



To: MT, WY, and SD Community-Based Organization & Out-of-School Program Directors:

Hopa Mountain is pleased to announce an opportunity for teams of two adult program leaders of youth community service or service-learning programs to apply to be part of Hopa Mountain's 2012 spring and summer Youth Leaders in Service (YLS) Program. The 2012 YLS Program will commence January 20-22 with a three-day training at the C'Mon Inn in Bozeman for all YLS adult leaders. This training and mentoring program supports adult leaders who are working with youth involved in service-learning projects in rural and tribal communities throughout Montana, Wyoming, and South Dakota (Cheyenne River and Pine Ridge Reservations). Adult YLS program leaders will be expected to work with and consult with youth leaders to determine meaningful (community) service-learning projects, coach training and process reflection sessions, support the recruitment of volunteers, as well as learn how to manage grant funds and documentation.

Hopa Mountain invests in rural and tribal citizen leaders, adults and youth, who are working to improve education, ecological health, and economic development. Through Youth Leaders in Service, Hopa Mountain will provide training, networking, and support services to adults who are committed to developing out-of-school service-learning programs for youth ages 11-17 in rural and tribal communities.

Benefits of participating in YLS for adult program leaders:

- Gain valuable leadership skills and confidence in developing out-of-school service-learning programs
- Improve the work you are doing (or want to do) to support positive youth development through community-service and service-learning
- Build your knowledge, skills and resources to offer ongoing youth programs
- Learn more about the 40 Youth Developmental Assets, service-learning, and experiential education
- Share best-practices through peer-to-peer training and coaching

Hopa Mountain is looking for individuals in rural and tribal communities who are committed to working with youth, especially those at-risk. This is an excellent training, leadership and mentoring opportunity.

Successful applicants will exhibit: enthusiasm, personal commitment to working with youth, introspective awareness, dedication, and a desire to be connected to a network of like-minded peers who are excited about doing innovative work in rural and tribal communities but recognize that they could use additional support along the way. Applicants can apply for sub-awards up to \$7,500 to develop projects in their communities. Adult YLS program leaders will collaborate with youth leaders and community agencies to orchestrate and oversee meaningful service-learning projects.

### **What is Service-Learning?**

Service-learning is a teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility and build community leadership and connections for its participants. Service-learning projects address important community needs and unmet opportunities through strategic inquiry, committed action and reflection and lead to visible and sustainable outcomes. Service-learning activities and experiences are hands-on, positive, meaningful and real to the participants; engage problem-solving within the context of the community (rather than learning about generalized or abstract concepts from a textbook); and promote deeper and personal learning because the results are immediate and uncontrived. In addition, service-learning is not an episodic volunteer program; an add-on to an existing curriculum or program; logging a set number of community service hours in order to graduate; compensatory service assigned as punishment by courts or schools; only for high school or college students; nor is it one-sided (benefiting only youth or the community).

Research conducted by the National Youth Leadership Council has shown that successful service-learning occurs when the **Principles of Effective Practice for K-12 Service-Learning** are practiced throughout the service-learning project. Successful applicants will demonstrate how they will integrate the Principles of Effective Practice. These principles, as taken from [http://www.nylc.org/objects/publications/Standards\\_Oct2009-web.pdf](http://www.nylc.org/objects/publications/Standards_Oct2009-web.pdf), include:

- **Meaningful Service:** Service-learning actively engages participants in meaningful and personally relevant service activities.
- **Link to Curriculum:** Service-learning is intentionally used as an instructional strategy to meet learning goals and/or content standards. While community-based service-learning projects generally are not part of a school curriculum, the projects can support learning new and relevant content.
- **Reflection:** Service-learning incorporates multiple challenging reflection activities that are ongoing (before, during & after the service experience) and prompt deep & critical thinking and analysis about oneself and one's relationship to society to address learning objectives.
- **Diversity:** Service-learning promotes understanding of diversity and mutual respect among all participants.
- **Youth Voice:** Service-learning provides youth with a strong voice in designing, planning, implementing, and evaluating service-learning experiences with guidance from adults.
- **Partnerships:** Service-learning partnerships leverage community assets, promote collaborative communication & interaction among stakeholders, are mutually beneficial and address community needs.
- **Progress Monitoring:** Service-learning engages participants in an ongoing process to assess the quality of implementation and progress toward meeting specified goals and uses results for improvement and sustainability.
- **Duration & Intensity:** Service-learning has sufficient duration (at least one semester) and intensity to address community needs and meet specified outcomes of the project(s).

