



Summer Stipend Program 2021

OSB Diversity & Inclusion Department Mission Statement

The mission of the Oregon State Bar is to serve justice and the public interest by promoting respect for the rule of law, by improving the quality of legal services, and by increasing access to justice. The bar is committed to serving and valuing its diverse community, to advancing equality in the justice system, and to removing barriers to that system.

The Diversity & Inclusion Department serves the OSB's 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.

SUMMER STIPEND PROGRAM

OVERVIEW

The Oregon State Bar (OSB) Diversity & Inclusion (D&I) Department, with the assistance of the Advisory Committee on Diversity and Inclusion (ACDI), administers summer employment stipend programs for law school students who will help achieve the bar's diversity mission. Two Public Fellowship Summer Stipend awards are reserved for each of the three Oregon law schools. The remaining are open to all continuing Oregon law students. Please note that for 2021 the number of **Public Fellowship**

Stipends is six (two per Oregon law school). The remaining stipends will be Clerkship Stipends. Both stipends are explained in detail below.

For participating students, the stipend programs offer opportunities to gain experience and build connections in the Oregon legal community. Former student participants have reported enhanced professional skills through successful hands-on work experiences and networking opportunities. The programs offer participating supervisors the opportunity to work with committed students, and to learn first-hand about the diversity of talent available in Oregon's growing legal community.

Due to limited budgeting as a result of the COVID-19 pandemic, the stipend program has been redesigned. We understand that many students who wanted to work in unpaid public interest positions will not be able to be funded through our program. We are cognizant of the barriers this may create but are anticipating our Employer Catalog will have many opportunities to find paid work in myriad areas of law. We have partnered with the Oregon State Bar Solo & Small Firm Section to highlight many employers who are offering paid summer placements through our Clerkship Program. We encourage all participants to utilize the Employer Catalog.

PUBLIC FELLOWSHIP PROGRAM

The Public Fellowship stipend allows continuing law students to explore summer legal opportunities with Oregon public employers and non-profit organizations **that would otherwise be unpaid**. The Public Fellowship award is \$5,000, paid in three installments over the summer months. To qualify for the Public Fellowship stipend, students must work for an Oregon public employer or a 501(c)3 organization.

CLERKSHIP STIPEND PROGRAM

Paid work under the Clerkship Stipend program **is not limited to public or non-profit employment**. The D&I Department will contribute a \$7.00 per hour stipend toward the student's summer employment wages. Employers in the Clerkship Stipend Program must agree to match at least the \$7.00 per hour stipend, for an hourly minimum wage of \$14.00.

Prior to the student's first day of employment, the employer submits a stipend agreement which the employer has signed to the D&I Department. The employer can expect a stipend reimbursement within two weeks of submitting a signed timecard showing the hours for which the student worked. The employer is responsible for paying the student's wages for all hours worked directly to the student.

JUSTICE ACROSS OREGON PROGRAMS

The Justice Across Oregon Stipend allows continuing law students to explore summer legal opportunities in less populated areas of the state. Summer Stipend recipients who

accept positions in rural Oregon are eligible for an additional stipend to offset travel, housing, and other incidental costs associated with the summer employment. (“Rural Oregon” is defined as any geographic area in Oregon along the coast, east of the Cascade Mountains, or south of, and including, Cottage Grove, or otherwise located ten or more miles from the centroid of a population center of 40,000 people or more.) Rural employment can provide a new lens for viewing legal issues including workers’ rights, poverty, family law, immigration, and Indian Law.

Justice Across Oregon – Public Fellowship Supplementary Award

The Justice Across Oregon award for fellowship recipients is an additional \$1,500, paid together with the Public Fellowship in three installments over the summer months. All other policies and requirements of the Public Fellowship program still apply.

Justice Across Oregon – Clerkship Supplementary Award

The Justice Across Oregon award for clerkship recipients provides an additional \$7.00 per hour contribution to the student’s hourly compensation (the employer contribution remains at \$7.00).

STUDENT ELIGIBILITY CRITERIA

All law students who will continue to be enrolled in an Oregon law school in the fall term are eligible. The D&I Department and members of the ACDI will review all applications received by the deadline and their scores will determine the students initially offered awards. The application evaluations may also be used to offer stipends to additional students should initial recipients forego their awards in favor of other employment opportunities or additional funding become available. The D&I Department and ACDI members will evaluate student applications based on the following criteria:

- Alignment with the D&I Department’s mission (25)
- Intent/willingness to practice in Oregon (25)
- Financial need (20)
- Personal statement (clarity, persuasiveness, technical writing ability) (15)
Note: The personal statement may also contribute to an applicant’s scores in other categories, to the extent that it addresses those factors.
- Community activities/involvement, employment/volunteer history. (15)

APPLICATION MATERIALS

2021 Summer Stipend Application including:

1. Personal Statement (1000 words max) choose only one:

Option 1: How has your background influenced your decision to become a lawyer, and how will it influence you throughout your legal professional career?

Option 2: Describe one of the greatest challenges that you have faced and how you met the challenge. How will that experience affect the decisions you will make as a legal professional?

In order to speak to the D&I mission, consider discussing in your personal statement any of the following:

- If you have experienced a history of barriers to advancement, personal experiences of discrimination/prejudice, or extraordinary financial obligations other than personal debt;
- How you can contribute to the bar's historically or currently underrepresented membership.

2. Resume

Your resume should include information about your employment history, extracurricular activities and community service.

