April 1, 2016

Dear Youth Leadership Lincoln Class XX applicant:

Thank you for expressing an interest in Youth Leadership Lincoln (YLL). YLL is a program of Leadership Lincoln, Inc. whose mission is to develop, sustain and support civic engagement through diverse leadership so that all members of our community can make a difference in strengthening and transforming Lincoln.

By applying to YLL, you are showing an interest in becoming a part of a program that represents an investment in our community. YLL is an interactive, hands-on experience focusing on developing leadership skills and educating you about the different roles you can have in your community. The purpose is to empower and further inspire you to become involved in and committed to your community. We do this while having fun and building friendships that can last a lifetime!

It is important that you read the entire letter and all parts of the application before you begin!

**The deadline for all parts of the application is: Friday, May 13th, 2016.**

**All parts of the application including references and permission forms must be either post-marked (mail) or received (email) by the deadline.**

Only complete applications (with all components submitted by the deadline) will be considered. Use the following checklist to help make sure that you submit all the application components.

* First check your schedule to ensure that you are available to attend the entire retreat

Friday, August 19th, 2016-Saturday, August 20th, 2016.

* Submit all application components to the Youth Leadership Lincoln office by the deadline: **Friday, May 13th, 2016**.
* Youth Application (short answer questions)
* Family Reference
* Community Reference
* School/Principal Approval
* Parent/Legal Guardian Permission

Submitting an application is free. However, there is a $275.00 tuition fee for those accepted and choose to participate in the YLL XX Class. Scholarships are available to cover part or the complete tuition fee. If you are interested in a tuition scholarship, you must indicate your interest on your application.

We look forward to receiving your application. If you have any questions, please contact YLL at:

Youth Leadership Lincoln

920 O St., Suite 300

Lincoln, NE 68508

402.441.4661

[info@leadershiplincoln.org](mailto:info@leadershiplincoln.org)

Sincerely,



Laura Uridil

Programs Coordinator

1. **Informational Sessions**

Applicants and their parents are invited (but not required) to attend an Informational Session before submitting an application. Youth Leadership Lincoln (YLL) staff will discuss the program, review the application process and answer questions. There are two opportunities to attend:

1. Tuesday, May 3rd, 2016 from 6:00-7:00pm

Gere Branch Library Meeting Room (2400 S. 56th St.)

1. Wednesday, May 4th, 2016 from 6:00-7:00pm

Eiseley Branch Library Meeting Room (1530 Superior St.)

1. **Application Instructions**

Please type or clearly print answers and provide enough information to allow us to get the best representation of you and your interest in community engagement. You may attach extra sheets.

1. **Reference Forms**

There are two Reference forms included in your application packet.

* One reference mustbe completed by an adult **family** **member** (parent, guardian, relative).
* One reference must be completed by an adult **community** **member** (neighbor, employer, pastor, family friend—but not a relative).
* YLL requests references to further understand an applicant’s strengths, potential and character (beyond his/her application answers).
* Applicants may obtain additional references if they choose, but they are not required.

1. **School/Principal Approval**

There is one School/Principal Approval form included in your application packet.

* YLL seminars conflict with school so your participation in the program must be approved by your Principal.
* This form should be signed by the applicant’s current principal.

1. **Tuition and Scholarships**

* Applying to YLL is free and open to all Lancaster County students who will be in tenth grade during the 2016-2017 school year.
* YLL charges a tuition fee of $275.00 to all individuals selected to participate in the program. This fee covers expenses such as meals and supplies used during seminars.
* Tuition assistance is available through a scholarship program. If an applicant will request scholarship support, that request must be made when his/her application is submitted.

1. **Application Deadline**

* Applicants are responsible for making sure all application materials are returned to the YLL office by **Friday, May 13th, 2016.**
  + Forms that are mailed must be post-marked by the deadline.
  + Forms that are emailed must be received by 11:59pm on the deadline.
  + Forms that are hand-delivered should be received in the office by 5:00pm on the deadline.
* Ideally, applicants should provide their references and principals with a stamped addressed envelope so that they may submit the application materials directly to Youth Leadership Lincoln. But applicants may make whatever arrangements fit their needs to meet the deadline (hand-delivery, email, etc.)

