

APPLICATION FOR THE CONGRESSIONAL FELLOWS PROGRAM

APPLICATION REQUIREMENTS AND PROCESS

The ASCE Congressional Fellowship is open to all ASCE members who are U.S. citizens. Please complete the attached application, include a 500 to 1,000 word statement, a current resume or curriculum vitae and a statement from your employer expressing support for your application.

The only requirements are that the applicant must be an U.S. citizen and belong to ASCE however advanced degrees are strongly preferred. The selection committee will weigh place heavy emphasis on other such factors as:

- Advanced degrees
- Registration as a Professional Engineer
- Involvement in ASCE
- Public Policy Experience
- Professional Experience

Additionally, a prospective Congressional Fellow should be cognizant of many matters in nonscientific areas, demonstrate sensitivity in political and social issues and have a strong interest in the solution of societal problems. Other characteristics considered during selection are self-starting ability, awareness of one's own biases, and clear oral and written expression. The selection committee must also be sensitive to possible conflict of interest concerns.

Financial Support

ASCE will provide an annual stipend of \$66,000 to the Congressional Fellow. ASCE welcomes support from the Congressional Fellow's employer and is willing to consider alternative arrangements provided they comply with Congressional ethics rules and does not exceed \$66,000 in cost to ASCE. ASCE will also provide a \$4,000 relocation reimbursement. ASCE will also provide full reimbursement for finalists selected to travel for interviews.

Society members selected for congressional fellowships would typically take a one-year leave of absence from their employers. ASCE will not provide any benefits and encourages ASCE Congressional Fellows to make arrangements with their employers.

Orientation

Congressional Fellows may serve from September to August or January to December. Regardless of fellowship year, all fellows must attend a two-week orientation program in early September organized by the American Association for the Advancement of Science (AAAS). The primary purpose of the orientation is to ensure that the new

Fellows have at least a basic knowledge of the legislative process and the working environment of Congress. In addition, Congressional Fellows can form a network of colleagues with others participating in the program.

For more than 30 years, AAAS has coordinated the Congressional Science and Engineering Fellows Program. It is a cooperative program of more than 20 national engineering and scientific organizations which, as a group, sponsor more than 30 Congressional Fellows a year.

ASCE Congressional Fellows Program Guidelines

1. Gender, creed, race, ethnic background and political affiliation are expressly excluded as selection criteria for Congressional Fellows.
2. The Congressional Fellowship does not create an employer-employee relationship with either the federal government or ASCE.
3. The Congressional Fellow may be expected to make oral or written presentations at ASCE functions following the Congressional Fellowship year.
4. The Congressional Fellow is responsible for all out-of-pocket expenses once he or she begins working in Washington.
5. Attendance at the American Association for the Advancement of Science orientation is required.
6. The Congressional Fellow is subject to Congressional Standards of Conduct and must not engage in any partisan political activities during the term of appointment.
7. In the event of malfeasance on the part of the Congressional Fellow, as determined by the Congressional Fellows Committee, the Fellowship may be suspended immediately.
8. After the completion of his or her term, the Congressional Fellow is expected to remain an active member of ASCE, especially in Government Relations activities.

Required Attachments:

1. A statement of 500 to 1,000 words describing why you are applying for the ASCE Congressional Fellowship; how your experience, abilities and knowledge qualify you for a fellowship; your expectations of the program; and any other information you believe would be of interest to the selection committee.
2. A current resume or curriculum vitae.

3. A statement from your employer, if appropriate, indicating support of your application and agreeing to a one-year leave of absence.

References:

The selection committee must also receive three confidential letters of reference regarding your professional abilities. Each letter should evaluate the following: your professional abilities; written and verbal communication skills; leadership skills and ability to work with others. The letters should be sent directly to the ASCE Washington Office by each reference. Please emphasize the importance of mailing the letters by February 27, 2015 to make your application complete.

**Direct questions, completed application, attachments
and letters of reference to:**

Martin Hight
Senior Manager, Government Relations
American Society of Civil Engineers
101 Constitution Avenue, NW, Suite 375 East
Washington, DC 20001

**COMPLETED APPLICATIONS MUST BE RECEIVED
BY MARCH 3, 2016**



2016-2017 CONGRESSIONAL FELLOWSHIP APPLICATION

1. Name: _____

2. Home Address: _____

Work: Address: _____

3. Telephone:
(Home) _____ (Work) _____

4. ASCE Membership Number: _____

5. ASCE Member Grade: _____

6. ASCE Member Since: _____

7. P.E. Licenses (*List states*): _____

8. Education: Bachelors and Above (*List most recent school attended*):

<i>Institution</i>	<i>Dates Attended</i>	<i>Degree/Year</i>
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9. Employment (*List most recent affiliations and attach resume*):

<i>Employer</i>	<i>Dates</i>	<i>Title</i>
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10. ASCE Activities (*Current and Past*):

11. Other Professional Activities (*Including memberships in other professional organizations*):

12. Community Service and Government Activities:

13: Honors and Awards Received:

I hereby state that the above and accompanying information is correct to the best of my knowledge. I give ASCE permission as needed to select the Congressional Fellow.

Signature _____ Date _____