Rebuilding Santa Fe, New Mexico

ALTERNATIVE SPRING BREAK
APPLICATION 2019

Sunday, March 10 to Saturday, March 16

“Be the change you want to see in the world.”
Mahatma Gandhi

This spring YOU can:
• Build a house with Habitat for Humanity
• Learn how communities support one another
• Meet organizers working to rebuild their community
Alternative Spring Break Trip 2019

Thank you for your interest in Montgomery College’s Alternative Spring Break (ASB) Trip. This spring break we will be traveling to Santa Fe, New Mexico to work with Habitat for Humanity building homes to support low-income families to build simple, decent, and affordable housing in the Santa Fe area.

Santa Fe Area Habitat for Humanity, an affiliate of Habitat for Humanity International, has been helping low-income families build and own their own homes since 1990. Habitat for Humanity International is a nonprofit, ecumenical Christian housing ministry that seeks to eliminate poverty housing and homelessness from the world, and to make decent shelter a matter of conscience and action. Habitat invites people of all backgrounds, races and religions to build houses together in partnership with families in need.

This will be MC’s twelfth trip volunteering with Habitat for Humanity for the Alternative Spring Break. We are fortunate to be working with an experienced, well run organization and to be offered some funding for transportation and other expenses by generous donors in our community. The student cost of the trip is $250. This will cover all necessary expenses for the week long ASB trip. There are some opportunities for scholarships and all students will be asked to help with fundraising.

For this trip, members of the ASB team will fly to Albuquerque, New Mexico, and drive the remaining distance to Santa Fe, New Mexico. The majority of the week will be spent on the construction site, building homes with Habitat. ASB housing is rustic, sleeping bag style at a church and students will all assist with the preparation of meals. Time not spent on the construction site may include trainings, community tours, and other activities, social or educational.

Please review and complete the application materials very carefully. This packet is due on or before 4:30 p.m./noon, Monday, November 19, 2018 to one of the staff member in the Student Life Office listed below.

If you have any questions about the trip, application procedures, or deadlines, please contact us.

Joan LeFever  
Student Life Office, SA113C  
Germantown Campus  
240-567-7701, Joan.lefever@montgomerycollege.edu

Nik Sushka  
Student Life Office, CC005D  
Rockville Campus  
240-567-5261, Nik.sushka@montgomerycollege.edu

Dr. Lucy Vitaliti  
Student Life Office, ST226  
Takoma Park/Silver Spring Campus  
240-567-1527, Lucy.vitaliti@montgomerycollege.edu
Alternative Spring Break (ABS) Policies and Procedures

Selection Process
To receive full consideration participants must:

- Be 18 years old by March 9, 2019.
- Have and maintain a minimum 2.0 GPA (as a currently enrolled MC student).
- Will be enrolled in the 2019 Spring semester
- Be free of any MC campus disciplinary actions and demonstrate a willingness to abide by the MC Student Code of Conduct and all ASB rules.
- Complete all portions of the application.
- Submit the completed application packet to your campus Student Life Office no later than 4:30 pm, Monday, November 19, 2018
- Finalists for the ASB trip must complete an interview with the Student Life Office (Monday, November 26 - Friday, November 30, 2018). (Interviews will be in person or via “Skype”)

Applicants will be notified of acceptance no later than Thursday, December 6th.

Fees
The student cost of the trip is $250. The schedule of payments is as follows.

- $100 due upon acceptance on or before Thursday, December 13, 2018
- $150 balance due on or before Friday, February 15, 2019

Scholarship Applications
Accepted participants may submit an application for up to $100 in scholarship money to support their program fee. The scholarship application must be submitted no later than Friday, February 1, 2019.

Expected Behaviors

MC Student Code of Conduct - Participants are representatives of MC and at all times must follow the regulations stipulated in the Student Code of Conduct.

Safety - Participants must adhere strictly to those policies stipulated by our site hosts and ASB facilitators throughout the trip.

Alcohol and Other Drug Free - All participants agree to remain free of alcohol or other drugs (unless as prescribed by a doctor) for the duration of the trip. Anyone who uses or possesses any of these substances during the trip will be required to leave the site immediately with one of the ASB facilitators, pay for their own transportation home, and will not be allowed to participate in future ASB programs or functions.

