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| Northeast Ohio Skill Corps  Host Site Application  Intent to Apply |
| 2018-2019 AmeriCorps Service Year |
| AmeriCorps-Ohio-Logo |
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| **Due on March 22, 2018, 5:00 pm** |



**INTENT TO APPLY INSTRUCTIONS**

**Sections I and II** are ***required*** from **ALL applicants** intending to apply for consideration as a Host Site with an Ohio AmeriCorps Service Member for 2018-2019.

Section I and Section II are due no later than 5:00pm on **March 22, 2018.**

**SECTION I – Applicant Information**  
Organization Name (applicant):   
Contact Person & Title:

Email Address:

Address:

City/State/Zip and Telephone #:

**The Applicant is a (check one):**

\_\_\_\_\_\_\_\_ 501(c)3 Nonprofit/CBO  
\_\_\_\_\_\_\_\_ Education Institution

\_\_\_\_\_\_\_\_501(c)3 Faith-Based Organization  
\_\_\_\_\_\_\_\_Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Number of Members and Slots to be requested:** Select all that apply\_\_\_\_\_\_\_\_\_\_Full-time (1700 hours; 1.0 MSY) \_\_\_\_\_\_\_\_\_\_Half-time (900 hours; .5 MSY)

**SECTION II – Concept Paper/Program Narrative Instructions**

* Fully respond to the questions below.
* The Program Narrative should be no more than 4 pages in length, typed and double-spaced in Times New Roman, 12-point font size with one-inch margins with the first page on organizational letterhead.
* Number each response to the corresponding question and number each page of the Program Narrative.
* Submit the Program Narrative with the completed Section I via email to Sandra Buckner, AmeriCorps NEO Skill Corps Program Manager at [sbuckner@univeristysettlement.net](mailto:sbuckner@univeristysettlement.net) no later than 5:00pm on March 15, 2017.
* Answer all questions as thoroughly as possible:

1. What activity or service will the AmeriCorps member provide to address the community need/issue of Financial Literacy, Adult Education or Workforce Development?
2. Where will the members provide the activity?
3. How do you know the proposed member activity or service will address the community need/issue identified?
4. How will community volunteers be involved to address the need/issue?
5. How will success be measured?
6. What qualifications/education/experience will an AmeriCorps member need for a positive experience and to add value to your program?
7. Estimate the number of individuals that will serve at your organization by the AmeriCorps program?
8. Approximately, what percent of your current clients meet the “Economically Disadvantaged” definition of AmeriCorps? **Economically disadvantaged**: Must be receiving or met the income eligibility requirements to receive: TANF, Food Stamps (SNAP), Medicaid, SCHIP, Section 8 housing assistance or have a poor credit score OR at least 60 days behind on one or more personal/family account.