

*The National Conference For
Community and Justice
Of
Metropolitan St. Louis
(NCCJSTL)*



Participant Application 2009

4609 Shaw Blvd. Ste. 142
St. Louis, Missouri 63110
Tel (314) 865-3042
Fax (314) 865-3052
Website: www.nccjstl.org,
Email: nccjstl@sbcglobal.net

Anytown Youth Leadership Institute

Participant Application Information

What is the Anytown Youth Leadership Institute?

The Anytown Youth Leadership Institute, a program of The National Conference for Community and Justice of Metropolitan St. Louis (NCCJSTL), is a unique residential program for high-school-aged youth. Anytown's goal is to prepare youth to be effective leaders and change agents who are dedicated to fighting bias, bigotry, and oppression. Youth participate in experiential learning activities and dialogue sessions designed to increase their understanding of human relations issues and of their own responsibility to create a community based on inclusion, trust, and mutual respect. The National Conference for Community and Justice of Metropolitan St. Louis, founded in 1927, as The National Conference of Christians and Jews, is a human relations organization dedicated to fighting bias, bigotry and racism in America. NCCJSTL promotes understanding and respect among all races, religions and cultures through advocacy, conflict resolution and education.

When will this year's Institutes take place?

This year's dates can be found on part 1 of this application.

Is Anytown like other summer camps?

No. Anytown is more of a personal growth experience than a traditional summer camp. Activities include discussion groups, role-playing, learning exercises and presentations on a variety of human relations issues. Young people will be able to participate in, and learn from, activities that focus on ethnic and racial identity, stereotyping, communication, family issues, gender issues, sexuality, prejudice, and more. Most of the time is spent in discussion groups. There is **some** recreational time each day and traditional camp activities such as swimming, volleyball, basketball, community building activities, games, and more are available.

Who can apply?

Anyone who is currently in the 9th, 10th, or 11th grade, in high school, or who is 15-18 years of age and/or currently pursuing a G.E.D. We will accept current seniors on a very limited basis. **Students should be physically and emotionally capable of participating in an intense program that challenges them to discuss their experiences with, and attitudes about, human relations and social justice issues.** NCCJSTL encourages people of all racial, religious, ethnic, gender, sexual orientation, class, cultural, physical ability, and other identity groups to apply.

How much does Anytown cost?

Tuition for the 8-day Institute is \$975. The tuition includes transportation, meals, lodging, snacks, Institute program, follow-up activities, T-shirt, and more. There is a \$200 deposit required with the application that reserves a place at the Institute. **The \$200 deposit MUST be sent with the application.** It can be paid by check or money order made out to: "NCCJSTL-Anytown Institute." The deposit will be returned if you are not accepted to the Institute. Refunds of the deposit will not be given for cancellation.

Can I make payments?

Yes. If you would like to pay in installments, please indicate this on the application. But remember, a \$200 deposit must be enclosed with the application and the balance must be paid in full two (2) weeks prior to the Institute that you have been selected to attend.

What if I can't pay the tuition?

A limited number of partial scholarships are available. These scholarships are based on need. If applying for partial scholarship, please indicate the amount of the total needed, your personal and/or school/organizational financial commitment, and a **letter with your scholarship request stating the reasons for your request.** Please include all requested information with the application. All portions of the fees that come from your personal financial obligation must be paid before the two (2) weeks prior to the Institute if attending the June session and by July 1st if attending the August session. We are happy to make semi-monthly payment arrangements.

Enclose the \$200 deposit and complete the financial aid section of the application. **Your application will not be process if this page is not completed and the \$200 received.** If we cannot provide the amount you need, we will refund your \$200 deposit. Please consider contacting your child's school or other organizations for a sponsorship that could pay for your child to attend Anytown. If, due to need you cannot send the deposit with the application, please contact us directly so that arrangements can be made and your application can be processed.

There will be no refunds of any fees for cancellations less than 3 weeks before the institutes or no-shows.

How do I apply?

Complete the application. Make sure the application is **READ COMPLETELY AND SIGNED IN ALL PLACES** by both applicant and parent/guardian (and sponsor if applicable). **If all signatures and initials are not on the application, it will not be processed.** Please return the completed and signed application as soon as possible to ensure that your space is available for the session you desire.

NCCJSTL
Anytown Youth Leadership Institute
4609 Shaw Boulevard Suite 142
Saint Louis MO 63110

You may also fax the application to (314) 865-3052 but please indicate that you are mailing the deposit.

How many participants will be attending?

Approximately 35-45 participants attend each Anytown session. Participants are supported throughout the week by 18-25 staff members, allowing for a low participant to staff ratio.

What about the Institute facility, housing and meals?