All transportation expenses from the site will be the responsibility of the offending participants and NO fees will be reimbursed. The use or possession of any drugs for illegal purposes is a violation of the Montgomery College Student Code of Conduct and any violation will be referred to the Deans of Student Services.

Supportive Space - ASB is intended to be a supportive and safe space. Participants are expected to open to different cultures, backgrounds, races, genders, sexual orientations, and abilities.

Health Insurance
All ASB participants are required to have health insurance. A current (within 10 years) tetanus vaccine is recommended. Please see the Student Life Office for more information or visit marylandhealthconnection.gov.

Travel
All ASB participants will meet at Baltimore-Washington International Airport (BWI) no later than 6:00a.m. on March 10th and picked up at BWI on March 19th at 3:45p.m.
ASB Meetings and Fundraising

Before:
Attendance at pre-trip meeting and events is mandatory. Participants may—for emergency reasons only—miss only one of the meeting or events.

Meeting - A pre-trip meeting will take place on Wednesday, January 30, 2019, from 3:00 - 5:00pm. Location: Germantown Campus, HS011.
  Agenda items:
  - Orientation to becoming an Alternative Breaker
  - Trip policies, itinerary, packing list, etc.
  - Group fundraiser planning and letter writing
  - Previous participants Q & A

Fundraising - Participants will plan and carry out at least one fundraiser as a group to take place before ASB. In addition, participants will have to write at least 3 personal fundraising letters asking for support from family, friends, instructors, or work colleagues.

During:
Students are expected to participate in all activities coordinated by the ASB facilitators. These may include training, community tours, and other activities, social or educational. Adherence to the MC Code of Conduct and all other behaviors as stated above is expected at all times. ASB facilitators will include member of the Montgomery College staff and faculty.

After:
Following the break, you will be encouraged to participate in a post-trip reunion with your fellow Alternative Break participants. In addition, a written reflection on your experience will be submitted to the Office of Student Life. Faculty advisors will provide guidelines for this assignment. You will also be required to complete a post-trip survey.

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<th>Date</th>
<th>Event</th>
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<tr>
<td>November 19 before 4:30pm</td>
<td>Complete and submit application</td>
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<td>November 26 - November 30</td>
<td>Student interviews</td>
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<td>December 3 - December 5</td>
<td>Student Life review of applications</td>
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<td>December 6</td>
<td>Notice of Acceptance</td>
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<td>December 13</td>
<td>$100 Due</td>
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<td>January 30</td>
<td>ASB Team Meeting</td>
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<td>February 1 before 4:30pm</td>
<td>Scholarship application due</td>
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<td>February 15</td>
<td>$150 balance due</td>
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<tr>
<td>March 10</td>
<td>Depart for Santa Fe, New Mexico</td>
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<td>March 16</td>
<td>Return to MC, Germantown Campus</td>
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<td>April TBD</td>
<td>Post-trip Reunion</td>
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2019 Alternative Spring Break (ASB) Application Cover

Return Application Cover, responses to essay questions, signed Participant Responsibility Agreement, Release/Waiver of Liability, copy of driver’s license (or passport) and health insurance card (if current and available) to your campus Service-Learning Coordinator by 4:30 pm, Monday, November 19, 2018.

If you handwrite your responses, print clearly and use blue or black ink.

Name: _____________________________________________________    Date of Birth: _________________

Home Phone: _________________________________    Cell Phone: _________________________________

Address: _________________________________________________________________________________

Email: ___________________________________________________    M# ___________________________

Campus on which you take most classes: _______________________    Major: _________________________

# of semester at MC or any other institution of higher education: ____________________________________

Expected date of transfer, graduation, or completion of educational goals at MC: _______________________

List two character references (supervisor, instructor, advisor) with phone numbers and email for us to contact:

Name for Reference One: _____________________________________    Phone: ________________________
  Relationship to you: _______________________________    Email: ___________________________________

Name for Reference Two: _____________________________________    Phone: ________________________
  Relationship to you: _______________________________    Email: ___________________________________

Have you ever participated in a service-learning project? □ No   □ Yes (Please explain)

Have you ever applied for Alternative Breaks before?  □ No   □ Yes (Please explain)

Application Questions:
Answers should be 2 pages (total) or less, typed, double-spaced and stapled to your application materials.

