Date: January 13, 2017

To: Patrick H. West, City Manager

From: Amy J. Bodek, Director of Development Services

For: Mayor and Members of the City Council

Subject: Neighborhood Leadership Program Application

The Department of Development Services is pleased to announce that applications are available for the Neighborhood Leadership Program Class of 2017.

The Neighborhood Leadership Program is designed to enhance the skills of grassroots neighborhood leaders. The five-month program focuses on effective communication and teambuilding. The class will complete four class projects in North Long Beach.

Attached are applications and brochures as well as interest cards for those residents who are unable to apply at this time. Additional copies are available in English, Spanish and Khmer. Please feel free to share the attached information with your constituents. The deadline to apply is Monday, January 30, 2017, at 4:30 p.m.

If you have any questions regarding this matter, please call Margaret Madden, Neighborhood Improvement Officer, at (562) 570-6830.

ATTACHMENTS: Neighborhood Leadership Program Application
Neighborhood Leadership Program Interest Card
Neighborhood Leadership Program Brochure

CC: Charles Parkin, City Attorney
Laura L. Doud, City Auditor
Tom Modica, Assistant City Manager
Anitra Dempsey, Interim Deputy City Manager
Rebecca Jimenez, Assistant to the City Manager
Oscar W. Orci, Deputy Director of Development
Margaret Madden, Neighborhood Improvement Officer
December 2016

Dear Neighborhood Leader:

It gives me great pleasure to invite you to apply for the 24th Annual Neighborhood Leadership Program (NLP). This unique free program is offered by the City of Long Beach, Housing and Neighborhood Services Bureau. The program design and curriculum provide an opportunity for participants to strengthen their linkages with the city, schools, businesses, parents, families, neighborhoods and community.

Participants are selected from Long Beach neighborhoods. The Neighborhood Leadership Program brings together a diverse group of dedicated neighborhood residents to participate in a five-month experience that facilitates the enhancement of communication skills, conflict resolution, leadership and human relations skills. Additionally, Neighborhood Leadership Program participants enhance their knowledge about our community and the network of available services.

Attached, you will find information for the 2017 Neighborhood Leadership Program and an application. We will also be offering a Class of 2017 Candidate Information Session where you can meet and hear from graduates and learn more about the program:

**Neighborhood Leadership Program**
**Class of 2017 Candidate Information Session**
**Date:** Wednesday, January 18, 2017
**Time:** 6:00 p.m. – 7:00 p.m.
**Location:** Miller Family Health Education Center
3820 Cherry Avenue, Long Beach, CA 90804

Please note that the due date for the application is **Monday, January 30, 2017 at 4:30 p.m.** Applications may only be dropped off or mailed to the designated location listed in the application. If you have any questions or need assistance with the application, please feel free to call Francisco Rodriguez at (562) 570-1010 or E-mail Francisco.Rodriguez@longbeach.gov.

We look forward to working with you in 2017.

Sincerely,

Margaret Madden
Neighborhood Improvement Officer

Para mas informacion o para obtener una copia en español, favor hable a (562) 570-1010.
For more information about the program, visit our program brochure online at:
http://www.lbds.info/neighborhood_services/neighborhood_leadership_program/default.asp
Or Google “Long Beach Neighborhood Leadership Program”
Neighborhood Leadership Program
2017 Application
Submission Deadline: Monday, January 30, 2017 at 4:30 p.m.

Please type or print

Name _________________________________________________________________

Home Address ____________________________________________________________

City ___________________________ Zip Code ________________________________

Home Phone Number_____________________

Mobile Phone Number __________________

E-mail Address __________________________________________________________

Business Address (if applicable) __________________________________________

City ___________________________ Zip Code ________________________________

Business phone number __________________________________________________

Written and verbal translation is available. Please mark your preferred language:

___English  ___Spanish  ___Khmer

Other ________________________________________________________________

For more information please call (562) 570-1010
Applications may be dropped off at the following location:

City of Long Beach
Neighborhood Resource Center
100 West Broadway, Suite 550
Long Beach, CA 90802
Phone Number: (562) 570-1010
Fax Number: (562) 570-1016

Hours of operation:
Monday - Thursday 9:00 a.m. – 6:00 p.m.
Friday 8:00 a.m. – 5:00 p.m.

