**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 Mountain 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 create work placement sites for Phase II Fellows from January-December 2020. AMI provides partner organizations with passionate, trained individuals for one year and contributes $25,000 for the Phase II Fellow’s salary and related costs. As part of this, AMI provides Phase II Fellows with continuing education, professional development, mentoring and support.

***AMI may partner 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 one day garden/farm time per Fellows’ work week to reinforce gardening skills (can be met through a split position with work on an AMI Farm site).
* 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.
* Pay a $10,000 fee to AMI for participating in Phase II. Organizations that are unable to pay all or part of this fee 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. Applications are considered on a rolling basis for 2020 placements until May 31, 2019.

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

**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:**

**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. 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 requests that the Partner Organization pay a $10,000 annual fee for participating in the Phase II Fellowship program. Will you be able to fulfill this request? If not, please describe the circumstances around why you are unable to provide this match.
6. AMI provides one year Fellowship placements and the organization is not guaranteed a Fellow any 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?