

VISTA Assignment Description (VAD)

AmeriCorps VISTA: Florence Luna	
Member ID: 1526099	Effective Dates: 08/17/2020 - 08/16/2021
Title: 20-21 City of Phoenix: ConnectHome Program VISTA	
Sponsoring Organization: The Service Collaborative of WNY, Inc. Project Name: Serve New York Project Number: 10VSANY001 Project Period: 08/04/2019 - 08/01/2020	
Site Name (if applicable): City of Phoenix Housing Department	
Focus Area(s) Primary: Economic Opportunity Secondary: Capacity Building	

VISTA Assignment Objectives and Member Activities

Goal of the Project: The VISTA member's work will take place across the City of Phoenix Housing Department serving affordable housing residents while collaborating on the ConnectHome Initiative. The VISTA member will narrow the digital divide for families and seniors, increasing their access to employment and educational opportunities that can lift them out of poverty. The VISTA will work developing partnerships and programming that will increase the number of affordable housing residents who attend digital literacy classes and receive computing devices, as well as, tracking ConnectHome program outcomes.

Objective of the Assignment (*Period of Performance: August 2020- September 2020*)

Learn about the ConnectHome Initiative and how it intersects with the \$30 million Choice Neighborhoods grant, volunteer recruitment and City of Phoenix Housing Department Services.

Member Activity: Attend new staff orientation.

Member Activity: Review Phoenix.gov and Phoenix.gov/housing websites, One Vision Plan, ConnectHome Playbook, monthly reports, and yearly project plans.

Member Activity: Meet with Housing Department staff for Q&A.

Member Activity: Shadow ConnectHome staff involved in volunteer recruitment and program implementation.

Objective of the Assignment (Period of Performance: August 2020 - January 2021)

Oversee the implementation, training, outcome measurement and reporting associated with the 800+ households to receive tablets and service during 2020.

Member Activity: Collaborate with partners to ensure an inventory management system is in place and is sufficient to accurately track devices.

Member Activity: Develop a system to track and monitor usage and outcomes related to economic empowerment, educational advancement, health and wellness, and character and leadership.

Member Activity: Coordinate with staff and partners to design and implement a robust online training program to improve resident outcomes.

Objective of the Assignment (Period of Performance: September 2020 - July 2021)

Research and develop a grant application plan to support ConnectHome efforts. Obtaining additional funding and/or resources will allow the program to provide new services to participants which will build capacity and reduce poverty within the community.

Member Activity: Identify potential grant funding sources.

Member Activity: Create a submission schedule for identified grant opportunities.

Member Activity: Lead the team to ensure grant submission by the targeted dates.

Member Activity: Contribute to the tracking and reporting of existing and/or future grants received by the Housing Department.

Objective of the Assignment (Period of Performance: September 2020 - July 2021)

Increase understanding and participation of affordable housing residents in the ConnectHome program through outreach efforts

Member Activity: Evaluate current efforts to advertise ConnectHome and assess the areas for improvement.

Member Activity: Create a ConnectHome marketing plan and materials.

Member Activity: Work with partner organizations to implement, evaluate and revise the marketing plan.