

AGENDA ITEM # VIII-B.

FIVE COUNTY ASSOCIATION OF GOVERNMENTS  
OUT OF STATE TRAVEL AUTHORIZATION REQUEST

Employee Name: Cindy Rose

Date: 5/30/2015

Pursuant to the Five County Association of Governments personnel policies and procedures, I am requesting authorization to travel out of state for the following purposes:

**PURPOSE OF TRAVEL:**

Youth Volunteer Corps summit training for leaders and youth volunteers in Ann Arbor, Michigan. The purpose of this conference is to develop leadership skills in our local youth and learn best practices to engage with our community and make it stronger.

**PLEASE ATTACH SUPPORTING DOCUMENTATION**

**Estimated Travel Costs:**

Airfare/Surface Transportation	:	<u>\$114.00</u>
Lodging	<u>3</u> Nights @ <u>\$139.00</u>	: <u>\$417.00</u>
Per Diem	<u>3</u> Days @ <u>\$45.00</u>	: <u>\$135.00</u>
Registration Fees	<u>3</u> Days	: <u>\$100.00</u>
Other Costs:		: <u>\$290.00</u>

**Explanation of other costs:**

Flight round-trip and shuttle to and from Cedar to Las Vegas and shuttle from Detroit to Conference.

**TOTAL ESTIMATED TRAVEL COSTS:** : \$1,056.00

Source of travel funds: YVC Gala Fundraiser

Budget line item:

CFO Signature: Alison J. McCoy Date: 6-2-15

**DEPUTY OR EXECUTIVE DIRECTOR JUSTIFICATION OF TRAVEL REQUEST:**

As the YVC coordinator this conference will provide Cindy with relevant program, policy, & procedural information important to the management of the Youth Volunteer Corp Program. Cindy & the youth involved have worked hard to raise the funds to attend this National Event! 100% of the costs associated with this conference were raised through the YVC Gala!

Deputy Director Signature: Scharlau Date: 5/2/15

Executive Director Signature: [Signature] Date: 01 Jun 2015

Steering Committee Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## AGENDA ITEM # VIII-B. (Continued)



Paul Marksbury, Affiliate Services Coordinator  
Youth Volunteer Corps  
1025 Jefferson Street  
Kansas City, MO 64105

To whom it may concern-

The YVC Summit, our annual fall gathering of staff, volunteers and youth, is immensely valuable to anyone passionate about learning how to make their YVC as strong as possible while celebrating our success and offering youth an inspiring, empowering experience. Participants walk away not just with fresh ideas and best practices, but a renewed enthusiasm and commitment to the YVC mission.

Activities range from YVC-specific training led by active Program Directors to professional development sessions led by national experts to unique and empowering workshops, service projects and special recognition for youth. Most importantly, everyone has plenty of time during and outside of sessions to share ideas, stories and inspiration with fellow YVC leaders from across the U.S. and Canada.

This year our theme is "Grow Your Impact", which can be interpreted many ways, but the overall focus will be on how we can make every YVC service experience more meaningful for the agencies served, the community as a whole, and the youth themselves. Specific topics include:

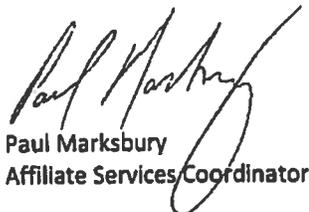
- Making Service-Learning More Engaging and Unique
- New/Veteran YVC Program Director Mentoring
- Increasing Your Influence as a Leader
- How to Give Service a New Level Of Significance
- Be a Youth Service Ambassador—Recruiting, Educating and Promoting Youth Service

We are also taking the Summit on the road this year to one of our strongest Affiliates in Ann Arbor, MI. This will inject new energy into the event and allow us to engage an untapped group of speakers, presenters and affiliate representatives who can share fresh perspectives and practical solutions.

The 2014 Summit was given an overall rating of 4.6 out of 5, and registration is greatly subsidized, with early bird rates as low as \$125. The bang-for-your-buck factor is off the charts. Summit attendance is valued so highly by Youth Volunteer Corps Headquarters that it is part of our annual evaluation.

On a personal note, we have greatly enjoyed having Cindy and her youth and colleagues with us the past two years. They are among the most engaged and enthusiastic participants we have, and Cindy in particular always tries to glean as much knowledge as possible from each workshop and conversation. Best of all, she actually *applies* that knowledge upon her return, which I can personally attest to based on our ongoing conversations and evaluations. She is truly passionate about increasing the impact of the Iron/Washington County YVC programs and this event will offer her invaluable tools and perspectives for doing just that. I can speak for the entire YVC Headquarters staff in strongly encouraging you to support her attendance at this year's Summit.

