



## CLYLP COMCAST FELLOWSHIP PROGRAM

**Deadline to apply for the 2023 CLYLP Comcast Fellowship is Friday, May 26, 2023, 5 p.m. PST.**

### CHICANO LATINO YOUTH LEADERSHIP PROJECT BACKGROUND

The CLYLP is a statewide, community-based volunteer organization founded in 1982 whose mission is to enhance and build the leadership potential of California's youth to build communities and create a stronger, more prosperous state and nation. CLYLP programs connect young people with community volunteers, policymakers and professionals to motivate leadership and civic engagement by strengthening cultural identity, self-confidence and community connections; and open doors to academic achievement, career growth, and leadership opportunities.

CLYLP programs provide an opportunity to young people at a crucial moment in their lives to build their capacity and ambition, as well as alter their life courses. CLYLP programs motivate young people to pursue their education and become involved, engaged members of their communities. Moreover, the CLYLP enhances the leadership skills, academic preparation, self-esteem, and cultural awareness of young people.

CLYLP offers high school students four leadership development opportunities across California:

- Statewide Leadership Conference: a week-long intensive leadership training program in Sacramento, open to 120 students from California high schools;
- Central Valley Institute: a three-day intensive leadership institute held in Fresno, open to 40 students from the Central Valley region
- Los Angeles Institute: a three-day intensive leadership institute held in Los Angeles, open to 50 students from Los Angeles County;
- Bay Area Institute: a three-day intensive leadership institute held in Berkeley, open to 50 students from the Bay Area region.

### THE CLYLP COMCAST FELLOWSHIP PROGRAM

Through a generous grant from the **Comcast Foundation** and in partnership with the **California Latino Legislative Caucus**, the **California State University, Sacramento-Center for California Studies**, the **University of California Center in Sacramento**, the **University of Southern California**, CLYLP sponsors a four-week fellowship program for CLYLP alumni who have completed at least their first-year of college/university studies.

While in this intensive fellowship program, participants will follow a rigorous curriculum that builds on prior training provided by CLYLP that includes:

- Mentorship with an individual in the Capitol Community who can help the Fellow understand the legislative process;
- An academically designed curriculum and assignments focused on the inner workings of California government as well as current and future statewide policy issues;
- Opportunities for close interaction and discussions with leading state policy makers;
- Intensive training around "issues-based organizing" and the factors/strategies influencing policy makers;



## WHAT THE FELLOWSHIP OFFERS

- **Scholarship.** Fellows will each receive a scholarship of \$3,000 for the four-week period; these funds will be disbursed in four (4) installments as part of successful completion of components of the program.
- **Office Placement.** Each fellow will receive a Capitol mentor during the four (4) weeks to support their internship.
- **Housing & Transportation Arrangements.** The fellows will be expected to find their own housing for the four-week virtual internship. Fellows are encouraged to have access to high speed broadband internet and a computer to access the virtual programming. The CLYLP Comcast Fellowship Program will work with Fellows who may face hardships with access to broadband or computers.
- **Interactions with State Leaders.** Through CLYLP partners, fellows will have the opportunity to engage keyleaders in various sectors of California's life and culture. Virtual Site visits and informal gatherings will be provided through the month-long program, designed to build community and expand the fellows' leadership and support network.
- **Leadership Development & Training.** The fellows will receive exposure to a leadership curriculum that includes a focus on the inner workings of California government, the factors influencing policy makers and current and future policy issues facing California taught by academic faculty and leaders within the state.

## ELIGIBILITY CRITERIA

Applicants must fulfill the following requirements to be eligible for the CLYLP Comcast Fellowship:

- Be an alumnus of CLYLP (by having completed at least one of the following programs: CLYLP Statewide Leadership Conference (including the virtual program), CLYLP Central Valley Institute, CLYLP Los Angeles Institute or CLYLP Bay Area Institute);
- Demonstrated leadership in their community since having participated in a CLYLP high school program.
- Completed at minimum one full-time year of undergraduate studies at an accredited college or university (including community college), and, in the fall of 2023, must be returning to their undergraduate studies as a full-time student at their college or university. Alumni who have previously completed their undergraduate studies and have already graduated are not eligible; alumni who are currently pursuing a Master's or PhD degree are not eligible.
- Commit to continuously being available for online programming from **July 6, 2023, through August 4, 2023**, and fulfill all the requirements of the program. Personal weekend travel within these dates is not allowed and will only be approved on a case-by-case basis – in an emergency, or if discussed and approved prior to the start of the fellowship program.



