



# National Coalition for Asian Pacific American Community Development (CAPACD)

## 2006 Congressional Fellowship

### Description of the Fellowship

The National Coalition for Asian Pacific American Community Development (CAPACD) is pleased to announce our 2006 Congressional Fellowship. The Fellowship will provide an individual the opportunity to learn about federal housing and community development policies while gaining experience working in Congress. The Fellow will provide leadership and expertise on housing and community development issues to the Congressional Asian Pacific American Caucus (CAPAC), analyzing housing and community development legislation and its impact on Asian Americans, Native Hawaiians and/or other Pacific Islanders (AAPIs). The Fellow will work with CAPACD, the Asian Pacific American Institute for Congressional Studies (APAICS) and other AAPI, housing and community development organizations to raise awareness among elected officials, policy makers and advocates.

**About National CAPACD:** National CAPACD is the first national advocacy organization dedicated to addressing the community development, organizing and advocacy needs of the diverse and rapidly growing AAPI communities nationwide. Our mission is to be a powerful voice for the unique community development needs of AAPI communities and to strengthen the capacity of community-based organizations to create neighborhoods of hope and opportunity. ([www.nationalcapacd.org](http://www.nationalcapacd.org))

**About the Congressional Asian Pacific American Caucus:** CAPAC was founded in 1994 by then Congressman Norman Mineta, and is comprised of members of Congress (both the House and Senate) who have strong interests in promoting Asian Pacific American issues and advocating for the concerns of APAs. CAPAC is bipartisan and bi-cameral. Congressman Mike Honda currently serves as Chair. ([www.honda.house.gov/CAPACHome.shtml](http://www.honda.house.gov/CAPACHome.shtml))

**About the Asian Pacific American Institute for Congressional Studies:** APAICS is a non-profit, non-partisan, educational organization dedicated to increasing participation of individuals of Asian and Pacific Islander heritage at all levels of the political process, from community service to elected office. ([www.apaics.org](http://www.apaics.org))

### Program Structure and Components

- 1) **Program Duration:** The Fellow will be assigned to a congressional office or congressional committee to work on issues related to housing and community development. The program duration is 12 months and begins on April 3, 2006.
- 2) **Responsibilities:** The Fellow will work full-time on a range of assignments including, but not limited to, conducting research and analysis, organizing and attending briefings, tracking and compiling informational materials on housing. The Fellowship includes an orientation at the National CAPACD office and attendance at the annual National CAPACD Convention in May 2006. While working in Congress, the Fellow will work closely with the CAPAC Executive Director and actively support the work of the Caucus.
- 3) **Benefits:** \$50,000 stipend for the 12 month long fellowship and health benefits. The Fellow will be an employee of National CAPACD.

## **Selection Criteria**

Candidates will be evaluated based on the following criteria:

- 1) **Commitment to and experience addressing issues impacting low-income AAPI communities.**
- 2) **Three to five years of work experience:** Preference will be given to individuals who have worked with low-income communities, have experience in the non-profit sector and intend to return to a career in the field of housing and community development.
- 3) **Understanding of policy issues related to housing, community and economic development.**
- 4) **Strong research and writing skills, analytical ability and comfort with public speaking.**
- 5) **Initiative and resourcefulness:** Applicant must be self-motivated and able to complete independent projects with minimal supervision.
- 6) **Available to start the fellowship in early April and fulfill the 12 month commitment.**

## **Application Components**

- 1) **National CAPACD Housing Fellowship Application Forms, Part I & Part II**
- 2) **Statement of Interest:** Please describe in approximately 500 words, your interest in housing issues and how you intend to apply lessons learned during the fellowship to your future work. Include a personal evaluation of your own strengths and weaknesses as relevant and describe your AAPI community activities.
- 3) **Biographical Sketch:** Prepare an autobiographical summary of no more than one to two paragraphs, content appropriate for publication upon public announcement of the selected fellow.
- 4) **Résumé:** Include your employment history and record of community/civic activities. Include any relevant training programs, seminars, or workshops attended. Describe your community and civic activities. Include the nature of the activities and length of service. We are particularly interested in work experience at community-based non-profit organizations.
- 5) **Letter of recommendation:** Please include two letters of recommendation from individuals able to speak to your commitment to low-income AAPI communities, familiarity with housing issues and interest in housing policy.
- 6) **Writing Sample:** Prepare a writing sample (not to exceed 750 words) addressing a housing issue impacting low-income AAPI communities.

