

# VISTA Assignment Description (VAD) Template

**Title: Economic Development VISTA – Huerfano County**

**Sponsoring Organization: Colorado Community Revitalization Association (dba Downtown Colorado, Inc.)**

**Project Name:**

**Project Number:**

**Project Period:**

**Site Name (if applicable): Huerfano County**

**Focus Area(s)**

**Primary:** Economic Opportunity

**Secondary:** Capacity Building

**Note:**

*If your VAD is not accepted, the State Office will note the reason(s) why here.*

## VISTA Assignment Objectives and Member Activities

**Goal of the Project:** To support the community in its efforts to revitalize and strengthen the County by focusing on historic preservation, business retention and development. These efforts will lead to a reduction in poverty in Huerfano County which has an overall poverty rate of 18.5% by creating a stronger and more robust economy that attracts businesses, tourists, and residents to the area.

**Objective of the Assignment (Period of Performance: 05/04/2019 – 05/04/2020)**

Build upon organizational structure and capacity of economic development organization and build and recruit companies for Economic Diversification.

**Member Activities:**

1. Build upon organizational structure and capacity of economic development organization and build and recruit companies for Economic Diversification
2. Improve existing internal procedures/processes.
3. Identify mechanisms/resources to fund a full-time staff position or additional staff as needed.
4. Establish a budget for the local program and look for funding sources by researching and writing grants.
5. Assist in developing work programs for job ready work force in primary type jobs.

**Objective of the Assignment (Period of Performance: 05/04/2019 – 05/04/2020)**

Assist in creating documents to guide the long-term approach of Economic Development.

**Member Activities:**

1. Work with staff and the board/steering committee to create a multi-year strategic plan incorporating the community's vision.
2. Create a communications plan for Economic Development that outlines best practices for future volunteers or staff.

3. Create primary employment opportunities.

**Objective of the Assignment (*Period of Performance: 05/04/2019 – 05/04/2020*)**

Build Huerfano County's capacity to engage in the revitalization of the county by fostering long-term partnerships with governmental agencies and improving access to housing.

**Member Activities:**

1. Assist in identifying where affordable and workforce housing might be incorporated in the redevelopment of existing housing.
2. Develop processes utilizing technology to promote all phases of economic development
3. Maintain an on-going and supportive relationship with the City of Walsenburg and the Town of La Veta.
4. Maintain an on-going relationship with the Workforce Center to assist in training programs.
5. Increase partnerships and outreach for Huerfano County Economic Development and Tourism Organizations at the regional and state level by attending regional economic development events and compiling a list of potential partner organizations for Huerfano County.

**Objective of the Assignment (*Period of Performance: 05/04/2019 – 05/04/2020*)**

Increase community involvement and grow volunteer base for various Huerfano County Programs

**Member Activities:**

1. Identify creative ways to engage shareholders in the effort to include businesses, established organizations, government entities, and the community. VISTA should organize a schedule of events that involve new volunteers and stakeholders.
2. Work with local businesses to ensure preparedness regarding disaster resiliency and recovery including flood risk and flood insurance.
3. Use marketing and promotional pieces to encourage resident support and involvement in the revitalization.
4. Identify and record a specific process to encourage the involvement of youth, Hispanic community and low-income community.

**Objective of the Assignment (*Period of Performance: 05/04/2019 – 05/04/2020*)**

Reporting and Training

**Member Activities:**

1. Attend a monthly conference call with the Downtown Colorado, Inc. (DCI) AmeriCorps VISTA team and VISTA Leader.
2. Fill out monthly reporting to the VISTA Leader via google forms
3. Fill out a Community Assessment Form at the beginning and end of term of service
4. Attend quarterly DCI AmeriCorps VISTA trainings and DCI Annual Spring Conference

(expenses and lodging paid by DCI). This will provide the VISTA member with relevant information and connections that work towards accomplish member activities. May be required to attend relevant meetings, forums, or conferences that relates and assists in the VISTA member accomplishing their VISTA activities outlined in this VAD.