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NORWICH



UNIVERSITY

THE MILITARY COLLEGE OF VERMONT AND VERMONT COLLEGE

MONTPELIER, VERMONT 05602

(802) 223-8800

THE PEACE CORPS PREPARATORY PROGRAM

Eli Segal
Office of National Service
White House
Washington, D.C. 20500

Dear Mr. Segal,

The enclosed grant proposal was not selected for a Summer of Service grant, but I submit a copy for your interest. Would you like to know more about the Norwich University Peace Corps Program? A brochure is enclosed, and I would be happy to discuss our pioneering program further.

Sincerely,

Mitchell Hall, Director

Proposal]

Norwich University and SerVermont

Summer of Service Project

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NORWICH UNIVERSITY



The Military College of Vermont and Vermont College

NORTHFIELD, VERMONT 05663

TEL 802 485-2065

March 29, 1993

RICHARD W. SCHNEIDER, Ph.D.
President

Ms. Catherine Milton
Executive Director
Commission on National
and Community Service
529 14th Street, Suite 452
Washington, DC 20045

Dear Ms. Milton:

Norwich University is pleased to submit a proposal requesting support for a "Summer of Service" project from the Commission on National and Community Service.

Norwich's Peace Corps Preparatory Program (PCPP) will form a partnership with SerVermont, a private nonprofit service learning, training and evaluation program and two middle schools serving at-risk youngsters.

Inaugurated at Norwich in 1987, the PCPP is a civilian counterpart to ROTC designed to foster a life-long commitment to community service. Through academic courses, community service practica, and summer internships abroad, students gain leadership skills and self-confidence. Following graduation, these skills enable them to serve successfully in national or international service organizations. Reverend Theodore M. Hesburg, President Emeritus of the University of Notre Dame who serves on the Advisory Committee, wrote: "I would like to commend Norwich University in its leadership for pioneering what I think one day will be a very important part of education for young people. Voluntary service has always been at the heart of America, even more so today. Engaging in a program like this is exactly what is needed."

Since 1819, Norwich has prepared its students to serve the public interest. Its founder, Alden Partridge, created an educational system to prepare young people to "discharge, in the best possible manner, the duties they owe to themselves, to their fellow men, and to their country." The generations old Norwich mission is equally valid in society today. Frank Newman, the noted educator, writes, "We keep coming back to the notion that the most important thing an institution does is not prepare you for a career but for your life as a citizen."

Norwich has a history of training young people to become leaders and is committed to its students, the community and the nation. We look forward to participating in President Clinton's "Summer of Service" program.

Sincerely,

Richard W. Schneider, Ph.D.
President

RWS:pr

TITLE PAGE

VERMONT'S SUMMER OF SERVICE

1. Norwich University, Northfield, Vermont 05663
2. Norwich University, Peace Corps Preparatory Program
PCPP prepares students for international voluntary service with the US Peace Corps and similar agencies. Students learn skills in cross cultural communication, needs assessment and collaborative problem solving. Local community service is a program requirement.
SerVermont, private nonprofit
SV is a service learning training and evaluation program
3. Signatures: Richard W. Schneider, President, Norwich University
Mitchell Hall, Director, PCPP
Cynthia Parsons, Coordinator, SerVermont
(See Appendix B)
4. \$948,231.00
80 stipended participants
200+ volunteers
5. Norwich University founded in 1819, is the oldest private military university with a Corps of Cadets, and remains the only private military university in the United States with a uniformed Corps.

Moreover, Norwich University is the first institution of higher education in the United States to create a Peace Corps Preparatory Program (PCPP). The program remains the largest in the United States.

With the project detailed in this proposal Norwich will enrich its strong tradition of service to nation and community. In addition, Norwich will continue at the forefront of universities which combine higher learning with service and leadership to community and country.

Forty college students preparing to give a minimum of two years of national service, paired with 40 at-risk 17-25 year old participants will design and implement service activities in both Washington and Orange Counties which include improving the health, environment, and safety of many communities within these counties. The 80 stipended participants will work with some 200 middle-school students -- 100 in each county -- as tutors, and as co-service providers. SerVermont will provide local training and on-going evaluation for the full summer program, including experiential activities in music, art, dance, drama, and literature for community enrichment.

VERMONT'S SUMMER OF SERVICE

The Applicants

The applicants are: Norwich University, specifically its Peace Corps Preparatory Program, and SerVermont, a private nonprofit [501 (c) (3)] organization. Norwich University will serve as the fiscal agent for the partnership; SerVermont will be a sub-grantee. Norwich University, which has an indirect cost rate of 17%, will, for this special summer of service, carry this program for a modest 5% indirect cost.

Each partner is uniquely qualified to initiate and operate a 9-week summer of service program within an extraordinarily short preparatory time frame. The Peace Corps Preparatory undergraduate college program at Norwich University located on the Vermont College Campus in Montpelier, Vermont's capitol city, includes a summer of service for each participant, all of whom are within the targeted 17-25 age range. These college students already will have worked on service projects with at-risk youth, and with middle-school students. The Peace Corps Preparatory Program already has a history of service in the fields of health, the environment, public safety, and educational enrichment. College students involved in its program are from widely-diverse backgrounds; their service projects involve Vermonters from every walk of life.

