



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Albany YMCA Model United Nations 2019-2020

Welcome to Model United Nations 2019-2020! The Albany YMCA, in collaboration with California YMCA Youth & Government, is very proud to offer Model United Nations to middle school students. Model UN is a great opportunity for young teenagers to learn about the workings of the UN General Assembly, develop writing and speaking skills, and to meet other young people from across California. The following information will guide you through the registration process:

Step 1: Read the Information Packet first before filling out any documents; it will inform you of all relevant dates, costs and rules.

Step 2: Complete the Registration Packet. The documents are writable PDF's; however, you must print and sign all docs. Please make sure you complete the forms in full. In order to meet industry standards and protect your personal financial information, we require you to return the completed packet in person to the Albany YMCA (921 Kains Ave.) to be processed. Account information will be taken at that time; however, you will not be billed until November 1st unless you intend to pay by cash or check in which case the first payment will be due at the time of registration.

Step 3: The Financial Aid Packet only needs to be completed by those who are applying for financial assistance.

Enrollment will be on a first come, first served basis. The program will be capped at 30 participants.

If you have any questions regarding Model UN or the registration packet, please contact me.

Sebastian de la Rosa, Program Manager 510-525-1130 sdelarosa@ymcaeastbay.org

Information Packet:

- Welcome Letter
- Important Dates
- Explanation of Cost/Payment Schedule/Fundraising and Financial Aid Info
- Code of Conduct

Registration Packet:

- Registration and Authorization Form (due Oct 31st, must be signed)
- Waiver of Liability (due Oct 31st, must be signed)
- Code of Conduct Addendum (due Oct 31st, must be signed)
- Automatic Withdrawal Authorization (due Oct 31st, must be signed)

Financial Aid Packet

- Financial Aid/Scholarship Application (due Oct 31st)

ALBANY YMCA

921 Kains Ave, Albany, CA 94706

P 510 525 1130

www.ymcaeastbay.org/albany



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Important Dates:

October:

- 2 – First Meeting
- 16 – Parent Meeting (6:15pm @ AMS)
- 31 – Registration and Financial Aid Application Due

November:

- 1 – 1st payment due
- 27 – No Meeting – Thanksgiving Holiday

December:

- 1 – 2nd payment due
- 25 – No Meeting – Winter Break

January:

- 1 – 3rd payment due
- 1 – No Meeting – Winter Break

February:

- 1 – 4th payment due
- 19 – No Meeting – Mid-Winter Break

March:

- 1 – 5th payment due
- 4 – Parent Meeting (6:15pm @ AMS)
- 14-15 – MUN TRAINING CONFERENCE (Camp Jones Gulch)

April:

- 1 – Parent Meeting (6:15pm @ AMS)
- 8 – No Meeting – Spring Break
- 23-26 – MUN SUMMIT (Los Angeles)
- 29 – Final Meeting

NOTE: Additional events to be added as scheduled

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EXPLANATION OF COST AND PAYMENT SCHEDULE

Program Fees	\$515
Conference Travel	\$350
Summit Lodging	\$180
Program Expenditures*	\$255

Total cost to participant**	\$1300

What You Get for Your Money

- Training and Elections Conference March 14th - March 15th
- 19th Annual Model United Nations Summit April 23rd – April 26th
- Lodging, meals and use of facilities at all conferences (Training and Elections Conference and Summit)
- Travel to and from all conferences
- Staff leadership, advisors, YMCA program director and Model UN program staff
- All program materials
- YMCA meeting facilities for weekly delegation meetings
- YMCA program sweatshirt/polo shirt
- Fundraising experience

*Direct expenses cover volunteer Advisors conference and travel fees, Advisor training costs, delegation sweatshirts, meeting and conference supplies, delegation meals, and administrative costs. All indirect administration expenses are contributed by the Albany YMCA.

** Financial assistance and scholarship are available through the Albany YMCA. Fundraisers will be planned by the group.

Billing

The payment schedule (see next page) is structured so that payments are made throughout the program. All payments will be made via bank drafting or credit card. Payments will be automatically withdrawn from your bank account or charged to your credit card on the first of each month (November-March). If you prefer to pay by cash or check, each payment must be received (in full) at the Albany YMCA (921 Kains Ave.) by the first of each month. Late payments will incur a \$15.00 penalty.



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2019-2020 Payment Schedule

Date	Installment	Total Paid
November 1	\$260.00	\$260.00
December 1	\$260.00	\$520.00
January 1	\$260.00	\$780.00
February 1	\$260.00	\$1040.00
March 1	\$260.00	\$1300.00
Total Program Fees		\$1300.00

Fundraising and Financial Aid

All delegates are expected to participate in fundraising to lower their individual expense. Money earned through fundraising is subtracted from the March payment.

Financial Assistance/Scholarship is available through the Albany YMCA and our partner organization California YMCA Youth & Government; applications are due **October 31st**. It is imperative that application forms are filled out completely (please read all instructions), returned on time and have the proper supporting documentation. Applications without proper documentation cannot be processed. All applications will be processed within one week and applicants will be notified.

We strive to ensure that everyone is able to participate. If you need to arrange special payment plans or have concerns regarding the program costs, please contact the Youth Development Director, Sebastian de la Rosa, sdelarosa@ymcaeastbay.org.