3. Oregon State Bar Statement (500 words max): *Where (geographically) do you see yourself practicing law? What benefits or barriers would contribute to your decision to work in Oregon?*

You may wish to include why you chose to attend law school in Oregon, what would help you decide to practice in the state of Oregon if you are not committed to doing so, and/or how you would improve the quality of legal services or increase access to justice in Oregon.

4. A statement about your financial need.

Public Records Law Notice

The Oregon State Bar is subject to the Oregon Public Records Act, which requires the OSB to disclose records (including program applications and other data) upon request, unless an exception applies. While not included in routine OSB member lists, demographic information is subject to disclosure if requested. Should anyone request a D&I application under the Act, to the extent the application includes information regarding an applicant's experiences of a sensitive personal nature, the disclosure of which would constitute an unreasonable invasion of privacy not outweighed by the public interest, the OSB will assert an exemption to maintain the confidentiality of that information. The Oregon Attorney General has authority to review the decisions of the state bar in this area and the Attorney General's decisions may be subject to review by the court. The bar reserves the right to respond as it deems appropriate regarding any public records requested, including D&I records and your application. Please contact the bar's General Counsel at gc@osbar.org if you have questions.

Application Deadline

The application deadline for 2021 Summer Stipend programs is **January 24, 2021**. A timely application will have been submitted via the online application by 11:59PM on the deadline date. If you are unable to apply using the online application system, please contact Hugo Gonzalez Venegas at hgonzalezvenegas@osbar.org or 503-431-6335 to discuss alternative options.

PROGRAM REQUIREMENTS

Securing Positions

Award recipients are responsible for securing their own summer employment after they have been notified of their award. Students are provided a catalog of participating employers, from which to begin their job search. This is not an exhaustive list of potential employers. Summer Stipend recipients can choose to apply to prospective employers from the catalog or may solicit employers not included in the catalog. If the employer is not in the catalog, the students must inform D&I staff to determine the employer's eligibility to participate. Eligible employers must offer the student practical experience in a legal setting, as well as appropriate supervision and feedback; the student's supervisor must be an licensed attorney, and the position in Oregon.

The goal of the program is to help facilitate legal experience and future connections for students in the Oregon legal community. For Public Fellowships, the employer must be an Oregon 501(c)3 or public entity and the position is unpaid. Students will not be eligible to receive a Public Fellowship award for a paid position.

For Clerkships, the employer must be willing to match the \$7.00 stipend for a total hourly rate of at least \$14.00. Research positions in law schools are generally not acceptable stipend placements. Exceptions to eligibility are subject to D&I staff review. Students must find employment by the deadline or request a limited extension. Foregone stipends may be awarded to alternates.

All law students are encouraged to work closely with their respective law school's career services departments, mentors, etc., to develop and improve hiring skills. Besides interviewing skills, telephone etiquette, appropriate dress, etc., skills should also include a protocol to handle multiple offers of employment.

Employers interested in hiring Summer Stipend recipients will hold the responsibility of vetting the students to determine if they are eligible and qualified for the position offered, as they would with any candidate for employment. The employer is responsible for complying with all state and federal laws, including worker's compensation insurance, reporting taxable income, etc., related to the student's employment. The Oregon State Bar does not employ the recipients and does not supervise any recipient's placement.

Tax Notice

The Oregon State Bar makes no commitment or guarantee that any amounts paid to or for the benefit of a recipient will be excludable from the recipient's gross income for federal or state income tax purposes, or that any other federal or state tax treatment will apply to or be available to any recipient. It shall be the obligation of the recipient to determine whether any payment is excludable from the recipient's gross income for federal and state income tax purposes.

FULL PARTICIPATION EXPECTATION POLICY

The D&I Department expects that a recipient of an award will fully participate in all aspects of the component program. For the purposes of Summer Stipends, full participation shall be defined as at least 360 hours of work over the course of the summer, unless a prearranged exception is made based on extenuating circumstances (disability, childcare, etc.). For a student interested in participating in the Fellowship program but unable to participate in the full 360 hours, a partial fellowship may be offered. In addition to the student recipient agreeing to full participation, the student's employer will also need to agree in advance that they will be able to provide the student with that amount of work over the course of the summer. If the recipient knows at the time of the award that they cannot fully participate in the component or circumstances occur to prevent completion of participation, the recipient must contact D&I staff immediately. If there is a determination that the original recipient cannot fully participate in the component and the award is withdrawn, the award may be transferred to the next alternate in line.

The stipend does not extend into the academic year.

CLERKSHIP MATCHING FUNDS – EMPLOYER'S INABILITY TO MATCH

Occasionally, a stipend recipient may wish to clerk for an employer who cannot meet the \$7.00 per hour matching requirement – e.g. a county court, a practitioner operating on a contingency basis, a non-profit employer, etc. Under those circumstances, a student may request that the D&I Department increase the stipend amount. D&I staff will consider the request on a case-by-case basis and may increase the stipend amount if the D&I Department can fund the increase. Although the D&I Department may, at its sole discretion, decide to increase its reimbursement to the employer for the student's wages beyond \$7.00 per hour, the employer will remain responsible for meeting all obligations of federal and state law related to the student's employment, including the payment of Oregon's minimum wage, and all appropriate payroll withholdings.

2021 Summer Stipend Programs Timeline

Application deadline	<i>January 24, 2021</i>
D&I Dept. notifies recipient	<i>February 12, 2021</i>
Deadline to secure employment	<i>April 16, 2021, unless extension granted</i>
Stipends awarded to alternates	<i>Rolling basis</i>