1. **YLL Orientation**

* This meeting will provide YLL participants an opportunity to meet one another before the retreat and parents/guardians an opportunity to meet YLL staff.
  + **Tuesday, August 9th, 2016, 7:00-8:30pm**

1. **YLL Opening Retreat**

* **Attendance is required at the Opening Retreat. There are no exceptions.** 
  + **Friday, August 19th, 2016 and Saturday, August 20th, 2016**
* Applicants who are unable to attend the **entire** retreat, are not eligible for the program. YLL understands that this may mean that some youth have to forego a school activity or a sporting event. We are sorry for the inconvenience but know that the opening retreat defines the year for the class.

1. **Leadership Lincoln Launch**

* This event will gather all the participants in 2016-2017 Leadership Lincoln programs to kick-off the year of community leadership development.
  + **Wednesday, September 7th, 2016, 7:30-9:00am**

1. **YLL Seminar Dates**

* **Participants are expected to attend a minimum of 80% of program seminars.**
* **Tuesday, September 13th, 2016, 8:00am-3:00pm**
* **Tuesday, October 18th, 2016, 8:00am-3:00pm**
* **Tuesday, November 8th, 2016, 8:00am-3:00pm**
* **Tuesday, December 6th, 2016, 8:00am-3:00pm**
* **Tuesday, January 10th, 2017, 8:00am-3:00pm**
* **Tuesday, February 14th, 2017, 8:00am-3:00pm**
* **Tuesday, March 21st, 2017, 8:00am-3:00pm**
* **Tuesday, April 11th, 2017, 8:00am-8:00pm**
* Participants who miss more than 1.5 program seminars will not meet the 80% requirement.
* Participants who do not meet these attendance expectations will be asked to leave the program.

1. **YLL Unpacking Meetings**

* **Unpacking meetings are an optional opportunity for participants to further discuss and debrief their experiences.** 
  + **Tuesday, August 30th, 2016, 7:00-8:00pm**
  + **Tuesday, September 27th, 2016, 7:00-8:00pm**
  + **Tuesday, November 1st, 2016, 7:00-8:00pm**
  + **Tuesday, November 29th, 2016, 7:00-8:00pm**
  + **Tuesday, January 31th, 2017, 7:00-8:00pm**
  + **Tuesday, February 28th, 2017, 7:00-8:00pm**
  + **Tuesday, April 4th, 2017, 7:00-8:00pm**
* Unpacking meetings are held at the YLL office and attendance is optional but encouraged.
* These meetings offer class participants opportunities to connect outside of program days and continue discussions that may have been cut short or pursue further learning opportunities.

Confidential Information

The information provided on this page will be kept confidential. Selection will be based upon answers to short-answer questions.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | |  | |  | |
| First name | Preferred first name | | M.I. | | Last name | |
|  | | |  | |  |  |
| Home address | Apartment/Unit | | City | | State | Zip |
|  |  | |  | | | |
| Home phone | Cell phone | | Email address | | | |
|  |  | |  | |  | |
| School | Grade in 2016-2017 | | Current Age | | Gender | |
| Youth Leadership Lincoln hopes to represent youth from a variety of backgrounds that will bring divergent perspectives to address Lincoln’s needs. The following optional information helps us identify applicants from a cross-section of the city. | | | | | | |
| Would you like to be identified with a specific ethnic background? | No |  | Yes |  | If yes, which: |  |

Scholarship

Submitting an application is free. However, for those accepted there is a $275.00 tuition fee for participation in the Youth Leadership Lincoln XIX Class. Tuition assistance is available through our scholarship program. If you will need scholarship assistance, please check below and explain your family’s circumstances. Requests for scholarship assistance must be made at the time of application.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Full Scholarship | $275.00 | |
|  | Partial Scholarship | $ |  |
| Reason for request: | | | |
|  | | | |

