



Teen and Adult Application 4-H Capitol Experience March 20-23, 2011

Due at the MSU Extension 4-H
Office: February 4, 2011

“Preparing for Active Citizenship”

4-H Capitol Experience is a 4-day conference held in Lansing that focuses on civic engagement and public policy. Since 1982, each year more than 100 Michigan teens have had the opportunity to learn how they can get involved with state government. After choosing a current issue, participants interact with legislators, tour Michigan’s Capitol, meet with state agency staff, lobbyists and other state-level experts, discover how policy is made, and explore various careers in public policy. Recreation is included in the schedule. At the end of the conference, the teens leave with the charge to share what they have learned with others and get involved with other leadership and civic engagement activities.

When and Where:

The conference begins with registration on Sunday, March 20 from 3 to 4 p.m. and ends Wednesday, March 23 at 12:30 p.m. Lodging is at the Quality Inn of Lansing. Tours and agency visits will take place at the State Capitol and surrounding area.

Who Should Attend:

Capitol Experience is for high school students and adult participant-chaperones who are interested in gaining skills and knowledge to develop their leadership, citizenship and civic engagement skills and apply what is learned in their communities.

Cost:

The registration fee includes all meals, lodging and material fees. Two people per room (2 double beds)

\$295 Adults and current 4-H members
\$305 Non 4-H members

NOTE: Each participant MUST have a pictured identification.

Cancellation Policy:

The cancellation policy for those participants selected by the State 4-H Office to attend, is as follows:

- Counties will be billed a \$25 handling fee for cancellations received by February 4, 2011. (County may assess an additional fee.)
- Counties will be billed for all conference costs for cancellations received after February 4, 2011. (Same sex substitutions are acceptable up to the start of the event.)

Selection Process:

Space is limited to 100 teens and adult chaperone participants. Selection is based on:

- Regional representation of the state
- Fully completed applications
- Short answer question
- Participants who have attended in previous years will be considered based on space availability.

Pre-Service Activities:

Participants are asked to complete a pre-conference activity to learn about citizenship at the local level. Examples of pre-service activities include attending a local government meeting, interviewing the director or staff member of a non-profit organization and researching a local issue. All selected participants are asked to write a letter to their Michigan Representatives and Senators indicating their interest in meeting them at the event. See Web sites at:

<http://web1.msue.msu.edu/4h/capexp.html>.

4-H Capitol Experience Application

Please fill out form completely (type or print legibly)

Name _____ County of 4-H Membership _____
First Last

County where you reside (if different from 4-H membership) _____

Status: Adult Chaperone _____ Committee Member Adult _____ Committee Member Youth _____
Field Staff/Chaperone _____ Youth _____

If you are an adult, have you completed the Volunteer Selection Process? Yes _____ No _____

Non-Youth Only: If you are a parent or legal guardian of a youth who is attending, please indicate youth's name: _____

Phone number: (____) _____ E-mail: _____

Name as you want it printed on your name badge (if different from above) _____

Date of birth _____ Youth only: Expected Year of High School Graduation: _____ Grade _____
(mm/dd/yyyy) (YYYY)

I understand that I must bring a pictured identification to the conference:

If youth status is a 4-H member 18, 19, or 20 years old (actual age as of March 20, 2011), has a background check been completed? Yes _____ No _____

Gender: Male _____ Female _____

Address _____
Street City State Zip

School _____ School City _____

Are you a U.S. Citizen? Yes _____ No _____

T-Shirt Size: ___ Small ___ Medium ___ Large ___ X-Large ___ XX -Large ___ XXX-Large

Have you previously attended Capitol Experience? Yes _____ No _____
When?

