

**Please return to the Center of Community Service by
Friday, October 18th, 2013**

Part I of the application may be typed or handwritten, but Part III must be typed.

Part I – Personal Information

First Name _____ Last Name _____

E-mail address _____

Cell Phone _____ Birth Date (MM/DD/YY) ____ / ____ / ____

School/College _____ Year _____ Major(s) _____

Perm Address _____

Street Box/Apt. City State Country Zip Code

Emergency Contact _____ Relationship _____

Phone 1 _____ Phone 2 _____

Insurance Company: _____ Policy #: _____

Please list any allergies, special needs, or dietary restrictions (vegetarian, etc.): _____

Will you be 21 or older AND licensed to drive by March 1st, 2014? Yes No

If yes, are you willing to take a Northeastern Student Driver clearance course through the transportation department, and be a primary driver for the program (mini-vans)? Yes No

If yes: License #: _____ State: _____

Are you on co-op during the ASB commitment period? _____ If yes, when (Fall or Spring Semester)? _____

Have you participated in ASB before? If yes, please list the years and destinations:

Have you been an ASB Team Leader before? If yes, please list the years and destinations:

Do you speak Spanish? If yes, what level: Fluent Conversational Hola/Adios/Donde esta el bano?

This application must be hand delivered to:
Northeastern University Center of Community Service
Curry Student Center Room 172
Application Deadline: Friday, October 18th at 5PM

Part II – Service Trips

- Please rank trips in order of preference (1 for your 1st choice, 2 for your 2nd choice, etc.). For more information on trips, please see attached descriptions. Volunteers will be selected and placed based on their applications and trip choices.
- When ranking trips, please keep in mind that you will *only be placed on a trip that you rank*. If there is a trip you do not want to participate in, **do not rank it**. We will not place you on a trip you do not rank!
- Volunteers will be assigned to trips by the staff of the Center of Community Service.
- While some of the organizations we partner with have a religious foundation, volunteers will not be engaging in any religious activities and will only be supporting the social services side of the organization.

Affordable Housing:

___ Rebuilding Together Acadiana (Lafayette, Louisiana)

___ Rebuilding Together Kiamichi Country (Wilburton, Oklahoma)

Community Development:

___ Tandana Foundation (Quito, Ecuador)

Children:

___ Peaceable Kingdom Retreat (Killeen, Texas)

___ Outreach360 (Jinotega, Nicaragua)

___ Outreach360 (Monte Cristi, Dominican Republic)

Environment:

___ American Hiking Society (Delaplane, Virginia)

___ Everglades National Park (Homestead, Florida)

___ Plenitud (Las Marias, Puerto Rico)

___ The Nature Conservancy (Portland, Oregon)

Animal Rescue:

___ Best Friends Animal Society (Kanab, Utah)

___ Possumwood Acres Wildlife Sanctuary

(Hubert, North Carolina)

___ Lemur Conservation Foundation (Myakka City, Florida)

Local/Low-cost Trip

___ Maine Organic Farmers and Gardeners Association (Unity, Maine)

Department-Sponsored Trips

___ Tandana Foundation (Quito, Ecuador) – **HONORS PROGRAM**

___ R.A.W. Tours (San Marcos de Tarrazu, Costa Rica) – **UNIVERSITY SCHOLARS**

___ Living Lands & Waters (Memphis, Tennessee) - **BIOLOGY**

- **Be aware that trips and/or activities are subject to change, and may not end up exactly as described in this application. Our partner organizations do their absolute best to accommodate us, but we are volunteering to serve *their* needs. If their needs change, we ask you to be flexible and embrace the adventurous spirit that drew you to apply for this program. Unfortunately, we cannot provide refunds due to changes in trip locations, partner organizations or service activities.**

Part III – Experience

Please answer the following questions. Please limit your answers to a total of two typed pages.

1. What attracted you to the Alternative Spring Break (ASB) Program?
2. What skills or characteristics do you possess which make you a good candidate for the program?
3. Please reflect on a memorable experience you have had while volunteering.

