



2020 FBI PITTSBURGH FIELD OFFICE CITIZENS ACADEMY GUIDELINES FOR NOMINATIONS

The FBI Citizens Academy is a stimulating nine-week program that gives business, religious, civic, and community leaders an inside look at the FBI. During the academy, students gain insight into the structure and operation of FBI field offices and resident agencies and learn the services the FBI provides to local and state law enforcement agencies. It is the goal of the FBI Citizens Academy to foster a greater understanding of the role of federal law enforcement in the community through frank discussion and education.

The next FBI Pittsburgh Field Office Citizens Academy class will be held on Wednesday evenings from 6:00-8:30 p.m., beginning Wednesday, March 11 through April 29, 2020.

Nominations for the 2020 class may be submitted by past and/or present FBI employees, Citizens Academy graduates, or any individual wishing to nominate themselves. Individuals nominated must be in good standing in the community.

Candidates must meet the following criteria:

- Be a recognized business, religious, or community leader
- Live and/or work within the division's jurisdiction
- Be at least 21 years old
- Consent to a limited background investigation, to include fingerprint checks
- Agree to attend all sessions, with no more than two excused absences

To nominate a candidate or self-nominate, please complete the below **nomination form** and provide a **narrative** stating the reasons for nomination. If you plan to nominate more than one candidate, please provide one form per nominee. Please note: The selection process is competitive, and not all nominees will be selected.

Selections of the final candidates for the 2020 class are to be determined by the field office.

At the conclusion of the program, graduates are encouraged to join their local FBI Citizens Academy Alumni Chapter for the purpose of strengthening relationships and improving understanding between the FBI and the community. Graduates, while not official spokespersons for the FBI, may be called upon to share their understanding of the role of federal law enforcement, specifically the FBI.

The deadline for nomination form submissions is Friday, January 24, 2020 at 5:00 p.m.

To submit your completed form

1. Scan/email to kwesolosky@fbi.gov or
2. Send hard copy to:
FBI Pittsburgh Field Office
Attn: Kelly Wesolosky
3311 East Carson Street
Pittsburgh, PA 15203

FBI PITTSBURGH FIELD OFFICE CITIZENS ACADEMY NOMINATION FORM 2020

I am nominating the following individual as a potential candidate for participation in the FBI Citizens Academy program.

- I am nominating myself (fill in Parts A and C only)
 I am nominating someone other than myself (fill in Parts A, B, and C)

Part A: Nominee Information (Candidate)

Enter the information of the individual you are nominating. If you're nominating yourself, please complete this section with your personal information.

Name:

First Middle Last

Mailing Address:

Street City State ZIP Code

Home Phone Work Phone

Cell Phone Email Address

Place of Employment

Position Title

Community and Professional Affiliations

FOR SELF-NOMINEES ONLY: Ethnicity and Race Identification (Optional)

The information collected in this section will be used only to focus outreach efforts to improve the diversity of the Citizens Academy program. Providing this information is voluntary, and failure to do so will have no effect on the determination of whether you meet the criteria for the FBI Citizens Academy program.

Specific Instructions: These questions are designed to identify your ethnicity and race. **Regardless of your answer to question 1, please also answer question 2.**

1. Are You Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)

- Yes No

2. Select the racial category or categories with which you most closely identify. Check all that apply.

- American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.
- Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent (e.g., Cambodia, China, India, Japan, Korea, Malaysia, the Philippine Islands, Thailand, and Vietnam).
- Black or African-American: A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Part B: Nominator Information

Leave this section blank if you are nominating yourself.

Name:

First Middle Last

Mailing Address:

Street City State ZIP Code

Home Phone Work Phone

Cell Phone Email Address

Nominator Relationship to FBI/Citizens Academy

I am a(n)

- FBI employee (past or present) Citizens Academy graduate Not Applicable

Describe the nature (professional/personal) and duration of your relationship with the nominee:

Part C: Narrative (Mandatory)

Provide a statement, not to exceed two paragraphs, describing the reasons you believe the nominee is a good candidate for the FBI Citizens Academy program. Include involvements and/or memberships in any civic, religious, business, and/or community organizations highlighting the individual's contributions to the community.

Candidate submissions will be reviewed and selected by identified FBI field office personnel.