



## 2016 NOMINATION PACKAGE

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### THE NOMINATION PROCESS

To nominate a candidate, please submit a nomination package, which includes a **nomination form** and **recommendation letter** to CAUSE by **Friday, January 29, 2016**. Elected officials at the state and federal level are allowed to nominate **ONE** candidate per year. Due to competitiveness of the program, a nomination does not guarantee a candidate a spot in the program.

### ABOUT THE PROGRAM

The **CAUSE Political Institute (CPI)** is a political candidate training certificate program for high-potential professionals with seasoned leadership experience and a passion for serving the needs of the Asian Pacific American (APA) community in California.

CPI consists of skill development workshops, policy discussions, seminars, and group work among various other activities. Training sessions and activities are led by a unique array of politicians, political and campaign experts, and various other training professionals. Participants complete the program more informed of the issues most pressing to APAs, trained with essential skills, prepared to advocate, and, most importantly—with a network and connections vital for success.

CPI is open to participants through a **nomination-only** process. Elected officials at the state and federal levels are invited to look within their networks to identify and nominate one candidate per year for the program. While this program is specifically geared towards individuals pursuing public office, the program is also highly recommended for individuals desiring community leadership roles in various capacities.

The program was co-founded by CAUSE and USC Dornsife's Jesse M. Unruh Institute of Politics in order to ensure a pipeline of political and civic leadership for the APA community.

**Duration:** 6 Months (February 2016 – July 2016)

**Time Commitment:** Must be able to commit to attending all mandatory dates. The sessions will be scheduled to fit participants' availability.

**Program Costs:** The program will be offered free of charge to the inaugural class of participants.

**CAUSE POLITICAL INSTITUTE consists of FIVE full-day training sessions.** In each session, participants will be able to self reflect on their current status to craft personal goals and work together to help each other accomplish them throughout the duration of the program. Sessions will include topics such as:

- I. **Campaigning & Political Basics 101:** Campaign law and finance, base building, and staff recruitment training provide participants with the necessities of gearing up for election.
- II. **Personal Branding & Media Engagement:** CPI participants craft their personal message and solidify the development of their personal brand. Participants refine public speaking and debate skills to communicate their brand in culturally competent and resonating ways. The class also



learns the nuances of mainstream and ethnic media and the various methods of media engagement. Each participant gains insight on how to best leverage media relationships through various means including (but not limited to): print media, broadcasts, and social media.

**III. Policy Roundtables & Platforms:** CPI participants develop and refine their platform positions on key issue areas most pressing to APAs. Workshops are structured in a way to show participants how interconnected politics really is and how each policy decision impacts the entire scene of California. Focus issue areas include: municipal and urban planning, K-12 education, higher education, economic development, infrastructure and transportation, health and human services, and environmental and natural resources.

**IV. Staying in Touch with the Community & Life Post-Elections:** Participants are provided with valuable insight on the process of adjusting to life post-election. The session is designed to help participants learn how to keep a pulse on the community without losing sight of the daily responsibilities and challenges of being an elected official. Participants are taught to keep a grasp on maintaining a support base of staff and community following as well as the importance of work-life balance and personal care.

\* **Note:** Optional advanced workshops on ethics and budget finance will also be incorporated into the program.

**This six-month program will enhance and develop:**

- Fundraising Strategies
- Base Building
- Personal Branding
- A greater understanding of the APA electorate
- Media Engagement
- Political issue awareness and civic engagement
- Public speaking and debate skills
- Connections to reputable civic leaders

**PARTICIPANT QUALIFICATIONS**

- Must be nominated by an elected official at the state or federal level
- Has recognizable community leadership experience
- Able to attend and actively participate in all mandatory sessions and events

**THE SELECTION PROCESS**

Participants will be selected based on their demonstrated leadership abilities, experience in public service, and additional community involvement. All submitted materials will be carefully reviewed by the CPI Selection Committee.

**ABOUT CAUSE**

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Founded in 1993, Center for Asian Americans United for Self Empowerment (CAUSE), is a 501(c)(3) nonprofit, non-partisan organization with a mission to advance the political empowerment of the Asian Pacific American (APA) community through voter registration and education, community outreach, and leadership development.



## FORM A: NOMINATION INFORMATION SHEET

NOMINATING OFFICIAL CONTACT INFORMATION	
Name	
Office Address	
Staff Contact Name	
Staff Contact Email	
Staff Contact Number	

PROGRAM CANDIDATE DETAILS	
Name	
Title	
Organization	
How long have you known the candidate and in what context?	

### ADDITIONAL DOCUMENT REQUIRED

Please enclose a **NOMINATION LETTER** along with this form. Because CPI aims to provide political candidate training for those seeking to with a prove track record of civic leadership and community involvement, we ask that you consider the following elements in your letter of nomination:

- Unique qualifications of the candidate
- Proven track record of community leadership experience
- Demonstrated commitment to public service
- Strong interest in pursuing public office and/or higher positions
- Passion for serving the diverse needs of the APA community

### NOMINATION CHECKLIST

#### Forms:

- FORM A: Completed Nomination Information Sheet

#### Additional Documents Required:

- Letter of Nomination
- Completed Candidate Information Package *[to be submitted by the candidate]*

Please submit the **nomination package** via email to [info@causeusa.org](mailto:info@causeusa.org) by **Friday, January 29, 2016**. The **email subject should be titled: CAUSE Political Institute**.

*Thank you for nominating a candidate and for supporting the CAUSE Political Institute!*

### OUR POLICY

It is the policy of Center for Asian Americans United for Self Empowerment (CAUSE) to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. We value your privacy. Information provided on this form is for office use only and is not shared with any outside parties.