



LOCAL INITIATIVES SUPPORT CORPORATION
119 NORTH CHURCH STREET, SUITE 201
KALAMAZOO, MICHIGAN 49007
TEL: (269) 343-5472 ex. 7
FAX: (269) 343-5905

MEMORANDUM

TO:	AmeriCorps Applicant
FROM:	Sonja A. Dean, Program Officer
DATE:	June 28, 2007
RE:	2007-2008 Michigan LISC AmeriCorps Program

Thank you for your interest in the Michigan LISC AmeriCorps Program. Enclosed is our official application as well as information describing the LISC AmeriCorps program.

Organizations in communities across southern Michigan will be selecting full-time Members to serve for 12 months in the 2007-08 Program Service year, starting September 1, 2007 (*Brief descriptions of past service projects performed are enclosed*). They will be looking for individuals with demonstrated leadership potential who are motivated, mature, and willing to dedicate their skills and experience to community development efforts.

When completing your application, please keep in mind that the host organizations will be looking for individuals who have demonstrated a commitment to community development and an interest in serving as a LISC AmeriCorps Member. They will want to know about your previous work experience, involvement in community organizations, leadership experience, and academic background. *Please make sure to include the city in which you like to serve, if you have a preference.*

Please complete the application in its entirety and return it to me at:

**Local Initiatives Support Corporation
c/o Sonja A. Dean, Program Officer
119 North Church Street, Suite 201
Kalamazoo, MI 49007**

Applications will be accepted until all positions are filled. Application review and applicant interviews are expected to begin in August, for a service term starting on September 1, 2007.

III. COMMUNITY ACTIVITIES

LISC AmeriCorps is looking for individuals who have demonstrated a commitment to service and a willingness to work with others. Leadership, flexibility, initiative, and maturity are also important characteristics of a LISC AmeriCorps member. Please describe any service work you have performed in your community. Include social, school, professional, and neighborhood projects and programs. Describe the types of service and the dates of involvement.

IV. SKILLS

As an LISC AmeriCorps Member you will be working directly with the community: residents, youth, property owners, tenant associations, volunteers and CDCs addressing a wide-range of community needs. Please list any skills and practical experience you may have that can be applied to your service.

V. EDUCATIONAL BACKGROUND

- | | |
|---|---|
| 1. <input type="checkbox"/> Graduate/Professional degree | 6. <input type="checkbox"/> Associate degree |
| 2. <input type="checkbox"/> Graduate/Professional study | 7. <input type="checkbox"/> High school graduate |
| 3. <input type="checkbox"/> College graduate | 8. <input type="checkbox"/> GED |
| 4. <input type="checkbox"/> Some college | 9. <input type="checkbox"/> Less than high school completed |
| 5. <input type="checkbox"/> Technical school/Apprenticeship | 10. <input type="checkbox"/> Other, specify _____ |

Beginning with the most recent, list all schools attended, **including high school**, any trade or technical schools, Job Corps, etc.

Name of School	Location of School City/State	Dates Attended	Area of Study	Type of Degree/Certificate and Date Received (expected)

VI. EMPLOYMENT HISTORY

Please include any self-employment, home management, military service, full or part-time, salaried employment. Start with your current or most recent experience. Photocopy this page if additional sheets are necessary. If this information is included in an attached resume, it is not necessary to repeat it here.

A. Employer	Title	Phone
Address		
Name of Supervisor	Hours per week	From To
Responsibilities	Reason for leaving:	
B. Employer	Title	Phone
Address		
Name of Supervisor	Hours per week	From To
Responsibilities	Reason for leaving:	
B. Employer	Title	Phone
Address		
Name of Supervisor	Hours per week	From To
Responsibilities	Reason for leaving:	

VII. REFERENCES

Please list three individuals whom we may contact as references. We encourage you to list people who know you well, such as employers, teachers, representatives of volunteer organizations, or community members. Do not include the name of a relative.