Norwich University has an unblemished history of fiscal responsibility in the administration of federal grants, and served as the fiscal agent for SerVermont from its inception in 1986 through 1990. Mitchell Hall, Director of the Peace Corps Preparatory Program has served in Togo, West Africa with the U.S. Peace Corps. He is a published author, a teacher, and a storyteller.

SerVermont has been working directly with students at every age and grade level; also with school officials and agency supervisors since 1986, encouraging service learning to meet health needs for children and senior citizens, aiding the environment, enriching school experience, promoting public safety, particularly drug and alcohol-free environments, and training service leaders. SerVermont's founder and coordinator, Cynthia Parsons, helped with the original design of the Norwich University Peace Corps Program and serves on its board. Our partnership is tried and true; it does not begin with this summer program.

While Mitch Hall will be the Principal Investigator, and administer the Summer of Service Program, Cynthia Parsons will coordinate and lead all local training specifically tied to our Summer of Service. She will incorporate the Vermont Institute for Teaching the Arts (VITA) in that training, as VITA is the state's preeminent agency for experiential teaching.

As for implementing the proposal expeditiously, as you read this proposal, SerVermont is providing training in service learning to the summer of service target population, and the Norwich University Peace Corps Preparatory Program participants are carrying out service learning projects to meet the focus needs outlined by the Commission on National and Community Service. With your financial and training assistance, should we be awarded our requested funds, we will be able to continue our work throughout the summer.

SEA Change Award

We want to make it clear at the outset that we wish to be one of the programs chosen to receive a Service Entrepreneurial Award in order to develop a network of partnerships throughout Vermont:

- (A) Dartmouth College Education Department and its service-oriented Tucker Foundation, co-joined with area middle schools, the Peace Corps Preparatory Program, and SerVermont.
- (B) Johnson State College co-joined with Northeast Kingdom middle school students in Derby and elsewhere, the PCPP, and SerVermont.
- (C) Bennington College co-joined with southeastern Vermont middle schools, RSVP, and PCPP, and SerVermont. Dartmouth's undergraduates working toward teacher certification must be involved in service learning and a local Middle school already provides service learning experiences for every pupil. Johnson State's undergraduates are already engaged in service learning activities in Vermont's most rural and most economically-deprived region. Bennington College has long required a field experience in service learning, and through the Retired Senior Volunteer Program Bennington middle and high school students are carrying out more than 400 community service projects.

A SEA award to the partnership of Norwich University and SerVermont would allow us to strengthen ties among these educational institutions and cooperating service agencies, helping to improve both the quality of the service and the number of active participants. There is acknowledged strength in diversity; but even more strength in cooperative partnerships. There is, of course, no time -- and no available resources -- to foster these connections between March 1, 1993, when the Summer of Service awards were announced in April 1, 1993, when the proposals are due.

Vermont's Demonstrated Needs and Impacts

We're the most rural of our nation's 50 states. This means that every child or adult at risk is isolated from even the most basic of services available to their urban counterparts. We're colder than Appalachia, have less native foods available than folks living below the poverty level on off-shore islands, have no mass transit services, and most of our K-12 educational institutions close for the full summer. Our traditional industrial base, allowing for apprenticeships, has shrunk alarmingly; our farms, another traditional source of employment for at-risk youth particularly during the summer months, are declining precipitously in number; and our seasonal service jobs, while growing, are first given to those adults no longer needed in industrial jobs, leaving 17-25 year olds with fewer and fewer placements.

We'll begin with a core of 40 college students aged 17-25 enrolled in the PCPP, each of whom will recruit an out-of-school 17-25 year old to join in our summer of service projects through the local school guidance services and social service agencies. These 80 "Buddies" will not only design service projects together, but work with local agencies in the greater Montpelier area to meet the needs of the most needy residents. In addition, the 80 stipended participants will offer tutoring and enrichment programs, including joint service projects to aid the

environment, to some 200 middle school students who will be picked up at their homes by bus Monday through Friday during July and August.

As part of SerVermont's training responsibilities, the impact of the PCPP participant activities will be documented and evaluated through oral and written documentation with participants, agency supervisors, and service recipients. All tutoring work will be pre-tested and post-tested using portfolio assessment procedures in place of paper/pencil, fill-in-the-blanks, highly-questionable measurements.

If, for example, the task is to work with RiverWatch to monitor and clean a portion of the Winooski River, SerVermont's documentation will start with the state of that portion of the river prior to PCPP involvement, and documentation at the close of their 8-week effort, receiving evaluation from not only water-quality professionals, but the participants themselves based not only on what they have learned scientifically, but their impressions aesthetically as well.

If, for example, the task is to tutor a functionally illiterate school pupil or young adult, in the areas of reading ability in line with fluency, vocabulary, oral articulation, comprehension, and storyline, the task will be assessed professionally at the beginning of the tutoring and at the close, along with assessment by the one tutored.

SerVermont and VITA professionals are well qualified to provide impact information, not only at the close of the 9-week Summer of Service, but along the way, helping tutors to adjust lessons to meet emerging needs of developing students.