1. Why do you want to participate in this Alternative Spring Break? Consider your previous experiences, personal values and interests, and goals as a student at Montgomery College.

2. What do you want to learn through this program?

3. Would you describe yourself as someone who works well with others? Why or Why not?

4. Describe a time in your life when you were put in an uncomfortable situation. What was the situation, and how did you resolve it?

5. Why do you think you would be a successful member of this program?

6. List community activities and organizations you are currently involved in, on or off campus.

Include a copy of the photo ID (driver’s license or passport) you plan to use at the airport and proof of health insurance or bring documents to Student Life to be copied.

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<tr>
<th>For Student Life Use</th>
<th>Time/Date Received: ________________________________</th>
<th>Part. Response Agreement</th>
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<tr>
<td>____ Application Cover</td>
<td>____ Essay Questions</td>
<td>____ Release/Waiver</td>
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<tr>
<td>____ Essay Questions</td>
<td>____ Photo ID (Drivers License/Passport)</td>
<td>____ Health Insurance Card</td>
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2019 Alternative Spring Break (ASB) Participant Responsibility Agreement

Selection
I understand that all completed applications will be reviewed for acceptance and that selections will be based upon references, essay responses, interview, and consideration of what is best for the program and group. I, hereby, permit the ASB advisors to contact Montgomery College employers and others listed for references.

Pre-ASB Meeting
As an ASB participant, I agree to respond promptly to all emails, participate fully in all pre-trip planning, and to attend a team meeting on Wednesday, January 30, 2019.

ASB Participant Policies
- I agree to remain free of alcohol and illegal substances for the duration of the trip and understand that anyone who uses or possesses any of these substances during the trip will be required to leave the site immediately and will not be allowed to participate in future ASB programs or functions. I understand that in this case all transportation expenses from the site will be my responsibility and NO fees will be reimbursed. I also understand that the incident will be referred to the Dean of Student Affairs. As a representative of Montgomery College, I agree to abide by the MC Code of Conduct at all times.
- I agree to follow all safety procedures established by Santa Fe, New Mexico Habitat for Humanity.
- I understand that I will meet the ASB group on the MC Germantown Campus and travel to and from the local airport as a group. I understand that any personal trips while on the ASB trip will not be permitted and that I will participate in all planned group activities.
- I agree to have health insurance coverage and understand that a current (within 10 years) tetanus vaccine is recommended. I will provide a copy of my health insurance card before trip departure.
- I will be 18 years of age or older by the date of departure.
- I will complete and submit all required forms within one week of notification.

Payment Policy
I understand that the cost of the trip is $250.00 and agree to the schedule of payments as follows:
- $100 due upon acceptance on or before Thursday, December 13, 2018.
- $150 balance due on or before Friday, February 15, 2019.

I understand that I will forfeit any and all payments that I have made if I withdraw from the ASB trip after December 13, 2018.

By signing below, I indicate that I have read and fully understand the policies as stated above and agree to the terms of this contract. I understand that failure to abide by these policies can result in expulsion from the trip and exclusion from all future Alternative Break programs.

Signature: ____________________________________________ Date: __________________________
Print Name: ____________________________________________
RELEASE

WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT (OFF CAMPUS ACTIVITY)

Release executed by (Name of Student-Print) to Montgomery Community College, Montgomery County, Maryland.

1. In consideration of being permitted to participate in Alternative Spring Break Trip including sites in Santa Fe, NM area, to be held during March 10 - 16, 2019 at various locations. I, the undersigned, hereby in advance RELEASE, WAIVER, FOREVER DISCHARGE, AND COVENANT NOT TO SUE Montgomery Community College, its trustees, employees, and any students acting as such (hereinafter referred to as the RELEASEES), from and against any and all liability for any harm, injury, damage, claims, actions, costs, demand and expenses of any nature whatsoever which I may have or which may hereafter accrue to me, arising out of or related to any loss, damage, or injury, including but not limited to suffering and death, that may be sustained by me, or to any property belonging to me, WHETHER CAUSED BY THE NEGLIGENCE OR CARELESSNESS OF THE RELEASEES, or otherwise, while participating in Alternative Spring Break Trip including sites in Santa Fe, NM area, or while in, on, upon, or in transit to or from the premises where the activity is being conducted.

