



Welcome to **Downtown Academy** *Class X*

Syllabus & Agreement

I. Program Manager Information

Downtown Fresno Partnership

Jazzmine Young, Program Manager

jazzmine@downtownfresno.org

Fresno's Leading Young Professionals

Jesse Gonzalez, Chair

jgonzalez@flypinfo.com

II. General Information

A. Class Description

Fresno's Leading Young Professionals established Downtown Academy in 2010 to answer the question: *how do we make Downtown Fresno a vibrant place to live and work?* In 2016, the Downtown Fresno Partnership and Fresno's Leading Young Professionals joined forces to make the program even bigger and better. This year, the program enters its 10th cohort with well over 200 graduating members.

So, what is Downtown Academy? Downtown Academy is a 9-month award-winning collaborative program designed to connect key business, government, and community leaders with forward-thinking young professionals to explore Downtown Fresno, how we got here, and where we're headed. Downtown Academy is exclusively offered to members of Fresno's Leading Young Professionals.

Downtown Academy received the 2016 Leadership & Management Excellence Award from the International Downtown Association and has been referred to by former Fresno mayor, Ashley Swearengin, as "one of the best programs to come out of the revitalization movement."

B. Program Goals

- A class **curriculum** that explores the complexities of urban renewal
- An overnight **field trip** to other cities to help visualize successful revitalization strategies
- Completion of **volunteer hours and a group project** that directly advances revitalization efforts
- Become a downtown **champion**, and member of a tight-knit group that supports vibrancy, innovation, advocacy, and partnerships in our downtown!

C. Program Requirements

- **FLYP Member.** Students must be members of Fresno’s Leading Young Professionals. You may sign up for membership on their website at www.flypinfo.com. Membership is \$35.
- **Completion of Volunteer Hours and Group Project.** Students will be required to complete 8 individual volunteer hours in Downtown Fresno as well as a group project.
- **Program Rules & Regulations.** Students are expected to follow all rules and expectations as outlined in the syllabus received and signed by August 17th, 2022.

D. Program Timeline and Schedule

Timeline

- June 21st, 2022 – August 8th, 2022: Application Cycle Open
- August 12th, 2022: Class X List Announced
- August 17th, 2022: Class X Agreement signed and submitted
- August 24th, 2022 – May 25th, 2023: Program
- May 25th, 2023: Graduation

Schedule

Classes take place on the second Thursday of each month from 5:30 – 9:00 pm, except Class 8 with ArtHop and graduation.

Class	Topic	Date(s)	Time
Mixer	Class X Orientation – Location TBD	Thursday, August 24 th , 2022	5:30 – 7:00 pm
Class 1	Fulton District	Thursday, September 8 th , 2022	5:30 – 9:00 pm
Class 2	Chinatown	Thursday, October 13 th , 2022	5:30 – 9:00 pm
Class 3	Overnight Field Trip – Sacramento	Saturday – Sunday, Nov 5 th – 6 th	ALL DAY
Class 4	South Stadium/ Civic Center	Thursday, December 8 th , 2022	5:30 – 9:00 pm
Class 5	Mural District	Thursday, January 12 th , 2023	5:30 – 9:00 pm
Class 6	Cultural Arts District	Thursday, February 9 th , 2023	5:30 – 9:00 pm
Class 7	Lowell District	Thursday, March 9 th , 2023	5:30 – 9:00 pm
Class 8	ArtHop	Thursday, April 6 th , 2023	5:30 – 9:00 pm
Class 9	Brewery District	Thursday, May 11 th , 2023	5:30 – 9:00 pm
Graduation	Location TBD	Thursday, May 25 th , 2023	5:30 – 9:00 pm

E. Course Format

Classes take place on the second Thursday of each month from 5:30 – 9:00 pm, or as otherwise noted above. Below is the general format of each class (subject to change). In some cases, dinner and the tour(s) will be swapped, depending on sunlight and guide schedules.