Volunteer Responsibilities

- Be available for ALL program dates (the week of Alternative Spring Break, Saturday, March 1st—Saturday, March 8th, 2014).
- Attend all pre-trip meetings with your team.
- Represent Northeastern University and the Center of Community Service by following the Northeastern Student Code of Conduct.
- Participate in all group activities, ***including daily reflections*** during the trip.
- Assist with plans for the post-break celebration and Expo event, including the creation of a tri-fold display.
- Abide by rules and guidelines set by Northeastern University and the Center of Community Service – this includes the zero-tolerance, substance-free policy of the program. **If you consume alcohol or any illegal substance at any point during the trip, you will be escorted to the airport and sent home at your own expense. The incident will be reported to OSCCR.**
- Participate in Alternative Spring Break with an open mind, and be flexible and service-oriented when working with your host organization.

Part IV – Certification of Eligibility

Please read and sign below:

- I certify that the information provided herein is true and my own.
- I have read the Volunteer Responsibilities section above and understand the responsibilities and commitments of the program.
- I have read and understand the program fee, payment requirement, and refund policy for Alternative Spring Break. **I understand that the program fee is non-refundable.**
- I agree not to schedule or plan any other events or programs during the week of Alternative Spring Break, Saturday, March 1st - Saturday, March 8th, 2014.
- I certify that I am currently an undergraduate or graduate student at Northeastern University.
- I give permission to the Center of Community Service (CCS) to share my name and contact information with my ASB team members.
- I give permission to the CCS to share my personal information with any CCS staff who are designated Emergency Points of Contact for Alternative Spring Break.
- I give permission to the CCS to share my information with other University departments in order to verify my eligibility to participate in this program.
- I am mentally and physically fit to travel and to engage in community service activities, which may include strenuous physical labor.
- I know of no reason why I would be ineligible to participate in Alternative Spring Breaks.

Signature

Date

Program Fee and Payment Information

The fee to participate in ASB includes: flights, transportation costs between campus and Logan airport, ground transportation at site, housing, meals, site fees and entry/exit fees (where applicable).

Fees are still being finalized for this year – we have given our closest possible estimate of the 2014 fee below. If you are offered a place in the program, we will tell you the final program fee at that time.

ESTIMATED ASB 2014 Team Leader Fees are:

Local Trip Program Fee: \$400

Domestic Trip Program Fee: \$1090

Global Trip (including Puerto Rico) Program Fee: \$1990

Payment Timeline:

ASB requires a **non-refundable** 50% deposit by November 1st, 2013 in order to secure your place on a trip. The deposit will go towards your overall fee. The remainder of the fee is due by January 10th, 2014. **If you miss either fee deadline, you will be removed from the program.**

- November 1st, 2013 –Program Deposit Due (1/2 due)
- January 10th, 2014 – Final Program Fee Due

Payment Options:

We will accept CHECK or MONEY ORDER made payable to “NORTHEASTERN UNIVERSITY” with “ASB” in the memo line. Please deliver to the CCS office (172 CSC).

Fees may also be paid online by going to <https://commerce.cashnet.com/AlternativeSpringBreak2014> and following the prompts.

WE CANNOT ACCEPT CASH.

****ALL PAYMENTS ARE NON-REFUNDABLE (NO REFUNDS)****

Application Checklist

_____ Read the Volunteer Responsibilities on page 3.

_____ Rank trips (only trips you are willing to be placed on!) on page 2.

_____ Complete the application, answering ALL questions (pages 1-4).

_____ Attach a copy of your resume to the application.

For pointers on resumes, visit the Office of Career Services at 202 Stearns or

<http://www.northeastern.edu/careerservices/wp-content/uploads/2012/11/2010-Resume-Writing.pdf>

_____ Sign the Certification of Eligibility on page 4.

_____ Hand-deliver your application no later than Friday, October 18th at 5 PM to the Center of Community Service, 172 Curry Student Center.

Service Trip Information

Affordable Housing

Rebuilding Together Acadiana (Lafayette, Louisiana) - RTA is a local affiliate of Rebuilding Together, Inc. (<http://www.rebuildingtogether.org/>). Since 1988, Rebuilding Together has worked towards fulfilling its mission to revitalize the homes of elderly, disabled, first responder, and single guardian low-income individuals and families. As a volunteer at RTA, you will be a part of a nation-wide movement to enable homeowners to live in warmth, safety and independence. RTA works to positively impact and transform communities through large and small scale projects, specifically by building wheelchair ramps for homes.

