LEEP Projects and LEEP Fellows Program
Information for Students

LEEP Projects

We fund:
• Problem-based projects that students complete during the summer working alongside a faculty mentor and with an external organization. These projects should:
  • Offer real-world applications of course material
  • Allow authentic problem-solving experiences
  • Provide an opportunity to engage with others outside of Clark
  • Enhance mastery of the LEEP learning outcomes
  • Serve as a capstone, or culminating experience

What types of projects can I pursue?
There are many different types of projects a student can pursue:
1. Students may secure a pre-identified project listed in the Clark Recruiter, often sponsored by a Clark alumnus, LEEP partner, or faculty member here at Clark.
2. Students may design/secure their own project using the resources of the LEEP Center, Clark Recruiter database, or their own network.

Who can complete a LEEP Project?
• Primarily juniors, though sophomores will be considered if 1) the project is developmentally appropriate; and 2) they can make a compelling case as to how the project relates to their future goals
• Previous LEEP Fellows are not eligible
• Cannot be on social or academic probation

When will pre-identified projects be made available?
• Descriptions of pre-identified projects – those sponsored by alumni, partners, and faculty – will be made available on a rolling basis in the Clark Recruiter beginning in January 2016

How do I apply?
1. Attend the Summer 101 event on Wednesday, November 11, 2015
2. Talk with your intended faculty or staff mentor
3. Talk to a LEEP Center advisor
   • Walk-in hours held 2 – 4 pm every day in Dana Commons.
4. Have your résumé and cover letter reviewed by Career Services
   • Walk-in hours held 12-4 pm every day in Dana Commons, 2nd floor
5. A) Apply to and secure the position; or B) Design your project
6. Submit your LEEP Fellows application
The LEEP Fellows Program

What is the LEEP Fellows Program?
- The LEEP Fellows Program is designed to provide students with the comprehensive pre- and post-project advising, support, and training they need to have successful summer opportunities and leverage those experiences for future opportunities. This includes:
  - **Pre-project advising**: What other types of opportunities might you pursue? What kinds of funding sources are available to you?
  - **Pre-application preparation**: Résumé review, along with proposal writing guidance and interviewing workshops
  - **Pre-project preparation**: Targeted training to provide you with the knowledge and skills you’ll need to have a successful summer experience, via an end-of-semester boot camp
  - **Summer support**: Available to students, sites hosts, and/or faculty mentors to help deal with any issues that may arise
  - **Post-project reflection**: An opportunity to think about what you’ve gained and learned from your experience
  - **Post-project preparation**: Your experience doesn’t end when the summer is over – we’ve designed opportunities to continue your skill-building and prepare for the future, including Fall Fest and exit interviews

Who are LEEP Fellows?
- LEEP Fellows are students who participate in the LEEP Fellows Program
- All students who complete LEEP Projects will also be LEEP Fellows
- Students participating in other activities, such as internships and undergraduate research experiences, or other types of projects, such as Steinbrecher and Barth fellowships, can also apply to be a LEEP Fellow (though they may not be eligible to receive additional funding).

What will I do as a LEEP Fellow?
- Receive pre- and post-project advising, preparation, and support
- Attend a LEEP Fellows boot camp
- Attend a pre-departure meeting if you plan to travel abroad
- Submit a final reflection and final report
- Participate in post-project workshops
- Participate in LEEP Talks or Fall Fest
- Take part in exit interviews – optional
- Receive transcript designation as a LEEP Fellow

LEEP Funding

Who is eligible to receive LEEP funding?
- LEEP funding is only available for those students completing LEEP Projects
- Funding is competitive, but preference is given to those students completing projects sponsored by a Clark alumnus, LEEP partner, or faculty member at Clark
- All students must submit an application in order to be considered for LEEP funding.
How do I receive LEEP funding?
- Students should indicate that they wish to be considered for LEEP funding on the LEEP Fellows application
- A stipend of up to $2500 may be available*
  - Students who secure a paid opportunity are only eligible to receive LEEP funding if their total compensation is less than $2500
  - Students will need to apply for funding and funding decisions will be made by a faculty committee
- No student will receive more than $2500 of LEEP funding; no double-dipping is allowed
  *Receipt of outside funds may lessen or negate Clark funding

When will funds be disbursed?
- Funds will be distributed in June
  - Funds cannot be disbursed earlier; please plan accordingly

What other sources of funding are available on campus?
- A list of alternative funding sources is available online and in the LEEP Center

What are the deadlines? When will I know if my application has been accepted?
- LEEP Fellows application opens in January 2016
- There are two deadlines: Friday, February 26 and Friday, April 15
  - Students can expect a decision within 2-3 weeks of the application deadlines

What about…?
- **Studying abroad**
  - Students studying abroad are eligible for LEEP Project funding
  - Interviewing may be difficult – it is important that you check Clark email!
- **International students**
  - International students who are working off campus will need to get academic credit and obtain work permission from OIA
- **Completing projects abroad**
  - Applications to complete a project in a country on the State Department watch list will receive additional scrutiny
# Frequently Asked Questions

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<thead>
<tr>
<th>I am applying for an internship I found on my own. Can I receive LEEP funding?</th>
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<td>Yes, you can apply for funding so long as your internship meets the following criteria: there is a clear project deliverable; you have the support of a faculty mentor; you will be working with/at an external organization; and there are defined, beneficial outcomes for you.</td>
<td>Yes, any student can apply to participate in the LEEP Fellows Program. If your project is accepted as a LEEP Project, then you are expected to also participate in the LEEP Fellows Program.</td>
<td>You can apply to receive up to $2500 in LEEP funding so long as you are not receiving more than that from the host organization and if you are also applying for a “self-designed” project and the LEEP Fellows program.</td>
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