In partnership with the Corporation for National and Community Service (CNCS), we are pleased to announce the availability of AmeriCorps VISTA awards to support the 2017-2018 Rochester Youth Year service year. We invite your organization to apply.

The **Rochester Youth Year (RYY) Fellowship** is an AmeriCorps VISTA-sponsored program that places recent graduates of Rochester area colleges with community-based organizations for one year to create or expand initiatives that that alleviate the effects of poverty on youth, strengthen communities, and promote civic engagement and community-centered leadership. Fellows can be invaluable resources in the development and implementation of new projects and increase the capacity of your organization to more efficiently meet its goals and advance its mission. VISTA members recruit and mobilize volunteers, leverage resources, create databases, develop research-based and culturally-relevant curricula, establish systems for community engagement, expand community partnerships, and more. Priority is given to projects that focus on education, healthy futures, or economic opportunity. For more information, please visit: www.youthyear.org

Since its inception, **94 Rochester Youth Year Fellows** participated in a year of service at **52** different community partner organizations. In the eight years since Rochester Youth Year became an AmeriCorps VISTA program, service members have mobilized over **7,850 community volunteers**, who in turn have logged almost **90,000** hours of service. Rochester Youth Year Fellows have generated over **$1,700,000 of cash and in-kind resources** for projects in the community. Most importantly, youth have been engaged as an essential asset to improve their communities, whether through service learning, youth entrepreneurship, health promotion, or creative expression.

If you are interested in hosting a Rochester Youth Year Fellow, please submit a brief letter of intent to Abigail Deacon (adeacon@ur.rochester.edu) by *Friday, January 13th*. This notice is non-binding and, if submitted, will better enable our team to provide guidance on the application process. Final project proposals are due by *11:59PM Sunday, February 12th* and will be submitted online here: http://bit.do/ryyprojectproposal.

If you have any questions, please contact Abigail Deacon at adeacon@ur.rochester.edu or 585-275-5957.

Sincerely,

Glenn C. Cerosaletti, Assistant Dean and Director   Abigail Deacon, Assistant Director
Rochester Center for Community Leadership   Rochester Center for Community Leadership

Rochester Youth Year AmeriCorps VISTA

2017-2018 Project Proposal Application

Application deadline:
11:59PM Sunday, February 12th, 2017

Application Instructions

1. Review all application questions and supplementary materials.
2. Prepare Narrative section (3A – 3E) in one comprehensive document.
3. Prepare a VISTA Assignment Description using the Word template provided.
4. Apply online at: http://bit.do/ryyprojectproposal
   a. Submit sections 1 and 2 of this application directly through the online form.
   b. Submit sections 3-5 as PDF attachments through the online form.

We encourage you to clear up any concerns you have <u>before</u> submission.

Any questions or concerns regarding your application, the webform, or the Rochester Youth Year program should be directed to adeacon@ur.rochester.edu.

1. AGENCY INFORMATION

Agency, contact, and supervisor information will be submitted directly online.

2. DIRECT AND IN-KIND SUPPORT

Please confirm that your organization will provide the following:

- ☐ A site supervisor who will attend the supervisor orientation program
- ☐ Daily Supervision
- ☐ A living stipend cost-share not to exceed $6,500
- ☐ An orientation to the agency and the populations it serves
- ☐ Reimburse VISTA for work-related travel expenses
- ☐ Work space and equipment
- ☐ Computer Access

3. PROJECT NARRATIVE

Please address sections A through E in one comprehensive document. To successfully complete this section, be sure to reference the supplementary information provided in this application packet.

If the project has hosted an AmeriCorps VISTA member in the past, please explain in what regard a new VISTA could build upon previous accomplishments.

A. Executive Summary

Provide a brief narrative of your proposed Rochester Youth Year project. List at least three goals of the proposed project. Please include the priority service area the project falls under *(see "Priority Service Area")*, the constituent population the RYY Fellow will work with to develop the project, and what strategies you envision the RYY Fellow implementing to achieve success. (One to two paragraphs)

B. Needs and Assets

Needs:
State, in measurable and quantifiable terms, the specific poverty-related need(s) identified by the community that the VISTA will work to address, including the approximate percentage of low-income people that will be served by your project. Please indicate how these needs were identified by your organization and how they relate to your organization's overall mission.

Please do not review general community needs, but focus on needs that will specifically be addressed by your organization and this project.

