

2020 Voqal Fellowship Application Guide

This is a guide to complete the application for the 2020 Voqal Fellowship program. Information on eligibility, program elements, and requirements can be found at www.voqal.org/our-work/offering-fellowships/

Applications must be submitted through Voqal's online system, found at bit.ly/VoqalFellowship. The end of this document outlines step-by-step instructions for completing and submitting applications.

Key Dates

September 3: Applications Open
September 27: Applications Close
October: First round interviews
November: Finalist interviews
December: Decisions announced

Contact

For technical assistance, contact Mary Coleman, mcoleman@voqal.org

Application Questions

You will be asked to complete three application sections: Overview, The Pitch, and About You. The following is a brief outline of each section. You can download a full question list following the instructions on page four of this document (step #4).

Overview

Pronouns: Please tell us your preferred pronouns (she/her, he/him, they/their).

Project Name: Give your project a title. *Character limit: 200*

Project Description: The elevator pitch. *Character limit: 750*

Publicity: Tell us how you learned about the fellowship.

Program Area: Tell us which program area your project falls under, choosing among Economic Justice, Education Justice, Environmental Justice, Health Justice, Immigrant Justice, Racial Justice, and LGBTQIA Justice.

Eligibility: Confirm your eligibility for the program by indicating if you are/are not in a graduate program, can work legally in the United States, and are available for the required convenings.

The Pitch

Issue: What community will your project reach? Using facts, sources, and statistics, please explain the societal problem and how it affects the community. *Character limit: 2,000*

Impact: If the project is implemented, what will have changed for the community? How will the community be impacted? *Character limit: 2,000*

Project Summary: Please provide a detailed summary of the project. What are the specific actions, tasks, or steps you will take? Who will be engaged throughout the process? *Character limit: 2,000*

Timeline: Please provide a timeline for the project over the course of a six-month fellowship. Include major milestones. *Character limit: 750*

Competition: Tell us if any other individual or organization, to the best of your knowledge, is doing similar work and what is your competitive advantage if there is other work being done. *Character limit: 500*

Growth and Learning: Voqal requires all fellows to show progress in growing as a social entrepreneur and developing the idea. Please tell us how you might hope to grow and evolve throughout the Fellowship.

What do you hope will be your biggest take-a-way from this experience? *Character limit: 2,000*

Budget: Please complete the Fellowship Project Budget Template found at <http://voqal.org/forms/> to provide a detailed breakdown of expenses.

Additional Funds: Tell us if you have already raised additional funding. *Character limit: 250*

Anything Else?

This is space to share any additional information about you or your project that could not be captured in other application sections, including attachments or other documentation.

About You

Your Lived Experience: Describe your background and work experience, focused on how it prepared you for this moment. *Character limit: 2,000*

Resume: Upload a resume, CV, or other document outlining formal and informal work experience.

Online Presence: Provide links to websites that provide more insight into you and your work. *Character limit: 500*

Why Social Entrepreneurship: Please tell us what drives you as a social entrepreneur. *Character limit: 500*

Are You Ready: Tell us how you are prepared to go on an emotion and technical journey. *Character limit: 500*

Demographics

We collect demographic information to track our own performance for attracting individuals from historically overlooked and marginalized communities. Information collected in this section is for internal evaluation only. You can choose the “prefer not to answer” option for any or all questions in this section.

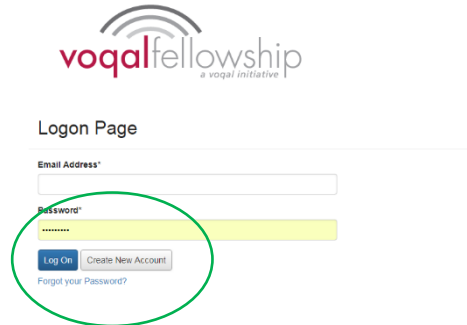
Application Submission Instructions

You can access the online system for submitting the application here: bit.ly/VoqalFellowship

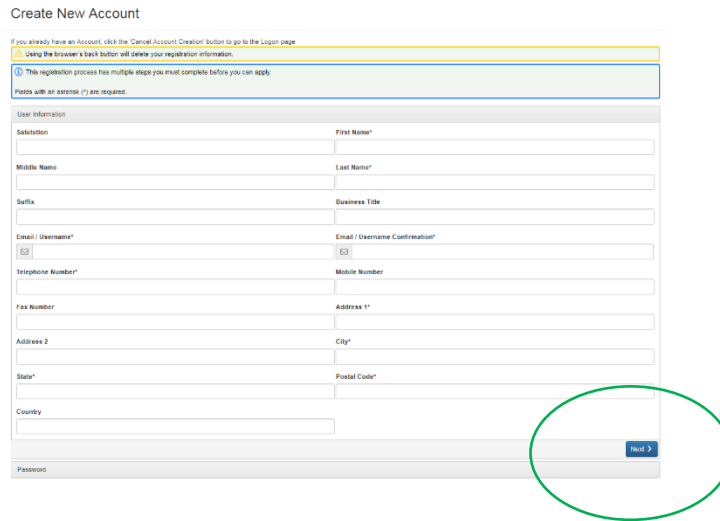
If you have applied before, please use your log-in credentials. If needed, you can use the “Forgot your password” link on the log-in page or contact Mary Coleman for assistance. *Skip to step four at the top of page four if you already have an account.*

If you are a first-time applicant, please create a new account.