While listing the number of children tutored, the lengths of water monitored, the weight of the debris picked up, the number of home visits made to provide health-care information, etc. are important as benchmarks, it's the quality of those interventions which our Summer of Service wishes to emphasize. And since we wish to include our partner youth/PCPP students in the decisions about which service projects to undertake, we are reluctant to list just which ones will be undertaken during the summer or, for example, to estimate the number of cubic feet of water which will be improved through the efforts of our participants.

We will collect the important baseline data, monitor progress against that baseline, and report on impact both along the way and at the close of the 9-week period. And we will, of course, work closely and cooperatively with the Commission's Summer of Service evaluation team.

Program Participants

Since the core 40 participants are already enrolled in the PCPP, recruitment by the core 40 of the 40 additional out-of-school diverse population of young adults for SerVermont's Summer of Service will begin as soon as we are notified of our award. All 80 will be paid, for the duration of the summer program, the minimum hourly wage, and those successfully completing the program will receive the \$1,000 post-service benefit.

Montpelier's Main Street Middle School has agreed to participate fully with SerVermont's Summer of Service. Already a Parent-initiated Community Service Committee is at work seeking service learning placements for the youngsters, and, as the principal Rebecca Torrant states, "Nothing would please them more to work throughout the summer with the PCPP students and their buddies." In addition, the Williamstown Middle School, whose principal is John Eklund, and which has had a summer youth program in operation for the past several years, wishes to participate with the PCPP.

A word of explanation about the PCPP students is in order. They are Norwich University undergraduates who have chosen to enter the Peace Corps Preparatory Program which requires them to do community service locally, to learn to take leadership for service learning projects, to learn how to teach experientially, to do a short-term service learning experience overseas while still undergraduates, and to commit to several years of public service after graduation, earning by doing so forgiveness of a portion of their college debt.

Finding the 40 out-of-school jobless youth for the college students to buddy, unfortunately, will not be difficult; they are in plentiful supply within commuting distance of Montpelier. Finding middle school students to serve with these youth and to be tutored by them, also, will not be difficult. Both the Main Street Middle School and the Williamstown Middle School have a large proportion of their students eligible for subsidized lunches.

SerVermont and VITA will hire special trainers for this Summer of Service on a consultant basis. VITA uses ethnically-diverse teaching artists in its experiential workshops, involving participants in aesthetic understanding and how to use learning by working in an academic setting. VITA teaching artists, trained through New York's Lincoln Center for Teaching the Arts, work with teams of teachers, and will work with teams of young adult participants providing them with leadership training.

The young adults, in turn, will develop service and tutoring programs based on experiential teaching methods with their middle-school clientele. Performances by the teaching artists, as well as those by the Summer of Service participants will, themselves, be community service events which include audiences in and from hospices, homeless shelters, senior centers, nursing homes, and the like.

SerVermont regularly provides training for agency supervisors, for teachers, and for student leaders. The main purpose of SerVermont's training is to demonstrate how the service activities can be integrated with academic coursework; that is, how to create service learning opportunities stemming simultaneously from the meeting of a community need (chronic or acute), and the need for knowledge accumulation by the student population.

Service Activities

Perhaps a timeline will help with perspective.

- May 1 Forty PCPP participants choose 40 at-risk youth
Recruitment begins for middle-school youth for tutoring and service-project involvement
- May 15 Eighty participants line up service projects
VITA engages its teaching artists
SerVermont its trainers/evaluators
- May 21-24 Training on west coast for 17.
(SV & VITA. 7; PCPP, 10)
- June 1 Choose all project supervisors at the middle schools, at the agencies, and as counselors for the 80 participants.
- June 21-25 Training on the west coast for 64.
(PCPP, 50; Agencies, 10; SV & VITA, 4)
- July 5 Begin the service projects.
Begin the summer tutoring.
Begin SV & VITA training for all participants.
August 21/22 Summit conference in DC for 150 - all 80 participants, plus 20 trainers, plus 50 selected middleschool students.
August 23 Begin final week of reflection, documentation, and evaluation.

Descriptions of possible pre-chosen specific projects, and the cooperating agencies, follow:

Hubbard Park is located in Montpelier, Vermont's state capitol. Ranger Jeff Byers has welcomed volunteer contributions from Peace Corps Program students in the past/ Volunteers have built a tool shed, cleared trails, upgraded drainage ditches, spread wood chips on jogging trails, painted, and cleaned up litter. Summer of Service volunteers will contribute to the environmental quality of the park, help to ensure the safety of facilities, and contribute to the health of those who benefit from this outdoor facility.

Peace Corps Program students have previously helped build houses with the Central Vermont Habitat for Humanities. Their enthusiastic labor was much appreciated by coordinators Esther and Harlan Farnsworth. Volunteers painted, landscaped, and helped in construction. Summer of Service volunteers will contribute to making a house ready to shelter a family who could not afford a home built by professional labor. The volunteers will contribute to the health and safety of this family.

