

**Eligibility — Programs are open to all applicants who can advance the Diversity & Inclusion (D&I) Department mission:**

The mission of the OSB Diversity & Inclusion Department is to support the mission of the Oregon State Bar: by promoting respect for the rule of law, by improving the quality of legal services, and by increasing access to justice. The Department serves this mission by striving to increase the diversity of the Oregon bench and bar to reflect the diversity of the people of Oregon, by educating attorneys about the cultural richness and diversity of the clients they serve, and by removing barriers to justice.

**Some programs are restricted to students who attend Oregon law schools. Please see specific program descriptions for more details.**

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**Information that you provide in this packet may be subject to the Oregon Public Records Law. Details provided in "Introduction" on page 2.**

<b>OSB Diversity &amp; Inclusion Programs</b>		
<b>Program</b>	<b>Eligible Class</b>	<b>Deadline</b>
Summer Employment Programs, Clerkship Stipend, Public Honors Fellowship, and Rural Opportunity Fellowship Programs	Continuing Law Students	Feb. 1
LSAT Scholarships	Prospective Law Students	Mar. 15
D&I Scholarships	Incoming and Continuing Law Students	Apr. 1
Bar Exam Grant (July Bar Exam)	Final Year Law Students or Law Graduates	Final Year Law Students or Law Graduates
Opportunities for Law in Oregon (OLIO) Orientation	Incoming and Continuing Law Students	Upper division: Apr. 15 Incoming 1Ls: June 15
Judicial Mentorship Program	Current Law Students	Oct. 1
Bar Exam Grant (February Bar Exam)	Final Year Law Students or Law Graduates	Nov. 15

The Oregon State Bar is the only state bar in the nation that assesses a fee of its members for programs, services and activities to increase the diversity of the OSB. To advance this mission, D&I, with the guidance of the Advisory Committee on Diversity & Inclusion (ACDI), offers programs to support law students and law graduates who can help to advance D&I's mission.

Consistent with its mission, D&I strives to increase the diversity of the Oregon bench and bar to reflect the diversity of the people of Oregon, to educate attorneys about the cultural richness and diversity of the clients they serve, and to remove barriers to justice. Thus, the Oregon State Bar Statement — explained on Page 5 — is required for most of the program's components and is a critical piece of the application process. Greatest preference consideration will be given to applicants whose statements can support an intention to practice law in Oregon. However, anyone who may help to advance the Department's mission is encouraged to apply.

## APPLICATION

Consideration for programs requires application with D&I. By marking listed programs on the application form, applicants are notifying D&I staff of interest in particular programs. (*Please note: There are separate applications for the Bar Exam Grant, the Judicial Mentorship Program, and OLIO.*) Applicants may also contact D&I staff after applying to alert staff of new interest in programs. D&I staff forwards application materials to the appropriate ADCI subcommittee that will review and score applications.

## DECISION MAKING

Award selections for programs are based on criteria used to assess financial need and other barriers to access. The ACDI ranks applications by examining the following (*See Scoring Guide on page 6 for maximum points*):

- Application Form including Financial Assessment Record (FAR) and Certification (Page "iv")
- Resumé including employment and community activities
- Oregon State Bar Statement (Page 5)
- Personal Statement which addresses specific criteria (Page 5)
- Specific Program Criteria

Applications for programs are scored and adherence to deadlines is required. Students with complete and updated application materials will be assured consideration in the decision making process. If an applicant submits a timely but incomplete application, D&I staff will notify the applicant of the missing item(s) and the applicant will have three business days to submit the requested item(s). If the application remains incomplete, the application is disqualified from consideration.

## DEADLINES

Applications must be submitted via email or fax. Faxes and emails indicating a time **no later than 11:59 p.m.** of the deadline date will be timely.

## UPDATING INFORMATION

It is the responsibility of applicants to notify D&I staff of any changes in contact information or personal situations throughout the academic year.

