



LEAP Programme 2024

Pilot Edition

Dear Potential Applicant,

Thank you for your interest in Capacity's LEAP Programme. You can find more information about the programme on [Capacity's website](#).

This application guide aims to help you navigate through the LEAP Application so you are able to submit an application that best describes you and your work. We are looking forward to reading your application!

Through this application, the Capacity team wants to learn the answers to four central questions: **Why you? Why LEAP? Why your venture? Why now?**

Capacity often receives applications from incredible, talented, brilliant, tenacious, and fantastic candidates! We wish we could accept every application. However, due to limited space and wanting to create a fantastic experience for each of our participants, we want to ensure that there is a good fit between the purpose of the programme, the applicant's background, and the timing.

The main reason that we reject applicants is that there is a poor fit between what the programme is offering and what needs the applicant has at this particular time.

Another frequent reason for rejection is that candidates cannot realistically commit to the programme. Our programming requires four full in-person days in Adliswil and four evening online sessions, along with a closing event (time and place TBD).

You have to continue to work on your individual self-employment project at least 8 hours a week outside of meeting times. If you are unable to do this, regardless of how amazing you are, you would not be a good match for the program. [Make sure you have the time, energy, and focus to commit to the programme fully](#). If this is not possible right now, we invite you to re-apply in the future, when your availability is better aligned.

An application is strong when it clearly answers the following questions:

Why YOU? - Why are you personally and professionally a great match for Capacity?

Why LEAP? - Of all the programs, opportunities, and ways to spend your time, why would participating in LEAP be the best next step for you?

Why your Venture? - How would your self-employment idea benefit from the programming provided by LEAP?

Why NOW? - What characteristics of where you are today and where your venture is today make LEAP the best next step? Can you commit to fully participating in the program and giving it your undivided attention?

In addition to multiple choice and short text answers, there are 7 short written questions. For these, you should aim to write between 50-250 words. Feel free to copy these to another document to draft and develop, and then paste your answers into the application when you are ready to submit.

Short written questions

- Please briefly describe why you are applying to LEAP (no more than 150 words)
- What are your aspirations and desires for your professional future? Where do you see yourself in 5 years? (e.g. plan to stay in CH long-term/attain stability; integration vs. plan to relocate; run your own business vs. join a corporation/foundation, etc.)
- Why did you start your self-employment journey? (50-150 words)
- Please describe in detail your product, service or sociocultural initiative that you would like to further develop. This information will remain confidential.
- What impact would you like to see your idea achieve? (50-150 words)
- How do you think Capacity can support you in your self-employment path?
- Is there anything else you'd like to tell us about yourself or project?

Page 1 - Personal Data

Most of the data on this page is needed for administrative purposes and statistical reporting.

Question 4:

There is no age limit for participation. Participants must be at least 18 years of age. In the past, the average age of Capacity program participants has been 37.

Questions 5-7:

You must reside in Switzerland for the foreseeable future to be eligible for LEAP.

Question 10

We understand that the list of choices available for this answer is limited. If the nationality/nationalities you identify with are not listed, feel free to use the "Other" box to write the place(s) with which you most identify. If you have more than 2 nationalities or need more room to explain, please feel free to use the space available in the last question (Question 40) to do so.

Question 11

We currently accept participants with the residence permits listed in the answer choices. If you have another permit, you are currently not eligible to participate in our programming.

Question 12

If you do not remember the exact date of your arrival, please input the month and year, with the first day (01) of the month to complete the date.

Question 16

In 150 words or less, answer the question of Why LEAP? Why not another opportunity (an incubator, a continuing education course, more time spent developing your venture, etc.)? Tell us exactly what makes the LEAP programme a good match for you.

Page 2 - Education and Professional Experience

In this section, we are interested in your educational background and how it contributes to the work you aim to do now. We are also interested in your professional experiences over the years and how they have led to your self-employment journey. LEAP requires candidates to have at least 3 years of work experience to participate. There is NO minimum education requirement for participation.

The LEAP program welcomes both: participants receiving social benefits/insurances and those who are not. Candidates receiving benefits may be prioritised for participation in LEAP.

Question 27

Please briefly (100-200 words) describe your vision for your future and how your self-employment journey looks five years from now. Is self-employment a step towards something else for you? Or do you wish to be self-employed for a long time? Share your vision.

Page 3 - Your Idea, Business, or Non-profit

Question 28

This helps us understand your “why”. What drives and motivates you? What values guide your path?

Question 29

Please use this space to describe your individual project with which you are applying to LEAP.

Question 30

We want to know what you’re aiming to achieve or change with your self-employment. This could be the impact on you and your family and/or the impact on your customers/benefactors/clients/recipients of your programming, as well as the wider community.

Question 31

Please note that the 2024 LEAP program is for those participants whose self-employment idea is beyond the ideation phase. You should have started to develop your idea to reap the most benefits from participating in LEAP. If you are at the idea stage, we congratulate you on taking this big first step, and we invite you to apply in future years.

Question 33

Your answer should explain why you think there is a great fit between what LEAP has to offer and your venture.

Page 4 - Languages & Any additional information

In Section 4, we would like to know your linguistic background and skills. The program is conducted in both German and English. We want to make sure your language skills are appropriate for participation (we think you’d agree that it would not be a good use of your time to attend a program where you can’t understand the content).

Here, we also offer the last question:

Question 40

Is there anything else you'd like to tell us about yourself or your project?

You can clarify any of your other answers in this space or tell us something important to you that we’ve forgotten to ask. This question is optional.

Thank you for your time and for your willingness to learn with us! We look forward to receiving your application.