The Vermont Foodbank has benefitted from Peace Corps Program Volunteers. David Morgan of the Foodbank said that student volunteers over the past school terms made the difference for the Foodbank in keeping up with its workload. A large volume of food needs sorting. This food will contribute to the health of hungry Vermonters. It will be a worthwhile project for Summer of Service volunteers.

But we do reserve the right (actually, as we see it, the responsibility) to choose specific projects and cooperating agencies after we have been awarded a Summer of Service grant, and after our PCPP participants have chosen their 40 buddies. We could not in all conscience ask our young adult participants to take on service learning leadership responsibility and not give them the opportunity to assess community needs in health, public safety, and the environment, to determine which agencies best meet these community needs, and which agencies welcome teams including young adults and middle school students as service providers.

We could, of course, line up specific service jobs for our some 280 participants for July and August without their involvement in the selection, but we are enormously reluctant to do so. We feel it is against everything we're trying to teach our PCPP participants and their buddies. But we recognize the Commission's need to know whether or not we're describing real service jobs and real agency cooperation, or "smoke and mirrors." Because the Norwich University Peace Corps Preparatory Program already works on specific projects with specific cooperating agencies, we are including extensions of these as they are proven entities.

Our Budget Narrative

We have no matching local or federal funds involved specifically in SerVermont' Summer of Service, but we do have in-kind contributions which are sizable. They include the 40 PCPP participants room and board, use of Norwich University and Vermont College campus space and buildings, use of space at the Montpelier Main Street and Williamstown Middle School, VITA's and SerVermont's office expenses, and all space and administrative costs at all cooperating service agencies. These in-kind contributions are estimated at: \$1,000 X 40 PCPP participants, \$40,000.; and \$500 X 240 middleschoolers and at-risk participants, \$120,000; totalling \$160,000.

TOTAL REQUESTED FUNDS = \$948,231.00

1. Participants: \$219,200
80 participants working 40 hours per week for 10 weeks at a minimum hourly wage. (80 x \$4.35 X 400 = \$139,200.) In addition, each participant is to receive \$1,000.00 benefit. (80 x \$1,000.00 = \$80,000.00) Norwich University has the full capability to handle distribution of the weekly participant wages and the end-of-service benefits.
2. Project Leaders: \$14,500.00
M. Hall, as Principal Investigator, for 1/4 year \$9,000.00
C. Parsons, Director of Training, for 1/4 year \$5,5000.00
3. Other Salaries: \$65,500.00
10 PCPP supervisors at \$75.00 per day for 50 days = \$37,500.00
8 VITA teaching artists at \$100.00 per day for 20 days = \$16,000.00
3 SerVermont trainers at \$100.00 per day for 40 days = \$12,000.00

4. Other Expenses: \$355,000.00
- a. Transportation to/from service sites and schools, estimated at \$500.00 per day for 50 days = \$25,000.00. (Includes cost of rental vans for young adult participants and for contracted bus service for middle school students.)
 - b. Equipment and supplies for schooling, recreation, and service work assignments estimated at \$10.00 per day for 50 days for 300 participants = \$150,000.00.
 - c. Reimbursement to the two middle schools and service organizations for custodial and food service at \$8.00 per day for 50 days for 300 participants = \$120,000.00.
 - d. Additional insurance for summer participants = \$20,000.00.
 - e. Local travel for supervisors, trainers, project directors, estimated at \$20,000.00.
 - f. Office expenses, telephone, postage, bookkeeping, secretarial service, supplies and miscellaneous costs = \$20,000.00
5. National Training and Travel: \$248,175.00
- 81 to the west coast at \$1,000.00 air fare plus \$75.00 per day X 9 days = \$135,675.00
- 150 to the east coast summit at \$600.00 air fare plus \$75.00 per day for two days = \$112,500.00.

*Indirect cost (5% of \$902,175.00) = \$45,109.00

Budget

For each program (minimum of 50 participants) in the application, provide the following cost information and supporting explanations:

1.	Participant Costs						
		<u>80</u>	x	<u>\$4.35</u>	x	<u>10 40 hr wks</u>	= \$139,200
		# of participants		Federal min. wage		# of weeks (minimum 9.5) ¹	+ Benefits
							\$ <u>219,200</u>
2.	Project Leaders' Salaries	Mitchell Hall -- \$9,000					\$ <u>14,500</u>
		Cynthia Parsons-- \$5,500					
3.	Other Supervisors'/Leaders' Salaries						
	10 PCPP					<u>37,500</u>	
	11 SerVermont + VITA					<u>28,000</u>	\$ <u>65,500</u>
4.	Other Expenses ²						
	Transportation, Equipment, Insurance					<u>215,000</u>	
	Middle School custodial + food + office expense					<u>140,000</u>	\$ <u>355,000</u>
5.	National Training & Travel ³						
		Participants	150			<u>112,500</u>	
		Leaders/Supervisors	<u>81</u>			<u>135,675</u>	\$ <u>248,175</u>
			(#)				45,109
	*Indirect Cost (5%) x \$902,175						947
	*Federal Audit Fee (\$947,284 \$50,000 x \$50)						
	TOTAL FUNDS REQUESTED FROM THE COMMISSION						\$ <u>948,231</u>
6.	Matching Funds						\$ <u> </u>
7.	In-Kind Contributions	Est. @ (\$1,000 x 40) + (\$500 x 240)					\$ <u>160,000</u>
8.	Other Federal Funds						\$ <u> </u>
	Total Project Costs						\$ <u>1,108,231</u>

1 There must be a minimum of 8 weeks of service plus one week of national training and 2-1/2 days for conclusion summit.

2 Any other expenses should be included and briefly explained.

3 The travel for participants and project leaders/supervisors. Should be based on one trip to the West Coast and one summit trip to the East Coast (Washington, DC., area). Cost of travel should include airline or other transportation and per diem, calculated at \$75 per day per participants or leader, the number of leaders/supervisors should be cited.

