

Environmental Studies Fellowship - Employer Guidelines to Sponsoring a Summer Fellowship

A generous gift of Bowdoin alumni and the Psi Upsilon Fraternity has provided the Environmental Studies program with funds to support a Sustainability Fellowship and an Environmental Justice Fellowship. The goal of the fellowship is to enable students to learn more about sustainability or environmental justice through direct service with a business, governmental agency or non-profit organization. Given the ongoing pandemic, we are encouraging students to seek out opportunities that allow for the fellowship to be completed remotely if at all possible.

Awards: Award amounts will be adjusted depending upon your ability to provide partial remuneration, with the combined total not to exceed \$5,000. Awards will be made directly to the student.

Requirements: Sponsoring organizations must be able to meet the following criteria:

- Project or assignments must involve a significant and substantive learning component, to be outlined in both the commitment letter and the learning agreement, and address this topic of sustainability or environmental justice
- All internship programs require a minimum of 350 hours and a maximum of 400 hours of work during the summer break. This can be full-time, 35 hours/week for 10 weeks, 22 hours/week for 16 weeks, or any combination in between, as long as the hours worked total between 350 hours and 400 hours. No internship may exceed 40 hours per week to comply with wage and hour laws.
- You will be asked by the student to provide a letter outlining preliminary internship responsibilities and growth opportunities as well as your willingness to participate in this program. **The student is required to submit a letter of commitment within two weeks of notification of award. If possible, securing a letter of commitment from the organization and including this with the original application is recommended.**
- A workplan must be completed by the award recipient and the supervisor at the sponsoring organization and should be mailed directly to the Environmental Studies Program no later than **July 5, 2022.**

Selection Process: Faculty and staff of the program will make awards to students who best meet the goals of this program. The committee will award up to 3 fellowships. As mentioned above, **the student is required to submit a letter of commitment within two weeks of notification of award.**

Timeline: Student applications are due to Bowdoin College by February 22, 2022, by noon. Awards will be announced to students by March 8, 2022. Regretfully, there may be some students who will have to withdraw from their internships at your organization if they are not awarded funding. We want to thank you for your willingness to participate in the application process.

Please contact me if you have any questions about the application process:

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