



Located at the Lewis and Clark Interpretive Center in Great Falls, MT, this program encourages a national look. This program will focus on promoting educational opportunities and encouraging trail

stewardship along the trail. Through fundraising and grant writing, LCTHF can have a larger impact on communities in bringing those that live or travel there on the trail and engaging together. This program encourages new ideas and innovative solutions, including event planning and partnership development. The AmeriCorps VISTA member will work with the LCTHF in creating various nationwide activities and events with a focus on volunteerism and trail stewardship. Events can include, but are not limited to: trail cleanup days, educational programming, assisting with festival preparations, and more. This engagement will include the next generation with the goal of inspiring them with the Lewis and Clark story, a story of bravery, adventure, science, and the outdoors. The AmeriCorps VISTA member will also work with tribal leaders across the country to include their story and history in any and all events. Along with tribal leaders, this program asks for increased partnership and sponsorship with local and national organizations and businesses. This partnership includes the National Park Service and all Chapters within LCTHF.

Applications and more information can be found below and here: [My AmeriCorps - Home Page](#)



## Stewards AmeriCorps VISTA

**Step II – VISTA Assignment Description (VAD):** Detailed work plan of this year’s AmeriCorps VISTA Project

**Instructions:**

- Complete all **Red** sections in full detail.
- Add additional Objectives & Member Activities as needed to suit your project.
- Type in single-spaced 11-point font.
- Submit to Stewards AmeriCorps VISTA Development Coordinator:  
Josh Jones: [jjones@conservationlegacy.org](mailto:jjones@conservationlegacy.org)

Stewards AmeriCorps VISTA Project Step II – VISTA Assignment Description (VAD)	
ORGANIZATION NAME	LEWIS AND CLARK TRAIL HERITAGE FOUNDATION
ON-SITE SUPERVISOR CONTACT	Sarah Cawley <a href="mailto:director@lewisandclark.org">director@lewisandclark.org</a> 406-204-7504
FOCUS AREAS	Primary: Economic Opportunity
	Secondary: Highlight only the most applicable one (1) <b>Education</b> Environmental Stewardship
YEAR OF PROJECT	Highlight appropriate year: YEAR 1 <b>YEAR 2</b> YEAR 3 Requesting 4 <sup>th</sup> year special
PERIOD OF PERFORMANCE (365-day service term)	04/2022-04/2023

PROJECT GOAL (750 CHARACTERS OR LESS INCLUDING SPACES)	The goal of this project is to bring communities together through nationwide events, outreach and programs. This goal is focused on bringing folks from the surrounding communities onto the trail and encouraging proper trail stewardship while educating folks on the adventure, comradery, and bravery of the Lewis and Clark story.
OBJECTIVE	<b>POVERTY ALLEVIATION. Stewards Individual Placements</b> Members understand the tie between environmental and economic health. They address community environmental needs and raise awareness of the environment’s role in human and community wellbeing through the creation of economic opportunities that benefit communities.  The Lewis and Clark NHT is the perfect site to work with on environmental and economic health. The communities that the trail passes through, and the wide variety of ecosystems that one can find, provide countless opportunities for the AmeriCorps VISTA members to engage with the public about the natural land around them.
MEMBER ACTIVITIES	1. National Trail Stewardship Programs <ul style="list-style-type: none"> <li>○ Step 1: VISTA will work with staff and LCTHF Committees to create</li> </ul>