- 5:30 – 7 pm | Dinner, Announcements, Class Project Discussion
- 7 – 9 pm | Tour(s), Presentations, Speakers

III. Program Rules and Expectations

A. General Expectations

- Arrive on time to class (5:30 pm or as otherwise noted)
- Be respectful to Downtown Fresno Partnership staff, partners, and class speakers
- Represent the program as you would your workplace or educational institution

B. Attendance and Tardiness

- **Absences.** Two (2) excused absences will be granted for each student – you must notify the Program Manager no later than end of day on the Monday before class. If a student misses more than two (2) classes, they will be required to make up the time through additional volunteer hours or be dismissed from the program at the organizer’s discretion. Missing the class field trip will count for (2) absences.
- **Leaving Early.** If a student needs to leave early, you must notify the Program Manager no later than the day before class. Approval will be granted on a case-by-case basis.
- **Tardiness.** Student must notify Class Organizer of tardiness an hour before class, unless student is expected to be more than 30 minutes late. In that case, notify the day before to give class organizer time to adjust the dinner order. Students must sign-in within the first 30 minutes of each class; arriving after this time will result in an unexcused absence. It is the responsibility of a student to sign in; if a student fails to sign in (even if present), they will be considered absent.

C. Covid-19 Program Mandates

- All students will be required to follow Covid-19 mandates set by the State of California and Fresno County. To keep up to date about most active mandates visit the [County of Fresno Public Health webpage](#).
- During class tours, students will respect and follow business/ property’s Covid-19 rules and regulations (i.e. mask while in the building).

D. Volunteer Involvement (8 Hours)

Students are required to complete 8 hours of volunteer service in the Downtown Fresno area through events, non-profit organizations, faith-based groups, or businesses. Students must document all hours via email with a confirmation of participation hours from the Volunteer Coordinator to the Program Manager. Hours will be recorded by the Program Manager on the Volunteer Tracking Sheet. The deadline to complete volunteer hours is Class 9. If hours are not completed by Class 9, the student will not be eligible to graduate.

E. Group Project

Students are required to work together on a group project in the Downtown Fresno area. The type of group project will be decided during the class trip on November 6th, 2022.

F. Completion of Program

In order to complete the class, students must complete their 8 volunteer hours no later than May 2023. Additionally, students are required to attend at least 7 of the class meetings (including the field trip). Students who go over their allotted amount of absences may be able to complete additional volunteer hours to make up for absences. Eligibility to make up classes will be at the discretion of Program Managers.

IV. Payment

A. Class Payment

Participation in the program requires a non-refundable fee of \$450 by **check or cash ONLY**. This fee covers your dinner at each class, as well as travel and lodging for the overnight field trip. There are no refunds under any circumstances.

B. Payment Plan

You may pay in full \$450 (preferred) by Class 1, September 8th, 2022, or in two (2) installments of \$225 by Class 3, November 5th, 2022. If a different payment plan needs to be coordinated, an agreement needs to be communicated with Program Manager. Please make checks payable to Downtown Fresno Foundation.

C. Refunds

There are no refunds for any reason. Your class fee goes toward food, travel, admissions, and lodging throughout the entire 9-month program. Downtown Fresno Foundation pays for many of these expenses upfront, and we are charged whether you are there or not.

AGREEMENT: DOWNTOWN ACADEMY CLASS X

Please review the program syllabus and the following notes below, then sign the document. The agreement is due to the Program Manager by August 17th, 2022.

- By agreeing to participate, we expect that you will be present for all 9 classes
- Arrive on time to class (5:30 pm)
- Be respectful to Downtown Fresno Partnership staff, partners, and class speakers
- Be respectful and follow Covid-19 mandates as required
- Represent the program as you would your workplace or educational institution
- Two (2) excused absences allowed per student; late arrival may be approved on a case-by-case basis by the Program Manager; overnight field trip attendance is mandatory
- Absences and tardiness may result in dismissal/removal from the program
- The fee is \$450; you may pay in full by Class 1, or in two (2) installments by Class 3
- There are no refunds, no exceptions
- You must complete 8 hours of volunteer service in Downtown Fresno
- Have fun!

I have read the Downtown Academy Class X Program Syllabus and Agreement, and understand all the rules of this program.

STUDENT'S NAME (PRINTED): _____

STUDENT'S SIGNATURE: _____

DATE: _____

COPIES OF THIS DOCUMENT CAN BE PROVIDED BY REQUEST