



Community Action Opportunities

HELPING PEOPLE. CHANGING LIVES.

North Carolina Family Development Credential Training Application

Application For: "Empowerment Skills for Leaders Course"

Location requested _____

Name: _____ Last 4 digits of S.S. #: _____
Last First

Mailing Address: _____
Street or PO Box City State Zip

County _____ Day Phone #: _____ Evening #: _____
(of residence)

Email address: (WRITE CLEARLY) _____

Agency Affiliation: _____ Job Title (if applicable) _____

Please briefly describe your goal for enrolling in the training and credentialing program

What supports, personal assets and strengths do you have to help you be successful in this 2 to 3 month training and credentialing process? (For example, see this as a priority, agency support, etc.)

I am aware that the training and credentialing program includes: attending 36 hours of classroom training (6 days/1 day every other week); preparing an Independent Learning Project for each chapter, Peer Coaching process to provide mutual support and guidance in planning and evaluating the Independent Learning Projects; submitting a portfolio that demonstrates knowledge and skills gained during the course.

Signature of Applicant

Date

Sponsor/Employer's endorsement, if applicable:

I endorse the above individual's participation in this training program. I agree to release him or her from work to attend and will encourage and support him or her in their commitment to achieve success.

Signature

Title

Date

Send completed application to: *Community Action Opportunities, Attention: Family Development, 25 Gaston Street, Asheville, NC 28801 Phone: 828-252-2495, FAX 828-253-6319*. admin@communityactionopportunities.org. The course fee of \$660 includes the credentialing fee and is due to CAO at the address above by the 1st class session unless sponsorship or other financial arrangements have been made. Please complete page 2 if financial assistance is being requested for this class.

Request for Partial Financial Support

Limited financial assistance to cover part of the training and credential cost may be available. These funds are reserved for staff working in agencies with modest budgets. Please file this request when you send in your application. Requests for assistance will be considered in relation to the number of requests and amount of funds available. CAO will be looking for opportunities to help underwrite the cost to make the course available to a greater number of individuals.

I, _____, understand that I will be given consideration on a “needs” basis indicated below.

Please complete the following information: My position is _____ full time _____ part time

My reason for requesting support is

I am requesting the following amount _____

Additionally I am working to leverage support from the following sources:

_____ Agency Professional Development Funds
(Amount)

_____ Access grant funding from _____
(Amount)

The following are suggestions that are available in many communities: United Way Discretionary Funds, Wal-mart Community Funds, Junior Charity Leagues, Belk Stores Community Fund, Kiwanis or Rotary Clubs, Pilot Clubs (esp. for females). Many local foundations have small funds for one time requests. One source of information may be your local librarian or local help line.

It is suggested that the applicant use the course announcement accompanied by a cover letter stating the value of the training and the benefit to the community, to approach groups for partial or full support.