

Rural Practice Summer Internship Grant Application Requirements and Instructions

March 29, 2024

Purpose and Eligibility

This program aligns with the WSBA mission and is authorized through GR12.2(a)(2)&(8) by promoting an effective and accessible legal system and in administering programs of legal education. The purpose of this pilot internship program is to assist in building a pipeline of rural attorneys who will help narrow the legal services gap in rural communities throughout the State of Washington.

This internship grant is open to law students (1Ls, 2Ls, and non-graduating 3Ls) who:

1. Will be participating in a summer internship for an organization providing legal services to the public in a nonprofit, government, or private setting located within a rural community as defined by the WSBA Small Town and Rural Committee (see Attachment A for a list of WA counties that qualify).
2. Demonstrate commitment to practicing in a rural community.
3. Articulate a desire to practice within a rural community upon graduation from law school.
4. Preference will be given to law students from rural communities.

Applicants will be Evaluated Based On:

1. Articulated financial need and consideration of any other sources of support for the internship.
2. Articulated or demonstrated commitment to practicing law within rural areas in Washington after graduation.
3. Lived experience in a rural community.
4. The Committee will not discriminate on the basis of race, creed, color, national origin, citizenship or immigration status, sex, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability.

Amount of the Grant

The award amount is \$5,000.00 and committee will award up to nine grants.

Individual Application Requirements and Materials

To apply for the internship, please submit the following materials in PDF format to memberbenefits@wsba.org no later than 5:00p.m. on **April 22nd, 2024**.

Include your name & relevant contact information on these items:

- Signed application form.
- Resume.



- ❑ Cover letter (maximum of 3 pages) articulating your knowledge, experience, interest, and commitment to rural practice, as well as the purpose, location, and nature of the internship or position and how it relates to your career goals. Please indicate any financial need and other sources of support for the internship¹.
- ❑ If you have accepted an offer for a summer internship, please include the name of the organization, the details of the work that you are expected to perform and the legal and personal experience that you hope to gain from the internship. Students still in the application and interview process may still apply. Please share the name of the organization you have applied to, the details of the work that you are expected to perform, and the legal and personal experience that you hope to gain from the internship. Applicants must have received an offer from the employer, and must notify the WSBA of this offer, no later than May 1, 2024, to be awarded the grant.
- ❑ If available at the time of application, a letter from your prospective employer confirming that they have offered you an internship position within a rural community. By May 1, 2024, private law firms must also attest that the intern will be **primarily serving individuals from underserved and underrepresented groups**² for the summer of 2024.

Candidate Selection Process

Applications will be reviewed by WSBA Small Town and Rural (STAR) Committee. The STAR Committee may, at its discretion, hold telephone interviews with leading candidates. The STAR Committee anticipates selecting candidates for internship grant and announcing the awards by May 5, 2024.

Internship Grant Recipient Requirements

Each fellowship recipient must complete at least 240 hours of work with his or her approved organization during the summer of 2024 (an average of 30 hours per week for a minimum of 8 weeks). The offer and acceptance of the internship opportunity must be confirmed by the employer before disbursement of funds is made to the intern. The intern should be physically located in a rural community, but allowance may be given for remote service provided interns are directly serving clients in rural communities. Successful completion of the internship must also be confirmed by the employer. If an intern does not start or finish their internship, then they may be required to return the funds based on an assessment by the STAR Committee.

Please submit this signed application along with the other requested documents (resume, cover letter and letter from prospective employer) to memberbenefits@wsba.org no later than 5:00pm PT on April 22, 2024.

I hereby acknowledge the requirements outlined in this application:

Applicant Signature Date

Printed Name of Applicant

¹ This grant is supplemental to any other sources of income or support for the internship. Additional financial support will be taken into consideration but doesn't preclude an applicant from receiving the grant.
² These groups may face economic, geographical, cultural, or language barriers to legal services.

ATTACHMENT “A” – DEFINITION OF RURAL

For purposes of the WSBA Rural Practice Summer Internship Grant rural areas are defined as: “Employers not located in Thurston, Clark, Pierce, King, Snohomish, Spokane, and Whatcom counties, WITH the provision that if the employer is in a town of 5,000 or less within said counties it will qualify.