



In partnership with the Corporation for National and Community Service (CNCS), we are pleased to announce the availability of AmeriCorps VISTA awards for the 2019 Rochester Urban Fellows summer program. We invite your organization to apply.

Rochester Urban Fellows is a 10-week summer program designed for students attending Rochester-area institutions, as well as Rochester residents who attend college outside of the region. It promotes learning about urban issues and provides valuable leadership experience through fellowships at community organizations throughout the City. Fellows work directly alongside host site staff to address community needs four days per week, when they take ownership over creating, developing, or sustaining a project. On Wednesdays, Fellows gather at the University of Rochester for seminars on urban issues and community-engaged learning activities. The 2019 summer program will run from **May 22 through July 31**. Priority will be given to projects that focus on summer learning loss, summer food programs, and substance abuse prevention.

Due to generous support from the Corporation for National and Community Service, Rochester Urban Fellows will simultaneously serve as AmeriCorps VISTA Summer Associates for the 2019 summer session. If you have hosted an Urban Fellow before, this support will not significantly change expectations or logistics of the program. Instead, Urban Fellows/AmeriCorps VISTA Summer Associates will receive a greater network of support, access to additional project-related resources, and will complete an end-of-service report that may be helpful for your organization.

If you are interested in hosting a Rochester Urban 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 **11:59 PM Sunday, February 10th** and will be submitted online here: <http://bit.ly/2019UFProjectApplication>

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

All host agencies provide a cost-share payment of \$750 for each Urban Fellow that serves. The value of the contributions from the Urban Fellows cannot be underestimated, and we sincerely hope you'll take advantage of this opportunity to develop a lasting partnership with the University of Rochester.

Sincerely,

Handwritten signature of Abigail Deacon in black ink.

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

Handwritten signature of Glenn C. Cerosaletti in black ink.

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



Rochester Urban Fellows 2019 Project Proposal Application

Application Deadline:

Received by 11:59 PM Sunday, February 10, 2019

Application Instructions

1. Review all application questions and supplementary materials.
2. Prepare a VISTA Assignment Description using the Word template provided.
3. Apply online at: <http://bit.ly/2019UFProjectApplication>
 - a. Most sections of this application will be submitted directly through the form.
 - b. The VISTA Assignment Description and project plan/rationale will be uploaded as attachments through the form.



We encourage you to clear up any questions or concerns you have *before* submission.

If you have any questions regarding the application, the web-form, or the Urban Fellows program, contact Abbie Deacon by email, adeacon@ur.rochester.edu, or by phone, (585) 275-5957.



1. Agency and Project Information

Contact information will be submitted directly online.

2. Project Narrative

A. Project Plan

We have found that successful placements tend to be those that empower the student with responsibility to advance a specific project, rather than simply assigning the Fellow an assortment of tasks as the need arises. Projects should allow the Urban Fellow to explore the community and interface directly with community members. Priority will be given to projects that focus on summer learning loss and summer food programs.

With these parameters in mind, provide a brief description of your proposed Urban Fellows project. Identify three goals you would like the Fellow to achieve, and the skills and expertise needed to attain these goals.

Note that historically, only a handful of Urban Fellows has had access to a personal vehicle. Fellows are provided with bus passes for daily transportation to and from their host site, but it is suggested that projects do not rely too heavily on personal transit. Information regarding travel requirements will be submitted directly online.

B. Rationale

State the specific poverty-related need(s) identified by the community that the Urban Fellow will work to address, including the constituency the Urban Fellow will work with to develop the project. Describe how the Urban Fellow will improve the quality of services provided by your organization and address these poverty-related needs.

IV. Urban Fellow Assignment Description

Complete the attached VISTA Assignment Description template by listing the specific objectives for the project and the project-based activities the Urban Fellow will perform to accomplish these objectives. These tasks and activities should logically relate to the overall project goals proposed in the narrative and should not include work overtly political/religious in nature. Summer VISTA assignments typically have 2-3 objectives.

We recognize that this Assignment Description may 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. We request that if changes need to be made, that we are notified as soon as possible.

V. Direct and In-Kind Support

- A site supervisor who will attend supervisor orientation and has the capacity to adequately supervise the Fellow (understanding of project, opportunity for daily supervision, etc.)
- A living stipend cost-share not to exceed \$750
- An orientation to the agency and the populations it serves
- Reimbursement for work-related travel expenses
- Work space and equipment, including computer access



VI. Promotional Materials (optional)

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