



The LEAP Project Application

Leadership Education and Advancement for Professionals

(PLEASE READ ALL THE FOLLOWING INFORMATION CAREFULLY AND THOROUGHLY BEFORE COMPLETING THE APPLICATION)

PURPOSE

California Coalition Against Sexual Assault (CALCASA), in partnership with the Women of Color Network (WOCN), has established the Leadership Education and Advancement for Professionals (LEAP) Project with the primary goal of enhancing the professional skills of women of color seeking professional advancement in the anti-violence against women field. The LEAP Project is supported by Grant #2012-TA-AX-K048 awarded by the Office on Violence Against Women (OVW), US Department of Justice.

The goals of this project are as follows:

- Build upon and enhance the professional capacity of **women of color executive directors and managers in anti-violence against women programs.**
- Create a community of support/network for emerging WOC management & executive leaders, aimed at reducing isolation, maximizing skills development, information-sharing, communication and support.
- Optimize the success and effectiveness of emerging WOC leaders by providing a range of tailored education, training, technical assistance, and support services.

FORMAT

The LEAP Project is designed to provide an interactive, comprehensive training and practicum for each participant or "Cohort" to develop and enhance their leadership and management skills to enable them to undertake and succeed in leadership/management roles in their organizations and in the field. The LEAP Project is designed to cover a 12-month period and consists of the following:

- Subscription to the LEAP listserv to network with other LEAP cohorts, staff, consultants, and mentors. Each LEAP cohort will be assigned a specific TA coordinator/staff. Participate in one 2-part, intensive Leadership Academies:
 - Part 1 LEAP Academy consisting of 3 days to be held on November 18 – 20, 2013 in Sacramento, California.
 - Part 2 LEAP Academy consisting of 2 days to be held in May 2014 (TBD).
- Access to LEAP's project website, blogs, and online tools. Cohorts will be expected to share what they've learned and success stories through blog posts and podcasts with other cohorts.
- Access to 4 web conferences (each 90 minutes long) on key management topics for skill-building. These are tentatively scheduled for October/November 2013, January 2014, March 2014 and June 2014.
- Access to e-learning modules on key management/leadership topics.

- Access to a LEAP National Summit in Spring/Summer 2015 (TBD) to network with cohorts from Years 1 and 2 and provide feedback in focus groups for a national mini-report on LEAP Project.

Throughout the year, guest speakers and trainers will educate LEAP cohorts on topics such as program development, financial and grants management, supervision, leadership, organizational communication skills, and self-care.

COHORT SELECTION

LEAP Project participants will be selected through a competitive application process. Each participant is expected to fully take part in the entire LEAP program. A prospective applicant must be employed at a sexual assault and/or domestic violence victim services organization as either:

a) A direct service advocate and/or front line staff who has worked in the sexual assault or domestic violence field for minimum of 1 year;

or

b) A program coordinator or manager who has been in her/his current position for less than 1 year.

Applicants must show commitment to the sexual assault and/or domestic violence intervention and prevention field and developing diverse agencies and programs that include women of color and individuals from underserved/under-represented communities. **Only 22 people** will be accepted into this first cohort class of the LEAP Project.

EXPENSES

Limited scholarships are available for the LEAP Project to cover the two, in-person training academies and the 2015 National Summit. Priority for the scholarships will be given to the selected cohorts meeting the following criteria:

- Their agency does not receive any funding from the Office on Violence Against Women (OVW) as a grantee;
- They have no other source of funding to cover the travel expenses for this training; and
- The selected cohort can commit the time to fully participate in all the training and activities of the LEAP project for the duration.

We anticipate selecting some cohorts whose agencies are current OVW grantees. As an OVW grantee, it is expected that agencies will allocate travel and lodging funds to cover the travel and lodging costs to participate in the in-person training programs of the LEAP project. **NOTE:** The Executive Directors of these cohorts will be expected to sign the commitment/agreement (on page 8 of this form) indicating their financial and ongoing support for these cohorts to encourage and promote their success within their agencies.

APPLICATION PROCESS

The deadline for the completed application is Thursday, Sept. 26, 2013. Incomplete applications received AFTER the deadline will **not** be accepted or considered. Applications must be submitted via email to: rosemary@calcasa.org. A hardcopy may be sent to: 1215 K Street, Ste. 1850, Sacramento, CA 95814. **(NOTE: hardcopies MUST be received at the above address by the deadline.) Selection of the Cohorts will be completed and notified by October 17, 2013.**



LEAP COHORT APPLICATION

General Information:

Name: _____

Work Address: _____

Email address: _____ **Phone Number:** _____

Organization: _____

What is your current position/Job title? _____

How long have you been in your current position? _____ Years _____ Months

How long have you been at your current agency? _____ Years _____ Months

Prior Positions (Include job titles, organizations, and dates):

Is Your Agency an OVW Grantee?

Yes No

If yes, which OVW Grant Program funds your agency?

