



## **LACY INTERNSHIP ASSISTANCE PROGRAM**

The Robert J. Dole Institute of Politics established the Lacy Internship Assistance Program to offer financial assistance to students at the University of Kansas in pursuit of careers in public service, politics, museum/archival studies or related fields and supports student learning opportunities beyond the classroom by providing financial assistance to offset the travel and living expenses associated with an internship.

The Lacy Internship Assistance Program is open to all eligible University of Kansas students from all majors and without regard to race, gender, or ethnicity who are enrolled in the semester immediately prior to or immediately following the internship period, preference is given to students who are active members of, and in good standing with, the Dole Institute of Politics Student Advisory Board (SAB). To join the SAB, students may contact the Dole Institute at any time during the school year.

Established with an existing donation from Chuck and Diane Frickey, the Lacy Internship Assistance Program provides students with financial assistance for experiential learning opportunities and will continue in perpetuity with support from the Friends of the Dole Institute.

### **Notification and disbursement of awards:**

The internship assistance will be awarded by a selection committee at the Dole Institute of Politics. Applicants will be notified of their award status starting May 1 for summer and fall, and starting Dec. 1 for winter break and spring. Funds must be used for time period applied for.

Amounts will be distributed twice a year, on average up to \$2,400. Selected candidates will receive allotted award funding based on need, merit, and relevance to the mission of the Dole Institute in relation to specific internships. Amounts will be weighted accordingly and distributed between applicants as deemed by the selection committee.

Individual awards will be dispersed in a timely manner upon confirmation of internship appointment. Funds will be dispersed via check in the student's name. Selected students will allow for public recognition of their award via the Dole Institute of Politics.

Completed applications, with all supporting materials, are due to the Dole Institute of Politics by:

**April 1, 2023, for internships during the Spring Semester and Summer Break.**



**Application Process:**

Students interested in applying for the award must submit a completed application and all supporting materials by 5:00 p.m. on Friday, December 1, 2023. Applications can be submitted via email, fax, mail or in person to:

Dole Institute of Politics  
ATTN: Lacy Internship Assistance Program  
2350 Petefish Drive  
Lawrence, KS 66045  
doleinstitute@ku.edu  
Phone: (785) 864-4900

**Application Checklist:** (incomplete applications will not be considered)

- Completed application
- Proposed internship details
- Proof of acceptance for internship (not required for applying, but is required before disbursement of funds if selected)
- Current resume (limit of two pages) — including campus and community involvement.
- One letter of recommendation from a faculty or staff member familiar with the student's work
- Completed essays with word counts



## LACY INTERNSHIP ASSISTANCE PROGRAM

### General Information:

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

Date of Birth: \_\_\_\_\_

KU Student ID #: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Email: \_\_\_\_\_

Are you a Dole Institute Student Advisory Board (SAB) member? YES  NO

If yes, when did you join?

Explain your involvement with SAB. Please be as detailed as possible:

### Essay prompts:

**ESSAY #1 (500 words or fewer):** Provide a statement of financial need and what the aid would go toward. Please include location of internship. (Indicate word count)

**ESSAY #2 (1,000 words or fewer):** Share in a short writing sample what your goals are for this internship. (Indicate word count) This sample should address the following questions:

How does this internship help the course of your study and/or personal or professional goals?

What would your duties consist of during your internship?

How does this type of internship support the mission of the Dole Institute of Politics?

(Click [here](#) to read the Dole Institute's mission statement.)

<b>Office use only: Application number</b> _____
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**ROBERT J. DOLE  
INSTITUTE OF POLITICS**

The University of Kansas

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**Academic and Internship Information:**

Are you a previous recipient of a Dole Institute internship assistance award? YES  NO

If yes, when and what amount? \_\_\_\_\_

Last/current semester at enrolled at KU: \_\_\_\_\_

Level of degree seeking (bachelor's, master's, doctorate): \_\_\_\_\_

Major area of study: \_\_\_\_\_

Additional majors or minors: \_\_\_\_\_

Expected date of graduation: \_\_\_\_\_

Is this your first internship? YES  NO

If not, where have you interned previously? \_\_\_\_\_

Time of the internship (spring, summer, fall, winter break / year): \_\_\_\_\_

Length of internship: \_\_\_\_\_

**Amount of assistance you are seeking: \$** \_\_\_\_\_

Which type of internship will you be applying for: (paid, un-paid, or both?) \_\_\_\_\_

Have you already secured the internship? YES  NO

Please list internship secured, or all internships to which you have applied:

Organization	Internship Program	Field of Work	Location

**Office use only: Application number** \_\_\_\_\_