May we list your name and contact information on a participant list to be distributed to all attending the event? Yes _____ No _____

Are you of Hispanic Ethnicity? Yes _____ No _____

Ethnicity Groups (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Caucasian | <input type="checkbox"/> Black/African American (only) |
| <input type="checkbox"/> Chicano/Mexican American | <input type="checkbox"/> Hispanic/Latino |
| <input type="checkbox"/> American Indian or Alaskan Native | <input type="checkbox"/> Asian/Pacific Islander (Asian American) |
| <input type="checkbox"/> Blank | <input type="checkbox"/> Not Requested (International) |

Residence description: (check one)
 On a farm or ranch
 Outside city or town limits, but not a farm
 Within city or town limits

Meals, Special Needs, and Medical Treatment

Status (check only if applicable)
Special dietary needs, please indicate:
 Vegetarian (eats eggs)
 Vegetarian (does not eat eggs)
 Other dietary needs, please describe: _____
 Wheelchair user
 Other special needs, please describe: _____

Medical Treatment:
Does the participant have a chronic health problem or illness? If yes, explain. Yes No

Does he or she have an acute illness now? If yes, explain. Yes No

Has the person been treated recently for some medical problem? If yes, explain. Yes No

List any medications he or she is now taking for treatment of any medical problem.

Does the participant have any allergies to medication or local anesthetics? Explain. Yes No

Does he or she have any allergies? If yes, explain. Yes No

Date of his or her last tetanus shot: _____

Lodging:
Males and females will be housed separately (youth with youth; adults with adults) with 2 per room (two beds). We will honor roommate requests where possible. Where a roommate is not requested, one will be assigned (by county where possible).

I would like to room with _____
Name County

Conference Cost: Based on 4-H Membership
Rates include meals, lodging and program fees.

Adult and Current 4-H Members \$295
 Non 4-H Members (\$295 fee + \$10 participant fee) = \$305

Total Conference Cost: Amount to be paid by participant: \$ _____

Parent/Guardian's Signature (required): _____
Agreement of Cost

Program Information:

During 4-H Capitol Experience, you will be meeting experts in the field and discussing public policy issues that you have identified through this application process. Please complete the information below so we can determine visits, tours and other program information. If you need assistance contact your county 4-H Youth staff.

Your state legislators will be invited to attend a legislative breakfast with you. Use your **home** address to list your legislators and districts below so the correct legislators can be invited (if shared custody, list your primary home address). A list of legislators and district maps is at <http://www.house.mi.gov/representatives.asp>; <http://www.senate.michigan.gov/SenatorInfo/find-your-senator.htm>; <http://www.michiganlegislature.org>; <http://www.michigan.gov>

State Senator's Name: _____ District # _____

State Representative's Name: _____ District # _____

Can we release your name and address to speakers or legislators? Yes___ No___

Public Policy Issues:

During Capitol Experience we'll take an in-depth look at what role state government plays in policy areas. Issues currently receiving attention in the state legislature will be examined. Indicate your first, second and third choices: 1 = first choice, 2 = second choice and 3 = third choice. Efforts will be made to place you in your first choice, however there is no guarantee. You will be assigned to an issue based on your preference and available space. Information concerning your assigned issue will be mailed to you before the event.

___ Agricultural

- Buying local/trade and promotion of Michigan products
- Michigan's Right to Farm Act/ MAEAP (Michigan Agriculture Environment Assurance Program)
- Urban farming
- Farmland preservation
- Animal welfare

___ Crime and Drugs and Personal Safety

- Terrorism/border patrol
- Law enforcement (conduct and training of police)
- Sentencing & early release programs
- Drug and alcohol abuse and its effects
- Prison closures
- Crime prevention
- Making correctional facilities more efficient and effective

___ Jobs and the Economy

- Job creation
- Budget/finance/tax
- Mortgage foreclosure
- Entrepreneurship
- Tourism/film industry
- Downsizing of businesses/layoffs

___ Education

- School funding
- Preparing students for 21st century demands
- Schools of choice/charter schools
- Health education

- Public schools
- Graduation requirements/standardized testing
- School closures/consolidation
- School security

___ Environment and Energy

- Brownfield redevelopment
- Invasive species
- Climate change
- Expanding the Bottle Bill
- Bio fuels & wind energy
- Hybrid/electrical/hydrogen powered vehicles
- Recycling and land-fill management

___ Equality and Personal Rights

- Fairness and equality
- Diversity
- Civil rights
- Gender equality
- Gay and lesbian rights
- Racism
- Protesting
- Freedom of speech

___ Health

- Food safety
- Fitness/teen nutrition/eating disorders
- Health Insurance
- Mental health
- Poverty and health related issues (such as asthma, lead poisoning, lack of access to health care.)

