



Harvard College
Postgraduate Public Service Fellowship
2022-2023 Application Instructions

FELLOWSHIP INFORMATION:

Postgraduate Public Service Fellowships support meaningful public service projects undertaken after graduation. Projects may be of any length between 3 and 12 months. Candidates should present one proposal; a single application will put you into consideration for all available funding.

For these purposes, a public service project is defined as work that:

- helps people meet their needs for food, shelter, and/or health;
- improves educational and/or employment opportunities;
- educates people about their legal and/or civil rights;
- protects the environment and/or wildlife;
- and/or otherwise supports the general welfare.

Eligibility:

Applicants must be graduating Harvard College seniors of any nationality.

PFORZHEIMER FELLOWSHIP: Pforzheimer Foundation Public Service Fellowships provide funding for students who will be involved in public service projects after graduation. Projects are expected to be at least three months long.

Benefits:

Approximately \$80,000 or more is available each year to be distributed by the selection committee. Award amounts vary depending on project duration and need.

Selection criteria:

Fellows will be selected on the basis of their demonstrated interest, abilities, and commitment to public service, as well as the merit, soundness, and practicality of their project. There is a preference for proposals where the student's direct involvement is essential to the success of the project, and when the project addresses a significant human need. Financial need is not a criterion.

RICHARDSON FELLOWSHIP: The Richardson Fellowships are intended for students contemplating a career in public service and provide the opportunity to spend a year gaining concrete experience with the issues that their public service career would address. The tenure of each Richardson Fellowship must be between ten and twelve months, depending upon the nature of the project and the living expenses necessary to pursue it.

Benefits:

Three awards of approximately \$30,000 each will be made each year.

Selection criteria:

The Richardson Fellowships are to be awarded to students who show outstanding promise of being of service in the public or non-profit sectors. Successful candidates will demonstrate a ready empathetic understanding of the plight and position of others, an ability to lead or persuade, and commitment to the public good as distinct from merely private ambition. Each candidate should also show that they are seriously contemplating a career in public service, to which the experience gained in the fellowship year would make a valuable contribution.

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PLEASE READ CAREFULLY AND ORGANIZE THE FOLLOWING MATERIALS FOR YOUR APPLICATION:

■ **APPLICATION FORM/BUDGET**

Complete the online CARAT information (including budget), which will be compiled and displayed as your application cover sheet.

■ **CURRENT RESUME**

Indicate significant activities, achievements, and work experiences in college that demonstrate your interests and potential achievements. **Do not exceed one page**

■ **CURRENT UNOFFICIAL TRANSCRIPT**

Download your unofficial transcript from my.harvard.edu.

■ **PROPOSAL/AFFILIATION LETTER**

In 1,000 words or less, explain your reasons for seeking this fellowship and the plans you have for using it. Following your proposal, if appropriate, copy and paste an e-mailed letter of invitation, sponsorship, or confirmation of your organizational affiliation. This letter should provide basic information about the organization as well as your specific duties, including your hours, compensation (if any), and project length.

■ **TWO LETTERS OF RECOMMENDATION**

These letters should comment on the suitability of your service project, as well as on your public service convictions and any other relevant personal attributes. Letters should be addressed to “The Postgraduate Public Service Fellowship Selection Committee” and submitted online by your recommenders, following instructions they will receive once you designate them. (See below.)

PLEASE SUBMIT YOUR APPLICATION AS FOLLOWS:

1. **LOG IN TO [CARAT](#) USING YOUR HARVARD KEY** and confirm that your profile information is correct.

2. **BROWSE FOR THE APPROPRIATE OPPORTUNITY AND CLICK “APPLY”**

Fill out all required fields.

3. **REQUEST RECOMMENDATIONS (via “References” tab)**

You are **STRONGLY ENCOURAGED** to solicit recommendations at least three weeks ahead of the application deadline. Once you have provided name (Last, First) and contact information for your recommenders, **YOU MUST CLICK “Send Reference Request”** under each recommender’s entry in order for CARAT to send the notification to your recommender’s email. **“Save and Next” will NOT submit your recommendation requests.**

4. **UPLOAD YOUR DOCUMENTS**

All documents must be submitted concurrently, in PDF format. No supplementary materials will be accepted.

5. **SUBMIT YOUR APPLICATION (via “Submission” tab)**

Enter your HUID and click “Submit”. The date and time of your submission will be noted, and late applications will not be accepted.

If you or your recommenders have questions about this application or the online submission process, please contact the Office of Undergraduate Research and Fellowships at (617) 495-5095 or fellowships@fas.harvard.edu.

■ ■ ■ **DEADLINE: WEDNESDAY, FEBRUARY 22, 2023 at 11:59pm (ET)** ■ ■ ■