

# COMMUNITY SERVICE FELLOWSHIP APPLICATION PREPARATION

**1.** Your Community Service resume. Please use the format included below. Be sure to include the names of organizations you served with and any you may have created, the capacity in which you served these organizations, and the number of hours per week and weeks per year of service for each activity. The resume should be no more than two pages.

\*Preferred Format

- Role, Position, or Title
- City, State
- Time Frame—Start Date (Month, Year) and End Date (Month, Year)
- Hours Completed (weekly and weeks per year)
- Describe your service accomplishment(s) and the community impact (no more than five sentences per service organization or service project)

**2.** A recommendation from a supervisor at one of your service organizations or service projects. List your preferred recommender and their email address on the scholarship application. Your recommender will receive an email with instructions on how to submit their recommendation. Recommendations received from applicants will not be considered.

**3.** Write one paragraph describing your most meaningful community service activity, either past or present. Focus on how your motivations for volunteering with this specific organization exemplify your broader interests and aspirations in community engagement. If relevant for you, also describe how your identities motivate your service work or community engagement.

**4.** Research a New Orleans based nonprofit or community-based organization that you find interesting. Discuss your interest in their work and why you would want to serve with that organization. With the organization's mission statement in mind, what type of service project would you want to do with this organization.

**Please note:** We provide this document so that you may prepare your application in advance. Once available, the Community Service Fellowship Application may only be submitted online via your Application Status Portal at [apply.tulane.edu/status](http://apply.tulane.edu/status).

