

**Automatic Reapplication for the 2018 – 2019 SNAP Program**

**Sierra Nevada AmeriCorps Partnership**

**Directions:** If your organization qualifies for automatic Host Site renewal, please complete and submit the following electronic application via email to [rachel.durben@sierranevadaalliance.org](mailto:rachel.durben@sierranevadaalliance.org) no later than **5pm, May 25, 2018**. If you have any questions please contact Rachel Durben, SNAP Program Director, at 530-542-4546 ext. 705 or [rachel.durben@sierranevadaalliance.org](mailto:rachel.durben@sierranevadaalliance.org).

For any additional information that does not fit into the space provided, please use the ‘Comments’ section at the end of this application which does not include any character limits.

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| **I. Basic Partner Site Information:** |
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**Name of Organization/ Agency:**

**Name of Individual filling out form:**

**Job Title:**

**Phone:**       **Alternate Phone:**       **Fax:**

**Email:**

**Address:**

County you work in:

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| **II. Site Eligibility:** |
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1. How many members is your site applying to host? SNAP prefers to place multiple Members at the same Host Site, but single Members are placed very rarely.

If you are applying for Member(s) through a partnership of organizations to host and supervise the Member(s) (See section V of the Host Site RFA for more information about local host site partnerships), please describe your partnership structure: (2,500 characters - approx. 310 words)

2. What Sierra Nevada communities or watersheds will your members serve? (1,000 characters – approx 125 words)

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| 3. Questions | Answer (YES/NO) |
| Is your organization a Sierra Nevada Alliance member group organization? |  |
| Can your site provide the required cash match per member? ($11,000 for Sierra Nevada Alliance Member Groups, $12,250 for non-Member Groups, and $13,250 for agencies) If the answer is no, then your site is not eligible to host members. |  |
| Can your site provide the full cash match per member by September 14, 2018? |  |
| Is your organization a 501c(3)? (Note: 501c(4) organizations are not eligible for SNAP) |  |
| Is your organization a federal, state or local agency? |  |
| Will your returning designated site supervisor be able to attend a full day of training on October 22, 2018? |  |

4. Site Supervision

* Who will the Site Supervisor at your site?
* Is this person a returning Site Supervisor?
* If not, please briefly describe this person’s current position.
* If not, Is this person a full-time or a part-time staff member?

(Optional) If you are applying for more than one member and have more than one site supervisor please complete the following for each member’s supervisor.

Supervisor Two:

* Name:
* Please briefly describe this person’s current position.
* Is this person a full-time or a part-time staff member?

Will your designated site supervisor agree to undergo a criminal background check including state, federal and national sex offender registry?

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| **III. Needs & Capacity:** |
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5. Since your 2017-18 application, has there been any major changes to your organization’s needs and capacity in the following categories?

* Number of staff at your organization
* Organizational and/or program needs and importance of Member service
* Community need filled by Member
* Organization’s resources used to assist Members completing their service projects
* Organization’s financial capacity to support Members’ projects
* Organizational capacity to track records for financial match for grants
* Organizational capacity and systems to fulfill extensive monthly programmatic reporting requirements, and to meet the requirements, rules, and regulations of a federal program.
* Organization’s ability to supervise and mentor Members
* Planned communication system with Members and the SNAP program

If yes, please explain (5,000 characters – approx. 600 words):

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| **IV. Service Projects:** |
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6. Complete and submit the Member Service Plan Form for each member your organization is applying to host. The form can be downloaded by [**clicking here**](http://sierranevadaalliance.org/programs/sierra-nevada-americorps-partnership/host-sites/apply-to-host-members/).

1. A sample service plan can be found [**here**](http://sierranevadaalliance.org/programs/sierra-nevada-americorps-partnership/host-sites/apply-to-host-members/).

Sierra Nevada AmeriCorps Partnership Members must work on projects that focus on one or more of the following:

* 1. Watershed Restoration and Assessment
  2. Environmental Education
  3. Volunteer Recruitment and Support

Members are not allowed, as part of their service, to write *federal* grants or do general fundraising, lobby, participate in advocacy, engage in any union or religious activity or perform substantial fundraising. Any research performed in their service must be directly related to their focus of restoration, monitoring, environmental education, or volunteer support.

7. Complete and submit the Position Description Form for each member your organization is applying to host. The form can be downloaded by [**clicking here**](http://sierranevadaalliance.org/programs/sierra-nevada-americorps-partnership/host-sites/apply-to-host-members/).

1. Sample position descriptions can be found [**here**](http://sierranevadaalliance.org/programs/sierra-nevada-americorps-partnership/host-sites/apply-to-host-members/).

8. Importance of targeted beneficiaries:Please briefly explain the importance of the watersheds, populations, volunteers, or projects that the member will be servicing. (For example: your member will be restoring a disturbed watershed with an endangered species or the member will be conducting service learning projects for underserved and impoverished youth) (1,500 characters – approx. 180 words)

9. Importance of targeted beneficiaries:Please briefly explain the importance of the watersheds, populations, volunteers, or projects that the member will be servicing. (For example: your member will be restoring a disturbed watershed with an endangered species or the member will be conducting service learning projects for underserved and impoverished youth) (1,500 characters – approx. 180 words)

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| **V. Member Development, Recruitment & Satisfaction:** |
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10. Since your 2017-18 application, has there been any major changes to your organization’s Member development, recruitment and satisfaction plans in the following categories?

* Organization’s plan or systems for ensuring SNAP Member satisfaction with service
* The ways your organization will orient and integrate the Member into the organization and staff
* The skills training that will be provided for your SNAP Member
* The mentorship and career development training your site will provide for the SNAP Member(s)
* Why your host site would be appealing for member applicants in terms of location, service projects, and field work
* Any member benefits that your organization would be able to provide (i.e. housing, commuting stipend, local food baskets, equipment, etc.)

If yes, please explain:

11. The SNAP Program is responsible for national and statewide recruitment of member applications while host sites are responsible for local recruitment. Please describe what your site will do to assist with member recruitment. (900 characters – approx. 110 words)

12. Other Comments(please use this space to discuss any info about your host site that is not covered in the application form):

Thank you for your time. Sierra Nevada AmeriCorps Partnership Staff will be contacting you no later than **June 8, 2018** to notify you on the possibility of placing an AmeriCorps Member(s) with your organization/agency. **All Member placements and SNAP Program activities are contingent on AmeriCorps funding and CaliforniaVolunteers approval.**