[FR Doc. 93-5429 Filed 3-5-93; 10:19 am]

BILLING CODE 6420-BA-C

APPENDIX A

RESUME

Mitchell Hall
R.D. Box 110, Airport Road
Warren, Vermont 05674
Telephone: (w) 802-828-8801; (h) 802-496-5856

Professional Experience:

Director, Norwich University Peace Corps Program, 1990 - present
Adjunct Professor, Vermont College Adult Degree Program, 1991 - present
Teacher, French and Humanities, Green Mountain Valley School, 1983 - 1990
International Student Advisor, Stanford University, 1978 - 1981
Lecturer, English to Foreign Students, Stanford University, 1971 - 1978
Organizer, International Fellowship of Reconciliation, 1970
Translator, French Embassy Press and Information Service, 1969
Teacher, history and English, Junior High School, NYC, 1968
Peace Corps Volunteer Teacher, Togo, West Africa, 1965 - 1967
Teacher, history, Grace Church School, NYC, 1964 - 1965

Education:

M.A., sociology, University of Chicago, 1968
B.A., comparative religions, Columbia University, 1964

Publications:

Manuscript draft writer of Dr. Christopher Harrison's Let's Face It: The Complete Facial Exercise Program, (Martinez, CA: Chris Harrison Productions, 1991)
Co-author with Yaya Diallo, The Healing Drum: African Wisdom Teachings, (Rochester, VT, Destiny Books, 1989)
Author of 10 articles, AHP Perspective (San Francisco: Association for Humanistic Psychology, 1983 - 1989)
Copy editor of Acharya Sushil Kumar's Song of the Soul: The Namokar Mantra, (Blairstown, NJ: Siddhachalam Publishers, 1987)
Editor and manuscript rewriter of Dr. Edward Whitmont's Return of the Goddess, (New York: Crossroad Publishers, 1982)
Manuscript draft writer of Prof. Morton Kelsey's Christo-Psychology, (New York, Crossroad Press, 1982)
Manuscript consultant for Dr. Irvin Yalom's Existential Psychotherapy, (New York: Basic Books, 1980)

Performing:

Storytelling and Puppetry

Advisory Board Membership:

Grace Contrino Abrams Peace Education Foundation, Miami, FL
A.E.L.O. Music Group, NY, Baltimore, Dakar
Vermont Social Studies Alliance

RESUME: 1993

- 1948 B.A., Principia College
- 1956 M.A., Putney Graduate School/Antioch
- 1985 Honorary Ed.D., Norwich University



- 1948-62 Teacher K-12 in both private and public schools
- 1959-61 Instructor, New Math Madison Project
- 1962-69 Education Editor, The Christian Science Monitor
- 1969-70 Education Editor, The World Bank
- 1970-73 Senior Program Officer, Experimental Schools, NIE
- 1974-82 Education Editor, The Christian Science Monitor
- 1982 Visiting Instructor, Geelong College (Australia)
- 1982-83 Visiting Instructor, Dartmouth College (also '88)
- 1983-88 Visiting Instructor, University of Vermont
- 1984 Curriculum Consultant, Robert College, (Istanbul, Turkey)
- 1985... Coordinator, SerVermont; Owner, Vermont Schoolhouse Press (VSP)

- 1950... Free-lance writer
- 1969 *Schools Can Change* (out of print) [school reform]
- 1970-73 Syndicated Column, "Parent and Child"
- 1982-83 Editor, Vermont Magazine [University of Vermont Alumni]
- 1985 *Seeds* (Woodbridge Press) [school reform]
"Managing National Service" (Monograph)
- 1986 *What'll You Have?* (Vermont Schoolhouse Press) [recipes for non-alcoholic drinks]
- 1988 *SerVermont and the U.S.A.* (VSP) [student community service]
- 1990 *The Purple Hills* (VSP) [western novel]
- 1991 *Service Learning From A to Z* (VSP) [student community service]
The Co-op Bridge (Woodbridge Press) [cooperative education/school reform]
- 1992 *George Bird Grinnell: A Biographical Sketch* (University Press of America)
Learning Democracy in Hungary (VSP) [supplementary text]
Made Not Born: Small 'd' Democrats (Work in progress)
- 1993 *Spinach and Zweiback: The Writings of Newell Martin* [editor]

Awards: New England Women's Press Association
Education Writers Association
Wayne State University
American Association University Professors
American Vocational Association
Eleanor Roosevelt Medal for Public Service

