

1. I know that questions and applications should be directed to the fellowship coordinator on my campus. Who is my fellowship coordinator?

Berkeley: Kristin Reed, (510) 642-0965, kreed@berkeley.edu

Davis: Kathleen A. Doty, (530) 752-4272, kadoty@ucdavis.edu

Hastings: Naomi Roht Arriaza, (415) 565-4629, rohtarri@uchastings.edu

Irvine: Alison Brysk, (949) 824-1582, abrysk@uci.edu

Santa Cruz: Renee Tajima-Peña, (831) 459-2826, rtajima@ucsc.edu

San Diego: Gershon Shafir, (858) 822-5295, gshafir@ucsd.edu

2. I am almost finished with my statement of purpose but can't turn it in by the deadline. Can I turn it in late?

No. You must turn in all materials – including your statement of purpose – by the deadline in hard copy. Be sure to submit the number of sets required by your campus (e.g. 4 sets for UC Berkeley).

3. How many faculty members do I need to ask for recommendation letters? How should the letters be addressed and delivered?

You will need recommendation letters from 2 faculty members. Letters should be addressed to your campus fellowship coordinator. Faculty may prefer to submit copies of their recommendation letters in signed, sealed envelopes for confidentiality, but this is not required.

4. The faculty members I asked to write my recommendations are on leave this semester. Can I turn in my faculty recommendation letters late?

Faculty recommendations must be submitted with the application. Ask faculty for recommendation letters early, especially if they are on leave. If you anticipate any difficulties in obtaining letters from faculty members, please contact your campus fellowship coordinator.

5. What should the faculty letter of recommendation letter include?

- How does the faculty member know you?
- For how long has he/she known you?
- How did you perform in his/her class?
- What does the faculty member know of your proposed fellowship project?
- How does it relate to your work with the faculty member?
- Given your work with the faculty member, what is his/her opinion of your abilities with regard to your proposed fellowship project?

6. I can't seem to contact the organization with whom I would like to work. Their fax and e-mail are down. Do I need to submit a sponsoring organization letter?

Yes. You must submit a letter of support from the organization with whom you would like to work. If you anticipate difficulties, please speak to your campus fellowship coordinator.

7. What should the sponsoring organization letter include?

- What is the mission of the organization and what does the organization do in order to achieve the mission?
- What are the goals of your project and how do these goals relate to the overall objectives of the organization?

- How will your project contribute to the organization's mission and to the community it serves?
- Your previous relationship with the organization, if applicable.

8. Can I apply if I am an undergraduate student?

Yes. However, applications from graduate students are given a priority.

9. I am graduating in May; this is my last year as a UC student. Can I still apply?

Yes. You can still apply, however, applications from returning, non-graduating students are given a priority. In order to be eligible, you must be able to participate in all of the post-fieldwork activities, including the informal get-together in September and the formal conference in early November. In addition, you must submit a formal paper on your fellowship by the end of December.

10. Can I seek additional funding for my project?

Yes.

11. I'm not 100% sure I know which project I want to do this summer. Would it be possible for me to develop one project proposal in my application and if I get funded, can I change my mind and use the stipend for a different project?

No.

12. Can I submit a proposal for a partnership project with another student?

Yes, you can with the understanding that you and your partner will share one fellowship stipend of \$4,500.

13. I'm not sure what to include in my statement of purpose, can you give me any suggestions?

Yes, sample statements of purpose are available. Please see your campus fellowship coordinator.

14. What if I cannot complete the application or do not have the required number of copies?

Incomplete applications will not be considered and will not be forwarded to the evaluators. To avoid this unfortunate situation, students are encouraged to plan ahead, allowing for substantial time to research and contact sponsoring organizations and to obtain letters of recommendation from faculty. Applications without the required number of copies are considered incomplete.

15. Do I need to seek approval from the Committee for the Protection of Human Subjects (CPHS)?

This depends. If you intend to use your fellowship grant to conduct research that you will include in your thesis or dissertation, then you must seek approval from CPHS before you begin to recruit participants (human subjects) and collect data. There are occasions when a student's planned activity will not be considered human subjects research because it will not lead to generalizable knowledge. However, if your findings will contribute to an understanding and further knowledge about your field, you may be conducting human subjects research. We encourage you to contact the Office for the Protection of Human Subjects as early as possible and consult with the staff about your proposed project. Protocol review and approval or receipt of an exemption may take as long as two to three months. For more information, please speak to your faculty advisor or visit your campus' CPHS website.

16. When will the fellowship awards be announced?

We will announce the fellowship awards in early April.