MEMORANDUM

FROM: John W. Gresham
      Chair, McMillan Fellowship Committee

RE: Applications for McMillan Fellowships

DATE: January 7, 2016

DEADLINE FOR APPLICATION

The deadline for receiving applications for this year’s Fellowships is **March 1, 2016, at 5:00 p.m.**. Applications may be sent to the Mecklenburg County Bar & Foundation Center by mail (Attn: McMillan Fellowship, 2850 Zebulon Avenue, Charlotte, NC 28208) or by e-mail (lcampbell@meckbar.org, subject line: McMillan Fellowship).

DEADLINE FOR NOTIFICATION

The committee will make a selection and notify all applicants by **March 15, 2016**, of the selection of fellows.

GUIDELINE AND APPLICATION

Enclosed is a memorandum with guidelines and application for the 2016 McMillan Fellowships.

If you have any questions about the fellowships or the application process, please feel free to contact **John Gresham at (704) 338-1220 or Leah Campbell at lcampbell@meckbar.org**.

Thank you for your continued interest in the McMillan Fellowships.
JAMES B. McMILLAN LEGAL FELLOWSHIPS

ADMINISTRATION

The James B. McMillan Fellowship Fund was established in 1995 to honor the memory and example of U.S. District Judge James B. McMillan. It is a separate fund of the Mecklenburg Bar Foundation, a nonprofit corporation, and contributions are tax-deductible.

The Fund has a goal of promoting justice and innovation within the legal system in Mecklenburg County, North Carolina, by awarding fellowships to law students desiring work experience with not-for-profit or governmental agencies. Typically, fellowships are awarded for summer positions, but the Fellowship Committee will consider applications for positions during a semester of the school year.

Guidelines for the Fund are as follows:

Guidelines for Law Students

1) A law student must apply directly to the sponsoring agency that indicates an interest in employing the law student. The sponsoring agency is responsible for submitting the McMillan Fellowship application to the Mecklenburg Bar Foundation.

2) Applications must include the following for each student:
   - résumé;
   - personal statement on student’s desire to pursue a career in a nonprofit or governmental sector and why they want to be a McMillan Fellow; and
   - any additional documents the student wishes the Committee to review

   *Applications without résumé AND personal statement will not be considered.*

3) A law student must show commitment to public interest service in the legal profession.

4) The Fund Committee will look favorably on students:
   a. who have lived in Mecklenburg County;
   b. who intend to practice law in Mecklenburg County;
   c. who reflect the cultural diversity of North Carolina and Mecklenburg County;
   d. whose law school and life experiences reflect a desire to have a positive impact on the lives of others as their lives are affected by the legal system and its administration;
   e. who have demonstrated good character and suitable academic performance in law school;
   f. who have submitted a joint application with a nonprofit or governmental agency based in Mecklenburg County.
**Guidelines for Agencies Seeking a Fellow**

1) Agencies may submit applications for no more than two students per year.

2) The Agency must be a not-for-profit or a governmental agency.

3) The Agency must submit a written plan for how it would use the services of the McMillan Fellow.

4) The Agency must assure that the student’s work experience will primarily occur in Mecklenburg County.

5) The Fund will look favorably on plans which reflect the following:
   
   a. that the student could not be hired except for the student being named a McMillan Fellow;
   
   b. that the student will address a need in the legal system that would otherwise go unmet, and that the student will be properly supervised;
   
   c. that the student’s job will offer innovation to some aspect of the administration of justice in Mecklenburg County;
   
   d. that the quality of the student’s job will encourage the student and others to enter fields of law in the public interest;
   
   e. that the work being undertaken by the student will exemplify the life work and spirit of James B. McMillan by, for example, providing greater access to the justice system for all persons, preventing the use of governmental power in an arbitrary manner, and encouraging the resolution of legal issues through resolution of the larger human and social issues which give rise to them;
   
   f. that the student and Agency will utilize funds from the Agency or from some other source to supplement the Fellowship;
   
   g. that the majority of the work performed will be done in and for residents of Mecklenburg County.

6) Fellows are permitted to “split” the summer—e.g., working with a private firm for part of the summer and working in a Fellowship-funded public interest position in Mecklenburg County the rest of the summer.