## FULL PARTICIPATION EXPECTATION POLICY

The OSB expects that a recipient of an award of the D&I Department will fully participate in all aspects of the program. "Fully participate" includes physical attendance for the duration of the particular program—e.g., bar preparation course, clerkship period, etc. If the recipient knows at the time of the award that s/he cannot fully participate, or circumstances occur to prevent completion of participation, the recipient must contact the D&I staff immediately. If there is a determination that the original recipient cannot fully participate in the program and the award is withdrawn, the award may be transferred to the next alternate in line.

## OREGON PUBLIC RECORDS LAW

The Oregon State Bar is subject to the State Public Records Law. Public records are generally subject to public inspection through the Public Records Law which contains a number of exemptions including one for personal information. Should anyone seek to examine your application under the Public Records Law, the bar will invoke the personal privacy exemption except for the following information: your name, and your list of references and contacts as listed on the bottom of Page "i" of the application. The State Attorney General has authority to review the decisions of the state bar in this area and public records disputes can reach the courts. The bar reserves the right to respond as it deems appropriate to any requests to inspect D&I Department records, including your application. The state bar will abide by all final court decisions concerning the public records status of D&I records.

**All programs** are open to anyone who can help D&I advance its mission. Thus, the Oregon State Bar Statement, as described in this packet, is required for most of the programs and is a critical piece of the application process. D&I will award the greatest preference consideration for those students whose statements can support an intention to practice law in Oregon. However, D&I hopes that all individuals who may help to advance the program's mission and who might consider practicing in Oregon to apply.

SUMMER EMPLOYMENT PROGRAMS

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**PUBLIC HONORS FELLOWSHIP PROGRAM  
—DEADLINE FEB. 1**

The Public Honors Fellowship Program allows continuing law students to explore summer legal opportunities with public employers and non-profit organizations in the state of Oregon. D&I awards a total of ten (10) Public Honors fellowships to law students who can contribute to the bar’s historically or currently underrepresented membership; who have experienced economic, social, or other barriers; who have a demonstrated commitment to increasing access to justice; or who have personally experienced discrimination or oppression. Two Public Honors fellowships are initially reserved for each of the three Oregon law schools, while the remaining four Public Honors fellowships are open to all continuing Oregon or out-of-state law students. D&I will award the greatest preference consideration to those law students whose OSB statement can support their intention to practice law in Oregon.

The Public Honors Fellowship award is \$5,000, paid in three installments over the summer months. Students must work for a public employer or 501(c)3 organization; fellowship employment must be in Oregon and the application of this award may not extend into the academic year. The students selected for fellowships are responsible for securing employment under the program.

*Eligibility and Specific Component Criteria:*

All law students who will continue to be enrolled in law school in the fall term are eligible. Applicants must demonstrate financial need and provide a Personal Statement, Oregon State Bar Statement, and a resume which includes community activities.

**RURAL OPPORTUNITY FELLOWSHIP  
—DEADLINE FEB. 1**

The Rural Opportunities Fellowship Program allows continuing law students to explore summer legal opportunities with public employers and non-profit organizations in rural Oregon. Public Honors Fellowship applicants may choose to also apply for one of an additional two (2) Rural Opportunities Fellowship to add to their Public Honors Fellowship award. Applicants for a Rural Opportunities Fellowship must demonstrate an interest in working in rural Oregon within their OSB Statement, and secure a summer clerk position in rural Oregon. (In general, “rural Oregon” is considered as being anywhere along the Oregon coast, anywhere east of the Cascade Mountains, or anywhere south of Roseburg. Other areas of Oregon may be considered on a case-by-case basis, and are not guaranteed.) D&I will award the greatest preference consideration to those law students whose OSB statement can support their intention to practice law in Oregon.

The Rural Opportunity Fellowship award is an additional \$3,360, paid together with the Public Honors Fellowship in three installments over the summer months. Students must work for a public employer or 501(c)3 organization; fellowship employment must be in Oregon and the application of this award may not extend into the academic year. The students selected for fellowships are responsible for securing employment under the program.