1. Describe one or more of your gifts, talents, skills, or strengths. In addition, describe one or more characteristics you value in other people and why those characteristics are important to you

|  |
| --- |
|  |

1. Describe why you are interested in civic engagement and would like to be a part of Youth Leadership Lincoln.

|  |
| --- |
|  |

1. Describe an action that you have taken that has made you proud of yourself or others proud of you.

|  |
| --- |
|  |

1. Describe a time when your actions positively impacted a person, your family, school or community.

|  |
| --- |
|  |

1. Describe one school or non-school activity in which you have been involved during the last two years. What has the experience meant to you?

|  |
| --- |
|  |

1. If you have not had the opportunity to participate in a school or non-school activity, why not?

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Time |  | Not Interested |  | Transportation |  | Work |  | Financial Reasons |
|  | Other (please describe) | | |  | | | | | |

1. Please explain any experience(s) you have had in your school, place of worship, workplace, clubs, neighborhood, etc., with those having differing values, ideas or customs. How were you affected by that experience?

|  |
| --- |
|  |

1. If you could spend time with any current or past person who you consider a leader, who would you choose and why do you consider this person a leader?

|  |
| --- |
|  |

1. Youth Leadership Lincoln seeks youth who represent each of these categories. Which are you? In what ways do you think you could improve your abilities as a leader?

|  |  |
| --- | --- |
|  | Already an established leader |
|  | Becoming a leader (have had some experiences) |
|  | Could be a leader (shows interest but needs skill and opportunity) |

|  |
| --- |
|  |

1. What do you think is the best aspect of Lincoln/your hometown?

|  |
| --- |
|  |

1. If you could change one aspect of your community, school, neighborhood, what would it be and why? How do you think this change could be accomplished?

|  |
| --- |
|  |

1. What do you feel is the most challenging issue facing young people today?

|  |
| --- |
|  |

1. What else would you like to tell us about yourself?

|  |
| --- |
|  |

|  |
| --- |
|  |
| Name of Youth Leadership Lincoln Applicant |

**Applicant Instructions**

This form is to be given to an adult member of your family who can serve as a Family Reference (parent, guardian, relative). Please provide your reference with a stamped addressed envelope.

**Reference Instructions**

The student listed above is an applicant for Youth Leadership Lincoln. The program works to enhance the knowledge and leadership skills of high school students by motivating and empowering them to be committed to their community. The program seeks youth who are beginning to show leadership potential and an interest in the community.

The Selection Committee attaches considerable weight to the statements made by references and gratefully acknowledges your time and help. Application materials will be reviewed in confidence. Applicants will not be considered unless all application forms are postmarked (mail)/received (email) by the deadline. Contact Youth Leadership Lincoln with any questions about this reference or the program.

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| Name of Adult Reference | | | |
|  |  |  |  |
| Address | City | State | Zip |
|  |  | | |
| Phone | Email Address | | |

1. What is your relationship to the applicant?
2. Describe the applicant using a few phrases or adjectives. Please also describe the applicant’s primary strengths or talents.
3. Please comment on the applicant’s relationship with his/her peers.
4. Do you feel the applicant has an interest in leadership or giving back to the community?
5. We seek participants who represent all of the categories below. Which best describes the applicant?

|  |  |
| --- | --- |
|  | Already an established leader |
|  | Becoming a leader (has had some experience leading) |
|  | Could become a leader (shows interest but needs skill and opportunity) |

1. Please rate your perception of the applicant’s skills in the following areas:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Top 10% of students his/her age |  | Average |  | Needs Improvement |
| Responsibility |  |  |  |  |  |
| Initiative |  |  |  |  |  |
| Leadership |  |  |  |  |  |
| Maturity |  |  |  |  |  |
| Character |  |  |  |  |  |
| Ability to work with others |  |  |  |  |  |
| Concern for others |  |  |  |  |  |

1. Please use the back of this sheet to tell us anything else you would like for us to know about the applicant.

|  |
| --- |
|  |
| Name of Youth Leadership Lincoln Applicant |

**Applicant Instructions**

This form is to be given to a person who can serve as a Community Reference (neighbor, employer, pastor, family friend—but not a relative). Please provide your reference with a stamped addressed envelope.

