



APPLICATION PACKET 2010-2011

Program Information and Overview THE PROGRAM

The Emerge California Program (the “Program”) is a non-profit political candidate training program for Democratic women from Northern California who demonstrate an interest in running for elected office. The Program is designed to:

- give a thorough overview of the political structure in California and what it takes to run a successful and effective campaign;
- practice and strengthen political leadership skills such as public speaking, fundraising, and communicating message;
- provide direction on how to develop a network of political supporters; and
- provide an opportunity to meet women who hold elected office in California.

Past examples of speakers in the program have included: Speaker Nancy Pelosi, Secretary of State Hillary Clinton, U.S. Senator Barbara Boxer, U.S. Congresswomen Barbara Lee, Jackie Speier and Lynne Woolsey, San Francisco District Attorney Kamala Harris, Speaker Pro Tempore Fiona Ma, Board of Equalization Chairwoman Betty Yee, and many others.

The 2010-2011 Program will meet once a month on weekends from December 2010 to June 2011. Program dates are as follows:

12/3/10 Kickoff Reception, San Francisco	4/12/11 Training #5, Sacramento
12/4/10 Training #1, San Francisco	5/21-22/11 Training #6, Marin
1/22/11 Training #2, Oakland	6/11/11 Training #7, San Mateo
2/26/11 Training #3, San Jose	6/11/11 Program Graduation, San Mateo
3/19-20/11 Training #4, Alamo	

There will also be a mandatory Program Member orientation night on Tuesday, November 30, 2010, so please tentatively hold this date.

The success of the Emerge California Program depends upon commitment to the Program’s entire schedule by each participant. Over the seven month period, approximately 70 Program hours are scheduled. Some time outside of the regularly scheduled training sessions will also be necessary for homework and training preparation. Emerge participants are also required to volunteer a minimum of 10 hours during the Program year on a political campaign of their choosing. Successful completion of all Program and volunteer hours is mandatory to graduate from the Emerge Program.

Tuition for the Emerge California Program is \$1000*, which offsets the costs of Emerge California’s out-of pocket costs for providing the weekend training sessions. There is also a mandatory \$75 materials fee.

****Emerge believes that individual financial circumstances should NOT be a barrier to participation in the Emerge Program. Partial financial aid for tuition may be awarded after admission to the Program.***

Program Information and Overview con't

SELECTION CRITERIA AND PROCESS

Emerge California seeks bright, self-motivated women who are committed to effective political leadership and running for elected office.

Criteria for selection to the Program include:

- evidence of political leadership experience or potential, and meaningful involvement in the workplace or community;
- interest in running for political office;
- demonstrated ability to bring together disparate groups to achieve a goal;
- ability and desire to build effective networks;
- ability to articulate a personal political vision;
- demonstrated ability to inspire others;
- commitment to full participation and attendance requirements of the trainings; &
- commitment to raising a minimum of \$1000 for the Emerge Program.

Emerge California will select between 20-25 women from Northern California who meet the above criteria and who we believe have the potential to be political leaders.

Emerge embraces diversity and encourages applications from all women regardless of age, race, color, national or ethnic origin, marital status, religious affiliation, sexual orientation or physical abilities.

DEADLINE

Completed applications for the Program must be sent to Emerge California and postmarked no later than September 20, 2010.

INTERVIEWS

Emerge California will review completed applications and select finalists for the Program. Finalists will be invited to interview with Emerge during the weekend of **November 5-7**, so please tentatively hold these dates. From these interviews, the 2011 Program members will be selected.

APPLICATION CHECKLIST

Your file is considered complete only when all of the items listed below are received by Emerge California. Please do not submit additional letters of recommendation or any other supplemental materials.

1. Completed application (pages 3-7), as well as written responses to the three Political Engagement Questions and the two Supplemental Questions **ONLY if they are applicable to you (all pages with NO staples)**
2. Resume (no more than **two** pages; **NO staples**)
3. Two letters of recommendation, **e-mailed directly** to Emerge California by your references (**see recommendation letter page for more information**)
4. Two (2) passport size photos of yourself
5. **\$50** non-refundable application fee (check is payable to Emerge California)

FOR OUR INFORMATION

To assist us in improving our recruitment methods, please tell us how you learned about the Emerge California Program. Please be as specific as possible (may be a combination of outreach means).

~ Colleague: _____

~ Emerge Alumnae: _____

~ Emerge Board/Advisory Board Member: _____

~ Political Organization: _____

~ Non-Profit Organization: _____

~ Elected Official: _____

~ Publication: _____

~ Emerge Website (www.emergeca.org); _____

~ E-mail Announcement from: _____

~ Information Session: _____

~ Professor: _____

~ Other: _____



NAME (LAST, First): _____
 City of residence: _____
 County of Residence: _____

**Emerge California 2010-2011
 Program Application**

**** Please note that all information is personal and confidential and will only be used to evaluate your candidacy to the Program and will NEVER be shared.**

APPLICANT INFORMATION

Name: _____
 Home Address: _____
 City: _____ State: **CA** Zip: _____ Telephone: _____
 Best e-mail to contact you: _____
 Occupation (current profession, student, etc.): _____
 Business Address: _____
 City: _____ State: **CA** Zip: _____ Telephone: _____
 Cell phone (optional): _____

Please attach a professional-quality resume of no more than two pages.

FINANCIAL AID

If accepted, will you be requesting financial aid for your tuition (please circle)? Yes No

VOTING HISTORY

Are you a registered Democrat? Yes No
 Did you vote in the last two Democratic Primary Elections? Yes No
 If you did not vote, please explain: _____

POLITICAL ENGAGEMENT QUESTIONS (500 words or less for each answer):

Please answer the following and **restate the question** at the beginning of each essay:

1. Describe your leadership role in a project within the last five years where you were responsible for achieving a goal and motivating others to achieve that goal as well.
2. Please tell us why you would like to run for elected office, what seats you are considering running for, and why you consider yourself to be a compelling candidate.
3. Please list and describe your recent and current involvement with public, community, and/or political activities and/or organizations, identify with an asterisk (*) those where you hold leadership role(s) and list those roles.