Anytown Institutes are held the campus of McKendree College in Lebanon, IL. Sleeping spaces that will accommodate both staff and participants are air-conditioned as are all meeting spaces. Meals are served three times a day and snacks and water are available throughout the day. Staff will handle basic medical needs. Medical emergencies are handled by a nearby hospital.

Where does NCCJSTL get its Anytown staff?

Anytown staff is made up of a diverse group of NCCJSTL staff and volunteers. The diversity of the staff is around many identities including age, socioeconomic class, sex, race, sexual orientation, gender, and religion. It consists of high school and college aged-youth who are Anytown graduates, adults from diverse professional backgrounds and life experiences, and college-aged youth with an interest and background in human relations/social justice issues. Staff undergoes extensive training prior to Anytown.

How will I know if I am accepted?

You will receive a confirmation email and/or packet from NCCJSTL. It will include a confirmation letter, a map to the site where the bus will depart, a list of what to bring to Anytown, and other important information.

What do I do if I need to cancel?

If for some reason you cannot attend the Institute or need to switch sessions, please call the NCCJSTL office at (314) 865-3042. It is important that you notify us **as soon as possible** so that we can fill your space with someone from the waiting list.

**Please keep the first 3 (1-3) pages and the last page (13).*

Part 1: General Information

INSTRUCTIONS: To be completed by applicant. Fill out requested information completely. If you do not know, write "unknown." **Please type or print!**

Session I
June 25-July 3, 2009
McKendree College
Lebanon, IL

Session II
July 11-19, 2009
McKendree College
Lebanon, IL

- I am applying for the first Session
- I am applying for the second Session
- I can attend either Session

Legal First Name _____ *** Preferred First Name** _____
(If different from your legal first name/not your nickname)

**All mail and non-legal documents will use this name unless you request otherwise.*

Last Name _____

Address _____

City _____ **State** _____ **Zip** _____

Applicant's Phone # (s) Home # () _____ Cell # () _____

Additional Phone # () _____ **Specify** _____
Example: Mother's cell, Neighbor, etc.

E-Mail address (please print legibly) _____

E-mail confirmation (please print again) _____

Date of Birth _____ **Age** _____

School _____ **School District** _____

Grade you will be entering next fall _____

T-Shirt size (please check one) Small Medium Large X-Large XX-Large
 XXX-Large Other _____

___After Anytown, a telephone/address/ email list will be distributed to all participants and staff. Please check this if you **DO NOT** want your information distributed on the list.

Please give the phone number that you would like to appear on the Anytown telephone/address/email list.

() _____ **Specify** _____
Home or Cell number

Please respond to the following: I Do Do Not (please check one) grant permission for my/ my child's image to be used and reproduced in photographs and/or videos to be used to promote, market, or sell Anytown and other NCCJSTL programs. Parent / Guardian Initials _____ Applicant Initials _____

Please enclose a recent photo with your application (for office use only)

Part 2: Personal Information

INSTRUCTIONS: To be completed by applicant.

The information in this section is used to ensure that we have as diverse a group at Anytown as possible. Only NCCJSTL staff and Co-Directors will view this information.

Please check all boxes that apply in sections 1, 2, & 4.

1) Gender Identity: Please check all boxes that apply

- Woman Transgender/Gender Variant Man Other _____

2) Racial / Ethnic Background: Please check all boxes that apply

- American Indian / Native American
 Asian / Asian American
 Bi-Racial / Multi-Racial (**please specify**) _____
 Black / African American
 Jewish
 Latino (a) / Hispanic / Chicano (a)
 Middle Eastern
 Pacific Islander
 South Asian
 White / Caucasian / European American
 International (please specify) _____
 Other (please specify) _____

3) Socioeconomic Class _____ Number of persons in your household

Yearly income

- Below \$15,000
 \$15,000-\$29,999
 \$30,000-\$49,999
 \$50,000-\$74,999
 \$75,000-\$99,999
 \$100,000-\$199,999
 Above \$200,000

4) Sexual Orientation: Please check all boxes that apply

- Bi-Sexual Gay Heterosexual Lesbian Queer
 Questioning Other (please specify) _____

5) Religious Affiliation

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Atheist | <input type="checkbox"/> Native American | <input type="checkbox"/> Baha'i | <input type="checkbox"/> New Age |
| <input type="checkbox"/> Buddhism | <input type="checkbox"/> Christian | <input type="checkbox"/> Scientology | <input type="checkbox"/> Nonreligious Secular/Agnostic |
| <input type="checkbox"/> Deity (Deist) | <input type="checkbox"/> Sikhism | <input type="checkbox"/> Eckankar | <input type="checkbox"/> Nonreligious Secular/Agnostic |
| <input type="checkbox"/> Hinduism | <input type="checkbox"/> Taoist | <input type="checkbox"/> Islam | <input type="checkbox"/> Unitarian Universalist |
| <input type="checkbox"/> Judaism | <input type="checkbox"/> Spiritualist | <input type="checkbox"/> Wiccan/Pagan/Druid | <input type="checkbox"/> Other _____ |

Please use the following space to tell us any additional information about your identity that you would like to share: (For example physical ability, immigrant status, etc.)

