

NC Hunger Corps Host Site Proposal

Thank you for your interest in serving as an NC Hunger Corps VISTA Host Site for the 2021-2022 service year.

Please complete all questions and submit your responses in order to be considered as a new or continuing NC Hunger Corps VISTA host site in 2021-2022. Proposals will be accepted on a rolling basis, however for best consideration proposals should be submitted by Friday, February 12, 2021.

More information can be found in the Request for Proposals (RFP) document available at <https://www.nccampuscompact.org/our-work/americorps-vista/>.

In addition to this Host Site Proposal online application, host site applicants should also submit the following materials by the February 12, 2021 deadline:

- 1) Host site letter of support (see RFP for a template)
- 2) Partner organization letter of support (see RFP for a template)
- 3) Host site supervisor resume
- 4) Optional: up to 3 pages of other supporting documents

The above documents should be in .PDF format and submitted via email to eodoyo@elon.edu.

We recommend you compose your responses offline, check character limits, then paste your final responses into the online form for submission. Character limit for all narrative responses is 2000 characters (with spaces).

Technical assistance is also available during the proposal period. Please send a request for technical assistance to eodoyo@elon.edu

Host Site Proposals will be accepted after the initial February 12, 2021 deadline on a rolling and case-by-case basis.

The proposal contact (preferably the host site supervisor) should enter his or her email address below. A copy of your proposal responses will be sent to the provided email address upon submission.

*** Required**

1. Email address *

Host Site Information

2. Host Site Organization Name *

3. Type of Host Site Organization *

Mark only one oval.

- Four-Year Institution Department or Program
- Two-Year Institution Department or Program
- 501c(3) Community-Based Non-Profit Organization
- Other: _____

4. If the Host Site is a Two-Year Institution, would you like to be considered for an Administrative Fee sponsorship from the NC Campus Compact - Food Lion Feeds partnership?

Mark only one oval.

- Yes
- No
- Unsure
- Other: _____

5. Is the Host Site a current member of NC Campus Compact? Member list:

<https://www.nccampuscompact.org/about-us/members/> *

Mark only one oval.

- Yes, the host site is a member.
- No, the host site is not a member.
- The host site is a community-based organization and maintains a partnership with an NC Campus Compact member institution

6. Host Site Mailing Address *

7. Host Site Website URL *

8. Proposal Contact First Name *

9. Proposal Contact Last Name *

10. Proposal Contact Title/Role *

11. Proposal Contact Email Address *

12. Proposal Contact Phone Number *

13. Is the Proposal Contact provided above anticipated to serve as the Host Site Supervisor for the VISTA? Please answer yes or no. If no, please provide the name, title, email, and phone contact for the expected host site supervisor. *

14. Briefly describe the Host Site organization, including mission, history, and current structure. *

15. Please describe any past or current experience the host site and/or expected supervisor has working with AmeriCorps or AmeriCorps VISTA members. *

16. Please indicate the type(s) of hunger-related programs or projects your NC Hunger Corps VISTA will support. Check all that apply. *

Check all that apply.

- Food Pantry (on or off campus)
- Community Garden (on or off campus)
- Food Recovery Program (Campus Kitchen Project, Food Recovery Network)
- Afterschool/Summer Feed Program
- Nutrition Education/Healthy Eating

Other: _____

17. Will the VISTA placement support projects that target veterans? *

Mark only one oval.

- Yes
- No
- Not Sure
- Other: _____

Partner Site Information

If you are a community-based organization:

*you are required to complete this section providing information on your NC Campus Compact institution partner.

If you are a college or university:

*please complete this section if the VISTA will be working with a community partner organization as a regular part of their service.

If this section does not apply to you, please continue to Section 4.

18. Type of Partner Organization

Mark only one oval.

- College or University department or program
- 501c(3) Community-based non-profit organization
- Other: _____

19. Partner Organization Name

20. Partner Organization Mailing Address

21. Partner Organization Website URL

22. Partner Contact First Name

23. Partner Contact Last Name

24. Partner Contact Title

25. Partner Contact Email

26. Partner Contact Phone Number

27. Is the Partner Contact above anticipated to serve as an adviser to the VISTA?
Select Yes or Select Other and enter the name of the anticipated Partner site adviser.

Mark only one oval.

Yes

Other: _____

28. Briefly describe the Partner Site organization, including mission, history, and current structure.

29. Please describe any past or current experience the Partner Site and/or adviser has working with AmeriCorps or AmeriCorps VISTA members.

30. Briefly describe any past or present connections between the Host Site and the Partner Site or any experience working together.

