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## **CIVIC LEADERSHIP ACADEMY**

### **FALL 2014 APPLICATION**

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#### **Program Description**

The Civic Leadership Academy (CLA) is an engaging 10 week program that opens the doors of local government to the community. CLA was created to foster informed, effective, and inspired community leadership. The program includes tours, hands-on demonstrations, and fun activities that give participants an insider view of how the City of Pittsburgh operates.

While it is a competitive application process, the program is free and we encourage residents across the city to apply. In each session, participants learn about departments across city government and the services that each provides to build a safer, more livable city for all of Pittsburgh. [For more information please see FAQ on last page.](#)

The fall 2014 class will celebrate a new citywide initiative, [Welcoming Pittsburgh](#), by reserving 15 slots for New Americans and recent immigrants living in Pittsburgh. Not only will participants have a unique opportunity to understand the inner workings of local government, but they will now also benefit from a cross-cultural exchange.

We look forward to elevating the conversation together to increase the transparency, openness, and welcoming nature of our great city to all Pittsburghers. For information on Welcoming Pittsburgh, please contact [Betty.Cruz@pittsburghpa.gov](mailto:Betty.Cruz@pittsburghpa.gov).

#### **Eligibility**

- Pittsburgh resident *or* business owner that operates in Pittsburgh
- Must be at least 18 years old
- Individuals actively involved in community organizations are encouraged to apply

\*Please fill out the attached application and waiver forms (front and back)\*  
Submit an Online Application at <http://pittsburghpa.gov/servepgh/cla/application>

OR

Send via mail to:  
Office of Mayor Peduto  
c/o Civic Leadership Academy  
512 City-County Building  
414 Grant Street  
Pittsburgh, PA 15219



**Applications are due no later than 5p.m. on July 11, 2014.**  
If you need additional space for your replies, attachments will be accepted.

Please print the following personal information:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Neighborhood\*: \_\_\_\_\_

\* If you are a business owner, please also list the neighborhood your business is located in

Occupation: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Preferred Method of Contact: \_\_\_\_\_

Dietary Needs/Food allergies: \_\_\_\_\_

Physical limitations: \_\_\_\_\_

Languages spoken: \_\_\_\_\_

Volunteerism, community or board service:

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In case of emergency, please notify:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_



**Civic Leadership Academy Application Questions:**

1. Why would you like to participate in the Civic Leadership Academy?

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2. What are you hoping to learn and/or gain from this program?

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3. Are you a New American living in Pittsburgh for less than 10 years? If yes, tell us about your immigrant experience in Pittsburgh.

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4. Please describe any work that you have done individually or with a volunteer or community organization to improve your community.

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5. How will you take the information that you learn from CLA back to your community and use it to make a positive difference?

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6. What do you see as the main challenges facing your community? Please tell us your ideas for addressing those challenges.

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7. How did you find out about the CLA? (Newspaper, City website, social media, etc.)

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**City of Pittsburgh  
Fall 2014 Civic Leadership Academy  
Release of Liability**

**Release of Liability:** I hereby request authorization to participate in the City of Pittsburgh's Civic Leadership Academy (CLA). I understand that tours and other CLA activities may include a risk of personal injury and/or personal property damage, and I make this request with full knowledge of these risks. I do hereby remise, release, and forever discharge the City of Pittsburgh, all participating City Departments, and all City agents, volunteers, and personnel of and agree to defend the same, of and from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature whatsoever, particularly on account of personal injury and property damage, known or unknown, arising from my participation in and attendance at CLA. I have been provided with a copy of and have read and fully understand the activities I will participate in and have read and fully understand this release and indemnity and I sign freely and voluntarily.

**Photographs:** By registering for and/or participating in the CLA, I understand that I am agreeing to allow publication of photos, video, or film taken during any program, class or event subject to the terms stated herein. Photography or filming may be performed by City employees or authorized agents of the City of Pittsburgh.

I hereby grant to the City the right and permission to use my photograph, video, or likeness in any and all of its publications, including the City of Pittsburgh's website, without payment or other consideration. I understand and agree that these videos, photographs, or films together with any plates, tapes, negatives, or other storage media from which they are made, are and shall remain the property of the City of Pittsburgh and will not be returned.