*Eligibility and Specific Component Criteria:*

All law students who will continue to be enrolled in law school in the fall term are eligible. Applicants must demonstrate financial need and provide a Personal Statement, Oregon State Bar Statement, and a resume which includes community activities. If a Rural Opportunities Fellowship recipient is unable to secure a qualifying position in rural Oregon, they may still utilize their \$5,000 Public Honors Fellowship by securing a position elsewhere in Oregon.

**CLERKSHIP STIPENDS PROGRAM  
—DEADLINE FEB. 1**

The Clerkship Stipend Program allows continuing law students to explore summer legal opportunities with private and public employers in the state of Oregon, and enables Oregon employers without established summer clerkship programs to employ a law student up to full-time over the summer. D&I awards a total of fourteen (14) Clerkship Stipends to law students who can contribute to the bar’s historically or currently underrepresented membership; who have experienced economic, social, or other barriers; who have a demonstrated commitment to increasing access to justice; or who have personally experienced discrimination or oppression. This program is open to all continuing Oregon or out-of-state law students. D&I will award the greatest preference consideration to those law students whose OSB statement can support their intention to practice law in Oregon.

The Clerkship Stipend award is \$7 per hour, up to a total of \$3,360 (representing 40 hours a week for 12 weeks). Each employer must agree to match at least \$7 per hour to qualify. The employer must be in Oregon, the student’s supervisor must be an attorney, and the application of this award may not extend into the academic year. No employer may employ more than two students for summer clerkships at any one time under this program.

# Diversity & Inclusion Programs and Eligibility Requirements

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*(Clerkship Stipends continued)*

## *Eligibility and Specific Component Criteria:*

All law students who will continue to be enrolled in law school in the fall term are eligible. Applicants must demonstrate financial need and provide a Personal Statement, Oregon State Bar Statement, and a resume which includes community activities.

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BAR EXAM GRANTS, SCHOLARSHIPS,  
JUDICIAL MENTORSHIP, OLIO

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## **BAR EXAM GRANTS—APR. 15 FOR JULY EXAM; NOV. 15 FOR FEBRUARY EXAM**

Each OSB Bar Exam Grant allows a recipient to obtain a \$600 reimbursement to take the Oregon bar exam and receive a free supplementary bar exam study course to help prepare for the exam. D&I awards three (3) bar exam grants in the fall and six (6) grants in the spring to those OSB applicants whose personal experiences, accomplishments, commitment to practice law in Oregon, and financial need demonstrate that they will help the program achieve its mission.

Each grant includes a one-time D&I-approved bar preparation course. Payment for the course will be issued directly to the course provider in the recipient's name. A recipient who chooses not to participate in the course, or who previously received this portion of the grant must forego this portion of the award. [Remove this requirement? Instead, require students to sign a statement stating they will complete this course if they utilize it or obtain some sort of other commitment?]

Grant recipients also receive a **reimbursement** of \$600 of the Admissions application fee. After each bar exam, D&I staff will confirm that the applicant selected for an award did sit for the exam, and staff will process the reimbursement check payable to the bar applicant. The bar applicant is responsible for paying the required application fees at the time they apply to take the bar exam, as well as reimbursing a sponsor, if applicable.

## *Eligibility and Specific Component Criteria:*

This program is available to any graduating law student or graduate who can assist D&I in advancing its mission. There is a separate Bar Exam Grant Application. Please go to the D&I website to access it, or contact D&I staff.

## **OSB SCHOLARSHIPS—DEADLINE APR.1**

Each OSB Scholarship provides a student going to an Oregon law school \$2,000 to be applied to the following school year. D&I annually distributes ten scholarships (\$2,000 per scholarship) for which entering and current Oregon law school students who intend to practice in Oregon are eligible. A subcommittee reviews all applications within the pool and determines awards according to evidence of the greatest financial need, the student's qualifications to help further the program's mission, and other considerations. D&I distributes funds to successful applicant's law school's financial aid offices by semester - \$1,000 per semester - and the funds do not extend beyond the award year. Interested students must re-apply every year.

