

CAC AmeriCorps Community Action Fellows Program Host Site Application

Request for Proposals

CAC AmeriCorps is now accepting applications from eligible organizations* interested in hosting AmeriCorps members in our new Community Action Fellows Program (CAFP). The objective of the CAFP is to strengthen community by building capacity in our local government, non-profit and academic partners while fostering the professional development of our members.

For the sponsoring organization, the selected AmeriCorps members will provide a blend of direct and indirect services. Direct services are those activities that provide a direct and measurable benefit to an individual, group, or community, and examples may include environmental improvements, client services, tutoring/training, and disaster relief. Indirect services are capacity building activities intended to support or enhance the program delivery model; respond to the organization's goal of increasing, expanding, or enhancing services in order to address pressing community needs; and enable the organization to provide a sustained level of more or better direct services after the national service participant's term of service has ended.

The direct service provided by the AmeriCorps members will be responsive to the needs and operations of the organization, allowing for the CAFP to accommodate a broad range of community needs. In compliance with federal regulations, the associated performance measurements should be a function of the indirect services, the expected outcomes to be any combination of the following: increased effectiveness (improved ability of the organization to achieve outcomes resulting in better success rates or better quality of outcomes achieved), efficiency (improved outcomes with the same level of resources and/or improved or consistent quality of services with few resources), and scale or reach (measurable by the number of new people served, new populations served, and/or new or expanded services).

For the selected members, this will be an opportunity to acquire community development skills, increase their social capital and leadership acumen, and build equity toward continued education and professional development. They will receive initial and ongoing training specific to the respective capacity building assignments, which may include, but is not limited to, enhancing volunteer recruitment and management practices, development of communications plans, increasing social media presence and public awareness, and developing training manuals and/or programs.

The program is to be segmented during a calendar year into a semester-based rotation (fall, spring, and summer) in which the service hours of each participating AmeriCorps member will be 300 hours. A member may serve up to three terms per year and up to eleven terms for education award eligibility. The estimated partner share will be approximately \$2,000 per term, and AmeriCorps member placement will be administered through our State/National Community Action Fellows Program. The start date for this grant cycle will be August, 2021, and, to ensure full consideration, we encourage interested organizations to complete and submit the following application by **November 30th** to mark.carper@knocac.org. Please include "Community Action Fellows Program" in the subject line. Any questions regarding this program may be directed to Mark Carper (865-546-3500 ext. 1120).

CAC AmeriCorps Programs

CAC AmeriCorps, a division of the Knoxville – Knox County Community Action Committee, serves as an intermediary agency between federal and state funding agencies and eligible organizations in East Tennessee seeking the assistance of AmeriCorps members with their respective operations. The presence of an AmeriCorps member is intended to complement and enhance an organization's operations and may not displace an existing or proposed staff position. As an intermediary, CAC AmeriCorps recruits, orients and onboards selected members, administers background checks and all paperwork, provides one-on-one guidance, provides members with service gear, handles grant writing and reporting requirements, and ensures grant compliance. Over 25 years of operation we have achieved a 100% recruitment rate and a 90% retention rate, and we are confident that we could meet any AmeriCorps needs you may have.

*Eligibility for Hosting a CAC AmeriCorps Community Action Fellows Program Member

Any 501(c)3 non-profit organization in good standing or local, state, or federal governmental entity whose mission or programming addresses community health may apply. Those organizations with well-defined and implemented strategic planning, a successful history of evidence-based program design, and proven leadership are well positioned to add to the success of this CNCS grant application and the accompanying performance measures.



**State/National Community Action Fellows Program
Host Site Application
Knoxville-Knox County CAC AmeriCorps**



Organization Name: _____

Contact Name/Email/Phone _____ / _____ / _____

Organization Website: _____ EIN: _____ Date: _____

Organization's Mission Statement:

What are the counties that your organization serves?

Which specific community does your organization serve, what are the community needs that are being addressed, and what interventions are employed in that effort?

What service outcome data does your organization collect, and how is that accomplished and analyzed?

Please cite the evidence-based research that informs and guides your provision of services to your community? If scholarly articles are available, please provide a link or attach a document to your application.

Including member activities, please describe how the placement of an AmeriCorps member would help in fulfilling the organization's mission:

Indicate the type of capacity building services you would require from the AmeriCorps members placed with your organization:

Please comment on the member service experience your organization would offer, including how the experience will help that person develop professional skills:

Number of placements per 'semester': Fall: Spring: Summer:

Who at your organization would serve as the AmeriCorps Site Supervisor, providing guidance and support, meeting with the members on a weekly basis, and approving weekly time sheets?

Name: _____ Email: _____ Phone: _____

Community Action Fellows

Direct Service + Capacity Building

Members Receive the Following Benefits

Living Allowance & Education Award

Workers Comp, FICA, AD&D, Training

Valued up to \$3,500 per 300 Hour Term

Ed Award + Living Stipend



Full Time & Part-Time Opportunities (Fall, Spring, Summer)

Fall Term (Part-Time) August-December
18 Weeks @ 17 Hours Week

Spring Term (Part-Time) January-May,
18 Weeks @ 17 Hours Week

Summer Term (Full-Time) June-July
8 Weeks @ 37.5 Hours Week

300 minimum service hours per term

Estimated Partner Cost

Around \$2,000 per 300-hour project

Contact Mark Carper for More Information

Mark.Carper@KnoxCAC.Org

Coming August 2021!

*A member can serve up to 3 terms (900 hours) annually,
leveraging up to \$10,500 in combined benefits.*

*Members must be over the age of 18 and be able to pass a
State of TN, FBI, and NSOPW background check.*

