



## **Policies and FAQs**

Congratulations on taking the first step towards applying for Leadership Monterey County, a program proudly offered by the Monterey County Business Council. We understand that you may have some inquiries about the program, and to assist you in your journey, we have prepared the following document to address the commonly asked questions by applicants and participants.

### **What does the LMC program consist of?**

The LMC program trains and develops local leaders through seminars on topical current events in Monterey County; hands-on learning in a variety of community-based venues; and interactive panels with leaders from business, government, public benefit, education and a variety of other sectors.

### **When does the program meet? What topics will be covered at each of these sessions?**

LMC sessions will be held on the following days in 2024. Please note that programs are typically scheduled on the fourth Friday of the first nine months of the program (February – October 2024), and the third Friday of November 2024. In addition, we include the proposed focus for each session but note these topics are subject to change.

February 28, 2025: Hospitality

March 28, 2025: Education

April 25, 2025: Agriculture

May 16, 2025: Government and Law (third Friday)

June 27, 2025: Infrastructure

July 25, 2025: Defense and Security

August 22, 2025: Nonprofit

September 26, 2025: South County

October 24, 2025: Art/History/Culture

November 21, 2025: Healthcare and Graduation

### **When does each day begin and end?**

Specific start and end times will vary from session to session, but in general plan for programs to start at 8 a.m. PST and conclude by 5 p.m. PST on the days and dates listed above.

**When do I receive an agenda for each session?**

Detailed agendas with times, speakers, and locations are typically emailed to LMC participants by no later than the Tuesday before the Friday program.

**Do I need to attend every session?**

We expect participants to arrange their schedules to permit them to attend each session, as outlined above. That said, circumstances sometimes force participants to miss individual sessions. If you plan to miss a session, you'll need to notify the program facilitator as soon as possible.

**How many sessions can I miss?**

You can miss up to two sessions in order to graduate from the LMC program. If you miss three or more sessions, you will not graduate with your cohort although you are welcome to attend the remaining sessions. If you attend any part of a day, we count that as "in attendance" for graduation purposes.

**Can I "make up" a session I missed in order to graduate?**

You're welcome to attend up to one session when it is offered in the subsequent program year on a space-available basis. Please note that in these instances participants are responsible for following up with LMC program staff to obtain the date, time, and locations of 2025 sessions. LMC asks individuals attending make-up sessions in 2025 to make a donation of \$250 to the Leadership Monterey County program to cover the additional costs it incurs related to your participation (we included these costs into the fee paid by participants in the 2024 program).

**Cancellation / Tuition Reimbursement policy**

We understand that unexpected events may happen during the course of the program which may force you to withdraw early. Please understand that if you must withdraw, we are not able to invite another student to join the program. The following refund schedule will apply. Withdrawal prior to first class date, 100% refund. Withdrawal after first class and before 4<sup>th</sup> class session, 50% refund. Withdrawal after the 4<sup>th</sup> class session, no refund. Thank you.

**How will we get to individual program locations?**

Participants travel together by bus to different program locations. Our base is UC MBest Center, located at 3180 Imjin Road in Marina. We board the bus there in the morning on the dates indicated above, and are dropped off there at the end of the day.

**Is there parking at UC MBest Center?**

Free parking is available at UC MBest Center, and participants typically leave their cars there for the duration of program days.

### **Can I arrange to carpool with other participants to UC MBest Center?**

Yes! You'll receive a roster of LMC participants at the beginning of the program, which will include contact information for each individual. Please use that information to reach out to fellow participants to coordinate rides. Note this list should not be shared with anyone outside the LMC program.

### **Do I have to ride on the bus?**

Yes. Traveling together by bus is an integral component of the LMC experience. It provides an opportunity to connect with your fellow participants as well as LMC program staff and board members who accompany the cohort.

### **What happens if I need to arrive at a session late or need to leave early?**

Should you need to arrive at one of our Friday sessions late or need to leave early, and therefore won't be able to ride the bus, you may drive your own car. You must notify the program facilitator that you'll be doing so. You're also responsible for arriving on time to different program sites and finding and paying for parking at each site (if necessary), the details on which will be included in the agenda for each session.

### **What's served for lunch?**

LMC typically arranges for sandwiches and beverages to be delivered to one of the program locations, for consumption on site. We do our best to honor special dietary requests, including for vegetarians.

### **Can you accommodate my special dietary requirements?**

Yes! You'll be able to choose from several lunch options, and at the same time can let us know if you have special requests so that we can share them with the lunch provider.

### **Program Expenses**

The fee to attend the program is \$2,500 per participant, which covers transportation to program venues, lunch, and other expenses associated with setting up the ten program days. These fees can be paid by the participant's employer, a sponsoring organization, or the individual participant. Limited scholarship funds are available for those highly qualified applicants who can demonstrate no other source for the funds. Tuition aid and scholarships are accessible, subject to fund availability.

The entire \$2,500 fee is due upon the acceptance of the applicant and before attending the first session.

### **Are there ways my organization can sponsor specific LMC activities?**

Yes! We offer a variety of ways organizations can financially support the LMC program. For more information on them, contact MCBC staff at (831) 216-3000 or by email at [info@mcbc.biz](mailto:info@mcbc.biz)

### **I have an idea for a future LMC program or speaker. Who should I contact to explore further this matter?**

Please share this information with the program facilitator.

**Anti-Discrimination Statement**

Leadership Monterey County does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Please note that individuals with a felony conviction are not eligible to apply.

I have thoroughly reviewed the document mentioned above and hereby acknowledge my commitment to adhere to the policies and procedures it delineates.

Participant Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_