Thank you for your consideration.



Paul Marksbury  
Affiliate Services Coordinator



## YVC Summit 2015

Oct. 23-25 – Ann Arbor, MI

Did you know that **you are one of thousands of youth** who serve with YVC each year? Your YVC program is one of more than 30 others throughout the U.S. and Canada, each of them with incredible Youth Volunteers making a difference in their communities just like you. We want to invite you to come to the YVC Summit to meet some of the other awesome youth.

**What is the Summit?** The YVC Summit is an annual gathering for Youth Volunteers and YVC staff from throughout the U.S. and Canada to share ideas, celebrate all of the amazing things they accomplished in the last year, and learn from each other.



Here's what just a few of the **100+ participants in last year's Summit** had to say (hint: they thought it was awesome):

"I had so much fun this weekend! I made memories that will last forever! I will be back next year."

"I really liked meeting Youth Volunteers from other cities."

"The Summit this year was amazing and I'm excited for next year because I know it will get better each year."

"It changed my life and I made tons of new connections with people from all over."

Now that we've convinced you how amazing the Summit is, here are the details for Summit 2015:

- **Who:** Youth Volunteers, Team Leaders and YVC staff from all over the YVC network.
- **When:** Friday, October 23 to Sunday, October 25 (fill in with specific travel times if desired).
- **Where:** The Sheraton Hotel in Ann Arbor, Michigan. All youth will be chaperoned by their YVC Team Leader/Program Director.
- **Cost:** [Please adjust for your specific travel costs—we encourage you to list all costs and collect payment for the entire trip. Five meals are provided by YVC Headquarters with each Summit registration, but you may choose to collect payment for all meals including while traveling.] \$450 for each youth which includes travel cost, lodging, seven meals and registration for the entire weekend. We encourage youth to fundraise to offset the cost and will offer fundraising opportunities when available.
- **How:** To register, return the attached form by August 31, 2015. Questions? Contact Program Director Name, at [email] or [phone number].

See [www.yvc.org/about-us/summit/](http://www.yvc.org/about-us/summit/) for more information about the Summit. See you in Ann Arbor!

**AGENDA ITEM # VIII-B. (Continued)**

**Cindy Rose**

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**From:** Leah Scanlan <lscanlan=yvc.org@mail97.atl91.mcsv.net> on behalf of Leah Scanlan <lscanlan@yvc.org>  
**Sent:** Wednesday, May 20, 2015 12:18 PM  
**To:** Cindy Rose  
**Subject:** Register for Summit 2015!

[View this email in your browser](#)



Hi Cindy,

Registration is now open for Summit 2015: Grow Your Impact! The Summit is the best place to learn about how to make your YVC program the best it can be. This year's Summit is taking place Oct. 23-25 in Ann Arbor, Michigan.

The Summit is for YVC staff, AmeriCorps members and Youth Volunteers. We strongly encourage every YVC Affiliate to have a presence at this annual event and hope that you'll be able to bring a group of Youth Volunteers.

We have once again secured funding to offer you a subsidized rate to the Summit. If you register prior to September 10, the rates are \$100 for Youth Volunteers and \$125 for adults (new this year: All attendees will receive a free long-sleeve Summit T-shirt!). After that date, registration increases by \$25.

We have created a flier that we hope you will use to promote the Summit to your Youth Volunteers and collect their registration information.

Please let me know if you have any questions about the Summit. Hope to see you in Ann Arbor!

Leah Scanlan  
AmeriCorps Manager and Administrative Coordinator

**AGENDA ITEM # VIII-B. (Continued)**

<b>2015 YVC Summit Draft Schedule</b>	<b>Friday</b>	2:30p-3:30p	Registration
		3:30p-4:00p	Opening Plenary
		4:00p-5:30p	Workshop 1 (fun session)
		5:45p-6:45p	Dinner
		7:00p-9:00p	Fun event (scavenger hunt)
	<b>Saturday</b>	7:30a-8:30a	Breakfast
		8:30a-9:00a	Opening Plenary
		9:15a-10:15a	Workshop 2/Youth Service Project (9 – 12)
		10:30a-12:00p	Workshop 3/Youth Service Project (9 – 12)
		12:15p-1:15p	Lunch
		1:30p-3:00p	Workshop 4 (Service project reflection)
		3:15p-4:45p	Workshop 5
		5:00p	Night on your own
	<b>Sunday</b>	8:30a-9:00a	Special workshop (Ydat Q&A)
		9:00a-9:30a	Opening Plenary
		9:45a-11:15a	Workshop 6
		11:30a-1:30p	Lunch/awards