



# APAPA

## Asian Pacific Islander American Public Affairs Association Solano County Chapter (APAPA-SOC)

Non-profit organization 501(C)-3 Tax ID No. 55-0849384

*Empowerment of Asian and Pacific Islander Americans*

### **APAPA-SOC Summer Internship Program**

#### **Application Deadline: February 26, 2021**

APAPA Solano County Chapter Summer Internship Program is designed to prepare college students to become future leaders in the State of California. This program provides an excellent opportunity for students to develop leadership skills, gain vital public policy experience, and become civically engaged.

The internship program will develop:

- Political awareness and civic engagement
- Understanding of government and legislative processes
- Professional and leadership qualities
- Networking skills with other fellow interns

#### **Eligibility**

The program is open to all undergraduate and graduate college students and recent high school graduates with a minimum *weighted* GPA of 2.75.

#### **Selection Criteria**

Applicants will be selected on the basis of:

Demonstrated leadership  
Interpersonal skills  
Written and verbal communication skills  
Teamwork skills  
Community service  
Grade point average

#### **Program length and scholarship**

Mandatory orientation will be held on June 16, 2021 4 PM – 6 PM.

The program runs from June 16, 2021 through August 13, 2021.

Interns will receive a scholarship in the amount of \$1000 after successful completion of the program.

**Students are responsible for their own housing, transportation and insurance.**

#### **Requirements**

- Attend the mandatory orientation on June 16, 2021.
- Work 100 hours minimum in your assigned office. The hours are flexible depending on the placement office and must be distributed over the length of the internship program.
- Register at least ten (10) people to vote.



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### **Requirements (cont.)**

- Attend workshops. Workshops include leadership training, public speaking, voter registration, personal finance, project assignments, and other workshops.
- Attend the annual Sacramento API Legislative Caucus.
- Participate in National Night Out on August 3, 2021.
- Participate in the APAPA SOC Intern Celebration on August 7, 2021.
- Keep a journal for the duration of the internship program.
- Complete an evaluation form after finishing your requirements.
- Submit ALL requested documents and projects at end of summer internship for consideration for payment.

\*\* Dates are subject to change depending on local health & safety guidelines.

### **Additional Opportunities Offered (not required)**

We will also offer interns the opportunity to participate as a volunteer with APAPA at other events, including the following: APAPA-SOC Voters Education Forum

### **Deadline**

Application materials must be postmarked by or dropped off at our office by 5 PM February 26, 2021. Applicants will be notified of our decision by March 19, 2021.



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**APAPA-SOC Summer Internship Application**

◆ Please complete this form and prepare a personal statement. Completed applications and the **latest sealed official transcript** must postmarked or dropped off at our office by **5 PM on February 26, 2021** to **APAPA-SOC, 185 Butcher Road, Vacaville, CA 95687**.

◆ GENERAL INFORMATION

Name: \_\_\_\_\_  
Last First Middle Initial

Gender:  Female  Male Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Month Day Year

Driver's license (State, #) \_\_\_\_\_

Residency status:  U.S. citizen  Permanent resident  Other

Current Address: \_\_\_\_\_  
Street City State/Zip

Current Phone: (\_\_\_\_) \_\_\_\_\_ Effective until: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

Alternate contact #: \_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
(i.e. cell phone, voice mail, pager, work, etc.)

Personal Email Address (not college email): \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
Street City State/Zip

Permanent Phone: (\_\_\_\_) \_\_\_\_\_ Fax (if available): \_\_\_\_\_

◆ EMERGENCY CONTACT INFORMATION

Name: \_\_\_\_\_ Relationship \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State/Zip

Home phone: (\_\_\_\_) \_\_\_\_\_ Work phone: (\_\_\_\_) \_\_\_\_\_



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### ◆ EDUCATIONAL BACKGROUND

College name: \_\_\_\_\_ Location: \_\_\_\_\_  
City State  
Degree seeking: \_\_\_\_\_ Major/minor: \_\_\_\_\_  
Current class year: \_\_\_\_\_ Overall Weighted GPA: \_\_\_\_\_ Expected graduation date: \_\_\_\_\_

### ◆ PERSONAL STATEMENT

Please provide a written statement using font size 11 and not to exceed 2 standard letter-sized pages in length. Put your name on the top of each page. Please address each of the following topics in your statement:

- *Your Asian Pacific Islander background or experience with the API communities*
- *Community and public service involvement*
- *Academic and Career goals*
- *Future plans in public service and/or politics and government involvement*

### ◆ STUDENT CERTIFICATION

- I understand that I hold APAPA, APAPA-SOC, their boards and members, and employees harmless from any and all liability or claims which may arise out of, or occur, in connection with my participation in this program.
- I understand that this application, plus all accompanying documents, become the property of APAPA and will be shown to potential supervisors of my internship.
- I certify that the information I submitted on this application is accurate to the best of my knowledge. I also understand that I will be liable for all costs that APAPA may incur as the result of any misrepresentation, omission, or willful inaccuracy that I include in this application.
- During my internship, I understand that I am responsible for any and all travel, housing, living, and medical expenses that may be incurred. I am responsible either personally or through my insurance coverage.
- I also understand that APAPA and APAPA-SOC are not responsible for the theft of, or damage to, my personal property.
- If selected, I promise to complete all program requirements in the office I am assigned to and submit a final journal reflecting my internship experience.
- I understand that late or incomplete applications will not be considered. My ability to accurately follow instructions will be considered during the selection process.

