

OVERVIEW

Neighborhood 360° Fellows help community-based organizations complete commercial revitalization projects and connect local stakeholders to City resources. The fellows are paid by SBS and are full-time community development professionals, community organizers, or planners. SBS aims to build a network of leaders prepared with commercial revitalization expertise and experience in New York City neighborhoods.

REQUIREMENTS

ELIGIBILITY

We are looking for **Fellows** who meet these minimum criteria:

- New York City resident (within 90 days of the start date)
- One or more year(s) of community outreach, organizing, and/or planning experience
- Familiar with the placement neighborhoods. The 2017-2018 placement sites have not yet been selected.
- Additional required and preferred skills will be outlined for each project once the placement sites are selected.

We are looking for **Host Sites** that meet these minimum criteria:

- Nonprofit community-based organizations (Business Improvement Districts, local development corporations, merchant's associations, and others) operating in New York City and incorporated in New York State
- Able to assist in recruiting candidates and interviewing finalist fellow applicants from January - April 2017
- Able to provide the fellow with a desk and supporting equipment (i.e. computer and access to organization's phone)

PROJECT SCOPE

Neighborhood 360° Fellows are placed in New York City community-based organizations for about 10 months to implementing impactful commercial revitalization projects and better connect your stakeholders to City resources. In the application, potential host sites are asked to present a project a fellow would be able to implement over the course of the 10 months. Types of projects include:

Business Attraction/Retention: Attract new and/or retain businesses to maintain the retail mix of a commercial corridor to better serve the community and reduce the retail vacancy rate.

Merchant Organizing: Lead the strategic planning, outreach, and organizing efforts to create a new or revitalize an existing merchants association.

Placemaking: Cultivate a sense of place that capitalizes on the unique characteristics of the commercial corridor, incorporating key traits of the neighborhood and activating public space for the community.

Neighborhood 360° Fellows Program Guidelines



careers
businesses
neighborhoods

Past Projects

An overview of the inaugural cohort of Neighborhood 360° Fellows and the projects they are implementing is [accessible here](#). Here is what some of the host site supervisors had to say:

“The Neighborhood 360° Fellows program has been a tremendous asset for our organization. We are in the process of implementing initiatives we always wanted to but couldn’t due to capacity.” *Artineh Havan, Executive Director of Grand Street Business Improvement District*

HOST RESPONSIBILITIES

Supervision of Fellow: All organizations must provide a workspace at their organization, monitor the progress of a fellow’s project, and verify the fellow’s weekly hours worked. Fellows are paid by SBS, and the host site supervisor must submit timesheets to SBS on a weekly basis. Host organizations are also asked to provide a mentor to their fellow to help in the individual’s personal and professional development in the field.

Program Participation: To ensure the selected fellow is the best fit for the project, organization, and neighborhood, all organizations will 1) work with SBS to define the human capital needs of the project and interview final fellow candidates, 2) introduce their fellow to community stakeholders and assist fellows to plan a Corridor Tour, and 3) participate in kick-off, mid-term, and closing events.

Reporting: All organizations will have Bi-monthly check-in with SBS, review fellow bi-monthly progress reports and have an exit interview with SBS.

PROGRAM BENEFITS

By becoming a Neighborhood 360° Fellows host site, you will have access to a variety of benefits. Following are some of the main benefits of the program for host site organizations.

Project Recruitment Assistance: SBS will work with all selected host organizations to identify and then meet the human capital needs for the scoped commercial revitalization project.

Mission-Critical Capacity: The Fellows program provides a free-full time project manager or associate to implement important neighborhood and commercial revitalization projects.

Top, Qualified Performers: The Neighborhood 360° Fellows program recruits talented applicants from diverse academic and professional backgrounds to ensure your organization is connected with the best candidate for your project needs. Fellows are engaged in trainings to boost their knowledge of key community stakeholders and community organizing skills, which exposes fellows to commercial revitalization strategies and resources for the commercial area and host organization.

Network Connections: As a host organization, you’ll join a network of other community-based organizations who understand the importance of great leadership and talent. We convene host organizations during kick-off, mid-term, and closing events.

