



## UDALL FOUNDATION 2014 NATIVE AMERICAN CONGRESSIONAL INTERNSHIP

Please read instructions on application to complete application packet correctly.

- Visit [www.udall.gov](http://www.udall.gov) for guidance on application or advice for recommenders.
- Handwritten applications will not be accepted.
- Be sure that your application is free of grammatical or typographical errors and easy to read.
- Application deadline post-marked by: January 31, 2014.
  - Mailing address: The Udall Foundation, Native American Congressional Internship Program, 130 South Scott Avenue, Tucson, AZ, 85701-1922.

A COMPLETE APPLICATION CONSISTS OF:

- Complete application form with signature  
Link to application materials:  
<http://udall.gov/OurPrograms/NACInternship/ApplicationMaterials.aspx>  
Link to advice for the application:  
<http://udall.gov/OurPrograms/NACInternship/AdviceForApplication.aspx>
- Copy of Tribal Enrollment Card or Tribal verification
- Proof of permanent residency (for First Nations of Canada members only)
- Three evaluations and reference letters, signed and sealed across flap (may also be mailed directly to the Foundation by the recommenders)
- 800-word essay signed and dated (See #6 on application)
- Resume (See # 7 on application)(Please keep resume to one to two pages)
- Current transcript
- Other transcripts (submit transcripts from all institutions attended, do not need to submit from college courses taken more than 10 years ago)

If you have any questions or would like more information about this program, please contact Teresa Bravo, Internship Program Manager at 520-901-8561 or email at [bravo@udall.gov](mailto:bravo@udall.gov) . Further information can be found on our website at [www.udall.gov](http://www.udall.gov).

**UDALL FOUNDATION 2014 NATIVE AMERICAN CONGRESSIONAL INTERNSHIP APPLICATION FORM**  
I,

have read and understood the conditions of the Internship. I waive the right to access letters of recommendation written on my behalf. This application, including the essay, is my own work or formally cited from other sources. The information contained herein is true and accurate to the best of my knowledge and belief.

Date:

Signature:

This form and the essay may be typed or printed by computer within the indicated margins. Font size may not be smaller than 11 point for the application and short answer questions, and 12 point for the essay. **Handwritten applications will not be accepted. Completed application and all supporting documents must be postmarked by January 31, 2014.**

Legal name in full

Date of birth (optional) Sex  Male  Female

Are you a  U.S. Citizen  U.S. Permanent Resident (Canadian First Nation)

Tribal affiliation (Primary Tribe First – a copy of your Tribal Enrollment Card or other Tribal verification must be included with your application)

**Permanent Residence**

Street and Number

City State Zip

*Permanent residence is established by at least two of the following: home address for school registration; place of registration to vote; family's primary residence.*

Congressional District (Legal Voting District):

**Mailing Address (if different)**

Street and Number

City State Zip

Best telephone: Best email address:

**Undergraduate Institution:**

Undergraduate Major:

Undergraduate Minor:

GPA: On a Scale of:

**Graduate/Professional Institution (If Applicable):**

Degree Program/Field of Study:

GPA: On a Scale of:

Date you expect to receive degree:

Are you currently a:  Junior  Senior  Graduate/Law Student  Recent Graduate

Please list all schools attended in the last four years, including any for summer, special courses, and study abroad.

| School | Location | Dates Attended | GPA |
|--------|----------|----------------|-----|
|--------|----------|----------------|-----|

Have you ever been convicted of a felony?  Yes  No If yes, attach separate page with explanation of circumstance.

References:

Names and titles/positions of three individuals who have written your letters of recommendation for the internship. One letter should be from a tribal official or tribal community leader.

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Name

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Title

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Tribal Official    Community Leader    Faculty Member    Other

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Name

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Title

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Tribal Official    Community Leader    Faculty Member    Other

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Name

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Title

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Tribal Official    Community Leader    Faculty Member    Other

Please tell us:

How did you hear about the Native American Congressional Internship?

- Advertisement       Alumni       Conference (please specify)
- Direct Mailing       Email       Faculty       Tribe       Internet/web search
- Foundation Staff       Other (please specify)

Please tell us who referred you to our program:

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Please provide names of other organizations or people with whom to share information about our program.

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1. Describe your educational and professional goals. Indicate in which area(s) you hope to work, and what issues you hope to address in your career. How will the Udall Internship assist you in achieving your goals?

2. Describe any public service and/or community activities in which you have participated that demonstrate your interest in tribal public policy and/or tribal communities. Explain the duration, degree and significance of your involvement.