Fellowships: Carnegie Corporation (Indonesia)
Ford Foundation (school finance)
Mott Foundation (community, South America; Hungary)
Edwin Gould Foundation (national service)
MacArthur Foundation (service learning)
Soros Foundation, Hungary (lessons in democratic citizenship)

APPENDIX B

NORWICH



UNIVERSITY

THE MILITARY COLLEGE OF VERMONT AND VERMONT COLLEGE

MONTPELIER, VERMONT 05602

(802) 223-8800

THE PEACE CORPS PREPARATORY PROGRAM

March 30, 1993

Dear Commission on National and Community Service,

As director of the Norwich University Peace Corps Program (NUPCP), I am pleased to be applying in collaboration with SerVermont for a Summer of Service Youth Corps grant. Community service is an intrinsic feature of the NUPCP. A Summer of Service grant would provide our students with meaningful opportunities to serve locally and to prepare for eventual service with the U.S. Peace Corps or similar agencies. As you will note, the NUPCP has already established significant working relations with community agencies and schools. Through the Summer of Service Youth Corps we hope to contribute further to the environment, health, and safety of Vermonters.

Sincerely,

A handwritten signature in cursive script that reads "Mitchell Hall".

Mitchell Hall, M.A.

SerVermont

Students in Community Service

20 March 1993

Mitchell Hall, Director
Norwich University Peace Corps Preparatory Program
Vermont College Campus
Montpelier, VT 05602

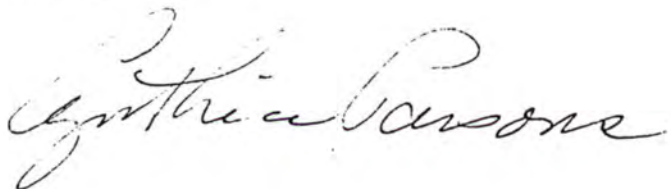
Dear Mitch:

We're delighted to join you in partnership to operate and evaluate Vermont's Summer of Service. Thank you for including us, and for allowing us to provide not only all local training, but to assist you with evaluation and documentation. We understand you have asked to be considered for a SEA Change Award in order to plan for a more comprehensive national service program which would include Dartmouth, Johnson State, and Bennington colleges. Again, we thank you for including us in that partnership.

By starting with your 40 PCPP students, asking each of them to choose an at-risk 17-25-year old as a buddy, and linking up with two middle schools serving at-risk youngsters, you've created just the type of summer of service we believe President Clinton has called for. Preparing college youth to serve both overseas and within the U.S., and helping while they are serving to reduce their personal educational debts, is precisely what the President has asked us to do. Three cheers to you for enlarging your college program on such short notice to embrace seven times as many participants.

We're looking forward to the federal Commission's training program to be held on the west coast May 21-24, and along with VITA's four staff, will be sending three of SerVermont's trainers.

Yours sincerely,

A handwritten signature in cursive script, reading "Cynthia Parsons". The signature is written in dark ink and is positioned below the typed name.

VITA Vermont Institute for Teaching the Arts

A NON-PROFIT TEACHER-TRAINING INSTITUTION

802-229-5628

P.O. Box 1512

Montpelier, VT 05602

March 29, 1993

DIRECTORS

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Norwich

J. B. C. Thomas
Marlboro

EX-OFFICIO

Mark Schubart
President,
Lincoln Center Institute

Scott Brandon
Executive Director,
Lincoln Center Institute

Sarah Warren
Founder, VITA

Madeline Motta
Executive Director

Mitchell Hall, Director
Norwich University Peace Corps
Preparatory Program
Vermont College Campus
Montpelier, VT 05602

Dear Mr. Hall:

We've read the application from you and SerVermont to the federal Commission on National and Community Service for the Vermont's Summer of Service. We are very excited about the potential for growth for not only the young people involved, but for all those who will be with you and SerVermont to provide training in experiential education to your 40 PCPP students, and to their 40 out-of-college colleagues.

Improving community health, in all aspects, and improving schooling at every level is what we are all about.

We congratulate you and Cynthia Parsons for forming this dynamic partnership, and are pleased to be asked to play such an important role.

Our teaching artists are looking forward to working closely with 80 youth, and the 200 middle school students to create and produce performances to support service work in the fields of health, safety, and the environment.

We will send four members of our VITA staff to the May training tentatively scheduled for May 21-24 on the west coast.

Thank you for including us, and we wish you every success for your application.

Sincerely,



Madeline Motta
Executive Director

Main Street Middle School

170 Main Street

Montpelier, Vermont 05602

(802) 223-3404

March 29, 1993

To Whom It May Concern:

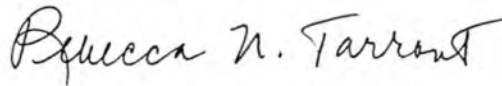
Main Street Middle School is pleased to be included in the Summer of Service Grant as filed by the Norwich University Peace Corps Program. We seek out all such opportunities to engage our students in meaningful work in their community. We are especially invested in opportunities that deliberately focus on the development of students' self-esteem.

As soon as we know that the grant has been awarded, we will work with the staff of the Norwich University Peace Corps to select students. There are several students for whom we see this as an important and valuable summer experience. We sincerely hope that this grant will create an opportunity for our kids.

