



VISTA Assignment Description

Summer Associates

Number of Associates	1
Member Term of Service	Summer 2022 (8 - 10 week term)

Site Name	Maine Foodscapes
EIN Number	83-4414589
Service Location (address including 4 digit zip extension)	
Supervisor Name/Title	Alexandra Mediate, Director
Supervisor Phone/Email	(207) 6711-6306

Project Name	Goodwill VISTA Partnership
Sponsoring Organization	Goodwill Industries of Northern New England
Project Number	
Focus Area	Health Futures
Secondary Focus Area	Environmental Stewardship
Note	

VISTA Assignment Objectives & Member Activities

Host Site Organization Overview	<p>Maine Foodscapes focuses on reducing food insecurity in southern Maine by providing low-income families and individuals with free gardens, gardening, and food preparation instruction, and a community experience based on increasing direct access to healthy, nutritious produce. Maine Foodscapes also participates in the network of southern Maine organizations and programs that support food production as a means to reduce food insecurity; Maine Foodscapes has several partnerships that enable us to leverage additional resources to combat hunger and poverty. Because organic vegetable gardening embodies the principles of sustainable agriculture, reduces the transportation component of food costs, and improves the micro-ecology in the area where the garden is located, the Free Garden Project also generates positive outcomes for the environment.</p>
Project Goal	<p>The goal of this Summer VISTA project is to continue the capacity building efforts of Maine Foodscapes to act as a non-profit agency by implementing the tools, procedures, and grant submissions necessary to:</p> <ol style="list-style-type: none"> a. meet the needs of the Foodscapes Garden Project’s community of low-income gardeners throughout Southern Maine b. expand Maine Foodscapes programming c. increase financial sustainability of the organization through fundraising efforts and grant submissions

Sustainability	<i>Provide a summary of how the member(s) service will be sustainable once their term ends. Is this project designed to augment a full year member's term? Will the project be expanded upon in the rest of the year or the following summer?</i>
Project	<i>Project Summer Associate(s) will complete</i>
Member Activities	1. <i>What will the Summer Associate complete for your organization? Host sites should consider a mix of activities including indirect and capacity building services.</i>
	2. Assist 2022 Development Manager VISTA with planning a late summer/early fall Maine Foodscapes Farm-to-Table Gala Event. Assist in brainstorming as directed with outreach to local businesses/nonprofits for auction donations, food/drink donations, event space, event promotion, etc. <ul style="list-style-type: none"> ○ Help organize and attend Volunteer Planning Committee Meetings ○ Set budget, and timeline, and identify local vendors to sponsor, contribute, donate an item for auction
	3. Assist in organizing Volunteer Orientations for Foodscapes Ambassadors <ul style="list-style-type: none"> ○ Help create training materials ○ Convert Spring Campaign Team Package into General Fundraising Toolkit
	4. Assist with early Fall grant deadlines (e.g., Toms of Maine, Maine Community Foundation fall deadlines) <ul style="list-style-type: none"> ○ Search for grants with early Fall deadlines as necessary (starting point: Foodscapes Grants Calendar)
	5. Support Maine Foodscapes communications and community outreach efforts: <ul style="list-style-type: none"> ○ Assist with ongoing Foodscapes e-News (digital communications) as necessary to support donor program, volunteer program, workshops/events marketing ○ Brainstorm venues / research events that would be a good fit for Foodscapes Tabling (starting point: Foodscapes Outreach, Tabling & Events). Conduct outreach to schedule tabling shifts, serve as a Foodscapes Ambassador through tabling outreach (& recruit Foodscapes volunteers for support if necessary) ○ Research potential high-level donors / grantmakers within Maine/New England

Expected Outputs and Outcomes	
Please list 3-5 outputs and outcomes for the Summer Associate project. This section is for CNCS and Goodwill to measure the success of the Summer Associate position. There are examples listed in the chart below that you are welcome to use but feel free to create your own. These outputs and outcomes should relate to the Summer Associate Goal/Objectives/Activities outlined in the SA VAD.	
Outputs/Outcomes	Target

1. Recruit existing and new Foodscapes volunteers to participate in Gala Planning Committee & Foodscapes Ambassador Trainings	15 - 20
2. Secure in-kind donations from local businesses for Gala auction & event food/beverage	\$1500
3. Identify and assist in writing new grants for Maine Foodscapes in 2023	3
4. Schedule tabling events in support of Maine Foodscapes community outreach efforts	2 events per month

Training Component	Training	Expected Timeframe
	Goodwill VISTA Partnership Orientation Webinar	First day
	On-Site Orientation Checklist	First week
	In-Service Training by Host Site	Ongoing

AmeriCorps VISTA Benefits
<ul style="list-style-type: none"> ● Stipend of \$674 biweekly throughout the 8 - 10 week term ● Choice of \$1,350 education award or cash stipend upon completion of service <ul style="list-style-type: none"> ○ Education award can be to pay off qualified loans, or for educational expenses at Title IV school ○ Cash stipend of \$345.80 ● Forbearance of federally qualified student loans during service term (interest paid by AmeriCorps) <ul style="list-style-type: none"> ○ Stafford ○ Perkins ○ Some private loans (you must call lender to ask) ● Workers compensation ● Networking/professional development ● Mileage reimbursement to AmeriCorps sponsored training events ● Mileage reimbursement for project/site related travel consistent with staff reimbursement at the site
<p>For more information about VISTA: http://www.vistacampus.gov/</p>

AmeriCorps Prohibited Activities
<p>The following activities are prohibited in AmeriCorps Programs:</p> <p>(a) While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or CNCS, staff and members may not engage in the following activities:</p> <ol style="list-style-type: none"> 1. Attempting to influence legislation; 2. Organizing or engaging in protests, petitions, boycotts, or strikes; 3. Assisting, promoting, or deterring union organizing; 4. Impairing existing contracts for services or collective bargaining agreements; 5. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office; 6. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;

7. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
8. Providing a direct benefit to—
 - i. A business organized for profit;
 - ii. A labor union;
 - iii. A partisan political organization;
 - iv. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 except that nothing in this section shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and engaging in advocacy activities undertaken at their own initiative; and
 - v. An organization engaged in the religious activities described in paragraph (g) of this section, unless Corporation assistance is not used to support those religious activities;
9. Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive;
10. Providing abortion services or referrals for receipt of such services; and
11. Such other activities as CNCS may prohibit