Rebuilding Together Kiamichi Country (Wilburton, Oklahoma) - RTKC is a local affiliate of Rebuilding Together, Inc. (<http://www.rebuildingtogether.org/>). The Veterans Colony in Wilburton, OK is a small community where many of the residents are elderly or disabled. The Rebuilding Together, Kiamichi Country affiliate was established here to help alleviate some of the maintenance work that has become very difficult for the community to complete on its own. Past groups at this site have demolished a run-down shed, and helped install a permanent heating system.

Children

Peaceable Kingdom Retreat (Killeen, Texas) – Volunteers will partner with Peaceable Kingdom Retreat (www.peaceablekingdomretreat.com), a place where children with special needs and chronic illnesses can celebrate the health-giving benefits of nature. PKRC has successfully been benefiting special lives for over 20 years through great adaptive programs and a first class facility. A great staff, supportive donors, about 4000 special kiddos, families, volunteers, friends and many others make PKRC a place where children can celebrate living. Volunteer tasks include assisting with classes or retreats, cleaning, gardening, landscaping, Eagle Scout projects, and administrative tasks.

Outreach 360 (Monte Cristi, Dominican Republic OR Jinotega, Nicaragua) - Volunteers will partner with Outreach360 (www.outreach360.org), formerly known as Orphanage Outreach. The mission of Outreach360 is to “release the hero within” and provide opportunities to orphaned, abandoned, and disadvantaged children. Volunteers will work in the Neighborhood Learning Center teaching basic English conversational classes, as well as literacy skills, in addition to other projects as needed.

Community Development

Tandana (Quito, Ecuador) - Volunteers will serve with The Tandana Foundation (www.tandanafoundation.org), a nonprofit organization that offers cross-cultural volunteer opportunities, scholarships and funding for small community projects in highland Ecuador. Volunteers may help villagers replace inadequate drinking water pipes or paint their community center, harvest corn and use its flour to bake bread, play games with schoolchildren and teach English to villagers. **There is a group reserved for Honors students only, in addition to a traditional ASB team for this location this year. The two groups will be staying in different locations and working on different projects. Please only rank the Honors trip if you are in the Honors Program.*

Social Justice

R.A.W Tours (San Marcos de Tarrazu, Costa Rica) – Partnering with R.A.W Tours (www.rawtours.org), your time in San Marcos will give you a first-hand look at the inner workings of the fair trade coffee initiatives in Costa Rica. In general, fair trade coffee is purchased directly from the growers to promote healthier and better working conditions for the collectors and educate farmers on best practices for soil conservation and sustainable harvesting. Volunteers will get immersed in the coffee culture; visiting several local coffee farms and experience all aspects of the growing, harvesting, and milling process. You will work side by side actual workers in all phases of the coffee manufacturing process – out in the fields, taste testing, on the treatment and harvesting lines, and finally, quality control, distribution and marketing. Other potential activities include a local cooking class with community farmers, helping the recycling center, working with local schools on community service projects, or participating in projects with the developments association of Tarrazu. **Please only rank this trip if you are in the University Scholars Program.*

Service Trip Information

Environment

American Hiking Society (Delaplane, Virginia) – Volunteers will travel to The Sky Meadows State Park (www.americanhiking.org) to convert two existing trails from single path equestrian to multi-use trails. This will include trail widening to meet multi-use trail standards, trail contouring, trailblazing, and sign installation. A possible additional project if time permits is the development of a backcountry picnic area. The backcountry picnic area will include four mulched pads, picnic tables and grills at each pad, and several hitching posts. **Volunteers will be required to hike a total of 3 miles to and from the work site daily. Due to the physically strenuous nature of this trip, please consider your personal physical limitations before ranking this trip as a preference.**

Everglades National Park (Homestead, Florida) – Volunteers will partner with the Everglades National Park (www.nps.gov/ever), the largest subtropical wilderness in the United States. Service will be based around the sustainment of the national and historic sites. Possible projects include invasive species removal, cleaning up mangrove forests in Biscayne National Park, trash pickup, revitalizing the visitors' center and experiencing wildlife in its naturally protected setting.