I self-identify as one or several of the following underrepresented populations: (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Native American/American Indian/Indigenous | <input type="checkbox"/> Middle Eastern |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> Latino/Latina |
| <input type="checkbox"/> Asian Pacific Islander | <input type="checkbox"/> Immigrant/Refugee |
| <input type="checkbox"/> Person w/ disability | <input type="checkbox"/> Deaf/deaf or Hard of Hearing |
| <input type="checkbox"/> Transgender/Gender Non-Conforming/Gender Fluid | <input type="checkbox"/> Limited English proficiency |
| <input type="checkbox"/> Lesbian, Gay, Bisexual, or Queer | <input type="checkbox"/> Aged 50 or older |
| <input type="checkbox"/> Aged 35 or younger | Other: _____ |

What type of agency/organization do you currently work at:

- Dual Domestic Violence and Sexual Assault Agency
- Sexual Assault Agency
- Domestic Violence Agency

What is your organization's mission statement?

Executive Director's Contact Information:

Executive Director's Name: _____ Phone Number: _____

Email Address: _____

Direct Supervisor's/Board President's Contact Information **::

Manager's Name: _____ Phone Number: _____

Email Address: _____

*** (if the applicant is the Executive Director, please insert the Board President's contact information)*

Please answer the following questions and provide details, if possible.

1. Briefly, please tell us what you hope to gain (i.e., outcomes) from participating in the LEAP Academy and why you would like to participate. Please also include your career and/or professional goals.
2. Please briefly highlight the skills and experience you will bring/share with the other Academy cohorts.
3. What knowledge and skills would you like to improve in order to become more effective at your agency and within the field?
4. Describe your experience advocating for survivors of sexual assault and/or domestic violence?

5. What barriers have you faced as a person within an underrepresented population(s), and how do you think this Leadership Academy will help you address these barriers and to improve your leadership qualities within this movement?

6. How do you feel that the development of your leadership capacity will translate into the service and/or working with underserved/marginalized communities (e.g., communities of color, LGBTQ, persons with disabilities, immigrant/refugee communities, older adults, youth, etc.)?

LEAP Applicant Agreement

(Please check below and sign.)

I commit to meeting all expectations of me if selected as a Cohort in the LEAP Academy:

1. I will attend and actively participate in all planned face-to-face trainings, web conferences, and monthly conference calls with project staff throughout the 12-month Academy. Only dire emergencies will constitute an excused absence (e.g. a mandatory meeting within your organization, a serious illness, family emergency, etc.).
2. I further understand that I need to receive prior approval for any foreseeable excused absences from the LEAP project staff whenever possible and that the consequences of nonattendance may include a reevaluation of my participation in the Academy.
3. I will complete all homework assignments for the Academy in a timely manner.
4. I will fully engage, to the best of my ability, in all meetings and events of the Academy and make space for equal participation of all colleagues.
5. I will serve as a Mentor for one or more individuals from an underrepresented/underserved group for 6 - 12 months following graduation from the Leadership Academy activities.
6. I will participate in the LEAP National Summit in Spring/Summer 2015.

Applicant Signature: _____ **Date:** _____

Executive Director or Supervisor's Agreement:**

I agree and fully support the participation of _____ at CALCASA's 2013 - 2014 LEAP Academy. I understand that my overall support includes but is not limited to providing the following for the selected LEAP cohort:

1. Staff time to participate in LEAP training program including 4 web conferences, 2 in-person training academies. I agree and fully support the participation of _____ at CALCASA's 2013 -2014, online learning groups, and other designated activities.
2. If the applicant is NOT selected for a scholarship, my agency will commit the travel funds (e.g., airfare, lodging, and per diem) for the two, in-person training academies: Part 1 on November 18 - 20, 2013 in Sacramento, CA; Part 2 (2 days) in May 2014 (TBD) and the National Summit (1.5 days) in Spring/Summer 2015 (TBD).

Executive Director/Supervisor's Signature _____ **Date** _____

**** (if the applicant is the Executive Director, please have the Board President sign the agreement)**

PLEASE E-MAIL YOUR COMPLETED APPLICATION TO Rosemary Gonzales at rosemary@calcasa.org by the application deadline of 13.

The LEAP Project Application - ADDENDUM

Leadership Education and Advancement for Professionals

Name:

Title:

Email:

Phone:

Scholarships:

A limited number of scholarships are available to cover the travel costs for the in-person training academies and summit. Priority for selection of scholarships will be awarded to Cohorts from non-OVW funded agencies. If an applicant is selected and not awarded a scholarship, her agency must agree to support her travel costs for the in-person training academies for the Cohort to be accepted into the LEAP Project, as noted in the LEAP Applicant Agreement and Executive Director's/Supervisor's Agreement.

Are you requesting a scholarship in conjunction with your Cohort application?

Yes___ No___

If you are not awarded a scholarship and selected as a Cohort, can you fully participate in the LEAP Project as required?

Yes___ No___

Does your agency receive OVW funding?

Yes___ No___

If yes, which OVW grant program funds your agency?

Please email this form along with the completed application to Rosemary.gonzales@calcasa.org by the deadline of September 26, 2013. No late or incomplete applications will be accepted!