



advocacy | action | answers on aging



**FEBRUARY 24 – February 27, 2016  
GEORGETOWN UNIVERSITY, WASHINGTON, DC**

## **CLASS OF 2016 APPLICATION**

*Applications accepted from n4a members only*

**APPLICATION DEADLINE: January 22, 2016.** Email completed application to [n4aleadership@n4a.org](mailto:n4aleadership@n4a.org) by 5:00 p.m. ET for consideration.

DATE \_\_\_\_\_

NAME \_\_\_\_\_  
(Last) (First) (Middle)

AAA /TITLE VI  
NAME \_\_\_\_\_ TITLE \_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

BUSINESS  
ADDRESS \_\_\_\_\_  
(# Street/Suite) (City/State) (Zip)

Budget size of organization \_\_\_\_\_ Number of employees you manage \_\_\_\_\_

Number of years worked in the Aging Network \_\_\_\_\_



3. What do you hope to gain from your n4a Leadership Institute experience? List three expectations in order of importance.

1.

2.

3.

4. What do you hope to be doing in the Aging Network five years from now?

### **ATTENDANCE REQUIREMENTS**

The Leadership Institute will be held at the Georgetown University Hotel and Conference in Washington, DC

Participants are expected to attend all sessions in order to graduate.

- Wednesday, February 24, 2016—opening reception and dinner
- Thursday, February 25, 2016—full day of class
- Friday, February 26, 2016—full day of class
- Saturday, February 27, 2016—morning session, wrap-up and graduation

Will you be able to fulfill this commitment?     Yes     No

Do you have full support of your employer for the required time off from your position?  
 Yes     No

Are you able to cover the cost of airfare and ground transportation?  
 Yes     No

All attending Leadership Institute graduates will be honored at the n4a 41<sup>st</sup> Annual Conference and Tradeshow. For information about the conference, visit [www.n4aconference.org](http://www.n4aconference.org).

### **LETTER OF RECOMMENDATION**

List the person who is most knowledgeable about your leadership performance and potential and have that person complete a letter of recommendation

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

Email \_\_\_\_\_

### **COMMITMENT**

I understand the purposes of the n4a Leadership Institute program and will devote the time and energy necessary to make it a successful experience if I become a participant.

Date: \_\_\_\_\_ Candidate's Signature \_\_\_\_\_

### **TUITION**

**Tuition for each participant is \$ 1,300. Tuition is due in full by February 15, 2016; no refund after February 15, 2016.** *Limited scholarships may be available. For information contact Martin Kleffner at [mkleffner@n4a.org](mailto:mkleffner@n4a.org) or 202.872.0888.*

**Attendee, regardless of scholarship, is responsible for their own airfare and ground transportation.**

Tuition covers hotel from Wednesday, February 24 through Saturday, February 27, 2016; and all meals, except dinner on Thursday.

Tuition will be paid as follows: (If combination, indicate amounts.)

\_\_\_\_ Personally \_\_\_\_ Sponsor/Agency \_\_\_\_ Other (specify) \_\_\_\_\_

**PLEASE RETURN:**

Please email the completed application and letter of recommendation to [n4aleadership@n4a.org](mailto:n4aleadership@n4a.org).

**PLEASE MAKE PAYMENT TO:**

National Association of Area Agencies on Aging  
Attn: n4a Leadership Institute  
1730 Rhode Island Avenue, NW, Suite 1200  
Washington, DC 20036

**Direct your questions about the Leadership Institute and/or the application process to Sarah Casiano at [scasiano@n4a.org](mailto:scasiano@n4a.org) or 202.872.0888.**