Applicants will be contacted to schedule an interview. For more information or to request this information in an alternate format, call the Neighborhood Resource Center at (562) 570-1010.
Name of Applicant ____________________________________________________________

Personal History/Experience

1. How many years have you lived in Long Beach? _____________________________

2. Please summarize your community volunteer/civic experience ________________

3. How will you utilize your Neighborhood Leadership Program (NLP) experience?

4. What unique qualities will you bring to the Neighborhood Leadership Program (NLP)?

For more information please call (562) 570-1010
5. In your judgment, what are the two most pressing problems/opportunities facing Long Beach neighborhoods today?

**What are your ideas for resolving these problems?**

1. ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

2. ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
Demographic Information

Please take a moment to complete the following information. This information will be used for research purposes only. It will be kept strictly confidential and will not be used to determine your selection as a participant.

1. Race/Ethnicity (check one)
   ___White/Caucasian    ___American Indian/Alaskan Native & Black/African American
   ___American Indian/Alaska Native   ___Native Hawaiian/Other Pacific Islander
   ___American Indian/Alaskan Native & White    ___Asian & White
   ___Black/African American & White    ___Black/African American   ___Asian
   ___Hispanic/Latino(a)
   ___Other multi-racial _______________________________

2. Age (check one)
   ___18-19 years  ___20-29 years    ___30-39 years    ___40-49 years
   ___50-59 years    ___60-69 years    ___70-79 years    ___Over 80 years

3. What language(s) do you speak and understand? (check all that apply)
   _____English    _____Spanish    _____Khmer    _____Other__________

4. What is the last year of school you completed?
   ___Grades 1-3    ___Grades 4-5    ___Grades 6-8    ___Grades 9-11
   ___High School Graduation/GED Equivalent    ___Some College
   ___Associate Degree    ___Bachelor’s Degree    ___Master’s Degree
   ___Other________________

For more information please call (562) 570-1010
Neighborhood Leadership Program
Commitment for Participation

- 2017 Applications Available Beginning through Monday, January 30, 2017
  Friday, December 9, 2016
- Candidate Information Session
  Miller Family Health Education Center
  3820 Cherry Avenue, Long Beach
  Wednesday, January 18, 2017
  6:00 p.m. – 7:00 p.m.
- Class of 2017 Application Deadline
  Monday, January 30, 2017, 4:30 p.m.
- Class of 2017 Candidate Interviews
  Neighborhood Resource Center
  100 West Broadway, Ste. 550, Long Beach
  Monday, January 30, 2017, through Friday, February 10, 2017

The time commitment for the Neighborhood Leadership Program is intensive. Participants are expected to attend ALL training sessions. If you miss Session 1 (Orientation) you will automatically be dismissed. Two excused absences are allowed for other sessions. Participants who are unable to attend a session must contact program staff in advance at (562) 570-1010. After the 2nd absence, you will be dismissed from the program. **If you cannot commit to this schedule, please do not apply at this time.**

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For more information please call (562) 570-1010
Participants will also be expected to meet outside of regular class time. All Class of 2017 community projects will be implemented in a specific neighborhood in Long Beach.

Community Assessment Meetings:

Program participants will be placed in teams that will survey a specific corridor in Long Beach. The team will present its findings at our Thursday, April 13, 2017 meeting. Please allow a total of at least 10 hours to meet outside of program sessions to work on the team’s community assessment.

Mandatory Teambuilding Sessions: Team members will discuss group strengths and establish group norms. One mandatory teambuilding session is required per team. All project team members have to be present at their team’s session. One project team will be scheduled per session.

