

VILLANOVA UNIVERSITY SCHOOL OF LAW
WALTER LUCAS PUBLIC INTEREST FELLOWSHIP PROGRAM
DETTA AND JOSEPH TATE LOAN REPAYMENT ASSISTANCE PROGRAM
2023 GUIDELINES

Thank you for applying to the Walter Lucas Public Interest Fellowship Program's Detta and Joseph Tate Loan Repayment Assistance Program (LRAP) at Villanova University School of Law. This year, two recipients will be selected to receive a three-year \$15,000 award in LRAP funding, subject to the discretion of the Selection Committee and to the eligibility requirements and terms and conditions outlined below. The award will be disbursed at a rate of \$5,000/year over a period of three years, and recipients may use the award for loan payments and living expenses. Completed applications are due no later than **5:00 PM EST on Sunday, January 14, 2024**. Although the notification timeline is subject to change, our Selection Committee intends to notify the 2024 LRAP recipients no later than February 18, 2024.

Eligibility Requirements

To be eligible for LRAP, applicants:

- Must have graduated from Villanova University School of Law as a member of one of the five graduating classes preceding the application period. For Fall 2023 applications, an applicant must have been a member of the class of 2019, 2020, 2021, 2022, or 2023. *Applications from former three-year LRAP award recipients will not be considered;*
- Must have secured employment, at the time of application, in a public service career. For the purposes of this award, public service careers include those with the local, state, and federal government; those registered as 501(c)(3) tax-exempt organizations; and international non-profits, non-governmental organizations and inter-governmental organizations;
 - Note: In selecting applicants, the Committee has a strong preference for employment with (1) a not for profit organization, generally registered as a 501(c)(3) tax exempt organization, that provides directly or through public policy efforts, free legal representation and/or administrative advocacy to the poor of the community and/or those traditionally underserved by the legal system, or (2) an organization (whether government funded or not for profit) that provides constitutionally mandated legal representation to criminal defendants. Other factors considered are debt load and commitment to public service.
- Must have accrued at least \$75,000 in total student-loan debt (federal or private or both, from both undergraduate and law school). Note: Student loan debt that decreases below \$75,000 after receipt of LRAP funds will not affect a recipient's eligibility to continue receiving LRAP funding; and

- Must disclose their current salary at the time of application. There is a strong presumption that applicants earning over \$80,000 will not be funded unless the applicant can show compelling circumstances that the salary cap should be exceeded. There will be a 3-5% buffer included for raises between the first and second years and again between the second and third years.

Terms and Conditions

Recipients must disclose at the time of application loan repayment grants from other sources. In the event that, in the three-year period of receiving the LRAP award, a recipient is no longer employed in a public service career or exceeds the presumptive \$80,000 salary cap (including the 3-5% buffer), the recipient must notify the Associate Director of Financial Aid within sixty days. Each such circumstance will be considered on an individual basis; however, recipients should expect that such changes to their circumstances will result in their termination of eligibility for receipt of future disbursements. If you are in doubt about the necessity of reporting a change in circumstances, please contact the Associate Director of Financial Aid for advice. Failure to notify the Associate Director of relevant changes may result in termination of LRAP benefits.

Documentation Required from Selected Recipients

A recipient receiving LRAP funding must submit:

- (1) the enclosed Employment Verification Form
- (2) the enclosed Financial Information Form
- (3) current loan statements (either a printed bill or a statement obtained electronically) for all loans listed on the application

Selection Criteria

In preparing your application, please know that the Selection Committee will consider, first and foremost, the graduate's commitment to public interest, including previous experience in and commitment to long-term work in public interest law. In the event of equally qualified candidates, the Committee may consider additional pertinent factors, including financial need.

Application Process

After the close of the application period, all applications will be reviewed and finalists will be selected. Finalists may be required to attend an interview with the Selection Committee, in person or via teleconference, as necessary. The selected recipients will then be notified.

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2023 APPLICATION

LRAP Applicant _____

Street Address _____

City _____ State _____ Zip _____

Phone # _____ E-Mail _____

Permanent Address
(if different) _____

City _____ State _____ Zip _____

Phone # _____ E-Mail _____

All application materials must be received by 5:00 PM EST on Sunday, January 14, 2024. Please email your application to jpace5@law.villanova.edu, or mail to the following address:

Villanova University
Public Interest Fellowship Program
299 North Spring Mill Road
Villanova, PA 19085

Applications will not be accepted after the deadline. If you choose to email your application, you must email TWO files with all of the required materials and have scanned versions of the necessary forms with the requisite signatures. Be sure your name appears on every page of your application. Please compile your application in the order listed below:

1. A 500–1,000 word essay explaining your past and current work in public interest and community service. Additionally, describe what drew you to the particular area of public interest in which you are now employed and where you see your career ten years from now. You may also explain anything else that you believe may need clarification.
2. Current résumé.
3. Completed Employment Verification Form (enclosed).
4. Completed Financial Information Form (enclosed).
5. Completed Authorization and Commitment Form (enclosed).

Please include within your application submission information regarding your current loan statements. If you choose to email your application, please include within the email a SEPERATE file/document containing:

1. Supporting loan statement(s), including screenshots of your loan accounts.

*Please direct any questions to Jordyn Pace, Vice Director of PIFP, at
jpace5@law.villanova.edu*

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2023 EMPLOYMENT VERIFICATION FORM**

LRAP Applicant _____

Applicants are required to secure a position by the time this application is due. Please provide the following information concerning the employment position accepted.

Name of Employer: _____

Position: _____ Start Date: _____ Salary: _____

Employer's Street Address: _____

City: _____ State: _____ Zip: _____

Supervisor's Name: _____ Title: _____

Phone: _____ Email: _____

By signing below, I verify that the above-mentioned candidate is an employee of my organization and will receive the above salary during FY 2024 for their work.

Supervisor's Signature

Date

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2023 FINANCIAL INFORMATION FORM

LRAP Applicant _____

Please complete the following financial summary. Applicants must authorize verification of this information on the Authorization and Commitment Form.

Outstanding Loans Accrued while in Law School, Including Any Outstanding Interest: _____

Outstanding Undergraduate/Educational Loans, Including Any Outstanding Interest: _____

TOTAL Outstanding Educational Debt, Including Outstanding Interest: _____

Supporting Loan Statement Data

Please also include copies of the most recent loan statements (either a printed bill or a statement obtained electronically) for all loans listed above.

Loan Repayment Grants & Loan Forgiveness

Have you applied for or are you currently receiving any other loan repayment grants? _____
If yes, please describe: _____

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2023 AUTHORIZATION AND COMMITMENT FORM

LRAP Applicant _____

I certify, to the best of my knowledge, the information provided on this statement is complete and accurate. I will inform the Associate Director of Financial Aid of change(s) in any circumstance(s) which may affect my application or eligibility to receive LRAP benefits. I understand that the Associate Director of Financial Aid may request additional information and documentation in support thereof and that my failure to provide any or all requested information in compliance with program deadlines and guidelines will result in my ineligibility to receive benefits under this program. In addition, I authorize the verification of any information in this application.

Applicant's Signature

Date

If I am selected to receive LRAP benefits:

I will submit an Employment Verification Form and Supporting Loan Statement Data to the Associate Director of Financial Aid on or before **January 14th by 5:00PM EST** for each year I receive LRAP funding.

I will spend the years which I receive LRAP funding in a public service career, as defined under the *Eligibility Requirements* of the 2023 LRAP Guidelines.

I will notify the Associate Director of Financial Aid, in writing, within sixty days of any personal or financial changes that could affect my receipt of LRAP benefits.

Applicant's Signature

Date