

# **Wallerstein Scholarship 2018–2019**

## *Guidelines and Instructions for Application*

Virginia Municipal League  
Weldon Cooper Center for Public Service, University of Virginia

[www.vml.org](http://www.vml.org)  
[www.coopercenter.org](http://www.coopercenter.org)

## **Wallerstein Scholarship, 2018–2019 Guidelines and Instructions for Applicants**

*Application Deadline: March 31, 2018*

### **INTRODUCTION**

#### ***Background***

The Wallerstein Scholarship was established in 1973 at the University of Virginia by a gift from Ruth C. and Morton L. Wallerstein to foster interest and research in Virginia local government. The annual Scholarship is administered by the Virginia Municipal League (VML) and the University of Virginia's (UVA) Weldon Cooper Center for Public Service (Cooper Center).

#### ***Purpose***

To provide support to an exceptional individual for a period of one year for the purpose of undertaking research either **a)** as a student at the University of Virginia, or **b)** as a Fellow of the Cooper Center.

A student shall be defined as a person pursuing an academic degree, preferably at the graduate level, who has an interest in local government. This scholarship is targeted towards graduate students, but rising seniors may be considered.

A Fellow shall be a practitioner who would like to undertake a significant research project within a higher education environment, and who has reached a point in his/her career when he/she would benefit from time to pursue a sustained program of research.

A Fellow can also be a retired practitioner or academician who would like to pursue research that would benefit Virginia local government.

## TERMS AND CONDITIONS

### *Stipend*

The value of the annual award is \$5,000. The amount shall be based on need, to be determined jointly by the directors of the VML and the Cooper Center.

The recipient will receive access to UVA libraries, Cooper Center and VML publications, other research materials, and office space, if needed.

## HOW THE SCHOLARSHIP OPERATES

### *Tracks*

The Scholarship has two distinct tracks:

- Track 1: Student Track
- Track 2: Fellow Track

### *Eligibility*

#### **Track 1: Student Track**

Applicants must:

- either be accepted into a graduate program or be a rising senior.
- have a serious interest in working in/ with local government as shown by such activities as internships, volunteering, or relevant research

**OR**

- a brief essay defining an interest in local government.

#### **Track 2: Fellow**

Applicants must:

- provide documentation of successful professional experience in government,
- have demonstrated ability to complete the required research,
- indicate a serious interest in Virginia local government, and
- have documented approval from their employer.

**OR**

- be retired from a successful career in either **a)** government or **b)** a related academic field, such as public administration, public policy, or planning.

### *Selection Criteria for Students*

The student recipient will be selected based on academic record and demonstrated interest in local government

**OR**

a written essay defining interest in local government.

### *Selection Criteria for Fellows*

Criteria for selection include

- demonstrated commitment and continuing interest in local government issues,
- demonstrated leadership, professional abilities or academic achievements, and
- value of applicant's proposed research project to Virginia local governments.

Applicants have considerable latitude in selecting their research topics. Once selected, the recipient can expect to refine the topic in consultation with the directors of the VML and Cooper Center.

The research findings should be of value to Virginia local government. The recipient should be able to identify the practical local government ramifications that flow from the project and the potential applicability of the findings.

Applicants will be considered based on their proposed research project and their ability to produce a superior report and comply with all the other criteria and provisions of the application process. The director of the Cooper Center or his/her designee will serve as the advisor to the recipient. The recipient will work under the supervision of faculty from the Cooper Center and the University of Virginia.

### *Residency*

Virginia residency is preferred, but not required.

### *Application Deadline*

All application materials are due on March 31, 2018.

### *Notification*

The Scholarship recipient will be announced in late spring 2018. All candidates will receive official notification.

### *Selection Committee*

The selection committee will be composed of representatives of the VML and the Cooper Center. Selection will be made in accordance with standing UVA policies governing such awards.

### *Duration*

The formal award year runs from **September 1, 2018 through August 31, 2019**. Extensions may be granted due to special circumstances.

## APPLICATION PROCESS

### *Submitting Applications—Students*

Applications should include the following:

- a cover letter of not more than two pages describing local-government related internships, volunteer work, or research in which you have engaged

**OR**

- an essay of not more than two pages, defining an interest in local government.
- proof of enrollment in an undergraduate or graduate program at UVA, UVA's College at Wise, or any of UVA's regional centers
- current transcript
- a resume, of no more than three pages, which includes information about your education, employment history, and significant professional or academic achievements.
- names and phone numbers of three references.
- email address or stamped, self-addressed postcard if you would like an acknowledgement of receipt.

### *Submitting Applications—Fellows*

Applications should include the following:

- a cover letter of not more than two pages, stating the research topic you would like to pursue. You may list more than one area of interest. Your statement should include
  - the research question(s) to be addressed or problem(s) to be explored,
  - the potential value and ramifications of your research for Virginia local governments, and
  - the research methods you plan to use.
- a resume, of no more than three pages, which includes information about your education, employment history, academic responsibilities (if appropriate), and significant professional or academic achievements. You may include an addendum listing publications or other forms of public contributions over the past five years.
- names and phone numbers of three references.
- if employed, documented approval from your employer of your application for this scholarship.
- email address or stamped, self-addressed postcard if you would like an acknowledgement of receipt.

Send completed application materials by **March 31, 2018** to:

Wallerstein Scholarship  
Virginia Institute of Government, UVA  
11 South 12th Street, Suite 225  
Richmond, VA 23219

Phone: 804-371-0202  
Email: [wallerstein@virginia.edu](mailto:wallerstein@virginia.edu)

*The University of Virginia does not discriminate unlawfully in any of its programs, procedures, or practices against any person on the basis of age, color, disability, national or ethnic origin, race, religion, sexual orientation, or veteran status. The information requested above is for reports the University provides to federal authorities and to other agencies collecting data on equal opportunity for education and employment.*