\_\_\_\_\_  
Name of applicant (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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**MEDIA CONSENT AND RELEASE FORM**

For valuable consideration, the receipt and adequacy of which I acknowledge, I irrevocably give to Asian Pacific Islanders American Public Affairs Association “APAPA – SOLANO COUNTY” and APAPA-CEF (its parent organization), affiliates, related organizations and any of its legal representatives, agents, licensees, permittees or assigns, the perpetual, worldwide, exclusive license, right and permission to copyright and/or trademark in the name of Asian Pacific Islanders American Public Affairs Association “APAPA” and to use in any form or fashion, including, but not limited to, advertising, publicity and all other purposes deemed appropriate by Asian Pacific Islanders American Public Affairs Association “APAPA”, the following:

- (a) my name
- (b) signature
- (c) picture
- (d) image
- (e) likeness
- (f) voice
- (g) poses
- (h) appearances, and/or
- (i) any other indicia of my identity or activity of any nature created, depicted, captured or recorded by or at the direction of “APAPA”.

Collectively, (a)–(i) above are the “Materials”. The Materials may be used in or in connection with any and all media of any kind and nature now known or developed in the future (collectively “Media”), for any purpose, in any manner, without further notification, authorization, or compensation, to me or anyone acting on my behalf. I understand that “APAPA” may use all Materials at its sole discretion and that I do not have any right to inspect or approve the use of the Materials in any Media. “APAPA” may transfer all of the rights granted by this Media Consent and Release Form. I further waive, assign and release to “APAPA” all rights associated with the Materials and release “APAPA” from any liability associated with the Materials or “APAPA’s” use of the Materials in any Media.

I am over eighteen (18) years of age and I have full legal capacity to grant this consent and release, REGARDING USE OF ITEMS (a) – (i) AS SET FORTH HEREIN and have read and understood the above consent and release prior to its execution. If I am under eighteen (18) years of age, my parent or guardian attests that he or she has read and understands the above consent and release prior to execution and agrees to such consent and release. This release is made on behalf of myself, my heirs, executors, administrators and assigns and is to be governed in accordance with the substantive laws of the State of CALIFORNIA without regard to the state’s conflict of laws rules.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ YEAR \_\_\_\_\_

SIGNATURE \_\_\_\_\_ PRINTED \_\_\_\_\_

WITNESS \_\_\_\_\_/

PRINTED \_\_\_\_\_

TITLE \_\_\_\_\_/

DATE \_\_\_\_\_

*(The following consent must be signed, if the person signing above is under 18 years of age)*

I, the undersigned, being the parent or guardian of the above person, do hereby consent to the above consent and release.

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_



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### ✓ APPLICATION CHECKLIST

Please make a copy of the complete application for your records. Please include the following items:

- Signed Application Form
- Your Resume
- Sealed Official Transcript
- Your Personal Statement
- Full color portrait (head shot) 2 inches square and 300 dpi (600 pixels square) with white background. The photos will not be provided to the Internship Selection Committee or used as a basis for selecting the interns. Your photo will be used strictly for the program book and publicity purposes. Please email the photo in jpeg form to [apapasoc@gmail.com](mailto:apapasoc@gmail.com) with the subject: APAPA SOC Intern Applicant *Insert Your Name*. We will need a physical and an electronic copy of your photo.
- One short paragraph autobiography
- Media Consent and Release Form
- Mail or drop off all materials, including sealed official transcript to:
- Attn: Summer Internship Program**
- APAPA-SOC**
- 185 Butcher Road**
- Vacaville, CA 95687**

**Deadline: Application packet must be postmarked by or dropped off at our office by 5 PM on February 26, 2021. An incomplete application will not be considered.**

**APAPA-SOC strives to effectively promote the internship program. Please let us know how you heard about our program by checking one of the following.**

- College/University
- APAPA website
- APAPA Social Media
- Which media? \_\_\_\_\_
- Press Release
- Newspaper
- Name of newspaper: \_\_\_\_\_
- Relative/Friend
- Community Organization
- Name of organization: \_\_\_\_\_
- Other: \_\_\_\_\_

**If you have any questions regarding the APAPA-SOC Summer Internship Program, please contact Amy Fabi at [apapasoc@gmail.com](mailto:apapasoc@gmail.com) or 707-439-1371.**

**Thank you for your interest in the APAPA-SOC Summer Internship Program 2021.**