Career Visit:

During Capitol Experience, you will have the opportunity to visit with someone familiar with an exciting and interesting career in public service and government in Michigan. Please list below three career areas that you would like to explore in ranked order. Examples of career areas include Lawyer/Public Defender, Public Policy Center Analyst, Legislative Aid to the Governor, TV/Radio Reporter and Economist.

First Choice _____

Second Choice _____

Third Choice _____

Short Answer Question (50 Words or Less):

What would you like to learn at 4-H Capitol Experience? Why are you interested in government or politics?

Code of Conduct

4-H Capitol Experience is a business type of conference which means that there is an expectation that all of the participants will dress and behave appropriately. Please keep in mind that you will be representing yourself, your county, and the State 4-H Youth Development Program.

Positive behavior is a key expectation for youth and adults in state-sponsored 4-H activities – behavior that reflects trustworthiness, respect, responsibility, fairness, caring and citizenship. Participants are expected to follow all workshop and event guidelines. Theft, vandalism, the use of illegal drugs and alcohol, inappropriate or threatening behavior that violates the rights of others, and other such offenses are strictly prohibited, and anyone involved with these offenses will immediately be sent home at his or her own expense. If it is determined by 4-H staff or persons in charge of the activity that the offense warrants it, the offender will be turned over to the proper authorities.

All youth and adult conference participants should:

- Actively involve themselves in all conference sessions and attend all sessions.
- Name badges must be visibly worn at all times (except when swimming or sleeping).
- Treat all areas of the conference facility (such as hotel, MSU buses, or minivans, meeting rooms, sleeping rooms, restrooms, dining area and outdoor areas) with respect. This means they should pick up after themselves. Repair costs for damage incurred to property will be billed to the group or individual responsible for such damage.
- Participants are responsible for their own belongings. Valuables, such as expensive jewelry and electronic devices, should be left at home. 4-H Youth Development is not responsible for any lost or missing items.
- Housing areas are set up as all female and all male. Participants are not permitted in the housing areas assigned to members of the opposite sex. The only exception is brief delegation meetings arranged by 4-H staff.
- All participants are expected to observe the 11 p.m. curfew. At 11 p.m. all participants must be in their assigned room for the night. Chaperons will do a room check each night at this time to account for each participant. Everyone should be quiet within his or her assigned room by 11:30 p.m. (Participants wishing to go to sleep before 11 p.m. can let their chaperon know so they may be bed checked earlier.)
- Quiet hours are from 11 p.m. to 6:30 a.m.
- All participants, including chaperones, must remain on conference premises at all times.

Pool Rules:

- Long hair must be tied back with a rubber band.
- All participants must remain on conference premises at all times.
- Please report all accidents immediately to the conference coordinator.

NOTE: Adults attending the conference should remember that smoking is acceptable only in designated areas.

Dress:

- Daytime wear: Dress clothes for daytime wear (e.g. suits, slacks, dress skirts, etc...). It is not appropriate to wear jeans, low cut blouses, mini skirts, and overly baggy pants.
- Evenings and recreation: Casual clothes including jeans, swimsuits or sports clothes.
- Shoes: Comfortable shoes in the daytime because you'll be walking a lot! Tennis shoes can be worn to and from offices, however, bring a nice pair of shoes to change to once you arrive at the meeting.

Required Signatures (Code of Conduct)

SECTION I – CONDUCT AGREEMENT

I have read and agree to abide by the code of conduct included in this application.

_____ Date: _____

(Participant's signature)

I expect my child to abide by this code of conduct.

(Parent or legal guardian's signature for youth under age 18)

SECTION II – PARENT/GUARDIAN CONSENT (Required for youth under age 18 to participate.)

I hereby grant permission for my child (print name) _____
to participate in all educational and social activities of 4-H Capitol Experience 2011 sponsored by
Michigan State University Extension's 4-H Youth Development.

