Jean Ellis Poletti Memorial Internship Fund & Arthur & Maria Kelly Smith Endowment

Application and Selection Process

Jean Ellis Poletti Memorial Internship Fund Award

Awarded to a student participating in an internship at a local, state, or federal agency or at a nonprofit organization.

Arthur & Maria Kelly Smith Endowment Award

Provide one or more annual awards to deserving graduate students at Rockefeller College to subsidize an internship in a public interest agency outside of government.

Eligibility to Apply

1. Students must be enrolled in the Master of Public Administration program
2. Students must be in good academic standing (3.0 GPA or higher)
3. Students must have an internship offer at the time of application

Preferred Criteria

Preference will be given to students who meet the following criteria:

1. Students who obtain an internship outside of the Capital Region
2. Students who participate in unpaid internships or who receive minimal payment
3. Students who exhibit financial need

Application Instructions

Students who submit an application will automatically be considered for both the Poletti and Smith awards, when applicable. Applications submitted by April 1, 2014 will be given first consideration; applications may be accepted after the deadline until all funds are awarded. Please submit:

1. A formal internship offer letter from your sponsoring organization (an email is acceptable as long as it is sent from the organization’s email address, i.e. no Gmail addresses)
2. Resume
3. Budget of all expenses that will be incurred during internship term
4. 300 word statement indicating how participating in this specific internship will impact your future career

Please refer all questions to Jennifer Maclaughlin at JMaclaughlin@albany.edu or 518-442-5242.