

**Redwood Community Action Agency's AmeriCorps\*VISTA Program**

**AmeriCorps\*VISTA Assignment Description (VAD)**

*Please use this form only. Do not change this format except to add activities or steps according to your program workplan and needs. Use as many pages as you need.*

<b>VISTA Project: Traditional Resources Program</b>	<b>VISTA Member Name:</b>	
<b>Site Name: UIHS Potawot Health Village</b>	<b>Assignment Area:</b>	<b>Date:</b>

<b>VISTA Member Activities, Plan and Steps</b>	<b>Planned Period of Work</b>
<b>Goal 1: To increase the Traditional Resources Programs capacity to further develop UIHS's sustainability efforts as they relate to native values.</b>	
How will the data be tracked? Numbers of participants attending education efforts, amount of increase in sustainability programming offered by UIHS, number of policies adopted by UIHS, number of sustainability improvements adopted by UIHS,	
<b>Activities:</b> What action steps are needed to accomplish this goal? <ul style="list-style-type: none"> <li>- Assist with obtaining grants for sustainability projects</li> <li>- Research and provide suggestions for solutions to improve energy efficiency and waste reduction improvements for UIHS clinic sites</li> <li>- Develop at least two UIHS policies that further support sustainability efforts</li> <li>- Provide UIHS affiliated tribal governments and tribal members with six or more information sharing events/workshops regarding sustainability opportunities on tribal lands</li> <li>- Increase native youth understanding about sustainability as it relates to native values</li> <li>- Complete draft of a Traditional Resources Strategic Plan</li> <li>- Collaborate with local and national volunteer organizations/agencies</li> </ul>	
<b>Activity 1: Assist in the development of the Traditional Resources Strategic Plan</b> Step 1: Work with traditional Resources staff and the Traditional Resources Advisory Committee (TRAC) to solicit necessary information to begin strategic plan Step 2: Develop and present draft to TRAC (more than once) Step 3: Complete Revisions and submit draft to BOD for final approval	<b>Activity projected completion by (quarter, 1, 2, 3 or 4):</b> 4
Activity 1 Comments/Summary of Accomplishments: Will also be accomplished by way of ad hoc committee focused on the development of the plan. Revisions by TRAC (meet once a month) may require three meeting for approval.	<b>Actual completion date:</b> June 2010
<b>Activity 2: Work with appropriate UIHS committees to develop and implement UIHS sustainability policies</b> Step 1: Research necessary policies for further enhancing sustainability efforts Step 2: Develop and present draft policies to TRAC (more than once) Step 3: Complete Revisions and submit draft to BOD for final approval	<b>Activity projected completion by (quarter, 1, 2, 3 or 4):</b> 2
Activity 2 Comments/Summary of Accomplishments: These policies will also be a collaboration of efforts from the Traditional Resources Program staff, facilities, and administration staff. It is also possible that UIHS may not adopt specific policies, and this may result in the policies being adopted as UIHS guidelines.	<b>Actual completion date:</b> February 2010
<b>Activity 3: Research and Develop grant funding opportunities targeting the enhancement of sustainability efforts</b> Step 1: Research and network with funding sources Step 2: Identify potential funders and take to appropriate UIHS committees for	<b>Activity projected completion by (quarter, 1, 2, 3 or 4):</b> 3

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<p>approval to submit Step 3: Assist in the development of request for proposals (RFP's)</p>	
<p>Activity 3 Comments/Summary of Accomplishments: This also would be a collaboration with other UIHS sections including Traditional Resources, Fiscal, and potentially a contracted grant writer.</p>	<p><b>Actual completion date:</b> April 2010</p>
<p><b>Activity 4: Provide Outreach to tribal members on sustainability as it relates to native values</b>  Step 1: Identify educational resources and information to provide to tribal members of various age ranges.  Step 2: Attend UIHS events, youth education programs, tribal council meetings, UIHS BOD meetings to provide sustainability outreach efforts  Step 3: Compile educational information and curriculum developed to be later utilized by UIHS Traditional Resources Program</p>	<p><b>Activity projected completion by (quarter, 1, 2, 3 or 4):</b> 3</p>
<p>Activity 4 Comments/Summary of Accomplishments: This activity will require the VISTA member to work closely with the Traditional Resources Staff to organize and coordinate educational activities. The information and curriculum will also be developed in conjunction with Traditional Resources staff</p>	<p><b>Actual completion date:</b> June 2010</p>