I understand that Lansing area site visits are a key learning component of this conference and that my
child will be transported as part of the group to various sites by MSU bus or a minivan driven by an
MSU staff member.

Name of Parent/Guardian (Please print) _____

Signature _____ Date: _____

DUE FROM PARTICIPANTS TO COUNTY MSU EXTENSION OFFICE: February 4, 2011

- 4-H Capitol Experience Application Packet including Media Release and Medical Treatment Authorization and Code of Conduct (Signatures Required).
- Payment – Checks should be made payable to your county MSU Extension office.

DUE FROM 4-H COUNTY OFFICE TO STATE 4-H OFFICE

Submit Application online and send Media Release and Medical Treatment Authorization and Code of Conduct (with required signatures) by February 11, 2011 to:

Gloria Ellerhorst
4-H Youth Development
160 Agriculture Hall, MSU
East Lansing, MI 48824-1039



MEDIA RELEASE/MEDICAL TREATMENT AUTHORIZATION

Event: _____
Date: _____
County: _____

SECTION 1 – RELEASE FOR AUDIO, VIDEO, FILM AND PHOTOGRAPHS

Participants in events sponsored by MSU 4-H are sometimes photographed and videotaped for use in MSU 4-H promotional and educational materials.

I authorize Michigan State University to record the image and voice of the subject named below and give MSU and all persons or entities acting pursuant to MSU's permission or authority, all rights to use of these recorded images and voice. I understand that said images and/or voice will be used for educational, advertising and promotional purposes in all conventional and electronic media, including but not limited to the Internet, and any future media. I also authorize the use of any printed material in connection therewith.

I understand and agree that these images and recordings may be duplicated, distributed, with or without charge, and/or altered in any form or manner without future or further compensation or liability, in perpetuity.

Print subject's name (adult or youth) _____

Signature _____

(Parent or guardian must sign here if subject is under age 18.)

Date _____

SECTION 2 – MEDICAL TREATMENT AUTHORIZATION

This section must be completed and signed by a parent or guardian for all youth participants before they can participate in this program. If this form is not completed, youth participants will not be allowed to participate. Completing this section is optional but encouraged for adult participants.

Please complete this form to give a medical facility permission to treat the participant for minor injuries or medical problems. In the event of serious injury or illness, the parent or person designated will be contacted. Treatment will proceed before contacting the parent or person designated **only if the situation is urgent and does not permit delay.**

Participant's full name _____

Birth date _____ Phone (_____) _____

Mailing address _____

Primary care physician's name _____

Physician's address _____

Physician's phone (_____) _____

HEALTH INSURANCE INFORMATION:

Policy holder's name and relationship to participant _____

Policy holder's address _____

Please attach a photocopy of both sides of your insurance card (preferred) OR complete the information requested here:

Insurance company name and address _____

Insurance company phone number (_____) _____

All policy numbers (please identify) _____

If you have HMO insurance, please list emergency treatment authorization phone number (_____) _____

Employer's name and address _____

INFORMATION NEEDED ABOUT PARTICIPANT:

Please check yes or no. If yes, explain below or on another sheet if you need more room.

Yes No

Does the participant have any chronic health problem or illness? _____

Does he or she have any acute illness now? _____

Has the person been treated recently for some medical problem? _____

List any medications he or she is now taking for treatment of any medical problem. _____

Does the participant have any allergies to medication or local anesthetics? _____

Does he or she have any allergies? _____

Date of his or her last tetanus shot: _____

OFFICIAL AUTHORIZATION FOLLOWS:

I (parent or legal guardian), _____ recognize that while attending this program, medical treatment on an emergency basis may be necessary for my child, and I further recognize that MSU 4-H staff may be unable to contact me for my consent for emergency medical care. I do hereby consent in advance to such emergency care, including hospital care, as may be deemed necessary under the circumstances and to assume the expenses of such care. I also authorize the medical facility to release any and all information required to complete insurance claims and also authorize insurance payment directly to the medical facility.

Signature _____

(Parent or guardian must sign here if participant is under age 18.)

Date _____

Mailing address _____

Daytime phone (_____) _____

Evening phone (_____) _____