Assets:

The Rochester Youth Year Fellowship Program values asset-based models of youth development and whenever possible, will actively encourage host organizations to shift from a needs-based approach to an asset-based approach to community building. How does your organization currently incorporate asset-based models into existing youth programs? How do you envision the VISTA member will initiate or advance asset-based youth development at your organization?

C. Strengthening Communities

i. How will the VISTA member build organizational capacity for the project? Describe how this new capacity will uniquely contribute to current efforts that aim to bring youth and families out of poverty. (One paragraph)

ii. Describe how the VISTA member will actively involve the community to ensure the sustainability of the proposed project. (One paragraph)

iii. Describe how the VISTA member will collaborate with other local agencies, community groups, institutions, and government offices in order to support the proposed project. Please specifically address any collaboration with the area colleges that will be developed by the Rochester Youth Year Fellow. (One paragraph)

D. Project Management

i. List the recommended skills and qualifications that the Rochester Youth Year Fellow should possess to successfully complete the proposed project.

ii. Describe plans for daily supervision of the VISTA member, including identifying additional supervisors and what department the RYY Fellow will work with most directly.

iii. If secondary or satellite sites will host/supervise the RYY Fellow, please list the names of those organizations and describe the structure of their relationship to your organization. Also, list the names and titles of staff members who may serve as satellite site supervisors.

iv. Will the VISTA member need a vehicle for project-related travel? For what purpose? (These costs must be reimbursed by the host organization.)

v. Describe your plans for evaluating progress made on project goals and anticipated outcomes. What information will you use to demonstrate the impact of the project? How will the VISTA collect that information/data? Please also identify 3-5 of the *VISTA Performance Measures* that are most relevant to the project and set ambitious, but attainable, targets for these measures (see *AmeriCorps VISTA Standardized Performance Measures*).

E. Organizational Capacity

i. Describe any current efforts (if any) your organization and/or peer organizations are making to address the needs and assets identified in section 3B. Describe how the proposed project will complement or supplement this work.

ii. Because we are a federally funded program, Rochester Youth Year is required to comply with ADA standards. Describe how your organization is able to accommodate RYY Fellows with disabilities. A description beyond "the organization is ADA-compliant" is required.

4. VISTA Assignment Description (VAD)

Complete the VISTA Assignment Description template by listing the specific objectives for the project and the activities the VISTA member will perform to accomplish these objectives. These tasks and activities should logically relate to the overall project goals proposed in the narrative. Feel free to add additional objectives and activities as necessary. (Full-year VISTA assignments typically have 4-6 objectives.)

The VISTA Assignment Description should not include direct service activities, administrative activities, or work overtly political/religious in nature. Tasks should keep a capacity-building focus, ultimately allowing the project to become sustainable and successful even after VISTA service. Consider tasks that are focused on creating a "deliverable," such as a user manual or guide. The VAD should not include activities or duties that would otherwise be carried out by employed workers, or would supplant the hiring of, or result in the displacement of, employed workers.

We recognize that this Assignment Description is likely to change and consider it a "living document." If selected, our staff will work with your organization to develop this into a meaningful guide for the Fellow's term of service and are happy to make amendments to this throughout the year.

5. Promotional Materials (optional)

Please include any promotional materials for your agency and/or your proposed RYY project.

Notice of intent to apply is due by Friday, January 13th, 2017.
Application materials are due Sunday, February 12th, 2017.

AmeriCorps VISTA Priority Service Areas for 2017-2018

All Rochester Youth Year project proposals must fall under one of the four main themes listed below. We have identified several subcategories under each that may help to further focus and redefine your proposed project.

- Economic Opportunity
- Education
- Healthy Futures
- Veterans and Military Families

Economic Opportunity

VISTA will give priority to projects that support and/or facilitate access to services and resources that contribute to the improved economic well-being and financial security of economically disadvantaged people.

VISTA project activities should focus on the following objectives of Economic Opportunity:

- **Financial Literacy:** Improving access to services and benefits aimed at contributing to enhanced financial literacy
- **Employment:** Improving or creating job skills training programs that lead to increased employment
- **Housing:** Transitioning individuals into or helping them remain in safe, healthy, affordable housing.

Education

AmeriCorps VISTA will give priority to projects that support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged children. AmeriCorps VISTA will target new project development in communities with Title I schools, particularly those with School Improvement Grants from the U.S. Department of Education.