## FELLOWSHIP TIME COMMITMENT

Please note that the CLYLP Comcast Fellowship is an intensive, one-month program, with comprehensive and strategically-planned activities involving a great number of individuals, inside and outside of the CLYLP familia, most of whom have planned for months for the program and are participating voluntarily. By applying to participate in this Fellowship, you do so with full knowledge that your Fellowship month will be tightly scheduled, and though personal time will be made available, it will likely be limited. If you do not think you can handle the expectations of this type of opportunity, please do not apply.

## APPLICATION AND FELLOWSHIP TIMELINE – MAJOR MILESTONES

Friday, May 26, 2023	Deadline for applications to be received by mail or email (See Application Form for mailing address)
Mid-June	Applicants notified about final Fellowship cohort; announcement of CLYLP ComcastFellowship Class of 2023
Thursday, July 6	2023 Comcast Fellows start Fellowship
Thu-Fri, July 6-7	Orientation
Late July	CLYLP Summer Leadership Conference begins
August	CLYLP Annual Recognition & Appreciation Celebration (Fellows to be recognized)
Friday, August 4	Fellowship ends at the end of workday

## RESOURCES FOR QUESTIONS

Please contact Anabel Urbina, by email, with any questions, at [fellowship@clylp.org](mailto:fellowship@clylp.org). Please use 'CLYLP Comcast Fellowship' in the subject line. All efforts will be made to respond to your emails promptly. Additionally, more information can be found on the CLYLP website at [www.clylp.org/fellowship](http://www.clylp.org/fellowship).



### APPLICATION REQUIREMENTS:

A complete application includes the following:

1. APPLICATION FORM: One-page application form completed (you do not need to include these rules & background pages in your submitted application).
2. ESSAYS: Responses to the two essay prompts **must be a maximum of 1,000 words total**. Allocate the word count as you wish. If you choose to respond to one prompt at greater length, we suggest your shorter answer be no less than 250 words.
3. RESUME: Resume must include work, extracurricular, and volunteer experience, **not to exceed one page**.
4. LETTERS OF RECOMMENDATION: **One letter of recommendation** from a college/university faculty/staff and/or community leader. The letters of recommendation can be mailed separately by the recommender or attached with the rest of your application materials but must be received by the deadline.
5. EMAIL FOR SUBMITTING APPLICATIONS AND/OR LETTERS OF RECOMMENDATION: [fellowship@clylp.org](mailto:fellowship@clylp.org) Letters of recommendation can also be USPS mailed to:  
CLYLP Comcast Fellowship Selection Committee  
Attention: Anabel Urbina  
8843A Salmon Falls Drive  
Sacramento, CA 95826
6. TRANSCRIPT: Scan and attach to your application - or have USPS mailed - a copy of either an **unofficial** college/university transcript or a computer generated, on-line transcript that includes the name of the school, your name and grades/credits earned.
7. It is **strongly recommended** that you do NOT wait until the last minute to begin preparing your application.

### ELECTRONIC SUBMISSION:

All application attachments must be submitted in PDF format and emailed to [fellowship@clylp.org](mailto:fellowship@clylp.org) with the subject line: *2023 CLYLP Comcast Fellowship Application for FIRST & LAST NAME*.

While Word format pages and samples are provided below, all documents must be converted to PDF format using PDF-generating software prior to use in your application.

### APPLICATION DEADLINE

Applications must be received electronically or by U.S. Mail, *no later than Friday, May 26, 2023, 5 p.m. PST*.



CLYLP COMCAST FELLOWSHIP APPLICATION

Deadline to apply for the 2023 CLYLP Comcast Fellowship is Friday, May 26, 2023 by 5 p.m. PST.

INSTRUCTIONS

- Complete this application by completing all of the information (handwriting is allowed; typing is preferred).
Electronically attach and email all required supporting documentation by Friday, May 26, 2022, 5 p.m. PDT.
Please attach each application requirement as an individual PDF or submit all application requirements as one PDF file.
Failure to provide any of the requested documents may disqualify you from having your application reviewed.
If you mail any parts of your materials, you must ensure that all the required materials are mailed with sufficient time to reach the CLYLP by May 26, 2023 at 5PM PDT. Applications MUST BE RECEIVED by the deadline date.
It is recommended that you make a copy of your completed application for your records.
Please pay attention to the writing/formatting requirements. Failure to follow the requirements could result in a disqualification of your application.

