BAYAC AmeriCorps Placement Request 2010 – 2011

Please indicate below the number of AmeriCorps members you would like to have at your site, the name of person who will directly supervise the member, and the type(s) of activities the members will be performing. Please be aware that this is a request only and not a final agreement. If we cannot meet your request you will be contacted shortly, so that we can discuss alternatives.

Agency _____ Schools where service will be provided _____

Total number of placements requested _____ Agency Site Supervisor _____

Distribution of Placements:

____ # of members	_____ Supervisor	❒ Tutoring/Academic Assistance
		❒ After School Academic Support and Enrichment
		❒ Service Learning
		❒ Volunteer Coordination
____ # of members	_____ Supervisor	❒ Tutoring/Academic Assistance
		❒ After School Academic Support and Enrichment
		❒ Service Learning
		❒ Volunteer Coordination
____ # of members	_____ Supervisor	❒ Tutoring/Academic Assistance
		❒ After School Academic Support and Enrichment
		❒ Service Learning
		❒ Volunteer Coordination

Please Sign to Show You Agree with the Following Statements:

(1) As a BAYAC Partner Agency we commit to help with the recruitment of members and to provide quality supervision and a quality placement for AmeriCorps members.
(2) Our agency also agrees to pay the allocated AmeriCorps Member Agency match in a timely and responsible manner.
(3) We will read and follow all BAYAC policies and guidelines as stated in the memorandum of understanding.

_____ _____
Signature: Agency Executive Director Date

_____ _____
Signature: Site Supervisor Date

Please fax signed form to BAYAC at (510) 525-9981 or email kwright-smith@bayac.org If you have any questions please feel free to call Kim Wright-Smith at (510) 525-9980x7305