Part 3: Contract for Institute Fees & Financial Aid

INSTRUCTIONS: This page must be completed for your application to be processed!!!!

- 1. You must check one of the following payment options.**
- Initial the non-refundable fee portion.
- The \$200 deposit **MUST** be sent with the application or we **will not** process your application.

The total cost of the Anytown Youth Leadership Institute is \$975. A limited number of partial scholarships are available. These scholarships are based on need. If applying for partial scholarship, please indicate the amount needed, your personal and/or school/organizational financial commitment, and a letter with your scholarship request stating the reasons that you are requesting that amount. **Please include all requested information with the application.**

If your scholarship request is granted, the portion that comes from your personal financial obligation should be paid no later than two (2) weeks prior to the Institute for the June session and by July 1st for the August session. We are happy to make semi-monthly payment arrangements. If we do not accept your application or are unable to provide needed financial aid, the \$200 deposit will be returned. Cancellations made prior to 30 days before the Institute will result in a refund of all fees except the \$200 deposit. **No refunds are available for cancellations made within 30 days of the Institute's start date.**

Payment Options: Please check one of the following boxes

- I am **not** applying for financial aid. I have enclosed \$975.
- I am not applying for financial aid. I have enclosed \$_____, and will pay the remaining balance no later than 2 weeks prior to the June Anytown Session I attend or by July 1st if I am attending the August session.
- I am applying for partial financial aid. I have enclosed my \$200 deposit fee plus \$_____ and I am requesting \$_____ in financial aid. I also, have enclosed the required information.

My school/sponsoring agency is paying my tuition. I have enclosed the \$200 deposit, and

- The tuition check from my school/sponsoring agency is also enclosed.
- My school/sponsoring agency will send the tuition balance **no later than 2 weeks prior to the June Anytown session.**

Sponsor Information:

Must be completed if participant is being sponsored by a school or agency

Sponsoring School, Agency, Group _____

Address _____ City _____ State _____ Zip _____

Name of Contact Person _____ Phone _____

Contact's Title / Position _____

Contact's Signature _____ Date _____

-
- In addition to paying for my child's tuition, I would like to contribute to Anytown Youth Leadership Institute Scholarship Fund to provide assistance for a young person who might not be able to attend otherwise.
An additional check for \$_____ is enclosed.
 - I will send an additional check, please invoice me for \$_____

I understand that the \$200 deposit is non-refundable for cancellations. **Parent/Guardian Initials here:** _____

Please make checks or money orders payable to: "NCCJSTL - Anytown Institute"

Part 4: Medical & Emergency Information

INSTRUCTIONS:

1. Please have parent or guardian fill out this section completely. If you do not know, write "unknown."
2. You must answer questions 1-6, or your application will not be processed.
3. You **MUST** notify NCCJSTL if any of the information changes between the time your application is submitted and the time the Institute begins. (Example: you are injured after filling out the application or your insurance changes.) Please call NCCJSTL at (314) 865-3042 to make any changes.

We need information about your child's medical history, as well as emergency information. All medical information is confidential.

Applicant's Name _____ Age _____

Parent / Guardian's Name _____

Home Language _____

Parent / Guardian's phone Information:

Daytime Phone: _____ Evening Phone: _____ Cell Phone: _____

Please list TWO other emergency contacts:

Name _____ Relationship to applicant _____ Phone _____

Name _____ Relationship to applicant _____ Phone _____

If applicant is under 18, parent / guardian must complete the following information:

1. My child may be given patent-type medications such as Tylenol, antihistamines, cough syrups, nose spray, etc. If NO is checked your child will **not** be given these medications. Yes No
2. Does the applicant have physical limitation that will restrict participation in Institute activities? Yes No
3. Will the applicant be taking any prescribed medication during the Institute? Yes No
4. Is the applicant presently undergoing professional counseling or therapy? Yes No
5. Has the applicant been injured and needed medical treatment within the last year? Yes No
6. Does the applicant have any of the following medical conditions? (Check all that apply)
 - Asthma Allergies Convulsive Disorder
 - Bulimia or Anoxia HIV Positive Heart Problem
 - Pulmonary Disorders Self-Hurting Behavior Hepatitis
 - Skin Infection Neurological Disorder Epilepsy
 - Diabetes Mellitus Muscular-Skeletal Disorders other medical issues staff should be aware of?