PART 1 APPLICANT INFORMATION

Applicant's Name (Last, First, Middle) Birth date(month/day/year)
Mailing Address City State Zip Code
Phone Email Gender

PART 2 ACADEMIC INFORMATION

1. What is the name of the college/university that you are currently enrolled in?
2. Are you enrolled part-time or full-time?
3. What college/university will you be enrolled in when you return to school in the fall after completing the fellowship?
4. Check your student status below:
Community College Freshman/1st Year Sophomore/2nd Year Junior/3rd Year Senior/4th Year
Other
5. Major/Course of study:
6. Immediate/Long term Degree Goal:

PART 3 CLYLP PARTICIPATION

1. Check off which CLYLP high school programs you participated in and what years (please indicate if more than one) Note: you must be an alumnus of a CLYLP program to apply
Statewide Leadership Conference Los Angeles Institute Central Valley Institute Bay Area Institute
Year: Year: Year: Year:
2. If you have continued CLYLP participation (Peer Counselor, Support Staff, Scholarship Winner, Intern, etc.),



**PART 4: ESSAY QUESTIONS**

Please answer the following TWO essay questions. Responses to the two essay prompts must be a maximum of 1,000 words total. Allocate the word count as you wish. If you choose to respond to one prompt at greater length, we suggest your shorter answer be no less than 250 words.

**Each essay must be typed, 12 point, Times New Roman font, double-spaced, and 1-inch**

**margins. Essay #1: Impact of CLYLP on Leadership / Expectation of Fellowship Experience**

How did your experience in the CLYLP Leadership Conference or one of the regional institutes influence your course of study or career goals? What do you hope to gain from the CLYLP Comcast Fellowship experience and how will you use this opportunity to further those goals?

**Essay #2: Community Needs in California Today**

As a staff member to a legislator, identify a current, critical public (governmental) problem/issue that is relevant to the California Chicano/Latino Community, and propose a possible policy solution to deal with the chosen issue.

**PART 5: SUPPORTING DOCUMENTS**

Please submit the following documents:

1. **Current Resume:** Must list work, extracurricular and volunteer experience; **must not exceed one page.**
2. **One letter of recommendation** from a college/university faculty/staff and/or community leader. The letters of recommendation can be e-mailed or mailed separately or attached with the rest of your materials but must be received by the deadline.
3. **Copy of your official or unofficial academic transcript.** (If your school registrar makes transcripts available online, a print out of the webpage with your name, grades and GPA is acceptable.)

**PART 6: EMERGENCY CONTACT INFORMATION**

Please submit the contact information for someone we can communicate with in case of emergency during the fellowship program:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Preferred spoken language of contact: \_\_\_\_\_

**PART 7: SIGNATURE CERTIFICATION**

*I certify that all the information provided in this form and in this submission of materials is accurate, that I meet the criteria laid out for this program, and that the CLYLP may verify any information I have provided. I also understand and agree to abide by the CLYLP student participation, student expectation and student behavior rules should I be accepted to participate in this program. I give my permission to the CLYLP to release information contained in this application to agencies, colleges or universities in order to provide me with information on graduate or professional schools, financial aid, student services, or career opportunities. I understand that the CLYLP will strive to keep all personal information confidential. I also give permission to the CLYLP to take photographs of me or video tape me during program sponsored activities and understand that these photographs and video may be used for presentations, publicity materials, and overall promotion of the program.*

**Applicant's Name (print)** \_\_\_\_\_

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



**CHECKLIST: PLEASE CHECK OFF  
THE BOXES**

**ONLY APPLICATIONS WITH ALL OF THE ATTACHMENTS LISTED  
BELOW WILL BE  
CONSIDERED "COMPLETE"**

- |  |   |
|--|---|
| <input type="checkbox"/> Completed Fellowship Application Form | <input type="checkbox"/> Letter of Recommendation (1) |
| <input type="checkbox"/> Copy of Unofficial Transcript         | <input type="checkbox"/> Essay Question #1            |
| <input type="checkbox"/> Current Resume                        | <input type="checkbox"/> Essay Question #2            |

**DEADLINE AND ELECTRONIC  
SUBMISSION**

Applications must be RECEIVED by no later than **Friday, May 26, 2023, 5p.m. PDT** by email ([fellowship@clvlp.org](mailto:fellowship@clvlp.org)) with the subject line: *2023 CLYLP Comcast Fellowship Application for (FIRST & LAST NAME)*.

It is preferred if documents can be converted to PDF format using PDF-generating software prior to use in your application.

If you are USPS mailing letters of recommendation or college transcripts, please mail these items to:

CLYLP Comcast Fellowship Selection Committee  
Attn: Anabel Urbina  
8843A Salmon Falls Drive  
Sacramento, CA 95826