**Phase II Partner Organization Application**

The Allegheny Mountain Institute (AMI) is an educational non-profit organization with the mission to cultivate healthy communities through food and education. AMI’s flagship program is an 18-month Fellowship that prepares and empowers individuals to become teachers and ambassadors for a more vibrant and accessible local food system. Selected Fellows spend six months in immersive training on the Allegheny Farm Campus (Phase I) and one year in service work with non-profit partner organizations (Phase II).

AMI partners with non-profit organizations in Augusta and Highland County, VA to offer work placement sites for Phase II Fellows (January-December 2021). AMI provides partner organizations with passionate, trained individuals for one year and contributes approximately $29,000 for the Phase II Fellow’s salary and related costs. AMI also provides Phase II Fellows with continuing education, professional development, mentoring and support.

***AMI partners with organizations that are able and willing to meet the following criteria:***

* Be a non-profit working in the AMI impact region of Augusta and Highland Counties, VA and have a mission that supports food-based community development, local agriculture, health, and/or environmental sustainability.
* Incorporate at least 8 hours per week of garden or farm work time to reinforce gardening skills (can be met through a split position with work on an AMI Farm site). Please note that AMI Phase II Fellows also participate in up to 3 days of continuing education per month.
* Commit to using sustainable, regenerative and/or organic farm practices and prohibit use of toxic substances and/or hazardous materials that may drift to the worksite.
* Provide an accessible, supportive on-site supervisor that will supervise the Phase II Fellow’s daily work responsibilities, including review of timesheets, monthly reporting documents, and 90 day and end of year evaluations.
* Provide a $10,000 contribution to AMI for participating in Phase II. Organizations that are unable to make the full contribution will be considered on a case by case basis.
* Acknowledge AMI as a supporting organization in marketing materials and communications channels, including on its website, social media, and in public relations and publicity.

Interested organizations may apply to host a Fellow by completing the following application form to **info@amifellows.org**. Applications are considered on a rolling basis for 2021 placements until **June 5, 2020**.

More information about AMI and the Phase II Fellowship is available at: [www.amifellows.org](http://www.amifellows.org)

**NEW PARTNER APPLICATION**

**Name of Organization:**

**Where is your organization located?**

*Please note that AMI services Highland and Augusta Counties to concentrate its impact in the region. At this time, organizations beyond these counties will not be considered.*

□ Augusta County, VA

□ Highland County, VA

**What is your organization’s non-profit status?**

*Please note that only partners with non-profit designation may participate. AMI does not provide Fellows to for-profit businesses.*

□ *501(c)3*

□ Other, please list:

**Primary Contact Name:**

**Title:**

**Email:**

**Phone:**

**Organization Address:**

**Anticipated Supervisor (if different):**

**Name:**

**Email:**

Please answer the following questions to help us get to know your organization.

1. **What is your mission? How does it support AMI’s mission of building healthy communities through food and education?**
2. **Please describe your service area and the need for an AMI Fellow(s). What would the Fellow(s) role be?**
3. **AMI Fellows need accessible supervisors to be successful in their roles. Who would supervise the Fellow(s)? Please describe their ability to commit to this role.**
4. **AMI requires Phase II Fellows to solidify their gardening skills through the equivalent of 8 hours per week. How will the AMI Fellow(s) fulfill this requirement at your organization? (Please note that if you do not have a garden on-site, the Fellow(s) may be able to fulfill this work through the equivalent amount of time working on an AMI Farm.)**
5. **AMI expects Partner Organizations to make a $10,000 contribution for participating in the Phase II Fellowship program and considers organizations that are unable to make the full contribution on a case by case basis. Please describe your ability to make this contribution.**
6. **AMI provides one-year Fellowship placements and cannot guarantee a Fellow placement for subsequent years. How will you ensure continuity of the Fellow’s work in the case that a Fellow is not provided to the organization in the following year?**
7. **Is there any additional information you would like to provide?**

**RETURNING PARTNER APPLICATION**Please confirm the following.

**Name of Organization:**

**Primary Contact Name:**

**Title:**

**Email:**

**Phone:**

**Organization Address:**

**Anticipated Supervisor (if different):**

**Name:**

**Email:**

Please answer the following questions to help us understand any updates or changes that are anticipated.

1. **Please describe the position tasks and responsibilities a Phase II Fellow would undertake in a continued partnership. Please note any updates or changes from the prior year. As in the past, AMI requires Phase II Fellows to solidify their gardening skills through the equivalent of 8 hours of garden or farm time per week.**
2. **AMI expects Partner Organizations to make a $10,000 contribution for participating in the Phase II Fellowship program and considers organizations unable to make the full contribution on a case by case basis. Please describe your ability to make this contribution.**
3. **Is there any additional information you would like to provide?**