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 2019-2020 Rochester Youth Year service year. We invite your organization to apply.

Rochester Youth Year is a program of the Corporation for National and Community Service, the federal agency for volunteering, service, and civic engagement. CNCS engages millions of Americans in citizen service through its AmeriCorps and Senior Corps programs and leads the nation's volunteer and service efforts. In support of this mission, Rochester Youth Year places recent graduates of Rochester area colleges with community-based organizations for one year to create or expand initiatives that alleviate the effects of poverty and strengthen communities.

Rochester Youth Year AmeriCorps VISTA members 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, develop research-based and culturally-relevant curricula, improve systems, 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, **123 Rochester Youth Year Fellows** participated in a year of service at over **60** different community partner organizations. In the nine years since Rochester Youth Year became an AmeriCorps VISTA program, service members have mobilized over **7,100 community volunteers**, who in turn have logged almost **91,000** hours of service. Rochester Youth Year Fellows have generated over **$3.29 million of cash and in-kind resources** for projects in the community.

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 11th*. 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 10th* and will be submitted online here: http://bit.ly/RYYProjectProposal20192020.

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
Rochester Center for Community Leadership

Abigail Deacon
Associate Director for Civic Engagement
Rochester Center for Community Leadership

Rochester Youth Year AmeriCorps VISTA

2019-2020 Project Proposal Application

Application deadline:
11:59PM Sunday, February 10th, 2019

Application Instructions

1. Review all application questions and supplementary materials.
2. Prepare Narrative section (3A – 3E) in **one comprehensive PDF document.**
3. Prepare a VISTA Assignment Description using the template provided.
4. Apply online at: http://bit.ly/RYYProjectProposal20192020
   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 before 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:

- ☐ Daily Supervision (and attendance at supervisor orientation and other events)
- ☐ A living allowance cost-share not to exceed $6,500
- ☐ An orientation to the agency and the populations it serves
- ☐ Reimbursement 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 reference previous accomplishments and explain in what regard a new VISTA could build upon these.

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 **constituent population** the RYY VISTA will work with to develop the project, what **strategies** you envision the VISTA implementing to achieve success, how this project addresses **poverty**, and the **priority service area** the project falls under (below). (One to two paragraphs.)

Economic Opportunity: VISTA will give priority to projects that support financial literacy, job skills training or employment, and housing.

Education: VISTA will give priority to projects that support access to improved educational outcomes for economically disadvantaged children. This may include school readiness, K-12 success, or post-secondary success. STEM education programming is of particular interest.

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

B. Needs and Assets

Needs:
State, in <u>measurable</u> and <u>quantifiable</u> terms, the specific <u>poverty-related need(s)</u> 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. (One paragraph)

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

C. Strengthening Communities

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

ii. Describe how the VISTA member will actively involve the community throughout 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 area colleges. (One paragraph)

D. Project Management

i. List the recommended skills and qualifications that the Rochester Youth Year AmeriCorps VISTA member should possess to successfully complete the proposed project. (List)

ii. Describe plans for daily supervision of the VISTA member. Be sure to identify additional supervisors and what department the VISAT will work with most directly.

   a. 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, titles, and contact information of staff members who may serve as satellite site supervisors. (One paragraph)

iii. Describe your plans for evaluating progress made on project goals and anticipated outcomes. What deliverables will be created? What data will you use to demonstrate the impact of the project? How will the VISTA collect that data? Please also identify **3 *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*). Include at least one outcome and one output. List also any tangible deliverables you expect will be created by the VISTA member (user manuals, curricula, etc.) (1-2 paragraphs and list of Performance Measures)

E. Organizational Capacity

i. Describe any other 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. (1-2 paragraphs)

ii. Rochester Youth Year values accessibility, equity, and inclusion. Describe how your organization is able to accommodate VISTA members with disabilities. A description beyond "the organization is ADA-compliant" is required. (One paragraph)

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. (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. 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 elements of the VISTA project are likely to change and consider the VAD a "living document." If selected, our staff will work with your organization to develop this into a meaningful guide for service and are happy to accept amendments throughout the year.

5. Promotional Materials (optional)

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

AmeriCorps VISTA Standardized Performance Measures for 2019-2020

Several years ago, AmeriCorps VISTA developed national performance measures to assess VISTA's collective impact on communities. This performance measurement framework provides a common focal point for CNCS' work across all programs and initiatives. As such, all projects, including yours, are required to identify and report on several of these measures.

Because they need to be utilized by diverse projects across the nation, these measures may seem overly simplistic or vague. They may not best capture the work that the VISTA serving with your organization is doing. However, they do provide us with an opportunity to measure our accomplishments on both a broad and narrow scale. Any other accomplishments of the project not represented by these measures will be reflected through other reporting mechanisms.

For more information, visit the CNCS Performance Measurements webpage, which lists all performance measures, definitions of key terms, and data collection standards.

Output Performance Measures
G3-3.1 Number of community volunteers recruited by CNCS-supported organizations or national service participants – Example target: 50
G3-3.2 Number of community volunteers managed by CNCS-supported organizations or national service participants – Example target: 100
G3-3.4 Number of organizations that received capacity building services from CNCS-supported organizations or national service participants – Example target: 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 – Example target: 20
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 – Example target: 1
G3-3.7 Hours of service contributed by community volunteers who were recruited by CNCS-supported organizations or national service participants – Example target: 200
G3-3.8 Hours of service contributed by community volunteers who were managed by CNCS-supported organizations or national service participants – Example target: 400

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 – Example target: 1
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 – Example target: 1
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 – Example target: 1
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 – Example target: 10
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 – Example target: 5
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 – Example target: 1
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. – Example target: 3
G3-3.16. Dollar value of cash resources leveraged by CNCS-supported organizations or national service participants. – Example target: $5,000
G3-3.17. Dollar value of in-kind resources leveraged by CNCS-supported organizations or national service participants. – Example target: $5,000
G3-3.18. Number of new beneficiaries that received services as a result of capacity building efforts. – Example target: 200
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. – Example target: 200