



2023-24 Request for Applications to Host SNAP Members

The Sierra Nevada AmeriCorps Partnership (SNAP) invites Sierra Nevada conservation organizations, agencies, and tribal governments in California and Nevada to apply to host an AmeriCorps member/s by becoming a SNAP Host Site for the upcoming program year. SNAP Host Sites gain full-time AmeriCorps Members who complete a national service term of 11 months serving at and for your organization/agency from November 1st– September 30th. SNAP members serve while increasing host site capacities in the following categories:

1. Watershed assessments, monitoring, and restoration
2. Environmental education and outreach projects
3. Volunteer recruitment and support

Hosting a SNAP AmeriCorps member is also a rewarding opportunity to mentor the future environmental workforce, strengthen partnerships within the Sierra conservation community and inject enthusiasm with esprit de corps into the workplace.

Applications can be submitted at any time. Please contact SNAP staff if you need help meeting the deadline, and we can discuss your specific timeline needs.

The deadline for Host Site Applications for NEW sites is June 30th

The deadline for Host Site Applications for returning sites is July 15th

What Organizations are eligible?

Any organization that is a 501C(3), a Tribal Government, or a governmental agency; with the capacity to host, supervise, and mentor a SNAP member to complete watershed restoration and monitoring, environmental education and outreach, and volunteer recruitment and support is eligible to apply.

Important Note:

The SNAP program's professional/workforce development aspect is a crucial component in recruiting members. We encourage host sites to help provide members with internal and external professional enrichment opportunities. SNAP will provide each full-time member with a \$500 training budget for the 23-24 Service year to increase member experience and workforce development. SNAP members can use up to 20% (340 hrs.) of their service hour requirement to attend training/courses.

See below for application information and instructions.

What could a SNAP Member do for your organization?

- 1. Watershed Assessment & Restoration-** The goal is to restore disturbed Sierra watersheds and forests through Member activities and community volunteers. SNAP seeks to restore at least **1900 acres** of watershed each year. Watersheds, including forestry, restoration project inspections, and monitoring, can also be captured in this section.
- 2. Watershed monitoring** activities are great, but they need to be linked to restoration projects or are used in some way to identify potential restoration sites. Project examples include river clean-ups, invasive species removal, pre and post-project water quality monitoring, photo monitoring, meadow restoration projects, storm sampling, fuels reduction, trail building, grazing exclusions, vegetation surveys, etc.
- 3. Environmental Education and Outreach:** The goal is to educate students and community members on environmental topics to create lifelong watershed stewards. Presentations, place-based learning, and community engagement projects are ideal. Project examples include classroom presentations, field trips, interpretation, overnight camps, environmental training, leading citizen science efforts, outdoor experiences, etc.
- 4. Volunteer Recruitment and Support** The goal is to encourage community watershed stewardship by increasing volunteerism on watershed restoration, monitoring, and assessment and environmental education projects. Project examples include tabling to recruit volunteers, volunteer appreciation events, creating a volunteer database, emailing volunteers to attend restoration events, coordinating volunteers at events, etc. Members may NOT manage volunteers who participate in prohibited activities.
- 5. Member Professional/Workforce Development:** The goal is to train and mentor SNAP Members to serve their host sites successfully and for professional life after AmeriCorps. Members will develop professional skills that will help them to obtain employment in the Environmental Jobs field after service. Full-term Members will attend three required SNAP Sponsored training/Service Projects, two National Days of Service and will have monthly virtual SNAP-provided training. The host site also provides training through host site orientation and for position/site-specific skills and information. The SNAP program will provide \$500 to each member to pursue training opportunities. Host sites are encouraged to facilitate training time and opportunities for SNAP members to take additional training courses when there is no schedule conflict with host site position tasks. Examples of Member training include California Naturalist, Master Gardiner, GIS training, water quality monitoring, native plant identification, attending a conference, wilderness first responder training, etc. The maximum number of hours any full-term member can spend on Member Development is 20%/ 340 of the 1700 hours.