“The training our Neighborhood 360° Fellow receives at SBS has brought an added value to the organization. She has current information about SBS services and trends and numerous connections.” *Lowell Herschberger, Director of Career and Education Programs for Cypress Hills Local Development Corporation*

PROGRAM TIMELINE

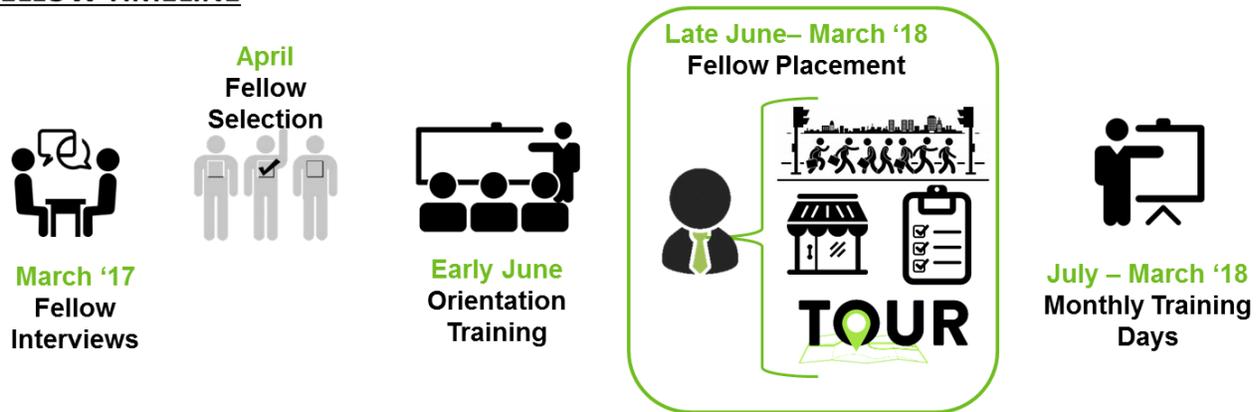
The application to host a Neighborhood 360° Fellow is closed at this time. Please check back in the late summer for details on when applications will open again.

The application to become a Neighborhood 360° Fellow is also closed at this time. Please check back early in the new year for details on when the applications will open.

HOST TIMELINE



FELLOW TIMELINE



APPLICATION PROCESS

Host Site Application

The application to host a Neighborhood 360° Fellow is closed at this time. Please check back in the late summer for details on when applications will open again.

Fellow Application

Applications to be a fellow will open early in the new year. Updates on when application opens will be available then.

Q&A

Application

Is the program limited to organizations that work in low to moderate income neighborhoods?

The Neighborhood 360° Fellows program is not limited to organizations that serve low to moderate income neighborhoods. All organizations that service a commercial district in New York City are welcome to apply.

There is no cost to apply for or host a fellow. All fellows are paid by SBS.

Cohort 1 Placements and Projects

Where were the first cohort of fellows placed?

The inaugural cohort of Fellows began in June 2016, following a comprehensive orientation training conducted by SBS. Fellows have been placed at the following CBOs through March 2017:

- Westchester Square Business Improvement District (Westchester Square, Bronx)
- Women’s Housing and Economic Development Corporation (Jerome Avenue, Bronx)
- Bridge Street Development Corporation (Bedford-Stuyvesant, Brooklyn)
- Cypress Hills Local Development Corporation (East New York, Brooklyn)
- Flatbush-Nostrand Junction Business Improvement District (Flatbush, Brooklyn)
- Grand Street Business Improvement District (East Williamsburg, Brooklyn)
- Two Bridges Neighborhood Council (Lower East Side, Manhattan)
- Union Settlement (East Harlem, Manhattan)
- Central Astoria Local Development Coalition (Astoria, Queens)
- Greater Flushing Chamber of Commerce (Flushing, Queens)

Fellow Selection

What skills do the fellows have?

Fellows are community development professionals, community organizers, or planners with one or more years of experience. Fellows are not required to have commercial revitalization experience. All Neighborhood 360° Fellows receive training in commercial revitalization and other areas of local economic development during their orientation training.

Are all fellows college graduates?

Fellows are not required to have a bachelor’s degree.

Program Elements

What do the fellows learning during the training sessions?

Fellows learn about different forms of local economic development, City agency services, and useful skill sets for their placement. Example topics include, training on commercial revitalization, placemaking, street activity permitting, pedestrian plazas, data collection and analysis, and business attraction and retention.

Can the project scope cover more than one commercial corridor?

The proposed project scope for the fellow can cover more than one commercial corridor, as long as these are corridors that the host organization serves.

Other Questions

You can direct additional inquiries to NDevelop@sbs.nyc.gov.