Living Lands & Waters (Memphis, Tennessee) - Volunteers will traverse the Mississippi River both on foot and in boats while working with the Living Lands & Waters (www.livinglandsandwaters.org) crew and other college students to remove debris (tires, appliances, barrels, etc.) that is polluting rivers and impairing the habitat of indigenous fish, birds, and wildlife. Look for a video on Youtube that compiles samples of past work with LL&W. **This trip is co-sponsored by the Biology Department and volunteers will participate in an additional biology-related activity before and/or on the trip.**

Plenitud (Las Marias, Puerto Rico) – Volunteers will travel to the Plenitud farm (www.plenitudpr.org) to have a cultural immersion while completing service work. Some examples of service activities include: developing and improving the infrastructure at our teaching center (road maintenance, painting, fence-building, etc.); working with food production (work in the green house, weeding and planting garden beds, clearing new areas for planting, harvesting and washing crops, etc.); working with natural building projects (natural plastering, building with alternative building techniques such as super adobe and rammed earth); and community outreach projects (community gardens, school gardens, and misc. agricultural projects).

The Nature Conservancy (Portland, Oregon) – The Nature Conservancy (www.nature.org) works to preserve and protect lands and waters that animals and plants need to survive for today, and for tomorrow. Volunteers may work on a variety of projects ranging from invasive species removal, tree planting, trail maintenance, trash removal, and other needs that the Nature Conservancy has at the time.

Animal Rescue

Best Friends Animal Society (Kanab, Utah) – Volunteers will partner with Best Friends Animal Society (www.bestfriends.org), a unique animal rescue organization dedicated to providing care and homes to a variety of animals. Volunteers will serve at their sanctuary in Utah and have the opportunity to work with cats, dogs, pigs, horses, bunnies, birds, and other animals. Projects may include cleaning, facilities improvement and animal socialization.

Possumwood Acres Wildlife Sanctuary (Hubert, North Carolina) – At PAWS (www.possumwoodacres.org), volunteers will complete a variety of tasks both working directly with the animals in need of care, and also with various landscaping/cleaning projects as needed around the facility. Volunteers may also help out with educational programs as tour guides, assistants, and other roles that help the PAWS staff out greatly!

Lemur Conservation Foundation (Myakka City, Florida) – Volunteers will work on a variety of service projects while at the Myakka City Reserve (www.lemurreserve.org) ranging from planting trees, gardening, trail maintenance and forest management, creating enrichment items and toys for the lemurs, animal care, painting and other construction projects, and assisting with office duties.

Local/Low-cost Trip

Maine Organic Farmers and Growers Association (Unity, Maine) - Volunteers with MOFGA (www.mofga.org) will learn about organic growing practices and procedures while helping out with a variety of projects. Some tasks could include: painting, light carpentry, seeding, greenhouse work, administrative tasks, and more. Unity is just over a 3-hour drive from Boston.

General FAQs

What are the dates for Alternative Spring Break?

This year's Alternative Spring Break (ASB) program will take place during the week of Saturday, March 1st—Saturday, March 8th, 2014.

How many students are on each team?

Teams are typically comprised of 2 undergraduate Team Leaders, 9 student volunteers and 1 Faculty/Staff University Representative, but the number of student volunteers may vary slightly in on some trips.

What is the Substance-Free Policy?

No participants are permitted to consume alcohol or drugs at any time on an ASB trip regardless of age or laws in the host site country. The policy is zero-tolerance, meaning violators will be escorted to the airport IMMEDIATELY, and sent back to Boston at their own expense. The incident will be reported to OSCCR.

How do volunteers travel to their destinations?

Most trips will fly to their destination, leaving from and returning to Logan International Airport. All teams will travel as a group leaving on Saturday, March 1st and returning on Saturday, March 8th. Some trips may depart on Friday, February 28th or Sunday, March 2nd, if necessary. Once on-site, ground transportation will be provided. For domestic trips, rental vehicles will be used for each trip. The program will be asking team members over the age of 21 to volunteer to serve as drivers. Global trips will have their transportation coordinated by the host organization.

Where do volunteers stay during the trip?