## *Eligibility and Specific Component Criteria:*

This program is open to any law student who can assist D&I in advancing its mission. Applicants must demonstrate financial need and provide a Personal Statement and Oregon State Bar Statement which support their qualifications to advance the D&I mission. A resume including community activities is also required.

## **OJD/D&I JUDICIAL MENTORSHIP PROGRAM—DEADLINE OCTOBER 1**

The OJD/D&I Judicial Mentorship Program is a year-long mentorship program that pairs Oregon judges with students from the three Oregon law schools. The Oregon Judicial Department has developed a program under which judges mentor racial/ethnic minority law students. The program is administered by D&I. Although the major motivation of the Judicial Mentorship Program is to assist racial/ethnic minority law students, the program is open to students of any race or ethnicity who participate in D&I programs and can demonstrate a commitment to advancing the Department's mission.

## *Eligibility and Specific Component Criteria:*

There is a separate Judicial Mentorship Program Application. Please go to the D&I web site to access it, or contact D&I staff.

## **OPPORTUNITIES FOR LAW IN OREGON (OLIO) ORIENTATION—DEADLINES: APRIL 15 FOR UPPER DIVISION STUDENTS, JUNE 15 FOR INCOMING 1LS**

The Opportunities for Law in Oregon (OLIO) Program is the Oregon State Bar's recruitment and retention program for law students who can contribute

*(continued on next page)*

# Diversity & Inclusion Programs and Eligibility Requirements

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*(OLIO continued)*

to the bar's historically or currently underrepresented membership; who have experienced economic, social, or other barriers; who have a demonstrated interest in increasing access to justice; or who have personally experienced discrimination or oppression. This diversity and inclusion program begins with an orientation in August that provides diverse incoming Oregon law students with the opportunity to interact with each other, and with upper division students, judges and leaders who will serve as their mentors and role models.

During orientation, students meet a community of diverse supporters committed to helping them succeed. The curriculum focuses on sharpening existing skills and providing new skills to help ensure success in law school and beyond. Students receive valuable information on networking, study skills, and Oregon bar exam preparation.

Law students also have opportunities to reconnect throughout the year at several OLIO events, including a bowling network event known as BOWLIO in October/November, an Employment Retreat in January, and Spring Social in April.

OLIO is a fundamental tool for recruiting and retaining diverse legal talent in Oregon and increasing the diversity of the Oregon State Bar. OLIO fosters an engaged, supportive and inclusive legal community necessary to advance our legal profession and improve legal services to an increasingly diverse population, clients and customers, locally and globally.

## *Eligibility and Specific Component Criteria:*

OLIO is open to students attending an Oregon law school who: can contribute to the bar's historically or currently underrepresented membership; who has experienced economic, social, or other barriers; who has a demonstrated interest in increasing access to justice; or who has personally experienced discrimination or oppression. There are separate applications for incoming 1L students, and for upper-division law students (aka "THUDS). Both can be found on the D&I website in early spring. available on the D&I website in late February.

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## UNDERGRADUATE PROGRAMS

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### **PORTLAND STATE UNIVERSITY (PSU) EXPLORE THE LAW PROGRAM**

The Portland State University (PSU) Explore the Law Program is a pipeline program aimed at exposing interested PSU undergraduates from historically underrepresented communities to the legal profession. Portland State University (PSU), the Oregon State

Bar Diversity and Inclusion Department (D&I), and the Multnomah Bar Association (MBA) Equality & Diversity Committee have partnered in creating the Explore the Law Program, a college pipeline program designed to help prospective law students from historically underrepresented communities to make a decision to pursue a legal career and, if so, to provide them with the necessary skills to successfully apply for law school. Students not only meet members of the Oregon legal community, but learn in-depth the process of becoming a law student and lawyer.

The program is an application-based, year-long program, targeting diverse PSU students. In addition to networking events, students will be given several opportunities over the academic year to have structured and meaningful learning experiences about the practice of law, preparation for the LSAT, and admission to law school.