### **What is Youth Leaders in Service?**

The purpose of Youth Leaders in Service is to engage rural and tribal youth, ages 11-17, living in Montana, Wyoming and South Dakota's Cheyenne River and Pine Ridge reservations in leading service-learning projects and activities that create healthier communities. At least two adult program leaders will work with and consult with youth leaders to determine meaningful community service-learning projects, coach training and reflection on the process, support the recruitment of adult volunteers, and manage grant funds and documentation. Youth leaders, with mentoring from the two adult leaders, will design and implement innovative service-learning projects with local community partners that:

- Provide interested youth, ages 11-17, with opportunities to develop youth-led, asset- and community-based service-learning projects which make a difference and increase their civic engagement;
- Build youth's civic engagement, academic leadership & community problem solving skills;
- Improve the health of their community;
- Activate and sustain a culture of service-learning in their communities;
- Build the capacity of rural and tribal out-of-school program directors to utilize community-based resources for youth directed service-learning; and
- Foster stronger relationships among the region's out-of-school providers to develop a network that is committed to engaging youth in service-learning that promotes civic engagement, youth philanthropy and social entrepreneurship.

**Youth Leaders in Service Program:**

The Youth Leaders in Service (YLS) Adult Leader Program aims to build the capacities of experienced and emerging program leaders in rural and tribal communities who are actively running service-learning programs for youth. This program consists of a three-day training workshop from January 20-22, 2012 and follow up phone calls throughout the spring and summer. The purpose of this program is to support youth leadership service-learning programs by providing exemplary training, mentoring, and coaching opportunities for adult leaders.

Applications can be found in the Appendix and should be submitted to Hopa Mountain by December 12, 2011. Travel, lodging, instruction, and materials will be supplied by Hopa Mountain for successful applicants who are accepted into the 2012 YLS Program. The training is intended to offer strategies, tools and information to each team, so they may successfully propose, initiate and implement youth-led and asset- and community-based service-learning projects that create healthier communities in their respective hometowns. In addition to the three-day training January 20-22, each adult participant will receive consulting and coaching from Hopa Mountain as well as ongoing support from cohort peers.

**Youth Leaders in Service Sub-Award Information**

All applicants must be community-based organizations or out-of-school programs (e.g. Boys and Girls Clubs, Native nonprofit youth-serving organizations, children's museums and schools) in Montana, Wyoming, and South Dakota's Cheyenne River and Pine Ridge Reservations. Preference will be given to participating organizations that serve a high percentage of children who are recipients of the free and reduced lunch program.

Please find the Youth Leaders in Service Application listed below. Applications are due electronically to [bsawyer@hopamountain.org](mailto:bsawyer@hopamountain.org) or by mail to PO Box 10892 Bozeman, MT 59719 by **5:00PM (MST) on December 12, 2011**. Applicants will be notified of the decision on their application by December 20, 2011.

To learn more about the Youth Leaders in Service Program, please contact Bonnie Sachatello-Sawyer, Executive Director. I look forward to receiving your questions.

Sincerely,



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**Youth Leaders in Service Program 2012 Preliminary Application**

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Please complete and return this application by **December 12, 2011** electronically to [bsawyer@hopamountain.org](mailto:bsawyer@hopamountain.org), or by mail to Hopa Mountain, P.O. Box 10892, Bozeman, MT 59719.  
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Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

How long have you been associated with this program?