We know from previous involvement with summer work programs for students and from our previous involvement with Norwich University that this could be a great success.

Thank you for your consideration.

Sincerely,



Rebecca N. Tarrant
Principal

WILLIAMSTOWN MIDDLE SCHOOL
P.O. BOX 505
WILLIAMSTOWN, VERMONT 05679-1037
(802) 433-1036 OR (802) 433-1037

John Eklund, Principal

Russell P. Barnum, Guidance

March 26, 1993

Mitchell Hall, Director
Norwich University Peace Corps Preparatory Program
Vermont College Campus
Montpelier, VT 05602

Dear Mr. Hall:

Williamstown Middle School is extremely grateful to be included in Vermont's Summer of Service program as outlined in your exciting proposal to the federal commission on National and Community Service. We have in the past involved our youth with summer service corps programs, and as soon as we receive the "go-ahead" from you will begin recruiting students for this special summer of service learning.

We look forward to being able to provide the children with tutoring, and with service activities dealing with health, safety, and the environment -- issues foremost in our community. We're looking forward, as well, to the training in experiential education which will be provided by SerVermont and the Vermont Institute for Teaching the Arts.

Thank you for including us; we'll begin recruiting pupils as soon as we hear from you that you've been awarded the Vermont Summer of Service grant.

Yours sincerely,



John Eklund, Principal

**Montpelier Park Commission
City Hall
Montpelier, Vermont 05602**

To whom it may concern,

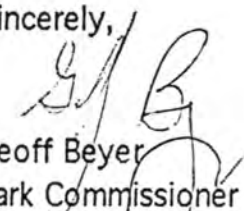
This is a letter supporting the wonderful work that has been done by the Peace Corp program of Norwich and Vermont College. Their program has done volunteer work for the Montpelier Park System for two years now. Each year their help has been extremely helpful in accomplishing crucial projects. Volunteers from Norwich and Vermont College have assisted with numerous projects including; trail construction, transplanting trees, road and trail erosion control, landscaping, removal of an old workshed, site preparation and drainage for the new workshed, and much more.

The Montpelier Park System consists of three city parks, the largest of which is almost two hundred acres. The amount of work required to maintain and develop such an area, which includes miles of dirt roads, many more miles of hiking and cross country trails that are located on hilly terrain inaccessible to vehicles, picnic areas, and much more. This kind of area requires a great deal more labor than the park budget has been able to provide. The kind of assistance the Norwich Peace Corps program has offered is essential to the ongoing success of Park Management here. The Commission is excited and hopeful about the prospects of this program being able to expand the support it has offered us.

The Park Commission can offer a worksite with supervision, and job training, and virtually endless number of projects that would benefit not only the general public. Park projects include environmental aspects through; erosion control of both trails and dirt roads, wildlife management, protection of an existing Natural Area and updating and improving the nature trail. Safety issues are dealt with through trail redesign and maintenance, job training, design and posting of needed caution signs, as well as signs that provide for education and direction.

It is our sincere hope that your agency can support crucial projects through supporting the efforts of Norwich and Vermont College.

Sincerely,


Geoff Beyer
Park Commissioner

Vermont Foodbank



Granger Road
Berlin, Vermont
P.O. Box 254
South Barre
Vermont 05670
802-223-BANK

TO: Mitchell Hall, Director
Vermont College Peace Corp Program

FROM: Diana Thurston, Acting Executive Director

SUBJECT: Summer Service Initiative *Diana*

DATE: March 26, 1993

This memo is in response to your query about use of peace corp students at the Vermont Foodbank during this coming summer.

As you know, the Vermont Foodbank is an independent non-profit organization operating as a food clearing house that works to alleviate the growing problem of hunger in Vermont. It acquires food from various sources and distributes it to 200 local emergency food shelves, community kitchens, shelters for the homeless and battered women, senior meal programs and other similar programs. During 1992, 745,000 pounds of food were distributed by our organization.

The students from your organization who have participated in our sorting program during the last school year have been invaluable to us. Eight to ten students worked for approximately 360 hours and sorted on average some 94,000 pounds of reclaimed salvage, thus providing 47,000 pounds of food for hungry Vermonters. Based on these statistics, each student working one hour would provide 130 pounds of food to needy families. The needs of hungry Vermonters increase during the summer months because children who receive free or reduced price lunches through the school are at home asking "What's to eat?". Summer is the most critical time.

The Vermont Foodbank would, therefore, be most interested in using as many students as would be available from the Summer Service Initiative. We have found your students to be very efficient and a definite asset to our volunteer program.

Thank you for considering the Vermont Foodbank as a job site for your students.

Central Vermont



Habitat for Humanity

March 28, 1993

To Whom It May Concern:

The students of Vermont College, through the Peace Corps Program and Community program, have helped Central Vermont Habitat for Humanity build houses for low income people in 1990 and 1991. They have worked with the future family owners and other volunteers in a community nurturing atmosphere. Their skills are invaluable to Habitat.

