



## LEADERSHIP INSTITUTE AT ALLEN TEMPLE EMERGING LEADERS PROGRAM

### Frequently Asked Questions (FAQs)

#### How can I apply for the Emerging Leaders Program?

Applications for admission are accepted in person and snail mail to the Leadership Institute at Allen Temple, 8501 International Blvd, Oakland, CA 94621. Please call (510) 544-3362 to request an application packet.

#### What documents must I submit to complete the application process?

An application for the Emerging Leaders program is not considered complete unless it includes the following: (1) Application form, (2) Class enrollment form, (3) One-page personal bio, (4) A letter of recommendation from Pastor or Director of Sponsoring Organization, (5) Essay, and (6) \$20.00 Application Fee. For instructions regarding essay please see application for admission form.

#### When are letters of recommendation and personal bios due? Can they be sent separately from my application?

Application materials **must be mailed in one packet**. Letters of recommendation and personal bios should not be sent under separate cover. **Incomplete, emailed or faxed applications will not be considered.**

#### Does my letter of recommendation have to be written by a pastor, or can they come from anyone?

Your letter of recommendation may be written by a pastor, CEO, or director from your sponsoring church or organization, a person with authority who knows you well and can attest to your character, leadership ability, commitment to community service or academic achievement. This may include your pastor, an employer, mentor or coach. It cannot be written by a close family member.

#### Is an essay required?

An essay is required in response to a specific statement on the application. Keep in mind that the essay is an opportunity for you to show exceptional leadership potential and make an impact on your community through service to others.



### **Can I apply online?**

No. You may print the application from our web site and mail it to us, but it is not possible to apply on-line. If you do print the application from the web site, be sure to print both pages. There are sections for you to complete on page 1 and instructions to follow on page 2.

### **Can I fax or email my application?**

Due to the large number of applicants, we are unable to accept faxed or emailed applications or any part of the application.

### **I missed the deadline. Can I still apply?**

If you have a legitimate reason, beyond your control, for missing the deadline, you may call to request consideration. Late applicants may be delayed in the admission to the program and be part of the next round of applicants as an early registrant, if LIAT academic standing is current. Approval must be given by the Director of Emerging Leaders Program.

### **What are the requirements for the Emerging Leaders Program?**

In the first semester, all Emerging Leaders must register and complete the course, Community Organizing I. The Community Organizing Courses I and II are the “gateway” classes for the Emerging Leaders Program and provide the back ground for all other courses that will be taken over the two time span of the program. Students are expected to maintain a minimum two class per term course load as a condition of being a stipend recipient.

Required courses for the successful completion of the Emerging Leaders Program are:

Community Organizing I & II*	Reading/Writing/Thinking I & II
Restorative Justice I	Public Speaking in the Community or Preaching
Capstone Project Planning & Research I & II**	

\*Students are expected to attend and participate in 3 community events/activities during the semester.

\*\*Students are required to plan, research and execute a community project with the sponsoring organization or church.

### **How much is the Emerging Leader stipend?**

The Emerging Leaders Program awards ten to twenty scholarships each semester in the amount of \$375.00 to extraordinary Emerging Leaders with a desire to change and improve their communities. Emerging Leader applicants will receive a stipend check upon the successful completion of a full academic term. Applications will be received at the beginning of each academic term and awards will be announced at the end of the term.



### **If I am awarded an Emerging Leaders stipend, how do I get my money?**

The Emerging Leaders stipend is awarded to those that successfully complete the required 12-week courses, and required program activities. The stipend is primarily given to cover the cost of tuition, books and materials. The stipend check will be given directly to the Emerging Leader for use in paying for LIAT courses. Emerging Leader applicants will receive a stipend check upon the successful completion of a full academic term.

### **Where does funding for the Emerging Leaders Program come from?**

The scholarships are funded by the California Endowment and from generous donations from collaborative partners, and friends.