MTCC VISTA Host Sites

Campuses, community organizations, and governmental agencies serve as host sites. Host sites design, and lead a project within the MTCC VISTA framework while providing support for the VISTA member before, during and after that member's term of service. This section outlines host site responsibilities, expectations, and benefits.

Benefits of Hosting a VISTA:	Expectations of MTCC VISTA Host Sites:
Expand campus-sponsored student volunteerism;	Ensure the campus-community partnership described in the project application is vigorously pursued;
Engage community members in strategic planning process;	Assist with Recruitment: interview and select their VISTA member no later than early July;
Leverage resources to assist community problem solving;	Understand that once selected, the VISTA member cannot be replaced for any reason;
Expand financial resources to assist with grassroots anti-poverty work;	Assure VISTA member attendance at MTCC events and service days;
Fundraising and grant writing benefiting the organization;	Assist the VISTA member with free or low-cost housing, if possible;
Develop tools to improve organization's impact in the community;	Provide a vehicle, if available, to allow the VISTA to attend program training;
Build organizational capacity to address poverty problems;	Complete all reporting requirements by assigned deadlines;
Create service-learning and research opportunities for students and faculty; and	Execute MOU and Site Supervisor agreement; and
Participate in a national movement to renew the public purposes of higher education	Pay host site participation fees.

HOST SITE SUPERVISION:

As part of the ongoing development at a host site, supervision of the VISTA member is assigned to the host site. This will ensure the project progresses toward its stated objectives. Meetings between VISTA members and their Site Supervisors should occur on a weekly basis, and likely more often, early in the member's service.

Office Space and Equipment: Host Sites are required to provide the VISTA member with a computer, internet access, phone, voicemail, and other necessary office supplies. **See MOU on page (12) for more detail.**	• A full-time staff member assigned to supervise the VISTA member; dedicating 5% - 10% of their time to the VISTA project; • The site supervisor will meet regularly with the VISTA member; formally and informally; and • They will provide program assistance, and professional mentoring; • The selected site supervisor should have previous experience, willingness, and the ability to serve as both a mentor and supervisor. • The Site Supervisor is required to attend the Site Supervisor Training at the beginning of the VISTA term, (exact date: TBA); • The Site Supervisor is to attend all required trainings and events included in the annual 'MTCC VISTA Program Year Calendar'; • Participate in regular site visits, calls and check-ins from the MTCC network office; and • In the event that the designated site supervisor is no longer able to hold the position, **the host site is responsible** for designating a replacement site supervisor.

Financial Requirements:

The Montana Campus Compact provides awarded "host" organizations a human resource (in the form of a VISTA) to develop the capacity of campuses and community partners to address poverty in the community.

MTCC is the recipient of a VISTA grant that provides budget for a portion (approximately 75%) of costs of placing VISTAs. The remainder of the budget is the responsibility of host sites. As a result, host sites are required to pay a cash host site participation fee. This fee, billed quarterly, directly supports the MTCC VISTA Program (via member living allowances, training and administration). For more information, email Pete Buchanan, MTCC Operations & Finance Manager, at buchanan@mtcompact.org

The approximate value of a full-time VISTA member placement is $32,000 per year.

MTCC administers the member living allowance; provides relocation funds for members; facilitates pre-service orientation, in-service and close-of-service training; manages reporting systems and reporting to the federal funder; administers end-of-service stipends and end-of-service benefit elections; manages the member recruitment process; provides coaching resources and training to site supervisors and VISTAs; and provides ongoing technical support for members and site supervisors.