**Fellowship Awards**

The Committee anticipates making individual Fellowship awards of up to, but not to exceed, $3,000.00 per Fellow.
APPLICATION FOR THE JAMES BRYAN MCMILLAN LEGAL FELLOWSHIP

1. Name of Agency: ________________________________________________________________
   Address: _______________________________________________________________________
   Telephone: _______________________________ Fax: __________________________________

2. The information to substantiate nonprofit or governmental status is:
   ______________________________________________________________________________

3. Application is made for (number of positions) _______ positions to be filled during the
   ________________ of 2016 (please indicate whether summer or fall).

   Note: Application cannot exceed two applicants per year.

4. Please list the name of the student(s) the agency proposes to employ. Agency must attach resumes,
   personal statements and other supporting information.
   ______________________________________________________________________________

5. Are any of the applicants receiving additional funding for this internship? If so, please identify
   source and amount of funding.
   ______________________________________________________________________________

6. Please provide a descriptive outline of the role that each law student intern would fulfill with the
   Agency, including the particular need that would be met by the student, how the student would be
   supervised, and the anticipated impact of the student’s work. Please use additional pages as
   necessary.

7. If awarded a Fellowship, the Agency and the student each agree to provide the committee with an
   evaluation of the work project and the overall program experience upon the project’s completion.

   This the ________ day of ____________________, 2016.

   Agency: __________________________________________________

   By: ______________________________________________________

   Title: ____________________________________________________

Please return this application to the Mecklenburg County Bar Center by mail (McMillan Fellowship,
2850 Zebulon Avenue, Charlotte, NC 28208) or by e-mail (lcampbell@meckbar.org, subject line: McMillan Fellowship).
MECKLENBURG COUNTY AGENCIES
INVITED TO PARTICIPATE IN
2016 MCMILLAN FELLOWSHIPS

Charlotte-Mecklenburg Police Department
601 East Trade Street
Charlotte, NC 28202
704/336-4977
Contact: Officer M.H. Newbold

City of Charlotte Attorney’s Office
600 East Fourth Street
Charlotte, NC 28202
704/336-2254
Contact: Mr. Robert Hagemann

Council for Children’s Rights
601 East 5th Street, Suite 510
Charlotte, NC 28202
704/372-7961
Contact: Mr. Mitchell Feld and Ms. Heather Johnson

District Attorney’s Office
Summer Intern Program
700 East Trade Street
Charlotte, NC 28202
704/347-7891
Contacts: Ms. Regina Hinson and Mr. David Kelly

District Court Judges
832 East Fourth Street, Suite 9600
Charlotte, NC 28202
704/686-0101
Contact: Hon. Regan Miller

Equal Employment Opportunity Commission
129 West Trade Street, Suite 400
Charlotte, NC 28202
704/344-6887
Contact: Ms. Lynette Barnes

Federal Defenders of Western North Carolina
129 West Trade Street, Suite 300
Charlotte, NC 28202
704/374-0720
Contact: Ms. Ross Richardson

International House
P.O. Box 5429
Charlotte, NC 28299
704/333-8099
Contact: Ms. Anne Crotty
Legal Aid of North Carolina
1431 Elizabeth Avenue
Charlotte, NC 28204
704/971-2621
Contact: Mr. Ted Fillette

Legal Services of Southern Piedmont
1431 Elizabeth Avenue
Charlotte, NC 28204
704/971-2622
Contact: Mr. Ken Schorr

Mecklenburg County Bar
2850 Zebulon Avenue
Charlotte, NC 28208
704/375-8624
Contact: Ms. Shannon Reid

Public Defender’s Office
700 East Fourth Street, Suite 400
Charlotte, NC 28202-2894
704/417-1939
Contact: Mr. Jason St. Aubin

Safe Alliance
720 E. Fourth St., Suite 204
Charlotte, NC 28202
704/926-7503
Contact: Ms. Laura Lawrence

Superior Court Judges
832 East Fourth Street, Suite 9600
Charlotte, NC 28202
704/686-0100
Contact: Hon. W. Robert Bell

Trial Court Administrator’s Office
832 East Fourth Street, Suite 4420
Charlotte, NC 28202
704/686-0265
Contact: Mr. Todd Nuccio

U.S. Attorney’s Office
227 West Trade Street, Suite 1650
Charlotte, NC 28202
704/344-6222
Contact: Mr. Kevin Zolot