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Name of Organization \_\_\_\_\_

Does your organization have 501(c)3 (tax exempt) status \_\_\_\_\_ Yes \_\_\_\_\_ No

If not, is your organization (please check): \_\_\_ a tribal program; \_\_\_ incorporated by a State;  
\_\_\_ incorporated by a Tribe; \_\_\_ a community group; or \_\_\_ other \_\_\_\_\_

How long has your organization been in existence? \_\_\_\_\_

What is your organization's mission?

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Please describe your goals for your youth programs.

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**On additional pages (maximum of 4):**

1. Please describe your service-learning project idea and implementation plan.
2. How will local youth leader be engaged in the proposed service learning project idea(s)?
3. How will the project(s) create a healthier community?
4. How do(es) the project(s) build on community and individual strengths and develop(s) youth leadership?
5. Please describe how your program will integrate the Principles of Effective Practice for K–12 Service-Learning.
6. Please outline below the key activities and milestones for the youth-led, asset-based project(s) development and implementation for the year (January, 2012-July 31, 2012).

January 2012:

February 2012:

March 2012:

April 2012:

May 2012:

June 2012:

July 2012:

7. Given that *service-learning* is not an add-on to an existing curriculum or program, how will you incorporate your youth-led, asset-based *service-learning* project(s) into your organization? How is the project(s) aligned with your organization's mission?
8. What current or potential adult volunteers will you involve in your youth-led, community-based *service-learning* project? How does your organization currently work in collaboration with adult volunteers?
9. What current or potential community partners will you involve in your youth-led, community-based *service-learning* project? How does your organization currently work in collaboration with others?
10. How much funding are you requesting? How will potential funds be used? How will they be administered? What are the sources of matching funds? Please complete the attached projected budget worksheet.

***Thank you for completing this application! Sincerely, YLS Program Organizers***

## Appendix:

### Youth Leaders in Service Sub-Award Requirements

Each recipient of a Youth Leaders in Service sub-award must meet all of the following requirements:

- Actively promote and practice service-learning throughout the project
- Develop a project plan that identifies goals, detailed budget need, intermediate & long-term outcomes, and beneficiaries
- Assign at least two adult leaders who are strong youth leadership advocates and will directly participate in the project
- Secure 1:1 matching\* cash and/or in-kind dollars to support the grant budget
- Participate in monthly conference calls with Hopa Mountain and other YLS sub-awardees
- Recruit and engage 24+ youth, 8+ adult volunteers and 3+ community partners who will participate in the project throughout the year
- Build partnerships with schools and community members
- Implement evaluation surveys (supplied by Hopa Mountain) for each participating youth and adult
- Complete six-month and final progress & financial reports by established due dates

\*Each sub-grantee organization can apply for up to \$7,500.00 and must be able to fully match 1:1 the grant with cash or in-kind contributions. In-kind match support is defined as the value of a non-cash contribution to the program. Examples include equipment, supplies, and the value of goods and services directly benefiting the program. Applicants CANNOT use Corporation for National and Community Service funds (e.g. AmeriCorps and National Senior Service Corps) to match Learn and Serve America programs. Grant funds CANNOT be used for youth participant stipends (though matching funds may be used for such stipends).

Participating Organizations will:

- Increase outreach to teens and low-income elementary and middle school-aged youth and their families
- Increase exposure and collaboration with community partners
- Engage in a unique initiative that empowers youth to become agents of change, skilled in providing active solutions through intensive, community-based service-learning
- Learn best practices for engaging teens in service-learning using strategies and information learned at the August 2011 service-learning training, Imagine Chicago's Community Innovation Guide and National Corporation for Community Service resources
- Secure up to \$7,500.00 to support youth-led service-learning projects, up to \$6,500.00 of which can be used to cover salaries and benefits for project staff

### If Selected

You Can Expect From Hopa Mountain:

- Ongoing support and technical assistance from Hopa Mountain staff
- Opportunities for peer mentoring and coaching
- A press template for your site to utilize with local media
- Reimbursement for actual grant expenses after submission of a reimbursement form to the Hopa Mountain office

To join any of the conference calls, please dial 1-866-200-5786 and enter conference ID 7759909# when prompted.