1.Name
Address
City, State, Zip
Telephone Number ()
Relationship
2.Name
Address
City, State, Zip
Telephone Number ()
Relationship
3.Name
Address
City, State, Zip
Telephone Number ()
Relationship

VIII. OPTIONAL INFORMATION

Providing the information in this section is optional and will not affect your selection.

1. Describe your ethnic background:

- African American
- White non-Hispanic
- Hispanic/Latino
- Asian American/Pacific Islander
- American Indian/Alaskan Native
- _____

2. Do you have any special needs that require accommodations: Yes No

If yes, please specify _____

3. Does your family receive public assistance (e.g. AFDC, Food Stamps) Yes No

If yes, please specify _____

Total annual household income from all sources \$ _____

How many people (parents/siblings/children/spouse) live with you? _____

IX. LEGAL

Existence of a criminal conviction/adjudication may or may not, depending on the circumstances, disqualify you from consideration. However, misrepresentation of that record – lying or not telling the whole truth – will disqualify you. Answer the following questions fully. We reserve the right to run background/security checks as needed.

1. Have you ever been convicted, or adjudicated as a juvenile offender, of any criminal offense by a civilian or military court? Do not include minor traffic violations (if no, skip to section X)
 Yes (If you answered yes then complete Questions 2 through 4.)
 No

2. Are you now under charges for any offenses or are any civil suits or judgement pending against you? (Do not include charges for minor traffic offenses.)
 Yes
 No (if you answered no, skip to Section X.

Date: _____ Place: _____

3. ARE YOU NOW ON PROBATION OR PAROLE? Yes No

4. Provide the name, address and phone number of the court, probation officer, or parole officer who we can contact to verify the above information.

Name: _____ Title: _____ Phone No. _____

Address: _____

X. CONSENT FOR CRIMINAL BACKGROUND CHECK & CERTIFICATION

To the extent permitted by state and local law in the jurisdiction where the Member is placed in service, the Member hereby agrees to allow LISC to conduct a criminal history record check on him/her if he/she is placed in service in an environment where he/she will have substantial direct contact with children or other individuals considered vulnerable by the Program. Applicants/Members have the right to be treated fairly and have their privacy respected. Applicants/Members will be given the opportunity to challenge the accuracy of information that LISC receives.

All applications must be signed by the applicant. By signing this application, you are stating that all of the information provided is true to the best of your knowledge.

Signature _____ Date _____



What is Local Initiatives Support Corporation?

Established in 1979 by the Ford Foundation, Local Initiatives Support Corporation (LISC) is the nation's largest community development support organization. It has raised more than \$3 billion in grants, loans and investments from foundations, corporations and individuals across America. These dollars have been used by community development corporations (CDCs) to leverage an additional \$3.5 billion. LISC has supported the creation of 73,000 units of affordable housing, 10.3 million square feet of commercial space, and other community building initiatives. LISC is active in 41 cities and 68 rural sites nationwide.

What is AmeriCorps?

AmeriCorps joins a long tradition of national programs such as the Civilian Conservation Corps, the GI Bill, the Peace Corps, and VISTA that have encouraged and rewarded service to our country. Unlike many past federal initiatives, AmeriCorps is locally driven, offering resources to communities to design and implement their own solutions. Yet while local control is central to AmeriCorps, national identity is essential as well.

LISC AmeriCorps Members are placed with community development corporations in Boston, Los Angeles, San Diego, the San Francisco Bay Area, Michigan (predominately Kalamazoo, Lansing, Flint, Grand Rapids), Providence, RI, Newark, NJ, Jacksonville and Palm Beach County, Florida.

Getting Things Done

LISC Members are developing affordable housing; counseling first time home owners; coordinating after-school and summer programs for youth; improving access to available community resources such as the Earned Income Tax Credit, lead paint abatement, child care services, and employment opportunities; revitalizing neighborhoods and parks; and implementing community policing initiatives.