## Stewards AmeriCorps VISTA

	<p>educational and interpretive programs for communities across the nation to participate in, as well as organize volunteer events for national service days such as National Public Lands Day and National Trails Day. The guidelines will also go through the site supervisor.</p> <ul style="list-style-type: none"> <li>○ Step 2: Promote opportunities to communities along the NHT via LCTHF’s contact lists and encourage Chapter’s to host similar programs in their local communities.</li> <li>○ Step 3: Assist remotely during the programs and develop the next event</li> </ul> <p>2. Providing Lewis and Clark educational resources to communities effected by poverty</p> <ul style="list-style-type: none"> <li>○ Step 1: Research and develop resource collections that could be used for and by teachers that will be provided for free. This includes working within the Library to get resources online, or to the schools or libraries outside of Great Falls that request assistance.</li> <li>○ Step 2: Bring outlines and curriculum guides to school for their review, while providing constant information and support of the materials.</li> <li>○ Step 3: Bring in other teachers to the L&amp;C community to assist with a broader curriculum development for teachers across the nation.</li> </ul> <p>3. Track Performance Measures (outputs and outcomes) and submit quarterly and final progress reports inclusive of qualitative and quantitative data.</p>
OBJECTIVE	<p><b>FUND DEVELOPMENT &amp; GRANT WRITING. Stewards Individual Placements</b> Members build capacity and create a legacy of long-term improvement and sustainability in the communities they serve by identifying fiscal support and community resources.</p> <p>AmeriCorps VISTA member will assist with fund development and grant writing to promote stewardship events through partnerships and educational opportunities.</p>
MEMBER ACTIVITIES	<ol style="list-style-type: none"> <li>1. Prepare and submit or work with the organization to secure future funding to promote stewardship and educational programs, as well as funding for various projects and programs, including the LCIC accessible native plant sensory garden. <ul style="list-style-type: none"> <li>○ Step 1: VISTA will work with supervisor to identify appropriate grant funding opportunities for the organization.</li> <li>○ Step 2: VISTA will submit or work with the organization or affiliate on a minimum of four (4) grant proposals during the VISTA term.</li> <li>○ Step 3 If successful, VISTA will track grant outcomes, expenses, promote activities related to the grant or sponsorship, and report outcomes and objectives with site supervisor.</li> </ul> </li> <li>2. VISTA will continue growing the existing social media calendar and use it as a guideline to create relevant and engaging social media content. <ul style="list-style-type: none"> <li>○ Step 1: VISTA will look at past social media pieces and use them to create content for future events and incorporate fundraising opportunities throughout all content.</li> <li>○ Step 2: VISTA will continue to grow the LCTHF’s social media following while promoting the work and activities of the LCTHF through regularly delivered</li> </ul> </li> </ol>



## Stewards AmeriCorps VISTA

	<p>content.</p> <ul style="list-style-type: none"> <li>○ Step 3: Ensure content is rich and accurate for LCTHF members and followers, following the content calendar and event calendar.</li> </ul> <p>3. Track Performance Measures (outputs and outcomes) and submit quarterly and final progress reports inclusive of qualitative and quantitative data.</p>
OBJECTIVE	<p><b>VOLUNTEER MANAGEMENT &amp; ENGAGEMENT PRACTICES. Stewards Individual Placements</b> Members provide support and generate organizational interest through the engagement of community-based volunteers.</p> <p>VISTA will work with volunteers locally and national to promote and host stewardship programs and events as well as educational programs.</p>
MEMBER ACTIVITIES	<ol style="list-style-type: none"> <li>1. In developing stewardship programs and events, VISTA will develop processes to expand the volunteer base and train them to ensure program sustainability. <ul style="list-style-type: none"> <li>○ Step 1: Develop recruiting strategies for volunteers in various communities where events or programs are being planned.</li> <li>○ Step 2: With assistance from the site supervisor, VISTA will develop training webinars/sessions to help all volunteers with event promotions, hosting, and any other event needs.</li> <li>○ Step 3: VISTA will ensure new and existing volunteers receive appropriate accessibility and diversity training for all programs or events.</li> </ul> </li> <li>2. VISTA member will develop programs with volunteers in various Lewis and Clark interpretive, educational, and visitor centers giving these organizations the opportunity to promote their individual programs. <ul style="list-style-type: none"> <li>○ Step 1: Work with sites along the NHT to deliver programs and events the fulfill the LCTHF mission.</li> <li>○ Step 2: Work with NPS NHT staff to create a program plan to bring centers across the nation together to share ideas, programs, and information.</li> <li>○ Step 3: Assist with the development of an event calendar, and promote events within various contact lists for everyone across the trail to be involved.</li> </ul> </li> <li>3. Track Performance Measures (outputs and outcomes) and submit quarterly and final progress reports inclusive of qualitative and quantitative data.</li> </ol>
OBJECTIVE	<p><b>COMMUNITY ENGAGEMENT. Stewards Individual Placements</b> Members engage the community they serve to ensure awareness of organizational efforts and generate community commitment to the impact-driven activities being performed.</p> <p>VISTA member will develop engagement ideas and programs for local communities to get the name of LCTHF out in the community with the goal of increasing membership and expanding the contact list of potential community and national partners.</p>
MEMBER ACTIVITIES	<ol style="list-style-type: none"> <li>1. Promote awareness of all LCTHF events and programs both National and on a Regional/Chapter level. <ul style="list-style-type: none"> <li>○ Step 1: VISTA will utilize LCTHF social media and other communication</li> </ul> </li> </ol>



## Stewards AmeriCorps VISTA

	<p>channels to keep LCTHF members up-to-date on upcoming events and opportunities.</p> <ul style="list-style-type: none"><li>○ Step 2: Utilize social media calendar, LCTHF academic websites, the expedition journals, and other resources to create educational content.</li><li>○ Step 3: VISTA will design promotional outlines with the Outreach Committee for brand recognition within the Foundation for every committee and Region/Chapter to use.</li></ul> <p>2. Track Performance Measures (outputs and outcomes) and submit quarterly and final progress reports inclusive of qualitative and quantitative data.</p>
--	--