



## **2023-24 PHENND School-based VISTA Host Application**

Thank you for your interest in the PHENND Fellows Community Partnerships Coordinator VISTA Program. Please be as descriptive as possible with your responses. For any questions about this application, please contact Eden Kainer at [ekainer87@phennd.org](mailto:ekainer87@phennd.org)

Applications are due by Jan 5.

Note to applicants:

*In the interest of avoiding duplication of services, if a school is a recipient of a Mayor's Office of Education Community School Site Coordinator, they are not eligible for the PHENND VISTA program.*

*Similarly, the School District now has the "Associate Program Coordinator/Community Partnerships and Program Coordinator/Community Partnerships" positions that are similar in nature to the PHENND VISTA project. Due to AmeriCorps rules, a school cannot apply for a VISTA to do substantially similar work to a paid staff person, or to replace what was once a paid staff position. Therefore, if your school currently has an APC or a PC for community partnerships or have had an APC for community partnerships, you cannot apply for a PHENND VISTA. If you do not get selected for the PHENND VISTA program, you are certainly free to put an APC in your budget for the following school year.*

Please contact the PHENND Office at 215-573-2379 if you are unsure about either of these situations and how they might affect your school's application.

Host schools will be required to contribute a \$10,000 fee to PHENND to defray program costs and required local match in exchange for a full-time VISTA member. The Office of Strategic partnerships can give you guidance on how the ABC code needed to set aside this amount in your budget. We will make every reasonable effort to reduce this fee if other funds become available.

### Contact Information:

Please note: Your work will be saved automatically if you close out the screen. You can return to it at a later time through the survey link sent to you as long as you are on the same computer.

Name

Title

School

Address

Postal Code

Email Address

Phone Number

Please list your key community partners.

PHENND defines community partners broadly. For example, your partners could include City Year, Education Works, Asian Arts Initiative, Digital Service Fellows, AVID, the local church, your School Advisory Council, Philadelphia Youth Network, Arcadia University, etc.

Please describe your most successful community partnership.

Describe its overall purpose and its success with student outcomes and relevance to school mission and goals.

In what ways would you like to strengthen and/or increase your community partnerships at your school?

One of the key functions of the Community Partnerships Coordinator VISTA is to establish a regular partner stakeholder meeting at your school.

Please describe how you will use this meeting to address the priorities at your school and further your overall mission.

Do you have a person in your building who is in charge of recruiting community partnerships in some capacity? What is the title of this person?

If yes, how will the VISTA support and enhance that person's role?

Who will be the VISTA's in-school supervisor?

PHENND requires this person have the capacity to have

consistent weekly formal check-ins at the minimum.

Please note: They will be required also to attend two workshop style meetings over the course of the year with PHENND with the VISTA.

How will you help the VISTA integrate with your school community, especially with teachers?

What meetings will they be included in (e.g., leadership, staff development, SAC, HSA, other community meetings?)

Generally, please describe the role the VISTA will play in supporting your mission for your school.

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Please describe how you will provide dedicated work space, access to a phone line and the Internet for the VISTA.

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Do not click on the next arrow until you have completed your application and are ready to submit.

Your work will be saved automatically and you can go back and adjust your responses through the survey link as long as you are on the same computer and have not yet submitted your response.



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