Strengthening Communities

LISC Members are bringing tenants and property owners together to improve living conditions; recruiting volunteers to clean up parks and remove graffiti; bringing residents and business owners together to combat crime; working with health organizations to improve access to health care; and organizing service projects with other local AmeriCorps programs.

Encouraging Responsibility

LISC Members are on the front lines of community development through their placement with CDCs that are accountable to the communities they serve. Members become part of a small staff of dedicated professionals and are expected to produce demonstrable results. Many of the program participants live in the communities in which they serve, engendering a sense of civic responsibility that extends beyond the regular work day.

Expanding Opportunity

LISC Members gain valuable skills in community development through hands-on work experience and structured trainings. Members learn the technical aspects of community development such as housing development and community surveying as well as community building skills such as how to facilitate community meetings and resolve neighborhood conflicts. Each Member will complete their year of service with core community development skills and training in conflict resolution, leadership development and communication.

Who can join LISC AmeriCorps?

Individuals must be US citizens or permanent residents, at least 17 old and possess either a high-school diploma or GED.

What are the benefits?

Living Allowance (stipend) -- AmeriCorps Members participating in the program will receive a \$18,000 stipend for a one year full-time commitment. Part-time opportunities may also be available on a limited basis.

Educational Award -- Full-time AmeriCorps Members will be eligible for a \$4,725 educational award for one year of service (a minimum of 1,700 hours). Half-time Members receive \$2,362.50; Quarter-time Members receive \$1,250; and Minimum-time Members receive \$1,000. Awards may be used to repay loans for higher education or to pay for future educational needs. The award must be used within 7 years after completion of service.

Health Care and Child Care -- AmeriCorps will provide health-care coverage to full-time and half-time Members. Full-time and half-time Members may also be eligible for child care assistance.

Training – Full and Half-time Members are required to attend a national training. All Members are required to attend local trainings during their term of service. In addition, on-the-job training and other local opportunities will be made available to Members.

How do I apply?

Send a completed application to the site(s) where you are interested in serving. If your skills match the available AmeriCorps positions, the local program officer will contact you for an interview.

Thank you for your interest in AmeriCorps and LISC



Some Things You Should Know About LISC AmeriCorps...

LISC AmeriCorps provides an excellent opportunity for individuals to serve their community while they gain skills in the field of community development. The program also allows CDCs to expand their services or pilot new ones.

Supervisors and potential LISC AmeriCorps Members should be aware of the following when considering participation:

- Members must be at least 17 years old, US citizens or permanent residents of the United States, and have a high school diploma or GED. Proper documentation will be required.
- Full-time Members must serve a minimum of 1,700 hours AND a full twelve-month term. Part-time members must serve one of the following terms of service: 900 hours, 450 hours or 300 hours. The number of hours and duration of term for part-time members must follow certain guidelines and must be agreed-upon in advance.
- Attendance at national, regional and local trainings, as well as service projects, is mandatory and an integral part of the program. For Full and Half-time Members this requires travel and will result in approximately 15 days away from home. Members are responsible for their transportation to and from local trainings, and for transportation to and from their home airport for the national and regional trainings.
- Health care benefits are available to all eligible full-time and half-time Members. Members are not eligible if they are covered under another health care plan. Dependents are not eligible for health care benefits.
- Childcare benefits are available to eligible full-time and half-time Members. Eligibility is determined by state guidelines.
- All Members who successfully complete their term of service are eligible for an education award. The award can not be redeemed for cash, but only can go towards fees related to education. The award is processed approximately 2-3 months after the term of service is completed.
- Vacation, sick and personal time are determined by the placement site. CDCs should consider AmeriCorps Members as first-year employees in relation to these policies.
- Criminal background checks are required for any Member whose service entails extensive work with children, the elderly, or disabled persons.
- There are restrictions regarding the number of terms a person can serve in national service programs. For details, please contact LISC.
- LISC pays the maximum living stipend allowed by law to its Members. This stipend cannot be supplemented by additional income from the placement site.

Questions? Contact your local LISC office, or national LISC AmeriCorps at 212 455-9308.