1. Click “Create New Account” on log-on page

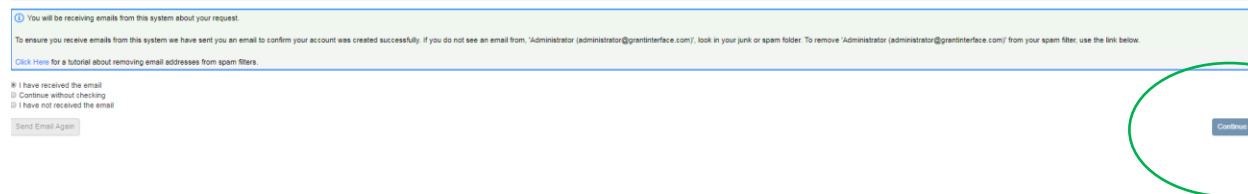


2. Complete the profile and click “Next” to enter a password, then click “Create Account”

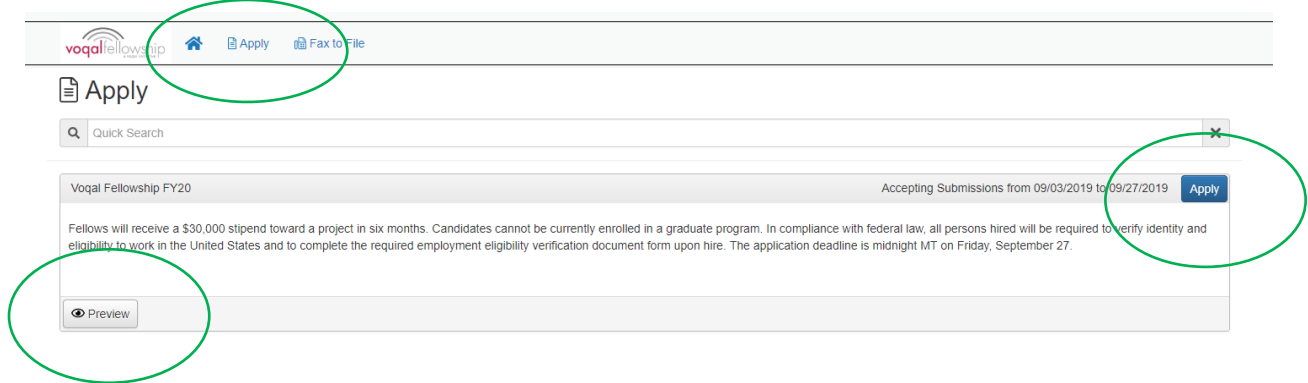


3. You will be asked to confirm receipt of the registration email before finalizing the account

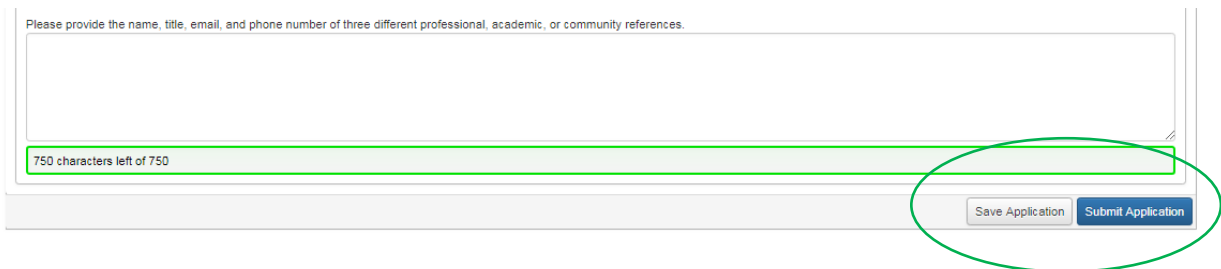
Email Confirmation



4. You will be automatically directed to the “Apply” home page. Click the blue “Apply” button in the top right of the Voqal Fellowship FY20 box to enter the application
 - ➔ If you logged on with a previously-created account, you will need to click the “Apply” button along the top to enter this section.
 - ➔ To view the application forms, click the “Preview” button; once on the preview screen, you can generate a PDF of all questions by clicking “Question List” in the top right



5. Once you click “Apply,” complete the form. You can save the application using the “Save Application” button at the bottom of the application. When the application is complete, click “Submit Application” at the bottom.



NOTE: If you save the application, it will now be available on the home page when you log-in again. Once you log-in, you will see the Voqal Fellowship FY20 process with an “Edit Application” link on the right. You can save and come back to the application as many times as you want before submitting.

Applicant Dashboard

