

DEPARTMENT OF HOMELAND SECURITY  
Federal Emergency Management Agency

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Expiration: MM DD, YYYY

**YOUTH PREPAREDNESS COUNCIL**

**FEMA Youth Preparedness Council**

**Application Form**

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this data collection is estimated to average 1 hour and 25 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is voluntary. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, S.W., Washington, DC 20472-3100, Paperwork Reduction Project (1660-NEW) **NOTE: Do not send your completed form to this address.**

**Privacy Act Statement**

Pursuant to 5 U.S.C. § 552a(e)(3), this Privacy Act Statement serves to inform you of why DHS is requesting the information on this form. **AUTHORITY:** FEMA is authorized to collect the information requested on this form pursuant to 6 U.S.C. § 742, "National Preparedness", and Presidential Policy Directive - 8 (PPD-8).

**PURPOSE:** FEMA is requesting this information as part of the Youth Preparedness Council (YPC) application process. FEMA will use this information to support the selection decision of the YPC members and provide acceptance/denial responses to applicants.

**ROUTINE USES:** FEMA will not routinely share this information externally. However, there may be specific circumstances which may warrant sharing of information outside of FEMA, as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended. This includes sharing this information as necessary and authorized by routine uses published in DHS/ALL-003 Department of Homeland Security General Training Records, 73 FR 71656 (November 25, 2008) and DHS/FEMA-006 Citizen Corps Program, 78 FR 43890 (July 22, 2013) and upon written request, by agreement, or as required by law.

**CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION:** Furnishing this information is voluntary; however, failure to provide this information may prevent selection from YPC membership.

*Your information is being collected solely for use by FEMA with regards to the Youth Preparedness Council open applications. Your information will not be shared with or used by any external entity unless prior permission is given.*

**APPLICANT INFORMATION**

**PERSONAL INFORMATION**

Name

Date 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 \_\_\_\_\_

Have you previously applied to the Youth Preparedness Council? If yes, what year did you apply? \_\_\_\_\_

Yes

No

How did you hear about the Council?

Would you like to receive information from FEMA about other preparedness opportunities?

Yes

No

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**TWO (2) LETTERS OF RECOMMENDATION**

You must attach two (2) letters of recommendation as part of a complete, eligible application. At least one (1) letter of recommendation must be from an adult who can speak to your experience with preparedness and/or disaster(s). The second letter of recommendation should be from an adult who is familiar with your involvement in the community. Examples of adults who may write letters of recommendation include group leaders, teachers, advisors/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.

**LETTERS OF RECOMMENDATION**

Written By (Last name, First name)

Relationship to applicant

Written By (Last name, First name)

Relationship to applicant

DRAFT

**ACADEMIC STANDING**

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

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**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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Please list training(s) you have completed that are applicable to emergency preparedness.

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**NARRATIVE RESPONSES**

Please respond to the following questions/topics in **EITHER written OR video** form. If responding in writing, complete the fields below, noting the character limit for each response. If responding via video, please be sure to address all five (5) questions/topics in your video. Please keep your video under 20 minutes in length. You may include the video file as an attachment to your application email **OR** you may upload your video to a video-sharing website (e.g., YouTube) and provide the link in the box below.

Video Link:

1. Why are you a good candidate to join the 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 Council. (Max 700 characters) Please attached supplemental information.

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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 Council? Please provide examples of how you have used these skills in the past. (Max 700 characters)

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4. What skills do you hope to develop while on the Council? (Max 700 characters)

5. Please describe up to three (3) examples of your preparedness-related and/or disaster-related experiences. Preparedness-related experience 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) Attach supplemental information as needed.

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)

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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 Council. (Max 700 characters)

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8. Each Council member is required to complete at least one (1) self-selected local youth preparedness project during his or her first year, and one (1) nationally focused group project during his or her second year.

**Part A:** Please propose a local or regional project that you might complete independently as a member of the Youth Preparedness Council. Please note that if you are selected for the Council, you will have the opportunity to revise your proposed project, if desired. (Max 700 characters)

**Part B:** Please propose a national project that you might complete with fellow Council members during your second year on the Youth Preparedness Council. (Max 700 characters)

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**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 Youth Preparedness Council application. Please provide a brief description of each file or link.

File Name 1:

Description:

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File Name 2:

Description:

File Name 3:

Description:

**SUBMITTING YOUR APPLICATION**

The complete application - one (1) application form, one (1) video response (if applicable), two (2) letters of recommendation, academic records (current and last school years), and any optional supplemental materials - should be sent in one (1) email to:

[FEMA-youth-preparedness-council@fema.dhs.gov](mailto:FEMA-youth-preparedness-council@fema.dhs.gov) .