2. I have signed the RELEASE, WAIVER, DISCHARGED AND COVENANT NOT TO SUE in full recognition and appreciation of the dangers and hazards involved in this activity, which include but are not limited Alternative Spring Break Trip including sites in Santa Fe, NM area travel and other activities. I also know that unanticipated and unexpected dangers may arise during such activities. I FURTHER UNDERSTAND THAT SERIOUS ACCIDENTS OCCASIONALLY OCCUR DURING THESE ACTIVITIES AND THAT PARTICIPANTS IN THES ACTIVITIES OCCASIONALLY SUSTAIN MORTAL OR SERIOUS PERSONAL INJURIES, AND/OR PROPERTY DAMAGE, AS A CONSEQUENCE OR PARTICIPATING IN THIS ACTIVITIES. Knowing the risks of such activities, nevertheless, I hereby agree to assume those risks and to release and hold harmless all the persons or entities mentioned above (RELEASEES) who through negligence or carelessness or otherwise might be liable to me (or my heirs or assigns) for damages.

3. I VOLUNTARIALLY PARTICIPATE IN Alternative Spring Break Trip including sites in Santa Fe, NM area, AND VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING BUT NOT TIMITED SUFFERING AND/OR DEATH. Whether foreseen or unforeseen, that may be sustained by me, or any loss or damage to property owned by me, as a result of my participation in said activity or any independent research or activities taken as an adjunct thereto, including but not limited to instructions, training, and incidental operations, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES or otherwise. I understand and agree the RELEASEES assume no responsibilities for any injury or damage which might arise out of or in connection in any way with my participation in said activity or any independent research or other activities taken as an adjunct thereto including but not limited to instruction, training, and incidental operations.

4. I understand and agree that RELEASEES do not have medical personnel available at the location of the activity. I understand and agree that RELEASEES do not have medical personnel available at the location of the activity. I understand and agree that RELEASEES shall be subject to the terms of this agreement. I understand and agree that RELEASEES assume no responsibility for any injury or damage which might arise out of or in connection with such authorized emergency medical treatment.

5. It is my express intent that this release and hold harmless agreement shall bind the members of my family and spouse, if I am alive, and my estate heirs, administrators, personal representative, or assigns, if I am deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the above named RELEASEES. I further agree TO SAVE AND HOLD HARMLESS, IDEMNIFY AND DEFEND RELEASEES from any claim by me, or my family, arising out of my participation in Alternative Spring Break Trip including sites in Santa Fe, NM area.

6. I hereby further agree that this agreement shall be construed in accordance with the laws of the State of Maryland.

7. IN SIGNING THIS RELEASE, I ACKNOWLEDGE AND REPRESENT THAT I have fully informed myself of the contents of the forgoing Waiver of Liability and Hold Harmless Agreement by reading it before I sign it, that I understand it and that I sign this document voluntarily as my own free act and deed; no oral representation, statements or inducements, apart from the foregoing written agreement, have been made. I further state that I am at least eighteen (18) years of age and fully competent to sign this agreement, and that I execute this Release for full, adequate and complete reconsideration fully intending to be bound by same.*

8. If any terms or provision of this Agreement shall be illegal, unenforceable, or in conflict with any law governing this Agreement, the validity of the remaining portions shall not be affected thereby.

IN WITNESS THEREOF, I have executed this release on (Date) __________________________

THIS IS A RELEASE-READ BEFORE SIGNING

_________________________________________________
WITNESS Signature

_________________________________________________
STUDENT/PARTICIPANT Signature

* I also grant Montgomery College the right to use any media including me in articles for college and community publication.

** I also grant Montgomery College the right to share my contact information with other participants and coordinators of this program.