

From: [Yen Chen](#)
To: [Yen Chen](#)
Cc: [Amelia Morgia](#)
Bcc: [J.L. Spike Standifer](#); [Patricia Leung](#); [Stephen Estes](#); [Ana Vargas-Smith HLC](#); [Michael Celso - HLC](#); [Megan Swartzwelder](#); [Kathleen Romano](#)
Subject: Leadership Santa Clara
Date: Thursday, November 21, 2019 4:43:00 PM

Dear Commissioners,

We are pleased to inform you that the application for the Leadership Santa Clara 2020 program is now available.

Leadership Santa Clara is a four-month program to prepare residents for a leadership role in the community. The course presents skill-building workshops and topical presentations on the many issues influencing life in Santa Clara and the region. Full-day sessions are held at a variety of Santa Clara business and government sites, offering a peek behind-the-scenes of different organizations as well as convenient meeting locations.

The tentative schedule is as follows:

(All sessions are from 8:30 a.m.- 4:30 p.m., except for the February 6 class, which is from 9:00 a.m.- 4:15 p.m. and the graduation, which is from 5:30 - 6:45 p.m.)

Session 1: February 6
Session 2: February 27
Session 3: March 5
Session 4: March 19
Session 5: April 2
Session 6: April 16
Session 7: May 26
Graduation: May 27

The City, as it has done in previous years, will waive the tuition for selected Commissioners.

Interest in this year's program has been extremely strong. Please visit [Leadership Santa Clara](#) for more information and to access the application. The deadline to apply is January 10, 2020.

Yen Han Chen | Associate Planner
City of Santa Clara, Community Development
1500 Warburton Avenue | Santa Clara, CA 95050
O : 408.615.2450 | D: 408.615.2455



Leadership Santa Clara 2020

Thank you for your interest in Leadership Santa Clara. Attached is an application form, which also includes additional program information. The application deadline is Jan. 10, 2020.

Of special note in this year's curriculum are full-day class sessions focusing specifically on public safety, public presentation/speaking, and education, which provide an in-depth look at these important topics.

Our tentative schedule is as follows:

(All sessions are from 8:30 a.m.-4:30 p.m., except for the February 6 class, which is from 9:00 a.m.-4:15 p.m. and the graduation, which is from 5:30-6:45 p.m.)

February 6
February 27
March 5
March 19
April 2
April 16
May 26
May 27 - Graduation

Interest in this year's program has been extremely strong, and I encourage you to complete the application and return it to the City immediately along with the appropriate tuition fee as noted on the application. We will notify you regarding your application within ten days following the January 10 application deadline. It is Leadership Santa Clara's intent to ensure that the class roster includes individuals with a broad range of experiences, interests, and backgrounds.

Please return the form and your check or money order (made payable to City of Santa Clara) as soon as possible to:

Robyn Sahid
City of Santa Clara
City Manager's Office
1500 Warburton Avenue
Santa Clara, CA 95050

Thank you again for your interest in Leadership Santa Clara! If I can provide any additional information, please contact me via email or call me at (510) 714-4470.

Cordially,

Scott Summerfield
Leadership Santa Clara Program Coordinator



Leadership Santa Clara 2020

Course Participant Application

Name: _____

Address: _____

City: _____ Zip: _____ Phone: _____

Email: _____

Live in Santa Clara? ___ Yes ___ No ___ # of years

Work in Santa Clara? ___ Yes ___ No ___ # of years

Which Santa Clara company? _____

What community activities or groups are you involved with?

How did you hear about Leadership Santa Clara?

Classes are scheduled at sites throughout Santa Clara from February through May 2020. A welcome session/tour/introduction starts the course on Thursday, February 6; classes are generally held from 8:30 a.m.-4:30 p.m. A graduation ceremony and reception is scheduled for Wednesday, May 27 at the Triton Museum from 5:30-6:45 p.m. Continental breakfast, lunch, and an afternoon snack will be provided at all class sessions. Successful completion of the Leadership Santa Clara program is based on attendance at all sessions, and full attendance is required for students to gain the most benefit from the program. Students may miss up to one class session due to unexpected circumstances such as illness, but additional absences will result in removal from the program or will result in the delay of graduation until the missed coursework is completed in the subsequent year's class.

Barring unforeseen emergencies, will you be able to attend all class sessions? ___ Yes ___ No

If no, please indicate conflict: _____

Leadership Santa Clara makes every effort to accommodate those with disabilities; please note accommodation requests:

Course tuition is \$750, of which \$675 may be sponsored by a company or other organization. \$75 must be paid by the student directly to ensure commitment to the program. The student's \$75 portion must be attached to this registration form, payable by check or money order to City of Santa Clara. If the remaining portion is being paid by a source other than the student, payment must be received no later than January 10, 2020. Tuition costs only partially defray actual program costs. Donations from businesses, clubs and organizations help to cover some program expenses; primary funding is through the City of Santa Clara General Fund.

There are a limited number of scholarships available for those residents of Santa Clara who would like to participate in the program but do not have sufficient resources to pay the full tuition. If a student would like to apply for this financial assistance, please attach a separate page indicating reasons to be considered for a scholarship and include a check or money order in the amount of \$75 payable to City of Santa Clara for the student's portion; if the student does not receive a scholarship and chooses not to participate, the student's \$75 will be refunded.

Entire tuition is being paid by student directly.

Student is paying \$75; other source is paying remaining \$675 of tuition.

Name of other source: _____

Student is paying \$75, is a Santa Clara resident, and would like to be considered for a scholarship (attach a separate sheet explaining reasons to be considered for a scholarship).

Scholarship funds are very limited; if applying for a scholarship, would you still be able to participate in the program if:

You don't receive a *full* scholarship? Yes No

You don't receive a *half* scholarship? Yes No

Please note that there are a limited number of spaces available for class participants. Students will be selected with the goal of developing a class comprising individuals with a broad range of backgrounds, affiliations and interests; applicants not selected for the 2020 program will have first priority for the 2021 program.

Applicant's Signature

Date

Be sure to include your check with this application...thank you!