



December 8, 2009

RE: Application for the Leadership Initiatives for Command Staff Course

Dear Applicant,

Thank you for your interest in the *Leadership Initiatives for Command Staff* course. Due to the generous support of the Bureau of Justice Assistance, we are pleased to be able to offer a unique opportunity for Law Enforcement leadership. This special grant sponsored course will bring together national leaders to explore new dimensions of leadership and develop tools that translate theory into practice.

The goal for the **Leadership Initiatives for Command Staff** is to assist command staff and policy makers of law enforcement agencies become more effective leaders given the evolving role of law enforcement in an increasingly democratic and diverse society. We invite any interested participants to submit their applications.

Attached please find:

- Description of the Tools for Tolerance® program
- Description of the Leadership Initiatives for Command Staff course
- Application Form

Please return the complete form to our office as soon as possible for processing. We will only process completed forms. Your enrollment will only be confirmed ***after*** we receive this document.

The cost of tuition, flight, hotel accommodation, lunches and curricular materials is supported by a federal grant through the United States Department of Justice, Bureau of Justice Assistance. **All arrangements for air travel and hotel accommodations will be made through the Program.**

You will receive travel information with your confirmation letter. Please remember to sign your application.

If you have any questions, please contact me at (310) 772-7619 or at [toolsfortolerance@museumoftolerance.com](mailto:toolsfortolerance@museumoftolerance.com)

Sincerely,

Lisa Kwan  
Program Coordinator  
Tools for Tolerance® for Law Enforcement

Sunny Lee-Goodman  
Director  
Tools for Tolerance® for Law Enforcement

# Leadership Initiatives for Command Staff

## APPLICATION

### PERSONAL DATA: (Please print or type)

Name: \_\_\_\_\_ Rank/Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

I would like to attend on the following dates:

**March 22-24, 2010**

On a separate sheet of paper please answer the following:

1. What do you consider to be the single most important characteristic of a good leader and why?
2. In your opinion, what are the 3 greatest challenges confronting law enforcement leadership today?
3. **SHORT BIOGRAPHY:** Please provide a short biographical sketch of no more than half a page on a separate sheet of paper. Please include any special leadership initiatives that you have personally developed or in which you have been involved.

***Please note any special needs or accommodations you may require. We shall make every effort to assist you.***

### APPLICANT'S ASSURANCE STATEMENT

I understand that if I am selected to attend the Tools For Tolerance® Leadership Initiative for Command Staff, I am making a serious commitment of time and energy to the three-day intensive course. I assure that I will attend all workshops and take part in all learning activities through active class participation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please fax the completed application to (310) 772-7626.**