



# 2021 Scholarship Program Participation Agreement

The intern, \_\_\_\_\_(full name), (hereinafter "Intern") is applying for the Conference on Asian Pacific American Leadership (CAPAL)'s Public Service Scholarship program to receive a living stipend while working for your organization. If the Intern is selected, they are required to do the following to receive their award:

- Complete, at minimum, an 8-week, full-time internship beginning Monday, June 7, 2021. All conflicts of availability except unforeseen circumstances need to be approved prior to accepting the scholarship.
- Attend an orientation on Saturday, June 5, 2021.
- Attend each Washington Leadership Program (WLP) session:
  - Wednesday, June 9, 2021, 5:30-8pm
  - Wednesday, June 16, 2021, 5:30-8pm
  - Wednesday, June 23, 2021, 5:30-8pm
  - Wednesday, June 30, 2021, 5:30-8pm
  - Wednesday, July 14, 2021, 5:30-8pm
  - Wednesday, July 21, 2021, 5:30-8pm
- Attend each cohort session:
  - Thursday, June 10, 2021, 6-8pm
  - Thursday, June 24, 2021, 6-8pm
  - Thursday, July 8, 2021, 6-8pm
  - Thursday, July 22, 2021, 6-8pm
  - Thursday, August 5, 2021, 6-8pm\*\*
- Collaborate with an assigned Community Action Project (CAP) team to create deliverables to be presented at CAPAL's Closing Ceremony on August 6, 2021.
- Meet regularly with a paired mentor and complete a mentorship plan.
- Participate in a series of career development coaching sessions--Dates TBD

Additionally, CAPAL provides several optional events, such as informational sessions and networking opportunities. While these opportunities are not mandatory and at the supervisor's full discretion, we encourage supervisors to allow their intern to attend if it does not disrupt their work. A full list of mandatory and optional events will be included upon acceptance into the program.

CAPAL understands opportunities may arise that conflict with CAPAL programming, and values opportunities for its Interns to grow professionally outside of the organization. Interns may request advance leave of absence from required programming, which will be reviewed on a case-by-case basis.

I, the supervisor, \_\_\_\_\_, agree to the above program requirements and to attend a brief supervisor orientation call prior to the start of the internship.

Supervisor Name: \_\_\_\_\_ Supervisor Organization : \_\_\_\_\_

Supervisor Email: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

Supervisor Signature

\_\_\_\_\_

For more information about CAPAL's programming, please visit our website at [www.capal.org](http://www.capal.org) or contact our Programs and Operations Associate, Hannah Park at [hannah.park@capal.org](mailto:hannah.park@capal.org).

*\*\*Dates for Washington Leadership Program and Cohort Sessions are tentative*