70 YEARS
INSPIRING YOUTH

CALIFORNIA YMCA YOUTH & GOVERNMENT CODE OF CONDUCT

Each participant in all California YMCA Youth & Government programs has the right to a safe environment. All participants, including, but not limited to, delegates, advisors, program volunteers, core staff, and guests, are bound by this Code of Conduct.

The YMCA's core values of Caring, Honesty, Respect, and Responsibility should be in the forefront of every delegate, advisor, volunteer and staff member's mind. We are united by the desire to learn, have fun, and become better people.

California YMCA Youth & Government reserves the right and authority to interpret, administer, and enforce the Code of Conduct and to administer any disciplinary action deemed necessary, to prescribe exceptions or accommodations thereto, and may delegate this authority as deemed necessary. Local YMCAs and/or Delegations may establish and enforce more stringent expectations for their participants so long as local rules do not conflict with or seek to diminish the standards contained in this Code of Conduct.

As a participant of California YMCA Youth & Government programs, I agree to uphold the following Code of Conduct:

1. I agree to conduct myself in an orderly and responsible manner in transit to, from, and during all Youth & Government functions. I acknowledge that my personal behavior reflects upon the program, my delegation, my local YMCA, my school, my family and myself. I am responsible for preserving the reputation of the program through responsible and professional conduct in accordance with the YMCA's Core Values.
2. I agree to wear my badge at all times when outside my assigned lodging. I shall wear my badge visibly on the front of my upper torso. I understand that altering, decorating, defacing, or swapping my badge is prohibited. I agree to be punctual and attend the entirety of all scheduled program functions, activities, meetings, and training sessions during Youth & Government conferences.
3. I agree to be punctual and attend the entirety of all scheduled program functions, activities, meetings, and training sessions during Youth & Government conferences.
4. I agree to refrain from any kind of harassment or intimidation by words, gestures, body language or other inappropriate behavior, online or in person, during any Youth & Government conference or event. Inappropriate or uninvited physical contact between any Youth & Government participants, advisors, volunteers, or guests is not allowed. Intimate/sexual behavior is inappropriate and not allowed.
5. I agree to abide by applicable State or Federal laws. I understand that any violation will be treated as such and the proper authorities may be notified.
6. I agree to treat all public and private facilities with respect and in accordance with their rules. I understand that I am legally and financially responsible for any defacing, removal, or willful damage of or to public or private property including, but not limited to the property of the state of California, fellow participants, advisors, YMCA staff, organizations, businesses, hotels, and program facilities.
7. I understand that any activity that endangers the health and safety of myself or others is prohibited. I understand that weapons of any kind and items that could cause injury or damage to participants and/or property are strictly forbidden at any Youth & Government conference or event.
8. I agree to refrain from the use, possession and/or concealment of any tobacco products, Electronic Nicotine Delivery Systems (ENDS), vape device, alcoholic beverages, or non-prescription/illegal drugs during any Y&G conference or event even if the legal age to otherwise do so, regardless of a medical doctor's prescription, or consumption of marijuana is prohibited.
9. I agree to abide by the dress code established in the Dress Code Supplement.
10. I agree to observe established hotel quiet hours and curfews. I agree not to change assigned hotel rooms without my advisor's consent. I will agree to observe the following rules regarding hotel rooms

for conferences.

- a. Model Legislature & Court: I agree not to enter any hotel room assigned to the opposite gender during training conferences unless an advisor is present in the room. At MLC Sacramento, I agree not to enter any hotel room assigned to the opposite gender unless an advisor is present in the room; or applying the "ratio rule".
 - i. Ratio Rule- Five or more participants in a hotel room where the ratio of males to females, or vice versa, is one greater or less than the other (i.e., 3 males and 2 females or 5 females and 4 males).
 - b. Model United Nations: I agree not to enter any hotel room assigned to the opposite gender during all conferences unless an advisor is present in the room.
11. I understand that if I choose to use an electronic device, that it must be set to silent and used only to enhance my experience in the program (i.e. research, communication about the program, etc.) and not to detract from my or anyone else's experience. I understand that if I choose to bring any kind of device, California YMCA Youth & Government is not responsible for any lost, stolen or damaged property.
12. I understand that I am not permitted to drive myself to or from any Youth & Government conference. Advisors seeking to drive during a conference must obtain clearance through Youth & Government. In all cases, liability is assumed by the local delegation.
13. I understand that all participants share equally in the responsibility for their actions when violations of the Code of Conduct are witnessed. I also understand that those who decide to be present when a violation occurs shall, by their own choice, be considered a participant in the violation.
14. I understand that, to ensure the safety of all participants, Y&G and delegations, reserve the right, if deemed necessary, to search baggage, rooms, and persons.
15. I understand that while at Youth & Government conferences I may not have in-person contact with anyone, including family and friends, not participating in Youth & Government without prior clearance from California YMCA and my lead advisor.
16. I understand that disregarding of any part of this Code of Conduct or deciding to behave in a manner inconsistent with the YMCA's Core Values of Caring, Honesty, Respect, and Responsibility, may negatively impact my status as a Youth & Government delegate, advisor, volunteer, participant, guest, and/or leadership candidate or applicant.

If determined appropriate by Y&G advisors or staff at the local or state level, **my actions in violation of this Code of Conduct may result in my being immediately sent home at my own expense, regardless of the time of day, and may result in the relinquishment of the opportunities afforded me by California YMCA Youth & Government programs including, but not limited to, permanent expulsion from all Youth & Government programs.**

Approved August 2, 2019