculty, alumni, staff with public interest backgrounds, and public interest/public sector attorneys will evaluate applications for the HPILF Summer Grant. HPILF leadership, the CDO and the Office of Financial Aid are not involved in the selection of applicants. They are only responsible for facilitating the process. The review process is merit-based. The highest scores are given to applicants who best demonstrate how their summer jobs, are part of an overall public service career trajectory, especially when viewed in relation to their past work and future goals. When reviewing students’ applications, the committee considers whether applicants demonstrate the following attributes:

- Strong past, present, and future commitment to public interest/public sector law;
- Ability to contribute to the communities with/for whom they are working; and
- Potential for development and growth as advocates through their summer work.

What qualifies as “attorney supervision”?

Your position must have an attorney supervisor who oversees your work and performance. They do not

have to be a direct supervisor. The supervisor may be an attorney whose license is “inactive” but are still in good standing with the state bar. If a supervising attorney is not available through the applicant’s employer, the applicant must find a professor or other attorney who is willing to provide supervision throughout the summer.

What if I’m already receiving funding from another source?

If applicants secure other sources of project-related funding (such as work-study, grants outside of HPILF, fellowships, or family contributions), they MUST report such funding to HPILF as soon as possible by emailing their name and the amount they have accepted from other sources to the HPILF board at hpilf@uchastings.edu.

IF YOU RECEIVE AN HPILF GRANT, YOU CANNOT RECEIVE MORE THAN \$5000 IN SUMMER FUNDS FROM ALL COMBINED GRANT/SCHOLARSHIP SOURCES!*

For example, if you receive \$3000 summer grant from a bar association then you will not receive more than \$2000 through the HPILF grant process. If applicants secure other sources of project-related funding (such as work-study, grants outside of HPILF, fellowships, or family contributions), they MUST report such funding to HPILF as soon as possible by emailing their name and the amount they have accepted from other sources to the **HPILF board at hpilf@uchastings.edu**. This WILL NOT have any negative effect on your chances of receiving an HPILF grant. However, if grant money awarded by HPILF puts the recipient over the \$5,000 cap, the recipient will be expected to return the excess funds. Failing to disclose outside funds at the time of receiving the grant and/or failing to update an application with outside funds that are later received is a violation of the Honor Code.

*This does not include wages earned through other employment.

Employer Certification:

HPILF does not require an employer verification letter by your employer. You are required to fill out the Employer Verification section of the application. By filling out this section and checking the certification box you are verifying your employment on an honor system. HPILF and the Financial Aid Office may contact your employer to verify the information you provided is accurate.

Judicial Externships vs. Self Help Centers?

The HPILF grant does not fund students who are pursuing a judicial externship. However, the reviewers may consider applicants who are working for a “self-help center” within a court where the applicant is assisting low income individuals (pro se/pro per) with their cases because they cannot afford an attorney.