Projects should focus on the following objectives:

- **School readiness** for economically disadvantaged young children
- **K-12 success** in student educational and behavioral outcomes in low-achieving schools
- **Post-secondary success**.

- **STEM education programs** that will build partnerships between STEM students, faculty/staff, and community partnerships to develop long-term solutions for bolstering the number of underrepresented students who obtain STEM degrees.
- Projects that partner or work in concert with **community colleges**

Healthy Futures

The VISTA program will give priority to projects that meet health needs, including access to food resources and health care, for economically disadvantaged individuals.

Projects should support the following Healthy Futures Objectives:

- **Obesity and Food (Food Resources)**: Improving access to nutritious food to counteract hunger, particularly through inter-generational food programs.
- **Access to Health Care**: Connecting economically disadvantaged individuals to preventative and primary health care services, particularly through culturally relevant services, wrap-around support, and insurance coverage assistance.

Veterans and Military Families

AmeriCorps VISTA will support projects that focus on low-income veterans and military families as beneficiaries or enhance existing projects to better serve those populations in the following areas:

- **Economic opportunity** : employment, financial literacy, housing
- **Education**: school readiness, success in K-12 education and beyond
- **Healthy futures**: food security, access to health care.

Enhancing the capacity of organizations and programs to alleviate poverty is a core principle of the VISTA Program and a critical component of every VISTA project. In fact, the activities of VISTAs most directly relate to capacity building; therefore, a major emphasis of VISTA's programming plan this fiscal year is the implementation of performance measures to capture the results of capacity building activities associated with VISTA projects.

Table 1 (below) lists the National Performance Measures that reflect most capacity building activities performed in VISTA projects (although the list does not represent the full universe of capacity building activities). The CNCS Performance Measurements webpage also lists these Goal 3 Capacity Building Performance Measures (Outputs and Outcomes), along with definitions of key terms and data collection standards.

In FY 2017, new applicants and renewal applicants for VISTA Program support will identify in their application at least one Goal 3 Capacity Building Output and at least one Goal 3 Capacity Building Outcome that best reflect their capacity building activities.

Table 1. CNCS Strategic Plan Goal 3: Capacity Building Performance Measures Available to VISTA Sponsors

Output Performance Measures
G3-3.1 Number of community volunteers recruited by CNCS-supported organizations or national service participants
G3-3.2 Number of community volunteers managed by CNCS-supported organizations or national service participants
G3-3.4 Number of organizations that received capacity building services from CNCS-supported organizations or national service participants[1]
G3-3.5 Number of staff and community volunteers that received training (of one or more types) as a result of capacity building services provided by CNCS-supported organizations or national service participants
G3-3.6 Number of organizations that completed a community assessment identifying goals and recommendations with the assistance of CNCS-supported organizations or national service participants
G3-3.7 Hours of service contributed by community volunteers who were recruited by CNCS-supported organizations or national service participants
G3-3.8 Hours of service contributed by community volunteers who were managed by CNCS-supported organizations or national service participants

Outcome Performance Measures
G3-3.3 Number of organizations implementing three or more effective volunteer management practices as a result of capacity building services provided by CNCS-supported organizations or national service participants
G3-3.9 Number of organizations reporting that capacity building activities provided by CNCS-supported organizations or national service participants have helped to make the organization more efficient
G3-3.10 Number of organizations reporting that capacity building activities provided by CNCS-supported organizations or national service participants have helped to make the organization more effective
G3-3.11 Number of new systems and business processes (technology, performance management, training, etc.) or enhancements to existing systems and business processes put in place as a result of capacity building services provided by CNCS-supported organizations or national service participants
G3-3.13 Number of additional activities completed and/or program outputs produced by the program as a result of capacity building services provided by CNCS-supported organizations or national service participants in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families.
G3-3.14 Number of organizations that have experienced an increase in requests for their programs and services as a result of capacity building services provided by CNCS-supported organizations or national service participants
G3-3.15 Number of additional types of services offered by organizations as a result of capacity building services provided by CNCS-supported organizations or national service participants in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families.
G3-3.16. Dollar value of cash resources leveraged by CNCS-supported organizations or national service participants.
G3-3.17. Dollar value of in-kind resources leveraged by CNCS-supported organizations or national service participants.
G3-3.18. Number of new beneficiaries that received services as a result of capacity building efforts in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families.
G3-3.19. Number of new beneficiaries from one or more targeted or underserved populations (counts by target population, e.g., racial or ethnic group) that received services as a result of capacity building efforts in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families.