Capacity Building - formerly Resource Attainment (Minor Focus): The goal is to increase funding and resources to allow SNAP members to serve in their positions successfully and/or to

gain grant submission experience. Project examples include asking a local grocery store to donate snacks for a restoration event, writing a grant to start an invasive species removal program the Member will run, fundraising of any type for a project they will work on or are passionate about etc. Please note that the maximum hours any full-term Member can spend on capacity building is 170 hours. Members **CANNOT write federal grants or any grant that goes towards the required Member Cash Match. All Member fundraising must go directly to Member service projects.** Fundraising for general funds is NOT allowed.

Please note that AmeriCorps regulations prohibit Members from conducting the following activities as part of their service:

- Any activities that do not directly correlate with the five goals above.
- Efforts to influence legislation or political advocacy.
- Organizing or engaging in protest petitions, boycotts, or strikes.
- Assisting or deterring union organizing.
- Impairing existing contracts or collective bargaining agreements.
- Participating in, or endorsing events or activities, which are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials (including school levies).
- Engaging in religious instruction.
- Providing a direct benefit to a for-profit entity, a labor union, a partisan political organization, an organization engaged in religious activities, or a non-profit entity without 501C(3) status.
- Organizing voter registration drives.
- Providing abortion services or referrals for receipt of such services
- Preparing any part of a grant proposal or performing fundraising functions which help the Host Site achieve SNAP cash match requirements, or to fund general operating expenses, or providing fundraising assistance to other community-based organizations. Member activities for fundraising must be directly linked to raising resources for current or future Member service projects.
- Members may not assist with federal grant applications.
- Any work that requires SNAP Members to be physically working on a site that is known to have toxic contamination such as a Brownfield or superfund site.
- Members cannot replace any employee or a position previously held by an employee.

Important Note:

We recommend applying to host two SNAP Members or partnering with another nearby host site to enhance Member experience and retention if possible. AmeriCorps members often act as a force multiplier in the communities they serve; planning for them to have support from another SNAP member often maximizes their impact. Please get in touch with program staff to help navigate this portion of the application process and to locate the closest existing host site to your location.

Host Site requirements include:

1. Complete and submit the Partner Site Application Form by June/July 30th.
2. Provide on-site training, supervision, mentorship, and support for AmeriCorps Members.

3. By October 15th, contribute the per Member financial Cash Match due from your organization based on the following criteria:
 - Host Sites that are Sierra Nevada Alliance Member Groups: \$23,500
 - Host Sites for non-Member Group organizations: \$24,000
 - Host Sites that are agencies: \$25,500
4. Provide an ergonomically safe workspace and materials/equipment necessary for the AmeriCorps Members to complete their projects, including computer, email, and phone.
5. Submit a detailed Position Description and Member Service Plan for each SNAP position, describing primary projects and hours allocation.
6. Member projects must benefit the Sierra Nevada and its communities.
7. Select at least one Site Supervisor for Member(s) to provide supervision and mentorship of Member(s). We strongly suggest that Site Supervisors are NOT organizational Directors. Site supervisor requirements:
 8. Submit to and pass a background check, including state, federal, and NSOPW.
 9. Monthly and quarterly reporting to the Sierra Nevada Alliance and AmeriCorps.
 10. Participation in Member recruitment, interviews, and selection in summer and fall.
 11. Mandatory in-person attendance for Site Supervisors at one day of Pre-Service Orientation.
 12. Participation in quarterly partner conference calls.
 13. Participation in annual SNAP Host Site visit.
 14. Regular communication with SNAP Staff.
 15. Minimally hold bi-weekly meetings with SNAP Member(s).
 16. Monitor and track progress toward the Member's service goals.
 17. Support and mentor the Member(s) (ensure their work and time is being valued and recognized, ensure they are receiving the experience and skills necessary for their position, etc.).
 18. Liability insurance that covers the AmeriCorps Member(s) while performing service at your organization and in the field.

Once a Host Site is selected, the organization will receive a Memorandum of Understanding stating the above requirements that must be signed and returned before the Host Site can host any SNAP members.