PAST SERVICE PROJECTS OF KALAMAZOO LISC AMERICORPS MEMBERS

DOWNTOWN TOMORROW, INC.

The Member implemented Edison Mainstreet design related projects, including overseeing the design committee, developing design guidelines for the corridor, developing incentive programs for building rehabilitation and streetscape improvements.

EDISON NEIGHBORHOOD ASSOCIATION

The Member improved the quality of the housing stock in the Edison Neighborhood by facilitating a credit repair/housing assistance program

HOUSING RESOURCES, INC.

The Member assessed clients' housing needs, established relationships with local landlords, and placed clients in appropriate housing.

KALAMAZOO NEIGHBORHOOD HOUSING SERVICES, INC.

The Member recruited volunteers and helped residents initiate and complete community projects.

NORTHSIDE ASSOCIATION FOR COMMUNITY DEVELOPMENT

The Member coordinated a summer youth program, clean-up projects, an after school tutoring program, as well as assisted with housing complaints, and increased resident involvement in Northside Neighborhood activities.

KALAMAZOO VALLEY HABITAT FOR HUMANITY

The Member assisted in the production of housing by helping potential homeowners to work on houses, as well as recruiting and working with volunteers.

SENIOR SERVICES, INC.

The Member repaired the homes of senior citizens and coordinated the efforts of community members to undertake volunteer-assisted improvement projects.

VINE VENTURES, INC.

The Member helped to increase and improve the supply of quality, affordable housing in the Vine Neighborhood and to increase resident involvement in Vine Neighborhood activities.

VINE NEIGHBORHOOD ASSOCIATION

The Member coordinated the efforts of the Southern Gateways Renaissance Project by facilitating housing stock improvements and beautifying public areas within the Park Street target area.

PAST SERVICE PROJECTS OF GRAND RAPIDS/OUTSTATE LISC AMERICORPS MEMBERS

CRESTON NEIGHBORHOOD ASSOCIATION

The Member implemented the Creston Commercial District Re-Development Initiative by forming an economic development strategy, forming relationships with the Creston Business District, and coordinating program activities and recruiting volunteers for committees and projects.

LIGHTHOUSE COMMUNITIES INC.

The Members worked with the Healthy Neighborhoods Initiative at Lighthouse Communities, Inc. to implement a program to attract and retain homeowners of all incomes in four core city neighborhoods (Baxter, Midtown, Garfield Park and South East) by working to improve the image of the neighborhoods, improve the condition of the homes, businesses and parks, and empower residents to manage neighborhood problems.

DWELLING PLACE

The Member implemented the Mainstreet four-point approach of design, promotion, economic restructuring and organization in conjunction with the revitalization effort along Division and Wealthy Street to encourage the creation of a well-developed and “walkable” commercial district and pedestrian friendly environment.

HABITAT FOR HUMANITY OF KENT COUNTY

The member worked collaboratively with local non-profit housing and community development groups to engage them in the Habitat for Humanity Vision 2020 model, which aims to end all sub-standard housing in Michigan by 2020.

MUSKEGON MAINSTREET

The Member worked with the Muskegon Mainstreet Program to ensure economic revitalization of Muskegon’s traditional downtown business district by working in four primary areas of activity: improvement of Mainstreet’s physical attributes, attracting new businesses to Mainstreet, promoting Mainstreet as a center of cultural and business activities and volunteer committee creation to carry out program projects and activities.

NILES MAINSTREET

The Member worked to implement the Niles Mainstreet Initiative, to improve the physical environment of the downtown district neighborhood, including promoting and encouraging property owners to invest in improvements to their business and property, recruiting residential tenants for new downtown units and new businesses to the district, working on neighborhood beautification projects and assisting the Promotions committee in the creation of a new festival.

SALEM HOUSING

The Member worked to improve access to safe, affordable housing to the residents of Flint by coordinating construction and rehabilitation projects, mapping the assets of the community and working with the Genesee County Land Bank on determining the condition of properties.