**Reference Instructions**

The student listed above is an applicant for Youth Leadership Lincoln. The program works to enhance the knowledge and leadership skills of high school students by motivating and empowering them to be committed to their community. The program seeks youth who are beginning to show leadership potential and an interest in the community.

The Selection Committee attaches considerable weight to the statements made by references and gratefully acknowledges your time and help. Application materials will be reviewed in confidence. Applicants will not be considered unless all application forms are postmarked (mail)/received (email) by the deadline. Contact Youth Leadership Lincoln with any questions about this reference or the program.

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| Name of Adult Reference | | | |
|  |  |  |  |
| Address | City | State | Zip |
|  |  | | |
| Phone | Email Address | | |

1. How long and in what capacity have you known the applicant?
2. Describe the applicant using a few phrases or adjectives. Please also describe the applicant’s primary strengths or talents.
3. Please comment on the applicant’s relationship with his/her peers.
4. Do you feel the applicant has an interest in leadership or giving back to the community?
5. We seek participants who represent all of the categories below. Which best describes the applicant?

|  |  |
| --- | --- |
|  | Already an established leader |
|  | Becoming a leader (has had some experience leading) |
|  | Could become a leader (shows interest but needs skill and opportunity) |

1. Please rate your perception of the applicant’s skills in the following areas:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Top 10% of students his/her age |  | Average |  | Needs Improvement |
| Responsibility |  |  |  |  |  |
| Initiative |  |  |  |  |  |
| Leadership |  |  |  |  |  |
| Maturity |  |  |  |  |  |
| Character |  |  |  |  |  |
| Ability to work with others |  |  |  |  |  |
| Concern for others |  |  |  |  |  |

1. Please use the back of this sheet to tell us anything else you would like for us to know about the applicant.

|  |
| --- |
|  |
| Name of Youth Leadership Lincoln Applicant |

**Applicant Instructions**

This form is to be given to your current Principal. Please provide your Principal with a stamped addressed envelope.

**Principal Instructions**

The student listed above is an applicant for Youth Leadership Lincoln. The program works to enhance the knowledge and leadership skills of high school students by motivating and empowering them to be committed to their community. The program seeks youth who are beginning to show leadership potential and an interest in the community. All applicants must have approval of their current school principal to attend Youth Leadership Lincoln sessions during school hours in 2016-2017. Principals may designate another school staff member (e.g. Assistant Principal or Counselor) to complete this approval form.

The Selection Committee is aware of the time necessary to prepare such an assessment and gratefully acknowledges your help. Application materials will be reviewed in confidence. Applicants will not be considered unless all application forms are postmarked (mail)/received (email) by the deadline. Contact Youth Leadership Lincoln with any questions about this reference or the program.

|  |  |
| --- | --- |
|  |  |
| Principal Name | School |

1. The applicant meets the criteria of being academically sound.

|  |  |
| --- | --- |
|  | Yes |
|  | No |

1. Do you feel the applicant has an interest in leadership or giving back to the community?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

1. Please rate your perception of the applicant’s skills in the following areas:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Top 10% of students his/her age |  | Average |  | Needs Improvement |
| Responsibility |  |  |  |  |  |
| Initiative |  |  |  |  |  |
| Leadership |  |  |  |  |  |
| Maturity |  |  |  |  |  |
| Character |  |  |  |  |  |
| Ability to work with others |  |  |  |  |  |
| Concern for others |  |  |  |  |  |

1. I believe the applicant:

|  |  |
| --- | --- |
|  | is an excellent candidate for Youth Leadership Lincoln |
|  | is a good candidate for Youth Leadership Lincoln |
|  | might not be appropriate for Youth Leadership Lincoln |

1. Please use the back of this sheet to tell us anything else you would like for us to know about the applicant.

|  |
| --- |
|  |
| Name of Youth Leadership Lincoln Applicant |

**Applicant Instructions**

This form is to be given to your parent/legal guardian to approve your participation in Youth Leadership Lincoln.