Housing conditions **will be rustic!** Volunteers will stay in modest housing at community centers, local churches, hostels or camp facilities. All volunteers will need to plan to bring bedding or a sleeping bag. Team Leaders will provide more detailed packing lists prior to departure.

What type of service should I be prepared for and do I need to have previous experience?

Service projects vary by site, but can range from painting and building, clearing trails, or working with youth. See trip list for more details. NO previous experience is needed to participate in Alternative Spring Break. Exact project details are usually not available until immediately before your trip and we ask all volunteers to be flexible. Due to the dynamic nature of community service organizations, last minute changes may occur. We ask volunteers to accommodate the communities' fluctuating needs. Withdrawal from the trip due to changes to trips/service activities **will not lead to a fee refund.**

What is the application process for Team Leaders?

Team Leader applications are due on **Friday, October 11th at 5 PM.** Candidates will then participate in a Group Interview process. A selection committee comprised of staff from the Center of Community Service will select and place Team Leaders based on their application and interview.

How are volunteers selected and placed onto trips?

Volunteer applications are due on **Friday, October 18th at 5pm.** The Center of Community Service reviews all applications and students are selected and placed onto trips based on their application and trip rankings. Best efforts are made to provide volunteers with one of their highly ranked choices, however, first choices cannot be guaranteed.

What if I am on co-op, can I still participate in ASB?

Yes! Every year, the Center of Community Service has had students that were on co-op participate. However, it is important for each student to consider his or her schedule and the time commitments required for Alternative Spring Break. We recommend that volunteers on co-op consult with their employer (or future employer) to ensure that ASB will not interfere with their work.

Where can I find more information?

For any and all information regarding ASB, visit:

www.northeastern.edu/communityservice

www.facebook.com/northeasternasb

www.twitter.com/asbnortheastern

Financial FAQs

What is the program fee to participate in ASB and what does it cover?

The program fee covers all transportation, entry/exit taxes where applicable, housing, meals (on-site, but not during travel), materials and supplies. **Fees are still being finalized for this year – we have given our closest possible estimate of the 2014 fee on page 5. If you are offered a place in the program, we will tell you the final program fee at that time.**

What expenses are NOT included in the program fee?

Not covered are passport fees (if needed), any medical tests or background checks the host site may require, medical expenses incurred during the trip, souvenirs, social excursions, and checked bag fees if they apply and participant chooses to check a piece of luggage.

Why are some trips the same price and others more expensive?

The program fee is the same for all regular domestic trips and more expensive for global trips. Differences in price are directly related to differences in costs and global trips are more expensive because of their higher flight costs. We select trips with costs in mind and make sure that trips are all similar in price. This year we are offering a “local” trip that will have lower costs, as it does not require airfare.

Why is the program fee non-refundable?

The decision to participate in the Alternative Spring Break (ASB) program involves an investment of money and requires a commitment on the part of the volunteer to fully prepare in order to experience the program's full benefits. Anyone interested in participating in the program is urged to plan carefully and to be completely familiar with the withdrawal policies before applying. The ASB refund policies supersede Northeastern University's on-campus refund policies.

The reason that the program fee is non-refundable is because program fees are used to pay for non-recoverable expenses. An expense becomes non-recoverable when it has already been paid out to a vendor. Non-recoverable expenses vary by individual trip and may include, but are not limited to: airfare, housing, transportation, and administrative fees.

Is it really non-refundable?

Yes.

If I fundraise more than the amount of deposits I have already made, can I get a refund?

No. Once the University has processed funds for a volunteer's trip we are unable to refund any amount in excess of the program fee. To avoid this, participants are encouraged to begin fundraising early and pay attention to the e-mails they will receive from the Center of Community Service stating their program fee balance before each payment due date. Participants may also contact the Center of Community Service at any time during business hours to request an update on their balance.

How much money can I raise by fundraising?

In the past, students have been able to fundraise the entire amount of their program fee. In general, the more effort a student puts into fundraising, the more money they are able to raise. The Center of Community Service will advise any group seeking to do fundraisers and students are strongly encourage to do their own individual fundraising with letter writing campaigns.

When are payments due?

The first payment of half the program fee will be due November 1st and the remaining balance will be due January 10th.