ANSWER THESE SUPPLEMENTAL QUESTIONS ONLY IF YOU ARE PLANNING TO RUN FOR OFFICE WITHIN THE NEXT YEAR, AND/OR DURING THE 2010-2011 EMERGE PROGRAM YEAR (please be as thorough and extensive as possible when answering these questions):

1. What office are you thinking about running for and what research have you done so far to determine your own viability (i.e. who is the incumbent, how many votes do you need to win, who are/would be your endorsers, base supporters, etc.).
2. Have you already discussed your candidacy with others within your community? If so, whom have you spoken with and may we contact them as well?
3. What steps have you taken toward running a successful campaign and what specifically do you expect to get out of the Emerge Program?

REFERENCES

Emerge California requires ***no more and no less than*** two letters of reference as part of your application. Please forward the reference form to individuals who are familiar with your leadership abilities, your commitment to engaging in the political process and/or your commitment to political and community activities. Only the first two reference letters will be reviewed by the selection committee and any additional letters received after the first two will not be considered.

Please instruct references to e-mail letters directly to Emerge at: contact@emergeca.org with the applicant's name in the subject line.

Reference letter emails are due no later than COB on Monday, September 20, 2010.

**** Accepted formats for the reference letters include: in the body of the email, Word documents, and/or PDFs; please, no more than **two** pages.*

It is the **applicant's** responsibility to confirm that the Emerge California office has received your letters of reference prior to the application deadline. **Applications will not be considered complete unless they include two letters of reference.**

Please list your two references:

REFERENCE 1

Name: _____

Title/Organization: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone (day): _____ E-mail Address: _____

Relationship to Applicant: _____

REFERENCE 2

Name: _____

Title/Organization: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone (day): _____ E-mail Address: _____

Relationship to Applicant: _____

APPLICANT RECOMMENDATION FORM

Name of Applicant: _____

Instructions to the Applicant: Upon receipt of this form: Emerge California may contact your references by telephone for verification purposes. By signing below you acknowledge and agree that 1) Emerge California has your permission to contact your references and 2) you waive any rights you may have to inspect the letters of recommendation.

Applicant Signature: _____ Date: _____

Send below text to those writing the recommendation for you:

Information and Instructions for References:

The Emerge Program is designed to:

- give a thorough overview of the political structure in California and what it takes to run a successful and effective campaign;
- practice and strengthen political leadership skills such as public speaking, fundraising, and communicating message;
- provide direction on how to develop a network of political supporters; and
- provide a forum to meet women who hold elected office in California.

Detailed information on the Emerge Program can be found at www.emergeca.org

Thank you for writing a recommendation letter for the Emerge California Program applicant named above. We seek insight into the applicant's commitment to engaging in and being an active participant in the political process and we appreciate your candid opinion of the applicant.

To be successful in the program, applicants must possess the following:

- evidence of political leadership experience or potential, and meaningful involvement in workplace or community;
- interest in running for political office;
- demonstrated ability to bring together disparate groups to achieve a goal;
- ability and desire to build effective networks;
- ability to articulate a personal political vision;
- demonstrated ability to inspire others;
- commitment to full participation and attendance requirements of the trainings; and
- commitment to raising a minimum of \$1000 for the Emerge program.

Please email us your answers to the following questions and include your daytime telephone number:

1. How long have you known the applicant and in what capacity?
2. Would you please describe the traits, skills, and experiences that help make the applicant well-suited for elected office? Please provide examples.
3. How well do you think the applicant meets the requirements cited above? Please provide examples.

****Accepted formats for the recommendation letters include: in the body of the email, Word documents, and/or PDFs; please, no more than **two** pages.*

Please email your recommendation letter by **September 20, 2010** directly to: contact@emergeca.org For questions, please call 415.227.9838.

DECLARATION OF APPLICANT

In submitting this application, I affirm that:

I have reviewed the entire application and, to the best of my belief and knowledge, the information I have given is true and accurate. Except for circumstances beyond my control, if selected, I will attend all of the training sessions, receptions, and other related Program activities and will complete the Program in its entirety. Emerge California may dismiss me from the Program if my performance proves unsatisfactory due to lack of interest or ability, unsatisfactory attendance, progress or conduct, violation of confidences shared during the Program, or for any reason deemed by Emerge California to be detrimental to the overall Program.

Name of Applicant (please print): _____

Signature of Applicant: _____

****I understand that if accepted into the Program, my attendance is mandatory at all training sessions, receptions, and other related Program activities, except in case of emergency.**

Name of Applicant (please print): _____

Signature of Applicant: _____

****I understand that I am committing to raising a minimum of \$1000 for Emerge over the course of the seven-month Program.**

Name of Applicant (please print): _____

Signature of Applicant: _____

****I understand that if I drop out of the Program after December 4, 2010 or I am dismissed from the Program at any time, NO fees, including the tuition, will be reimbursed.**

Name of Applicant (please print): _____

Signature of Applicant: _____

*Note that a **\$50 non-refundable** application fee must be included in your application packet and must be submitted by all applicants to the Program. Application and material fees **are not** covered by any financial aid that might be awarded, nor does either fee apply toward the tuition, if accepted.

DEADLINE

All applications must be postmarked no later than September 20, 2010.

Please mail your completed application to:

Emerge California
131 Steuart Street, Suite 300
San Francisco, California 94105