I further hereby authorize the City to publish or distribute this photograph/video/or likeness for purposes of publicizing the City of Pittsburgh and/or future CLA programs. In addition, I hereby waive my right to inspect or approve the finished product in any media format wherein my photo or likeness appears. I also waive any right to royalties or other compensation relating in any way to the use or release of such photograph, video, or finished product.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## **Civic Leadership Academy Expectations**

1. Arrive on time for each session (sessions begin promptly at 6 p.m.).
2. Attend a minimum of eight of the ten sessions.
3. Interact with classmates, participate in activities and have fun!

I have read and understand the “Frequently Asked Questions” (attached) and I agree to abide by the expectations set forth in this application.

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

*Submit application online at [pittsburghpa.gov/cla](http://pittsburghpa.gov/cla) or return to: Office of Mayor Peduto, c/o servePGH Civic Leadership Academy, 512 City-County Building, 414 Grant Street, Pittsburgh, PA 15219.*



## **Fall 2014 Civic Leadership Academy Frequently Asked Questions**

### **What is the Civic Leadership Academy?**

It is a free program that gives residents the opportunity to educate themselves about City government so that they can improve their communities.

### **Why was the Civic Leadership Academy created?**

It was created to help make City functions more transparent and accessible to Pittsburgh residents, and to provide information and insight about the City so that residents can become informed, effective, and inspired community and municipal leaders.

### **Who can participate in the program?**

The program is open to residents who live within Pittsburgh City limits and business owners who operate a business within Pittsburgh City limits. Participants must be at least 18 years old. Individuals who are actively involved in a neighborhood block watch, community group, or business association are encouraged to apply.

### **How will participants be selected?**

Up to 30 applicants will be selected for the Academy. Special consideration will be given to applicants who actively participate in City initiatives and who are already leading community revitalization efforts in their neighborhood. CLA participants for fall 2014 will draw from long-term Pittsburgh residents as well as New Americans – the class will be evenly split. Applications are due no later than **5 p.m. on July 11, 2014**; late applications will not be accepted. Applicants will be notified of their status in mid-August.

### **How are we defining New Americans and immigrants?**

Foreign-born residents who have lived in Pittsburgh for, preferably, less than 10 years. While the 2014 fall class will include New Americans, all Pittsburgh residents are encouraged to apply. All races, religions, ethnicity, and orientations are welcome.

### **When is the Civic Leadership Academy scheduled?**

The program consists of 10 consecutive sessions on Wednesday evenings from 6 p.m. to 8:30 p.m. beginning Wednesday, September 10, 2014 and concluding on Wednesday, November 12, 2014. Light refreshments will be served at each session.

### **What is a typical session like?**

There is a presentation from one or more city departments and a set time for questions. Often sessions have interactive components.



**What do I wear to the sessions?**

The sessions are business casual. Participants are encouraged to wear comfortable clothes for interactive exercises – advanced notice will be provided.

**Where are the sessions held?**

Approximately half of the sessions will be held Downtown and half in other areas of the city, including various City of Pittsburgh and non-City facilities. Information about session locations will be provided with each participant's acceptance letter.

**What topics will be addressed in the sessions?**

Topics include the organization and vision for the City of Pittsburgh, budgeting processes, city planning, neighborhood redevelopment, public works, CitiParks, protecting our rivers, public safety and more! Please check out [pittsburghpa.gov/servepgh/cla/schedule](http://pittsburghpa.gov/servepgh/cla/schedule) to learn more about the format of the program.

**What do I do if I need to miss a session?**

Participants are allowed to miss two of the 10 sessions. You are strongly encouraged not to miss the graduation ceremony.

**May I bring a guest or relative to these sessions?**

Due to space limitations, participants may not bring guests to the sessions. However, participants will be encouraged to bring guests to their graduation ceremony. Referrals to friends and family interested in future CLA sessions are welcome!

**What do I do after I complete this program and graduate?**

You are expected to participate in a group, participant-led service project at the conclusion of the program. This project should build on the knowledge gained in the Civic Leadership Academy sessions, address a need in the City of Pittsburgh and be completed within six months of the graduation ceremony. The project will be completed outside of scheduled program time. CLA graduates are encouraged to be creative in planning and implementing the project! City representatives will be available to assist throughout the process.

CLA alumni are ambassadors of their community and they are empowered to use the knowledge obtained to make a positive difference. This program is only as powerful as what you choose to do with it!

**More information:**

For more details, please call servePGH at 412-255-4773 or send an e-mail to [sally.stadelman@pittsburghpa.gov](mailto:sally.stadelman@pittsburghpa.gov).