IMPORTANT! If you answered yes to question 2, 3, 4 or 5 or checked any box in question 6 from Part 4, please give details and any specific instructions regarding this applicant's physical limitations, special diet, medications, etc. Please attach additional pages as necessary. (Please elaborate)

Dietary Restrictions:

Please remember that this is a camp setting. Food cannot be prepared to order. The facilities do not have kosher kitchens nor can they accommodate a Vegan diet. If you are Vegan, please call the NCCJSTL office so that we can help you meet your dietary needs.

Please be aware that whatever box you check below, will be your meal plan for the week.

- Vegetarian
- Other

(If other, i.e. no pork, no shellfish, no nuts, etc., please use the space below or separate sheet to explain)

Cabin assignments: This is ONLY for those that checked “transgender/gender variant” or “other” in Part 2 of this application.

Please indicate which cabin you would like to reside.

- Non-Gendered Cabin
- Women’s Cabin
- Men’s Cabin

Part 5: Insurance Information

INSTRUCTIONS:

- 1. Please, list all medical insurance information. If the applicant has no medical insurance, write "none".
- 2. Parent or guardian must sign the emergency release agreement.

Name of parent/guardian carrying insurance _____

Name of Insurance _____ **Group #** _____

Family Doctor _____ **Policy #** _____

Insurance Address _____

EMERGENCY RELEASE AGREEMENT

In the event of an accident or illness that requires emergency medical care, I give permission to the attending (licensed) nurse and/or physician to order such medical attention as may be deemed necessary for the health and safety of my child (or the person of whom I am legal guardian). The medical information above is complete and accurate to the best of my knowledge.

Parent / Guardian Signature _____ **Date** _____

Part 8: Institute Rules / Agreement

INSTRUCTIONS: Please read carefully and sign.

Make sure both applicant and parent or guardian sign. If either signature is missing, the application will not be processed.

1. I will remain within the Institute boundaries at all times unless accompanied by adult staff members.
2. I will be in my cabin/room at curfew and will remain there until morning wake-up.
3. I will not bring any weapons, laser pointers, cell phones, pagers, radios, CD or cassette players, mp3 players, scooters, skateboards, etc. to Anytown.
4. I will not bring or use any drugs or alcohol at Anytown except medications detailed in the medical information section of this application.
5. I will not bring or use cigarettes at Anytown.
6. I will turn in all medications to the medication supervisor in its original container.
7. I will not engage in sexual activity at Anytown.
8. I will abide by the separate rules set by the site director.
9. I will attend and be on time for all meetings and meals.
10. I will pay for any damage to the facility for which I am responsible.
11. I will wear my nametag at all times unless directed by Institute staff.
12. I understand that telephone use is for emergencies only.
13. I understand that I am not to take part in any destructive activities such as cabin raids.
13. I understand that violating any of these rules can result in immediate dismissal from Anytown at the discretion of the Program Director.
14. If I am dismissed, my parents or legal guardians will be called to pick me up from the Institute facility at their expense.

DO NOT SIGN UNLESS READ AND FULLY UNDERSTOOD

Parent / Guardian Signature _____ **Date** _____

Applicant Signature _____ **Date** _____

INFORMATION FOR PARENTS/GUARDIANS

If I have a balance due, when do I pay?

The balance owed for the June Anytown must be paid at least two weeks prior to the June session and by July 1st for the August session. If you need to make arrangements to extend payments, please call (314) 865-3042 ext. 110 as soon as possible to arrange a payment plan.

Do I have to drive my child to the Institute site?

No. You only need to drive them to a central bus loading area. They will be transported by bus to the Rickman Center in Jefferson City. A map to the drop-off and pick-up site will be in the confirmation packet. All participants are required to ride the bus to Anytown unless pre-arranged with the Program Director.

How can I contact my child while Anytown is in session?

A contact number will be provided to you to be used **for emergencies only**. More information will be sent in the confirmation packet.

Please check the website for final closure dates for applications – www.nccjstl.org. Application closure date is usually two months prior to an institute but may be extended as NCCJSTL determines. Applications are treated on a first come, first serve basis until an inclusive class is formed. Early applications and those that can attend either session receive priority.

Send to:
NCCJSTL Anytown Youth Leadership Institute
4609 Shaw Boulevard Suite 142
Saint Louis Missouri 63110

QUESTIONS? Call (314) 865-3042 at extension 112.

Signatures: There are 7 signatures required to complete this application: 4 from the parent/guardian and 3 from the applicant. In addition, 2 initials from the parent/guardian and 1 from the applicant are also required. **Your application will not be processed without all signatures and all initials.**

\$200 Deposit: Your application will not be processed without the \$200 deposit unless alternative arrangements have been made with the NCCJSTL Office.

Please keep a copy of your completed application for your own records.