## **Submission and Inquiries**

***DEADLINE FOR SUBMISSION – Applications must be postmarked by March 3, 2006.***

Send to: National Coalition for Asian Pacific American Community Development  
ATTN: 2006 Congressional Fellowship  
1001 Connecticut Avenue NW, Suite 730  
Washington, DC 20036

If you have additional inquiries, you may contact National CAPACD at (202) 223-2442 or by e-mail at [info@nationalcapacd.org](mailto:info@nationalcapacd.org). We will send an email to confirm the receipt of your application.



# National CAPACD 2006 Congressional Fellowship

## APPLICATION PART I

Name		
Address		
City	State	Zip Code
Phone (home)	Phone (secondary)	
Fax	Email (preferred)	

**Ethnicity** (*Please circle all that are applicable*)

Bangladeshi	Hmong	Micronesian	Thai
Burmese	Indian	Native Hawaiian	Tongan
Cambodian	Indonesian	Nepalese	Vietnamese
Chamorro	Japanese	Pakistani	
Chinese	Korean	Samoaan	
Filipino	Laotian	Sri Lankan	

Other \_\_\_\_\_

### Application Submission Instructions

- 1) Please arrange the application documents in the following order:
  - a. Application Part I & Part II (Completed and signed)
  - b. Statement of Interest
  - c. Biographical Sketch
  - d. Résumé
  - e. Writing Sample
- 2) Make one extra copy of all documents in #1 and clip together as a separate batch.
- 3) Enclose two letters of recommendation
- 4) Mail entire package to:

National Coalition for Asian Pacific American Community Development  
 ATTN: 2006 Congressional Fellowship  
 1001 Connecticut Avenue NW, Suite 730  
 Washington, DC 20036

***DEADLINE – Applications must be postmarked by March 6, 2006.***

You may contact National CAPACD directly via phone at (202) 223-2442 or by e-mail at [info@nationalcapacd.org](mailto:info@nationalcapacd.org) with any questions/inquiries. We will send an email to confirm the receipt of your completed application.



# National CAPACD 2006 Congressional Fellowship

## APPLICATION PART II

### CHECKLIST:

- Statement of Interest:** Please describe in approximately 500 words, your interest in housing issues and how you intend to apply lessons learned during the fellowship to your future work. Include a personal evaluation of your own strengths and weaknesses as relevant and describe your AAPI community activities.
- Biographical Sketch:** Prepare an autobiographical summary of no more than one to two paragraphs, with content appropriate for publication upon public announcement of the selected Fellow.
- Résumé:** Include your employment history and record of community/civic activities. Include any relevant training programs, seminars, or workshops attended. Describe your community and civic activities. Include the nature of the activities and length of service. We are particularly interested in work experience at community-based non-profit organizations.
- Letters of recommendation:** Please include two letters of recommendation from individuals able to speak to your commitment to low-income AAPI communities, familiarity with housing issues and interest in housing policy.
- Writing Sample:** Prepare a writing sample (not to exceed 750 words) addressing a housing policy issue impacting low-income AAPI communities.

### How did you hear about the National CAPACD 2006 Congressional Fellowship?

\_\_\_ National CAPACD Website

\_\_\_ National CAPACD Listserv

\_\_\_ Other: \_\_\_\_\_

Please send the original application and one copy postmarked by **March 3, 2006** to:

National Coalition for Asian Pacific American Community Development  
ATTN: 2006 Congressional Housing Fellowship  
1001 Connecticut Avenue NW, Suite 730  
Washington, DC 20036

All materials submitted with this application become the property of National CAPACD. By signing this application, I affirm that all information contained herein is accurate to the best of my knowledge.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*