



### **Mexican American Legislative Leadership Foundation, Inc.**

The Mexican American Legislative Leadership Foundation is a non-profit, non-partisan organization committed to fostering the development of leadership skills among Latino youth.

The Foundation was established by the Mexican American Legislative Caucus (MALC) to encourage Latino youth to engage in the political process and furthered this goal by sponsoring the Moreno/Rangel Legislative Leadership Program in 2003. The leadership program offers undergraduate and graduate students the opportunity to gain first-hand experience in the functions and operations of the Texas House of Representatives during a legislative session. Participants will learn how state government works and interacts with the public and become better equipped to serve the communities they represent.

### **Moreno/Rangel Legislative Leadership Program Description**

The Moreno/Rangel Legislative Leadership Program is named in honor of the longest-serving Hispanic member of the Texas House of Representatives, Paul C. Moreno (El Paso), and the first Mexican American woman to serve in the Texas Legislature, the late Irma Rangel (Kingsville). The leadership program provides an opportunity for undergraduate and graduate students across Texas to gain real experience working in the Texas House of Representatives. Accepted program participants will be placed in a MALC members' legislative office and serve as a full-time policy fellow. Fellows will work alongside experienced legislative staff and participate in weekly seminars where they will interact with other program participants, Latino leaders, elected officials and state agency representatives. Program participation is subject to change from in-person to virtual and/or remote participation due to the pandemic.

In addition to learning the legislative process and developing their leadership skills, participants will receive a monthly stipend to assist with living expenses. The Moreno/Rangel Legislative Leadership Program begins on January 12, 2021 with a mandatory program orientation, and ends on May 31st, 2021. Fellows will be required to work full-time in Austin, Texas for the entire duration of the legislative session.

**Note:** Program participation is subject to change from in-person to virtual or remote participation due to the pandemic. All applicants shall expect in-person participation unless modifications have been in accordance with the current public health crisis. All final applicants will receive appropriate and detailed instructions on participation requirements.



### **Work Requirements/Academic Credit**

Applicants should understand that all program participants will be considered full-time staff by the members' offices where they are assigned. Though responsibilities may vary from office to office, program participants should expect to work beyond a typical 40-hour work week. We encourage participants to seek educational credit as part of their participation in the leadership program. The determination of how many credit hours the Legislative Leadership Program qualifies for will vary among colleges and universities - it is the student's responsibility to learn how their respective schools award academic credit and provide requirements to foundation staff in advance of starting the program.

### **Eligibility Requirements**

A Moreno/Rangel Legislative Leadership Foundation fellow must meet the following requirements:

- Must be an undergraduate, having completed at least 60 hours, in a two or four-year accredited institution, OR
- Graduate student enrolled in an accredited institution, OR
- A recent graduate, AND
- 21 years of age or older (as of January 12, 2021),
- Possess excellent composition and communication skills,
- Provide community/extracurricular involvement, recommendations, and supporting documents that speak to their leadership potential, and
- Must have a minimum grade point (GPA) average of 2.5 on a 4.0 scale.

\*PLEASE DIRECT QUESTIONS TO TANNYA OLIVA AT TOLIVA@MALC.ORG



## 2020 Application for the 87th Texas Legislature

### PERSONAL INFORMATION

Name: \_\_\_\_\_  
Last First Middle

Current Address: \_\_\_\_\_  
Street Address City, State Zip Code

Phone: \_\_\_\_\_  
Mobile Work Home

Email: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
Street Address City, State Zip Code

Date of Birth: \_\_\_\_\_ Sex: \_\_\_ Male \_\_\_ Female \_\_\_ Non-binary

Pronouns: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Hispanic Heritage: \_\_\_\_\_  
ex: Mexican American, Puerto Rican, etc. If not Hispanic, please demonstrate ties to Latino community in your Personal Statement.

### EDUCATIONAL BACKGROUND

Name of Institution	Location	Dates Attended	Major/Minor	GPA	Credit Hours Completed

### PROGRAM INFORMATION



Have you ever participated in an internship with the Texas Legislature? \_\_ Yes \_\_ No

Are you related to a current member of the Mexican American Legislative Caucus? \_\_Yes \_\_No

Who is your Texas State Representative? -----

### Program Calendar

Regular Application Deadline:	October 16
Determination of Finalists:	December 4
Notification of Participants:	December 11
Mandatory Program Orientation:	January 6-8
Program Begins:	January 12
Program Ends:	May 31

### RECOMMENDATIONS

Applicants must submit two letters of recommendation attesting to their personal, professional, and academic integrity. Letters should provide thoughtful examples of the applicant's leadership experience, community involvement, major strengths, areas for improvement and development; and lastly, describe how the applicant would benefit from the Moreno/Rangel Legislative Leadership Program.

### PERSONAL STATEMENT

Provide a personal statement describing your family, work, educational, and community experiences that have led you to apply for the Moreno/Rangel Legislative Leadership Program. Please answer how these experiences relate to your long-term personal goals, and how this legislative experience will contribute to your future leadership within the Latino community. (Applicants are also encouraged to describe any special circumstances they feel would give the committee a better understanding of the applicant's history.) Personal statements should be approximately 500-700 words.

### CERTIFICATION STATEMENT

I certify that the information submitted above is accurate to the best of my knowledge. I further understand that any willful falsification in my application and supporting documents will result in my disqualification from the Moreno/Rangel Legislative Leadership Program. I verify that I am neither related to, nor the spouse of, a member of the Foundation, staff, Board of Directors or Texas House of Representatives. I also hereby give permission to the Foundation to use this information for recruitment purposes on the Foundation website and other informational materials.

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Signature of Applicant

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Date



## APPLICATION CHECKLIST

***\*All application materials must be received no later than 5PM on October 16, 2020 (regular application deadline).***

- Completed Application Form
- Completed Application [Application Survey](#)
  - Personal Statement
  - Resume
  - Two Recommendation Letters
  - Writing Sample
  - Academic Transcript
- Resume listing education, honors, extracurricular activities, community involvement, employment history and special skills
- Two letters of recommendation from individuals other than family and friends (may be sent separately but must be received by 5:00 PM on October 16, 2020).
- Mail sealed academic transcripts from current or most recent attended institutions (may be sent separately but must be postmarked by October 16, 2020).

*Please address any supporting documents for your application to:*

***MALLF Moreno/Rangel Legislative Leadership Program  
1122 Colorado Street, Suite 107, Austin, Texas 78701***