All PSU students who can demonstrate a commitment to advancing the goal of the program are eligible to apply. Applications are accepted in spring term for participation in the following academic year. For more information, please visit <http://www.pdx.edu/sls/explore-the-law>

### **LSAT SCHOLARSHIPS**

Each OSB LSAT Scholarship allows a recipient to receive a comprehensive LSAT study course to help prepare for the LSAT. D&I will award up to six (6) LSAT scholarships to undergraduate students interested in entering law school, with one of the scholarships reserved for an undergraduate student attending a public Oregon university through a grant from the Oregon State Lottery. Winners of this scholarship will have one year from the time of the award to use the scholarship or forfeit the award. The D&I Department will award the greatest preference consideration to those students whose OSB Statement can support their intention to practice law in Oregon. Final details of this program are still under development, so please check our website for the most up-to-date information, <http://www.osbar.org/diversity>

## *Eligibility and Specific Component Criteria:*

Any undergraduate student who is in their junior or senior year of college, and who can assist D&I in advancing its mission. Applicants must demonstrate financial need and provide a Personal Statement and Oregon State Bar

## REQUIRED STATEMENTS (Personal Statement; Oregon State Bar Statement)

The Advisory Committee on Diversity & Inclusion (ACDI) will evaluate these statements for (1) sincerity; (2) clarity of presentation – organization, grammar, punctuation, etc.; (3) directness -- answering the question; and (4) alignment with the OSB Diversity & Inclusion Department mission. Separate statements are required.

### PERSONAL STATEMENT EVALUATION CRITERIA

To promote the goals of the D&I Department, the Advisory Committee on Diversity & Inclusion (ACDI) will evaluate and score all application materials, including Personal Statements. Please provide a statement labeled as “Personal Statement” describing any or all of the following criteria that may apply. Please be thorough enough for evaluative purposes, but do not exceed 3 pages.

■ History of disadvantage/barriers to educational advancement.

*Statement should disclose the nature of the disadvantage/barriers and how they have affected the applicant. Examples may include:*

- parent’s and sibling’s educational attainment,
- history of applicant being among first in family to excel or graduate,
- family history of unemployment or underemployment.

*Statement may include abuse issues which impacted educational advancement.*

- Examples are domestic violence, sexual abuse, substance abuse.

■ Personal experiences of discrimination.

“Discrimination” based on Culture, Disability, Economic Disadvantage, National Origin, Race/Ethnicity, Gender, Sexual Orientation, Gender Identity or Expression, etc.

*Statement should disclose the nature of these experiences and how they have affected the applicant.*

■ Any extraordinary financial obligations that exist other than personal debt.

*Statement should disclose the nature of these obligations and how they are affecting the applicant. Examples may include:*

- caring for extended family (youngsters or elderly; disabled; etc.),
- supporting immediate family.

■ Composition of immediate family (number of children; special needs; etc.)

■ Any extraordinary health or medical needs

*Statement should disclose the nature of these needs and how they are affecting the applicant.*

■ Language

*Statement should disclose all languages in which applicant is fluent, and any barriers experienced because English is a second language.*

### OREGON STATE BAR STATEMENT

The D&I Department will award the greatest preference consideration to those students whose statements can support an intention to practice law in Oregon.

To assist the ACDI in evaluating your application, please submit a statement (separate from the Personal Statement) labeled as “Oregon State Bar Statement” addressing the following:

1. Why did you choose to attend an Oregon law school?
2. If you are not committed but are considering practicing in Oregon, what would help you to decide to practice in Oregon?
3. How will you improve the quality of legal services or increase access to justice in Oregon?

"Scoring Guide" for Programs (Criteria and %Weight)							
Available Points per Criterion	Financial Need	Personal Statement	OSB Statement	Community Activities	Employment History	Academic Achievements	Legal Writing Ability
Scholarships	25	25	30	10	10	NA	NA
Clerkship Stipends	25	25	30	10	10	NA	NA
Fellowships	25	25	30	Consolidate points to recognize public service: 20		NA	NA
Bar Exam Grants	15	35	NA	25 combined			25
LSAT Scholarship	TBD						

## FREQUENTLY ASKED QUESTIONS

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### ■ GENERAL:

#### **Q: Who may apply?**

A: Any law student who can assist the D&I Department in advancing its mission.