Mandatory Teambuilding Sessions:

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<td>Saturday, April 15, 2017</td>
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<td>Wednesday, April 19, 2017</td>
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Community Project Meetings:

Program participants will additionally be placed in teams to complete a community project in a specific corridor in Long Beach. The team must have its project completed before graduation. Please allow a total of at least 20 hours outside of program sessions to work on the team’s community project.

It is important that you understand and honor these commitments. Applications without the signature below will not be accepted.

I understand and agree to these commitments.

Applicant’s Signature __________________________ Date __________________

An optional Candidate Information Session will be offered from 6:00 p.m. to 7:00 p.m. on Wednesday, January 18, 2017 at the Miller Family Health Education Center located at 3820 Cherry Avenue, Long Beach, CA 90804. During the information session, you can learn more about the program, hear from past graduates about their experience and have your questions answered by Neighborhood Leadership Program staff.

For more information please call (562) 570-1010
Neighborhood Leadership Program
Nomination Form
Submission Deadline: Monday, January 30, 2017

In order to apply for the Neighborhood Leadership Program, applicants must submit an application along with a completed Nomination Form or a letter of recommendation from someone who knows the applicant’s leadership qualities. This letter must come from a Long Beach leader of an organization such as a Neighborhood Association, a City of Long Beach Department, an Organized Religious Group, a Neighborhood Leadership Program alumni or a Business, Community or Professional Organization.

Name of Applicant ________________________________________________

Name of Nominator ________________________________________________

Organization/Association of Nominator _______________________________________

Title of Nominator ________________________________________________

Address of Nominator ________________________________________________

Phone Number of Nominator ____________________________________________

E-mail Address of Nominator _____________________________________________

Briefly state why you believe the above applicant should be considered for the Neighborhood Leadership Program:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Signature ____________________________ Date __________

Submission Instructions: Nominators may return this nomination form or a letter of recommendation to the applicant or submit via fax to the Neighborhood Resource Center at (562) 570-1016. For more information, please call (562) 570-1010.

For more information please call (562) 570-1010
Applications may be dropped off at the following location:

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### Neighborhood Leadership Program

**Commitment for Participation**

- **2017 Applications Available Beginning**
  
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**KEEP THIS PAGE FOR YOUR INFORMATION**

For more information please call (562) 570-1010
Yes! I would like to learn more about the Neighborhood Leadership Program!

¡Sí! ¡Me gustaría aprender más acerca del Programa de Liderazgo de Vecindarios!

否認意見 个人認為組織應該把重點放在長期發展, 而不是短期獲利。

Name/Nombre/ឈុតី: ________________________________
Address/Dirección/ឈុតីក្នុង: ________________________________
City/State/Zip: ________________________________
Phone/Teléfono/លេដ្ល្បាល់ទៅ: ________________________________
Cell/Celular: ________________________________
Work Phone/Teléfono de trabajo/លេដ្ល្បាល់ទៅធំ: ________________________________
Email: ________________________________

For more information, please call
Para más información, por favor llamar al (562) 570-1010

Neighborhood Resource Center
100 W. Broadway, Suite 550
Long Beach, CA 90802
The Neighborhood Leadership Program

Programa de Liderazgo de Vecindarios

City of Long Beach, California

2016 Class funding support provided by:

TESORO

100 West Broadway Ste. 550., Long Beach, CA 90802 T 562.570.1010 F 562.570.1016
TDD 562.570.6793  www.longbeach.gov/lbds/neighborhood_services
What is the Neighborhood Leadership Program?

The Neighborhood Leadership Program is offered by the City of Long Beach Neighborhood Services Bureau. This five (5) month multilingual program assists grassroots residents and provides them with the skills, knowledge and resources they need to make a difference in the quality of life of our community.

This program is free to participants and is partially funded through the Federal Community Development Block Grant (CDBG) Program.