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3. Describe any additional skills or accomplishments that you consider relevant to an internship with a Congressional office or federal agency.

4. What specific policy issues or legislative areas are you most interested in?  
(Please indicate three or more areas of interest; the information will help determine your office placement.)

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5. What kinds of knowledge and experience do you hope to gain from the Udall internship?

6. Essay. (Please attach.) Briefly summarize a legislative act or policy statement of Congressman Morris K. Udall or Secretary of Interior Stewart L. Udall that relates to your interest in an area of tribal public policy. Analyze its impact or potential impact and relate the issues it addresses specifically to your educational and career goals. (Limit: 800 words)

7. Résumé. Your résumé should observe the following general format: Objective, Education History, Professional Experience, Clubs and Organizations, Awards and Recognition, Related Experience (i.e. coursework, research, and extracurricular activities). Please keep resume to one to two pages.

8. As a Congressional Intern, you may be asked work with a variety of staff, fellow interns, and constituents. Please describe situations where you have worked effectively as part of a group or team. Provide examples that illustrate your approach to group dynamics, problem-solving, and/or conflict.

**The Udall Foundation 2014 Native American Congressional Internship  
Reference & Evaluation Form**

Please give a copy of this evaluation form to three individuals who will recommend you for the Native American Internship Program. All references must be in a sealed and signed envelope and postmarked no later than January 31, 2014.

**To be completed by the Reference**

Native American Congressional Interns are selected primarily on the basis of their interest in learning about the federal government, their interest in tribal public policy or tribal governance and their desire to support tribal communities.

Successful applicants will also demonstrate strong research and writing skills, high academic achievement, maturity and responsibility, leadership potential, and the ability to work well with others.

|                                |     |       |     |
|--------------------------------|-----|-------|-----|
| Name of Reference              |     | Title |     |
| Tribe/Organization/Institution |     |       |     |
| Address                        |     |       |     |
| City                           |     | State | Zip |
| Phone                          | Fax | Email |     |

Please check one or more of the following categories that apply to you:

- Tribal Official/Community Leader:** Official representative of a state or federally recognized tribe, or a representative of an organization serving members of Native American/Alaska Native communities, or grassroots community leader who ideally can attest to the applicant's commitment to serving his/her tribal community.
- Faculty Member:** Faculty member who can attest to applicant's academic achievement.
- Other:** Academic advisor, mentor, or supervisor who can attest to applicant's personal characteristics.

Date \_\_\_\_\_ Reference's Signature \_\_\_\_\_

**PART 1** is a written reference letter that should accompany this form. Your letter of reference and your evaluation of this applicant will be weighted heavily in the selection process. In your letter of reference, please discuss the applicant's suitability for the Native American Congressional Internship Program:

- Address the applicant's values, interests, goals, and/or ambitions that demonstrate interest in tribal public policy or tribal governance, and commitment to tribal communities and/or Indian Country;
- Discuss the candidate's intelligence, academic performance, analytical, research and writing abilities, and other characteristics;
- Give examples of the applicant's leadership, community involvement and participation in Native American cultural events, tribal community activities, or tribal government;
- Describe a significant contribution that the applicant has made to his or her tribal community or to Indian Country;
- Address the candidate's personal characteristics (confidence, maturity, poise, motivation and so forth) that you feel would contribute to the applicant's success as a Udall Intern.

**PART 2** is your evaluation of the applicant's skills and characteristics. Please take some time to read each carefully before you circle/check your response. Please rate the applicant using the following criteria on a scale of 1 to 5 where 0=Unable to evaluate, 1=Poor, 3=Average and 5=Exceptional.

|                            |   |                               |   |
|----------------------------|---|-------------------------------|---|
| FLEXIBLE IN NEW SITUATIONS | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 | COMMITTED TO THEIR COMMUNITY  | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| SELF-MOTIVATED             | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 | WORKS WELL UNDER PRESSURE     | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| ORGANIZED                  | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 | WRITES AND SPEAKS EFFECTIVELY | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| MATURE EMOTIONALLY         | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 | ENTHUSIASTIC ABOUT LEARNING   | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |
| MATURE PROFESSIONALLY      | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 | WORKS WELL WITH A TEAM        | <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 |

The form and the reference letter may be included in the application packet, in a sealed envelope and signed across the back flap, or mailed separately to: The Udall Foundation, Native American Congressional Internship Program, 130 South Scott Avenue, Tucson, AZ, 85701-1922. If you have any questions or would like more information about this program, please contact Teresa Bravo at 520-901-8561 or email bravo@udall.gov. Further information can be found on our web site at www.udall.gov.