General Information

What is the Public Service Center?
The University of California Berkeley’s Public Service Center (PSC) aims to connect people through shared learning and collaborative action to promote social justice. The PSC partners with community organizations, student leaders, and faculty to engage UC Berkeley students through volunteer work, jobs, internships, and courses. It supports a corps of 200 student leaders and the work of 5000 students, 250 community-based organizations, and several faculty members who integrate community-based learning into their teaching.

What is the Haas Service Leaders Program?
The Haas Service Leaders Program is a scholarship program administered by the PSC. It aims to provide need-based financial support and professional development to undergraduates who have demonstrated a significant commitment to off-campus service. By providing a $2,000-$6,000 scholarship in conjunction with a year-long leadership training program, the Haas Service Leadership Program helps students dedicate 10-15 hours per week to off-campus service work.

What kind of service work can scholarship recipients do?
Scholarship recipients can be engaged in a range of service, from community organizing to work with student organizations meeting a pressing community need. Service that is in line with the mission and values of the public service center will be considered. A complete list of 2015-2016 Haas Service Leaders and their projects is available under the “Impact” section at publicservice.berkeley.edu/haasleaders.

What is required of scholarship recipients?
In addition to dedicating 10-15 hours per week to off-campus service work, students who are accepted into the Haas Service Leaders Program must attend programs throughout the year designed to offer further support and leadership development. A list of these commitments is available under the “Get Involved” section at publicservice.berkeley.edu/haasleaders.

Who is eligible to apply for the Haas Service Leaders Program?
Any student who is eligible for federal financial aid or the Dream Act is eligible to apply.
Benefits

What are the benefits of the Haas Service Leaders Program?
For up to two years, Haas Service Leaders receive a $2,000-$6,000 scholarship that compliments their federal financial aid, a year-long leadership development program, staff advising, and recognition at Chancellor's Awards for Public Service.

What can scholarship money be used for?
Scholarship money is meant to minimize the need for Haas Leaders to engage in other work during the course of the year to support themselves. Therefore, scholarship funds can be used to pay for tuition, project fees, and personal expenses.

Application Details

How do I apply?
Interested students must submit an online application by the deadline.

What does the application include?
Students need to complete an online application form that asks for personal information, short answer responses, two references. Applicants must also email their resume to haasleaders@berkeley.edu.

Where can I get a copy of the application?
Students can access the application online at http://publicservice.berkeley.edu/haasleaders/application.

When is the application deadline?
The 2016-2017 Leaders applications are accepted from March 9th to March 30th.

What happens after I apply?
After the review committee review applications, applicants who are offered in person interviews will be contacted via email to come in for a group interview with other finalists by April 11th.

What can I expect during the interview?
During the group interview, applicants will discuss their service projects with the review committee. Please check the website for a full guide to the interview.

How should applicants prepare for the interview?
Students selected for interviews will receive additional tips and resources to help them prepare. They can access further resources at career.berkeley.edu.

Budgeting

Why would I submit a project budget?
Applicants submit project budgets to adjust their “cost of attendance” (COA), making room in their financial aid package to accept scholarship funds for expenses not included in their standard budget.

What is the “Cost of Attendance”?
The cost of attendance is the total annual cost of college including tuition and fees, textbooks, housing, food and other expenses. Each year, UC Berkeley’s Financial Aid Office (FAO) uses the COA to determine students’ annual budget. Without a COA adjustment, the FAO could use the Haas Service Leaders scholarship to replace loans and federal grants, instead of disbursing the funds directly to students as excess aid for short-term additional expenses.

What items/expenses would qualify for a COA adjustment?
Applicants may include the following items/expenses in their project budget:

- Supplies/Materials related to project/service
- Transportation to/from project and service related sites
- Clothing (for project related presentations/events)
- Conference registration fees
- Retreat expenses (Space & food)
- Resources for partner organizations (i.e. office use fees)

How does a COA Adjustment work?
A COA adjustment adds the estimated cost of applicants’ service project to their annual cost of attendance, making room in their standard budget to receive the Haas Leaders scholarship as excess aid. An applicant’s package can only be increased up to the amount of the Service Leader Scholarship.

How do I start the Cost of Attendance Adjustment process?
Applicants interested in adding project expenses to their cost of attendance must submit a project budget that documents qualifying expenses. Instructions for creating a project budget will be provided to students accepted to the program in May.

What level of detail do I need to include for each set of expenses?
Applicants are required to submit a brief explanation for each budget item, including the item/activity, purpose, cost, and expected frequency of the expense.

What documentation am I required to submit with my budget?
No additional documentation needs to be submitted with your budget. Applicants are asked to keep receipts for each budget item especially expected payments to individuals (i.e. gift cards as
honorariums for participants in the program). The financial aid office may request documentation if that particular students package is audited.

**When is my budget due?**

A draft budget will need to be compiled and submitted by the second week of June. A finalized budget will need to be submitted by the 2nd week of July. Instructions on the process will be provided in May.

**Will my budget impact my financial aid for next year? And/or my family EFC?**

Applicants who submit a project budget will experience an increase in aid received in that academic year. The COA may be considered in the subsequent years financial aid package. Specifics of your package should be addressed with a financial aid adviser.

**Who will review my financial aid and budgeting information?**

The Student Leaders Programs Manager and a UC Berkeley financial aid counselor will review applicants’ financial aid and budgeting information; all information will remain confidential.

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More information on the Service Leaders Program is available at publicservice.berkeley.edu/haasleaders.