This Program Will Help You:

♦ Improve your communication skills
♦ Recognize the benefits of diversity
♦ Create innovative solutions for improving your neighborhood
♦ Identify resources and partnerships
♦ Apply for grants
♦ Plan and complete a community project
♦ Gain confidence as a public speaker

Meet Long Beach Decision-makers:

♦ Community, Government and Non-Profit Leaders
♦ Neighborhood Leadership Program Alumni

For more information call (562) 570-1010
¿Qué es el Programa de Liderazgo de Vecindarios?
El Programa de Liderazgo de Vecindarios es ofrecido por el Buró de Servicios del Vecindario de la Ciudad de Long Beach. Este programa multilingüe, con una duración de cinco (5) meses, asiste a los residentes de base y les proporciona las habilidades, conocimientos y recursos que necesitan para hacer una diferencia en la calidad de vida de nuestra comunidad.

Este programa es gratuito para los participantes y es financiado parcialmente a través del programa de Subvención Federal de Desarrollo Comunitario (CDBG).

Este Programa le Ayudará a:

♦ Mejorar sus habilidades de comunicación
♦ Reconocer los beneficios de la diversidad
♦ Crear soluciones innovadoras para mejorar su vecindario
♦ Identificar recursos y alianzas
♦ Solicitar concesiones de fondos
♦ Planificar y llevar a cabo un proyecto comunitario
♦ Adquirir confianza como orador público

Conozca las Personas que Toman las Decisiones en Long Beach:

♦ Líderes de la Comunidad, del Gobierno y de Organizaciones no lucrativas
♦ Ex-Alumnos del Programa de Liderazgo de Vecindarios
“The NLP Program has provided me resources that have benefited myself and my neighborhood association.”

---

Renee Rios
Class of 2014

“El programa de NLP me ha proporcionado los recursos que beneficiaron a mí y a mi asociación de vecinos.”
What is the Time Commitment?

The time commitment for the Neighborhood Leadership Program is intensive. Training sessions are held twice per month for five (5) months and includes a weekend retreat and another full Saturday session. Participants are expected to attend ALL sessions. See the application for specific dates and times.

Participants will also be expected to meet outside of regular class time for projects that will be conducted in a specific Long Beach neighborhood.

¿Cuánto Tiempo Tienes que Dedicarle?

El compromiso de tiempo para el Programa de Liderazgo de Vecindarios es intensivo. Las sesiones de capacitación se llevan acabo dos veces al mes durante cinco (5) meses e incluye un retiro de fin de semana y además de otra sesión de un Sábado completo. Los participantes deberán asistir a TODAS las sesiones. Vea la solicitud para las fechas y las horas específicas.

También se espera que los participantes se reúnan fuera del horario de clases para los proyectos que se llevaran a cabo en un vecindario especifico de Long Beach.
Tommie Simmons
Class of 2012

“NLP has helped me with my public speaking BIG TIME! It has also helped me with staying connected with other resources in my community.”

“NLP me ha ayudado muchísimo en hablar en publicó. También me ha conectado a estar conectado con otros recursos en mi comunidad.”
Who Can Apply?
You may apply if you:
♦ Live in Long Beach,
♦ Are at least 18 years old,
♦ Complete and submit an application by the deadline,
♦ Submit a letter of recommendation about your recent volunteer experience.

¿Quién Puede Aplicar?
Puede presentar su solicitud si usted:
♦ Vive en Long Beach,
♦ Tiene por lo menos 18 años de edad,
♦ Llena y presenta su solicitud en el plazo establecido
♦ Presenta una carta de recomendación referente a su reciente experiencia como voluntario.

ប្រការក្នុងក្រុមគួរ
♦ ប្រការក្នុងក្រុមគួរពោះឈុតជុំវិញប្រទេសមេដឹកនាំ
♦ សុំពោះឈុតវត្តមាននៅក្នុងក្រុងត្រូវបានស្វែងប្រការឡើងដ៏ស្រស់
♦ ប្រការក្នុងក្រុមគួរប្រការក្នុងក្រុមគួរពោះឈុតជុំវិញប្រទេសមេដឹកនាំ
♦ ឈុតប្រការក្នុងក្រុងត្រូវបានស្វែងប្រការពីប្រការគួរពោះឈុតឆ្លើយតិច
Class Projects: The Team Approach

Class members will work in teams with other developing leaders to:

♦ Recognize neighborhood assets, challenges, and opportunities
♦ Practice your interpersonal skills
♦ Develop a project into a grant proposal
♦ Complete a project along a major Long Beach business corridor

This process was created to help you develop the skills and confidence to create change in your neighborhood.

