

Deadline: May 4, 2016
Non-refundable Application Fee: \$100



Abriendo Puertas
Opening Doors

Abriendo Puertas/Opening Doors
Chicago Facilitator Institute
2016 Application

Please note that only one copy of the application is needed for both applicants – one copy per organization.
Please contact Natalie Vesga at nvesga@latinopolicyforum.org or (312) 376-1766 ext. 227 with any questions.

Applicant 1 Name: _____

Applicant 1 Title/Position: _____

Applicant 1 Cell: _____

Applicant 1 Email: _____

Applicant 2 Name: _____

Applicant 2 Title/Position: _____

Applicant 2 Cell: _____

Applicant 2 Email: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Website: _____

Telephone: _____ Fax: _____

Supervisor Name (please print): _____

Supervisor Signature: _____

Name of Executive Director (please print): _____

Executive Director Signature: _____

Deadline: May 4, 2016
Non-refundable Application Fee: \$100



NARRATIVE QUESTIONS

Please answer each question concisely. The narrative piece of the application should be a minimum of two pages and a maximum of four pages (including organizational and individual responses from all applicants.)

Questions #1 - #4: Only one response per organization

- 1. What services does your agency provide? Include demographic information about the families you serve.**

- 2. Does your agency currently conduct parenting groups or parent education workshops?**

- 3. What recruitment and retention strategies will you employ to ensure 20 parents participate in the program?**

- 4. How will this training enhance your parent engagement strategies?**

Deadline: May 4, 2016
Non-refundable Application Fee: \$100



Questions #5 - #8: Both staff members applying through this application must enter individual responses to the following questions. Please type your responses below one another.

5. What duties do you currently perform at the agency?

Applicant 1:

Applicant 2:

6. Do you currently work with parents? If so, in what capacity?

Applicant 1:

Applicant 2:

7. Have you facilitated parent groups? If so, please describe the experience.

Applicant 1:

Applicant 2:

8. Please create a draft timeline for program implementation including dates, times, and locations of sessions (discuss with your co-facilitator).

Deadline: May 4, 2016
Non-refundable Application Fee: \$100



Certification Agreement

By submitting this application, we affirm that the facts set forth in it are true and complete. If selected, my organization commits to the following:

- Attend all three days of the *Abriendo Puertas*/Opening Doors Facilitator Institute **on June 22 - 24, 2016, from 9:00AM – 5:00PM.**
- Co-facilitate at least one *Abriendo Puertas* program (10 sessions) with 20 parents within a nine-month period (July 1, 2016 – April 1, 2017)
- Administer and submit participant and facilitator pre- and post-surveys as provided by the Latino Policy Forum

Applicant Name 1:	
Job Title	
Signature	
Date	
Applicant Name 2:	
Job Title	
Signature	
Date	
Name (Direct Supervisor)	
Job Title	
Signature	
Date	

Applicant Check-List

(Please submit ONE copy for EACH APPLICANT)

- Narrative questions #1-#4 (organization)
- Narrative questions #5-#8 (responses from both staff members)
- Non-refundable application fee \$100
- Letter of Approval from direct supervisor
- Submit application via email to nvesga@latinopolicyforum.org
- Deadline: Wednesday, May 4, 2016

Incomplete applications will not be reviewed.
Please make check payable to the Latino Policy Forum.