



Independent Service Project (ISP) Program Guidelines

Purpose

The purpose of the CAC AmeriCorps Independent Service Project (ISP) Program is to utilize the talents, skills, energy, creativity, and enthusiasm of serving CAC AmeriCorps Members to assist in the completion of small-scale or discrete portions of larger projects toward community development; provide an opportunity for CAC AmeriCorps Members to develop new skills, establish new connections, and gain a greater appreciation for the aspirations of communities in the Tennessee Valley; highlight and spread awareness of CAC AmeriCorps and the actual and potential positive impact its members make; and broaden the number of partnerships between community organizations.

Eligibility

Any 501(c)3 non-profit organization in good standing or local, state, or federal governmental entity whose mission aligns with those of the CAC AmeriCorps Program and whose operations are within the Tennessee Valley is eligible to submit an application to the ISP Program. Those include but are not limited to organizations addressing environmental sustainability, disaster preparedness, public safety, community capacity, quality of life, diversity and inclusion, education/mentoring, poverty alleviation, and hunger relief and healthy eating.

Allowable Scope of Projects

A proposed project may address any of the above mentioned or thematically related target areas, and, ideally, it will allow for a culmination of creative, organizational, and managerial input from the ISP team. It must be achievable within a four-month time frame, and it may be presented as 1) a community development challenge to be addressed, 2) a set of well-defined tasks leading to community improvement, or 3) a larger-scale, service day event. In each case, the project must be carried out in collaboration with appropriate supervision by the project sponsor. Some project examples include improved or added infrastructure, development of a new program, organizing an event, securing funding and/or in-kind services, or an outreach/marketing campaign.

Projects MAY NOT include voter registration drives, or other partisan/political activities, or activities that include any form of religious proselytization, though faith-based partners are encouraged to apply for projects serving the community. The process and the product are to be documented and shared with CAC AmeriCorps, and an ISP Impact Statement is to be completed and submitted.

Selection Process

Applications are to be submitted in digital form, and they will be accepted and reviewed on a rolling basis. All material will be evaluated by the CAC AmeriCorps staff and its Advisory Committee, and project approval will be based on eligibility of the organization, adherence to the allowable scope, and level and sustainability of community impact. Organizations whose project proposal has been approved will have an opportunity to present their proposals to AmeriCorps Members at an All Corps meeting, to be scheduled with the CAC AmeriCorps office. Final project acceptance will be dependent on successful recruitment and enrollment of members to satisfy the project needs.

For more information, please contact Mark Carper (mark.carper@knoxcac.org) or call the CAC AmeriCorps Office at 865-546-3500.



Independent Service Project (ISP) Program Application

Project Name:			
Name of Organization:			<input type="checkbox"/> Nonprofit <input type="checkbox"/> Government
Organization's Website:			
Contact Person:	Email:	Phone:	

Project Summary

Please include a discussion of the challenge that is to be addressed, the population that will be served, the projected impact and sustainability, the number needed for the service team and what their roles would be, and the start date and expected completion date.