Other Program Benefits

♦ Join an established network of neighborhood leaders
♦ Spanish and Khmer translation
♦ Gain information and resources that you can use for future neighborhood activities
♦ Mini-grants for projects
♦ Make new friends

For more information call (562) 570-1010
**Proyectos de Clase: Enfoque de Equipo**

Los miembros de la clase trabajaran en equipo con otros lideres en desarrollo para:

- Reconocer los bienes en el vecindario, retos y oportunidades
- Practicar sus habilidades interpersonales
- Desarrollar un proyecto en una propuesta para una beca de fondos
- Completar un proyecto a lo largo de un corredor comercial de Long Beach

**Otros Beneficios del Programa**

- Unirse a una red establecida de lideres de vecindario
- Traducción al Español y Khmer
- Obtenga información y recursos que puede utilizar para las actividades futuras del vecindario
- Mini-becas de fondos para proyectos
- Hacer nuevos amigos

**ក្លើយឈីនីឈុះ៖**

- អាហារីយីវត្តមានភាពជិតិវិធី ឬអាហារីលើសពីឈុះ
- បរិស្ថានីយ៍ ឬឈុះស្រួសស្រោះ
- ឧស្ម័នីរបីដំបូង ឬអាហារីវត្តមានភាពជិតិវិធី ឬអាហារីលើសពីឈុះ
- ការស្អាត់ឈុះមតិការមាន
- ការស្អាត់ឈុះកម្មវិធី
How Do I Apply?

Pick up an application at this location:

**Neighborhood Services Bureau**
**Neighborhood Resource Center**
100 W. Broadway, Ste 550
Long Beach, CA 90802

Please call (562) 570-1010 to request an application.

Submit an application along with one (1) letter of recommendation from a leader of a Long Beach organization, such as:

- Neighborhood Association,
- Business, Community or Professional Organization,
- City of Long Beach Department,
- Organized Religious Group,
- Neighborhood Leadership Program Alumni.

“NLP has helped me lead clean-ups, tree plantings, and serve on the Wrigley Neighborhood Association Board for 7 years. I can also speak at City Council meetings, lead neighborhood meetings, and produce newsletters.”

Colleen McDonald
Class of 2005

“NLP me ha ayudado a conducir limpiezas, plantación de arboles y servir en la mesa directiva de la Asociación de vecinos Wrigley durante 7 años. Yo puedo hablar en reuniones de consejo, reuniones en el vecindario, y producir boletines.”
¿Cómo Puedo Aplicar?
Recoja su solicitud en la siguiente ubicación:

Buró de Servicios de Vecindarios
Centro de Recursos de Vecindarios
100 W. Broadway, Ste 550
Long Beach, CA 90802

Favor de llamar a (562) 570-1010 para recibir una aplicación.

Presente su solicitud junto con una (1) carta de recomendación de un líder de una organización de Long Beach, como:
◦ Una Asociación de Vecindario,
◦ Una Organización ya sea Comercial, Comunitaria, o Profesional,
◦ Un Departamento de la Ciudad de Long Beach,
◦ Un Grupo Religioso Organizado,

¿Cómo Puedo Aplicar?
Recoja su solicitud en la siguiente ubicación:

Buró de Servicios de Vecindarios
Centro de Recursos de Vecindarios
100 W. Broadway, Ste 550
Long Beach, CA 90802

Favor de llamar a (562) 570-1010 para recibir una aplicación.
Esta información está disponible en un formato alternativo por petición a Meg Rau al (562) 570-3807.