31. Please provide an expected plan for the campus-community partnership for the service year. Include a description of the allocation of time and effort of the VISTA across the different service sites.

Proposal Narratives

All questions in this section are required.

32. Why does your organization want to host an NC Hunger Corps VISTA? *

33. The mission of the VISTA program is to build the capacity of organizations that work to address poverty. Please provide evidence that the Hunger Corps VISTA placement at your organization will serve low-income individuals. Evidence may include data describing program participants or describing the targeted neighborhoods/communities. Please share data that are current, objective, and specific to the population or community served. For new projects with no client or program data, explain the criteria for service and why you expect individuals experiencing poverty will benefit. Please cite sources where applicable. *

34. Please provide additional details about the project(s) or program(s) the Hunger Corps VISTA will support. Please include: 1) the goal of the project(s), 2) whether the project(s) is new or ongoing (and the history if ongoing), 3) who will be involved in the project(s) in terms of staff, volunteers, community partners, 4) who will be served by the project(s), and 5) what services and resources the project(s) will provide. Please be as specific as possible for each potential project the VISTA may support. For each potential project, please include details for 1-5 listed above. *

35. An additional Core Principle of AmeriCorps VISTA is building the capacity of organizations/programs/projects through national service. Please describe the areas in which you expect the VISTA may build capacity. For example, through volunteer recruitment and training, increasing financial resources such as cash, grants, in-kind resources, and fundraising events, or developing products such as training manuals or policy documents. *

36. NC Campus Compact works to expand and strengthen civic and community engagement at colleges and universities. How will the Hunger Corps VISTA increase opportunities for college and university students, faculty, and staff to engage with the community around food security issues and programs? *

37. How will you define success for the VISTA placement at the end of the service year? Include specific measurable goals or deliverables to the extent possible. How will you define success at the end of the service year? *

38. How do you expect to sustain the VISTA-supported projects and programs in the long run? *

Proposal Narratives - For Continuing Sites Only

All questions in this section are *required* for Continuing Sites. (New host sites should skip to the next section)

39. Please describe your VISTA project progress to date. Include progress made on 1) organizational capacity building, 2) hunger/food access/healthy eating related program/project impacts, and 3) campus-community partnership development. Please note specific accomplishments, concrete deliverables, and measureable changes in outputs or outcomes.

40. Describe any challenges you have encountered in the current service and how you plan to address these challenges in the next service year.

All questions in this section are required.

VISTA Support Narratives

- 41. What are the typical work hours and typical work week days for your organization staff. Please include if typical full time employees maintain a 40-hour work week or something different. *

- 42. Are there any periods of time throughout the calendar year that your organization is closed for an extended period of time? Please explain, including the month(s) this typically happens and the length of time the office is closed. Please also include any other extended periods of time when the site supervisor may be away from the host site and unable to provide oversight of the VISTA. *

- 43. Please describe plans for supervision and professional development for the VISTA. Include whether the host site supervisor will have the capacity to provide weekly 1-on-1 supervision with the VISTA. *

44. Please describe plans to provide the VISTA with logistical support. Specifically, address the office space planned for the VISTA and if the host site will provide the VISTA access to a computer, organizational email account, phone, and typical office supplies. *

45. Understanding the status of Covid-19 in 2021 is largely unpredictable, do you envision by July 2021 your VISTA will be serving primarily on-site, primarily remote, or a hybrid of on-site and remote service based on current/anticipated operations at your organization? *

46. Please describe plans for providing the recommended housing support to the VISTA. NC Campus Compacts asks that all host sites provide \$200-\$400/month as a rental subsidy or in-kind housing support. Once accepted as a host site, you will sign a housing support agreement also outlining your plan for support. *

47. If the VISTA will drive their own vehicle for service-related travel (other than regular daily commuting to the host site), the host site must reimburse them at the organization's standard mileage rate. Please describe anticipated VISTA travel and your current mileage reimbursement rate. *

48. Please describe any other plans for optional support of the VISTA. This could include (but is not limited to), on-campus meal plan/meal swipes, access to campus vehicle for transportation to conferences/retreats/other organizational functions, use of campus/community facilities (ex. a gym), a professional development fund or opportunities. *

49. Does your host site comply with Section 504 of the Rehabilitation Act of 1973? Please discuss any factors relevant to the success of VISTAs with disabilities at your site, including availability of transportation, housing, and accessibility of office space and partner facilities. Please provide the name, title, and contact information for the host site contact who can answer questions about Section 504 compliance. More info at: <http://www.serviceandinclusion.org/> *

50. If necessary, please provide any other information you believe is relevant to the success of your host site proposal.

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