Central Vermont Habitat for Humanity will build another house during the summer of 1993 for a low income family in our community so that family can live in a safe, healthy environment. We build modest homes with no frills, but we build with care for easy and low cost maintenance and handicapped accessible or easily adapted to handicapped accessibility.

Vermont College students have been a great asset to us, and we look forward to working with them in 1993.

Yours truly,

A handwritten signature in cursive script that reads "Esther Farnsworth".

Esther Farnsworth
Secretary, Central Vermont Habitat for Humanity

APPENDIX C

NORWICH



UNIVERSITY

THE MILITARY COLLEGE OF VERMONT AND VERMONT COLLEGE

NORTHFIELD, VERMONT 05663

(802) 485-2300

FAX (802) 485-2580

March 29, 1993

To Whom It May Concern:

There has been no change in the purpose, character, or method of operation at Norwich University subsequent to the issuance of the two attached Internal Revenue Service Determination letters.

Very truly yours,

A handwritten signature in cursive script, reading "John Lagow".

John Lagow
Assistant Director

JL:pr
Enclosure(s)

P.O. Box 9081, J.F.K. Post Office

August 9, 1973 AU:EO: EW

Norwich University
Northfield, Vermont 05663
Attn: Mr. Edward H. Sargent, Sec'y

Gentlemen:

This is in reply to your recent letter, requesting a copy of an exemption letter for the above organization.

Due to our records retention program, a copy of the original letter is not available.

However, records in this office indicate that a determination letter was issued on August, 1935 to the above organization ruling that they were exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954.

This ruling remains in effect as long as there are no changes in their character, purpose, or method of operation.

I trust that the foregoing information will serve your purpose.

Very truly yours,

William E. Williams
WILLIAM E. WILLIAMS
District Director

Department of the Treasury

Internal Revenue Service
Washington, DC 20224

Date:

In reply refer to:

August 17, 1978

▷ Norwich University
Northfield, Vermont 05663

03-0179424

Gentlemen:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation as defined in section 509(a) of the Internal Revenue Code because you are an organization described in the following Code Section:

- ☒ Sec. 509(a)(1)
- ☐ Sec. 509(a)(2)
- ☐ Sec. 509(a)(3)
- ☐ Sec. 509(a)(4)

This classification is based on the assumption that your operations will continue as stated in your notification. All changes in your purposes, character, or method of operation must be reported to your District Director so he can consider their effect on your status.

Sincerely yours,

J. J. J.
Chief, Rulings Section
Exempt Organizations Branch



INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
G.P.O. BOX 1680
BROOKLYN, NY 11202

DEPARTMENT OF THE TREASURY

Date: FEB 06 1992

SERVERMONT INC
C/O CYNTHIA PARSONS
PO BOX 516
CHESTER, VT 05143

Employer Identification Number:
03-0330086

Contact Person:
DANIEL ROMANO

Contact Telephone Number:
(713) 780-6160

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Letter 947(DO/CG)

SERVERMONT INC

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

In accordance with section 508(a) of the Code, the effective date of this determination letter is January 20, 1989.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your

SERVERMONT INC

continued exemption, you should maintain records to show that funds are expended only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), there should be evidence that the funds will remain dedicated to the required purposes and that they will be used for those purposes by the recipient.

If distributions are made to individuals, case histories regarding the recipients should be kept showing names, addresses, purposes of awards, manner of selection, relationship (if any) to members, officers, trustees or donors of funds to you, so that any and all distributions made to individuals can be substantiated upon request by the Internal Revenue Service. (Revenue Ruling 56-304, C.B. 1956-2, page 306.)

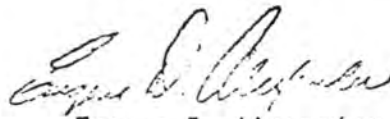
If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Eugene D. Alexander
District Director



COMMISSION ON NATIONAL AND COMMUNITY SERVICE

April 22, 1993

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Board of Directors

Mitchell Hall, M.A.

Vermont's Summer of Service Program

Norwich University

Peace Corps Preparatory Program

The Military College of VT and VT College

Northfield, VT 05663

Dear Mitchell Hall:

Thank you for your application to the Commission on National and Community Service to participate in the Summer of Service program. Unfortunately, your proposal was not selected for funding despite its merit. There were many more quality program applicants worthy of the Commission's support than available funding.

The response to the President's challenge to young people to become involved in the Summer of Service has been tremendous. By April 1 we received over 400 proposals representing every state in the country, Washington, D.C., and several territories. More than fifty thousand young people would be serving as participants this summer if we were able to provide support to every program applicant.

External panels of peer reviewers evaluated the proposals. Selection was based first on the criteria in the application and then in context of geographic area. To demonstrate the potential impact of national service, we have selected 17 programs in 11 areas throughout the country to participate this summer.

Your continued interest and leadership in community service is essential. National service is only as strong as the many quality service programs in communities across the country.

We appreciate your time and energy in applying to become a part of this initial effort. Thank you for your commitment to improving the lives of children at risk and to inspiring young people to serve their communities and the country. We will keep you updated about the progress of this Summer of Service and about ways in which we can build many more seasons of national service together.

Sincerely,

Catherine Milton
Executive Director