**Parent/Legal Guardian Instructions**

The student listed above is an applicant for Youth Leadership Lincoln. The program works to enhance the knowledge and leadership skills of high school students by motivating and empowering them to be committed to their community. The program seeks youth who are beginning to show leadership potential and an interest in the community.

Applicants will not be considered unless all application forms are postmarked (mail)/received (email) by the deadline. Contact Youth Leadership Lincoln with any questions about this permission or the program.

Youth Leadership Lincoln XX (2016-2017) will include the following components:

1. YLL Orientation

Tuesday, August 9th, 2016, 7:00-8:30pm

1. YLL Opening Retreat

Friday, August 19th, 2016 at 8:00am—Saturday, August 20th, 2016 at 4:00pm

Attendance is required at the entire Opening Retreat. The event will be held at Eastern Nebraska 4-H Camp. If your child is unable to attend the Retreat, he/she will be unable to participate in Youth Leadership Lincoln.

1. Leadership Lincoln Launch

Wednesday, September 7th, 2016, 7:30-9:00am

This event will gather all the participants in 2016-2017 Leadership Lincoln programs to kick-off the year of community leadership development.

1. YLL Program Seminars (locations to be announced):

Tuesday, September 13th, 2016, 8:00am-3:00pm

Tuesday, October 18th, 2016, 8:00am-3:00pm

Tuesday, November 8th, 2016, 8:00am-3:00pm

Tuesday, December 6th, 2016, 8:00am-3:00pm

Tuesday, January 10th, 2017, 8:00am-3:00pm

Tuesday, February 14th, 2017, 8:00am-3:00pm

Tuesday, March 21st, 2017, 8:00am-3:00pm

Tuesday, April 11th, 2017, 8:00am-3:00pm

Youth Leadership Lincoln participants must be present at a minimum of 80% of the program seminars. This means he/she may miss one and a half of the program seminars if needed (e.g. for a school event, illness, etc.).

1. YLL Unpacking Meetings (at Youth Leadership Lincoln office):

Tuesday, August 30th, 2016, 7:00-8:00pm

Tuesday, September 27th, 2016, 7:00-8:00pm

Tuesday, November 1st, 2016, 7:00-8:00pm

Tuesday, November 29th, 2017, 7:00-8:00pm

Tuesday, January 31st, 2017, 7:00-8:00pm

Tuesday, February 28th, 2017, 7:00-8:00pm

Tuesday, April 4th, 2017, 7:00-8:00pm

These optional meetings are opportunities for participants to discuss their experiences and further develop their skills and knowledge.

Youth Leadership Lincoln, its agents and its employees have my full permission and consent to transport and otherwise provide transportation for my child by public service bus, private automobile, vans or other appropriate means of transportation in connection with all sessions of Youth Leadership Lincoln.

I hereby release and hold harmless Youth Leadership Lincoln, its members, agents, employees or any individuals involved in the planning, organization or presentation of Youth Leadership Lincoln programming, for any accident, injury, illness or any damage whatsoever related to the above mentioned student’s attendance at or participation in any activity or session of Youth Leadership Lincoln.

I grant permission for my child to participate in fundraising activities for Leadership Lincoln, Inc. (501(c)(3) nonprofit) and its programs, and I understand that such participation will only occur on a voluntary basis.

I grant to Leadership Lincoln, Inc. the right to photograph my child and the right to use those photographs, including reproductions or likenesses, with or without name, in any legal manner, for advertising, public relations, or otherwise, and in any media, whether or not copyrighted. I waive all right of inspection and approval and I release Leadership Lincoln, Inc. from any and all liability arising out of the exercise of these rights.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | I am the parent/legal guardian of the above named student. I have read the above information on the Youth Leadership Lincoln program and am willing to have my child participate should he/she be accepted. | | | |
|  | | |  | |
| Signature of Parent/Legal Guardian | | | Date | |
|  | | | | |
| Parent/Legal Guardian Name (please print) | | | | |
|  | |  |  |  |
| Address | | City | State | Zip |
|  | |  | | |
| Phone | | Email Address | | |