## 

## Region 10 Youth Preparedness Council Application

## About the Region 10 Youth Preparedness Council: The Region 10 Council brings together youth leaders from across Region 10 (WA, OR, ID, AK) who are highly engaged in advocating preparedness and making a difference in their communities. Region 10 Council members are selected based on their commitment to public service, their efforts in making a difference in their communities, and their potential to expand their impact as advocates for youth preparedness. FEMA Region 10 is committed to building an inclusive and diverse Region 10 Youth Preparedness Council.

## Applicant Information

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| **Personal Information** | | | | | | | | |
| Name |  | | | | | | | |
| Date of Birth |  | Age |  | | Current Grade  in School | | |  |
| Street Address |  | | | | | | | |
| City |  | | | State |  | | ZIP/Postal Code |  |
| Email Address |  | | | Phone Number | |  | | |
| Gender/Sex |  | | | | | | | |
| Parent’s/Guardian’s Name and Phone Number |  | | | | | | | |
| Race or Ethnicity (select all that apply) | American Indian or Alaska Native \_\_\_\_\_ Asian\_\_\_\_\_  Black or African American\_\_\_\_\_ Hispanic or Latino\_\_\_\_\_  Native Hawaiian or Other Pacific Islander\_\_\_\_\_ White\_\_\_\_\_ Other/choose not to report\_\_\_\_\_ | | | | | | | |
| How did you hear about the Region 10 Council? |  | | | | | | | |
| Would you like to receive information from FEMA about other preparedness opportunities? | Yes \_\_\_\_\_ | | | | No \_\_\_\_\_ | | | |

### One (1) Letter of Recommendation

You must attach one (1) letter of recommendation as part of a complete, eligible application. The letter of recommendation must be from an adult who can speak to either your experience with preparedness, disaster(s), or involvement in the community. Examples of adults who may write letters of recommendation include group leaders, teachers, advisers/counselors, school administrators, coaches, employers, community or faith leaders, local first responders, or Citizen Corps Council or CERT program members. You may not submit letters written by family members, relatives, guardians, etc.

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| **Letter of Recommendation** | |
| Written by (Last name,  First name) |  |
| Relationship to applicant |  |

### Academic Standing

Being a Region 10 Youth Preparedness Council member is a rewarding and exciting experience, but it is also time-intensive. It is important that Region 10 Council members use time management skills to balance school, extracurricular activities, and their involvement in the Region 10 Council. Please submit academic records (e.g., report cards or transcripts) that demonstrate your good academic standing for the current and last school years.

### Extracurricular Activities and Trainings

Please list extracurricular activities, extra academic activities, or volunteer activities (including position[s] held, if applicable) that you have participated in.

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| ***SAMPLE: Wilson High School Chess Club; Member 2016–2017; Secretary 2016–2017; Wilson High School*** |
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Please list training(s) you have completed that are applicable to emergency preparedness.

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| ***SAMPLE: IS-100.B: Introduction to Incident Command System; completed May 2015; Montgomery County*** |
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### Narrative Responses

Please respond to the following questions. Be sure to address all eight (8) questions/topics keeping your responses to no more than 700 characters each.

1. Why are you a good candidate to join the Region 10 Youth Preparedness Council? Please include specific examples of how your past leadership experience, previous emergency or preparedness training, and/or connections to the community would impact and contribute to the Region 10 Council. (Max 700 characters)
2. What, if any, initiatives, activities, or events have you started or led in your school or community? (Max 700 characters)
3. What skills would you bring to the Region 10 Council? Please provide examples of how you have used these skills in the past. (Max 700 characters)
4. What skills do you hope to develop while on the Region 10 Council? (Max 700 characters)
5. Please describe up to three (3) examples of your preparedness-related and/or disaster-related experiences. Preparedness-related experiences may include participation in preparedness activities and ways you have prepared yourself, your family, and your community for future disasters. Disaster-related experience may include actions taken to respond or recover and lessons learned for future disasters. (Max 700 characters each)
6. Please describe any volunteer or extracurricular activities/projects you currently participate in that you would use as a platform to promote disaster preparedness. Examples may include incorporating preparedness education into school sports teams, Scout groups, etc. (Max 700 characters)
7. Please describe any experience you have in public speaking, outreach, and publishing and how you would use this experience to promote preparedness while serving on the Region 10 Council. (Max 700 characters )
8. Each Region 10 Council member is required to complete at least one (1) self-selected local youth preparedness project during his or her first year. Please propose a local or regional project that you might complete independently as a member of the Regional Region 10 Youth Preparedness Council. Please note that if you are selected for the Region 10 Council, you will have the opportunity to revise your proposed project, if desired. (Max 700 characters)

### Supplemental Materials

Supplemental materials are welcome but not required. Possible supplemental materials include news about a preparedness or disaster response activity in which you participated, preparedness materials that you developed, or pictures and video of a preparedness activity in which you participated. Videos uploaded to video-sharing websites (e.g., YouTube) may be included by providing direct links. Below, please identify any other files or links that you are submitting with your Region 10 Youth Preparedness Council application. Please provide a brief description of each file or link.

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| --- | --- |
| File Name 1: |  |
| Description: |  |

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| --- | --- |
| File Name 2: |  |
| Description: |  |

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| --- | --- |
| File Name 3: |  |
| Description: |  |

### Submitting Your Application

In order to ensure you information is protected, we require you to password protect all documents before emailing it to the address listed below. Additionally, you are asked to send the password to open the documents in a separate email to the same address. If you are unsure how to password protect a document, please see the attached instructions.

The complete application—one (1) application form, one (1) letter of recommendation, academic records (current and last school years), and any optional supplemental materials—should be sent in one (1) email to [fema-r10-communityprep@fema.dhs.gov](mailto:fema-r10-communityprep@fema.dhs.gov)

# Add or remove protection in your document, workbook, or presentation

In Office, you can use a password to help prevent other people from opening or modifying your documents, workbooks, and presentations. Then you can easily remove passwords to unprotect a document or workbook if read only is no longer required. Also, you can use document protection to restrict the types of changes that reviewers can make.

Your IT administrators set password policy for the apps for Office that include basic rules.

**Warning:** It's important to know that if you don't remember your password **Microsoft can’t retrieve your forgotten passwords**.

### Add or remove a password to control access

To set a password on your Word, Excel or PowerPoint file click **File** > **Info** > **Protect Document** > **Encrypt with Password**. You'll be prompted to create a password, then to confirm it. After you've added a password to your file you'll want to be sure to save the file to make sure the password takes effect.

**Important:**

* End Users: Keep your password in a safe place. If you lose or forget the password, it cannot be recovered or removed.
* Enterprises: If you're concerned about losing access to password protected Office files in your enterprise, the DocRecrypt tool might be for you. Note that you have to deploy the DocRecrypt tool BEFORE the file in question is password protected. DocRecrypt can't retroactively recover files that were password protected before you deployed DocRecrypt. For more information see: [Remove or reset file passwords using DocRecrypt](https://technet.microsoft.com/en-us/library/jj923033.aspx).

After you've added a password to your file, that password will need to be entered before anybody can open the file.

**To remove the password** open the file, which will require the current password, go to **File** > **Protect Document** > **Encrypt with Password**. Delete the password and click OK. Be sure to save your file to make that change permanent.