#### **Q: How critical is it that I keep the D&I informed of my contact information?**

A: D&I relies on email to communicate with program participants. If D&I staff cannot contact you for timely correction of an incomplete application, the ACDI subcommittee will not evaluate your application. If D&I staff cannot contact you for timely follow-up for an award, the award will be withdrawn and possibly offered to an alternate.

#### **Q: Who scores the applications and when will I know if I received an award?**

A: An ACDI subcommittee of no less than three members scores applications. Generally, the evaluation process takes between three and six weeks before all applicants are notified of outcomes by email.

### ■ OSB SCHOLARSHIP:

#### **Q: How are scholarships disbursed?**

A: Upon confirmation of enrollment for each semester of the award year, the recipient's law school will receive half the award (per semester). The school credits the award to the recipient's tuition.

#### **Q: Will I automatically receive a scholarship in the following year(s)?**

A: No. Applicants must apply every year.

### ■ BAR EXAM GRANT:

#### **Q: If I receive a grant, how and when do I receive the Bar Exam admissions fee and bar course?**

A: The commercial preparation course is paid and recipients will receive information directly from the course provider. The application fee portion of the grant is a reimbursement to the recipient after D&I confirms that the recipient sat for the entire exam.

#### **Q: What happens if graduation or vacation plans or other events conflict with dates and times of the bar preparation course?**

A: The Full Participation Expectation Policy applies. Recipients are expected to fully participate in the entire bar preparation course. Home study options are available.

#### **Q: Can I receive the bar grant's application fee before I take the bar exam?**

A: No.

#### **Q: Can I apply for the Bar Exam Grant more than once?**

A: Yes. However, you are eligible for the bar preparation course only once, and may receive the grant no more than 3 times.

### ■ CLERKSHIP STIPEND PROGRAM:

#### **Q: Can I extend my stipend period into the school year?**

A: No.

#### **Q: What if I get more than one job offer or what if I accept a position and a better offer comes my way?**

A: Consult your Career Services advisors immediately. D&I staff can also assist.

#### **Q: How does the Full Participation Expectation Policy affect my summer break plans?**

A: A full summer clerkship period is considered 12 40-hour weeks. Many students take a two-week break before the end of the 12-week period as a break before the fall semester. Applicants anticipating clerking less than 10 weeks must immediately inform the D&I by written statement. Such situations will be handled on a case by case basis.

#### **Q: What if I develop plans for a break during my clerkship?**

A: Recipients must receive approval from the employer and inform the D&I Department.

#### **Q: Can I use my stipend for a clerkship outside of Oregon?**

A: No.

#### **Q: Can I use my stipend to work for a law professor?**

A: No.

#### **Q: Can international students with restrictive visas utilize a stipend?**

A: International students who receive clerk/fellowship awards are responsible for securing placements in accordance with visa restrictions. If placements are not possible, stipends are forfeited.

### ■ FELLOWSHIP PROGRAMS:

#### **Q: What if I get more than one job offer or what if I accept a position and a better offer comes my way?**

A: Consult your Career Services advisors immediately. D&I staff can also assist.

#### **Q: How and when do I get paid?**

A: The D&I Department will send you a check monthly, 1/3 fellowship amount for each of the 3 summer months. Fellowship recipients are responsible for any applicable taxes.

### ■ OLIO ORIENTATION

#### **Q: If I can attend only a portion of the OLIO Orientation, can I still participate?**

A: No. The OLIO Orientation is a continuing process with every segment establishing a foundation for a following segment. Further, budgeting and coordination issues may arise with partial attendance.

#### **Q: Will the D&I Department pay my travel expenses to participate in the OLIO Orientation?**

A: The D&I Department provides bus charters from the law schools. Any other method of travel will not be paid for or reimbursed by D&I.

#### **Q: If I do not attend the OLIO Orientation, can I still attend other OLIO events?**

A: Yes, and are encouraged to do so!

Oregon State Bar



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