### :::::_Communications:Marketing & Identity:Logos:OR black & red-1.eps

**ORCC AmeriCorps**

**Alternative Break**

**Pre-Trip Approval Request**

Oregon Campus Compact VISTA and the Retention Project recognizes that Alternative Break (AB) programs can be an effective way to channel the efforts of highly talented and motivated university students to communities in desperate need of assistance. ORCC requires that AmeriCorps Members submit an AB Request Form prior to trip attendance. Requests are made to ORCC and are then submitted to CNCS for final approval. In addition to submitting a pre-trip approval request, Members must commit to submitting a post-trip report within one week of their return.

**Please complete the following form in detail and fax to ORCC VISTA Leader at 503-406-3570**

1. **Pre Trip Approval Request DUE 6 weeks prior to trip**
2. *Post Trip Report DUE 1 week after trip*

**SERVICE SITE, OFFICE:**

**MEMBER NAME:**

**PROJECT OVERVIEW**

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| **Alternative Break (AB) city of travel**: |
| **Dates of travel:** |
| **# of Participants (including staff and other AmeriCorps Members):** |

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| **Name of faculty and/or staff member/s who will supervise the trip *(Note: AmeriCorps Members must have at least one college staff and/or faculty member accompany the trip)****:* |
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| **Name of organization/s participants will serve**: |
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| **Describe (in detail) the purpose of the trip and what participants will do**: |
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**PROJECT SUSTAINABILITY**

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| **What communities will participants serve? What is the target population(s)?** **Please describe.** |
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| **How have the communities that participants will serve been involved in the planning and implementation of this trip?** |
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| **Is this part of an ongoing relationship with the identified community? How will the relationship with the service site be maintained after the Member’s term of service?** |
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| **Is the trip part of a larger effort and/or program in the area to serve the identified?** |
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| **How will this trip be evaluated? How will the outcomes be measured?** |
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**ADDRESSING POVERTY**

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| **How will this trip serve low income and underserved communities?** |
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| **How will this trip create long lasting effects that will help reduce and/or alleviate poverty in that community?** |
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| **How does the VISTA’s service site currently work to address issues for people currently facing poverty?** |
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