



BILL EMERSON NATIONAL HUNGER FELLOWSHIP



Host Organization Application Guide

Introduction



We have everything we need to put an end to hunger and poverty in the United States—the knowledge, the skill, and the resources—and yet, because of persistent gaps in understanding and lack of political will, these issues remain entrenched as ever. Community-led efforts to promote food security lack the scope and power that come with federal resources, while policy-making at the national level can be designed and implemented without input from people directly affected by hunger and poverty.

That's where **Bill Emerson National Hunger Fellowship** comes in. Each class of Emerson Fellows is a dedicated cohort of emerging leaders, eager to find how they can be most effective in ending hunger and poverty in America. By hosting a fellow you will be adding valuable person-power to your team as well as making an important investment in a new

generation of leaders with experience at making effective change at both the local and national level.

The Emerson Fellowship is a program of the [Congressional Hunger Center](#), a bipartisan nonprofit organization whose mission is to develop, inspire, and connect leaders in the movement to end hunger, and to advocate for public policies that create a food-secure world. In this brief guide you'll see how an Emerson Fellow can become an indispensable member of your organization. We hope to hear from you!

Tony Jackson
Director
Bill Emerson National
Hunger Fellowship Program

▲ Emerson Hunger Fellow **Julie Noreene Bautista** ('21-'22) volunteering at the Farm at Kelly Miller, Washington, D.C.

PART I

What is the Emerson Fellowship?

The Bill Emerson National Hunger Fellowship is a year-long leadership and professional development program that trains young people who are committed to ending hunger and poverty in the United States.

Each class of fellows gains experience and professional skills as they add capacity to anti-hunger/anti-poverty partners at field placements across the country and policy placements in Washington, D.C. Each class forms a learning cohort, sharing knowledge and insights from their varied placements and growing together. And the Hunger Center's dynamic leadership development curriculum centers the skills required to create change.

WHAT IS THE HUNGER CENTER?

Founded in 1993 by a bipartisan group of members of Congress, we are a nonprofit organization dedicated to the principle that access to nutritious, affordable, and culturally appropriate food is a basic human right. We develop, inspire, and connect leaders in the movement to end hunger, and advocate for public policies that will create a food secure world.

WHO WAS BILL EMERSON?

The fellowship's namesake, **Rep. Bill Emerson**, was a Congressional champion for food security in the U.S. and around the world. As co-chair of the House Select Committee on Hunger he developed a close working relationship and friendship with **Rep. Mickey Leland**, with whom he collaborated until the latter's untimely death in 1989. In 1993 he joined with Rep. Tony Hall as one of the original co-chairs of the Hunger Center. His examples of dedication and practical bipartisanship remain central to our work to this day. [Learn more about Rep. Emerson](#)



▲ Above: **Rep. Bill Emerson** (1938-1996; right) with Congressional colleague and friend **Rep. Mickey Leland**. Top: 28th Class of Emerson National Hunger Fellows ('20-'21) at orientation in Washington, D.C.

Why Host an Emerson Fellow?

Emerson Fellows are passionate about their commitment to eliminating hunger and poverty and their root causes. Hosting an Emerson Fellow for a field or policy placement will provide skills, energy, and support for your organization's mission.

ADDING CAPACITY

Fellows provide flexible project-oriented assistance, allowing your organization to expand its existing programs, enhance or improve its existing initiatives, or quickly respond to urgent or emerging needs.



TRAINING A NEW GENERATION OF LEADERS

Through an extensive application and interview process, the Hunger Center selects promising, talented young professionals who devote a year of their lives to promoting food security and social justice.



BRIDGING GAPS, ADDING PERSPECTIVE

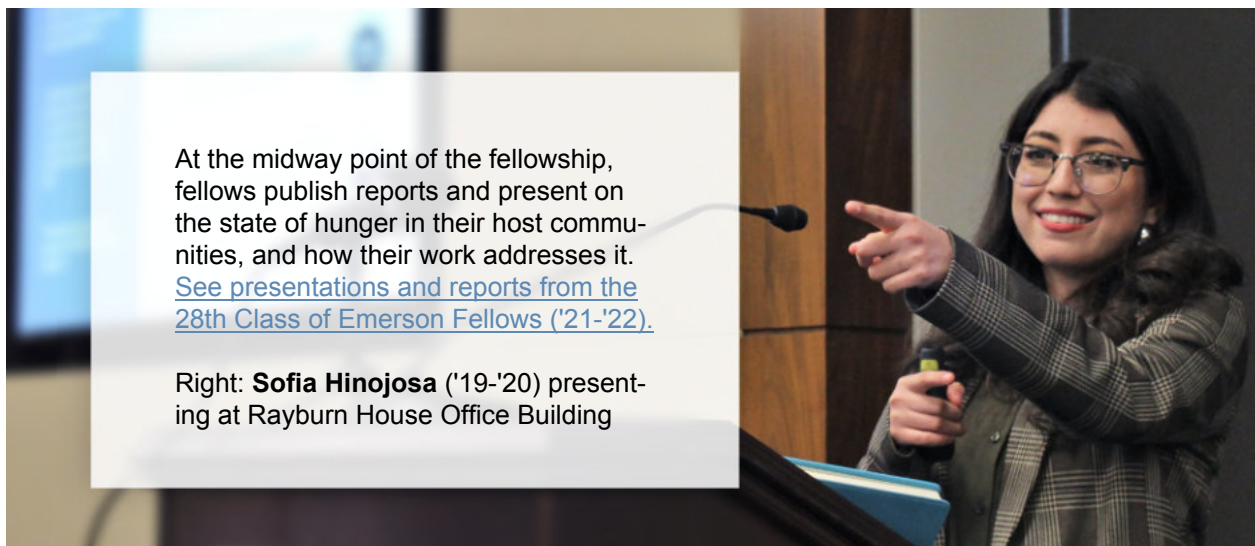
The unique two-placement structure exposes fellows to community-based initiatives and federal policy interventions, allowing them to see where gaps exist between the two approaches to ending hunger and poverty in the U.S. and how to address them.



At the midway point of the fellowship, fellows publish reports and present on the state of hunger in their host communities, and how their work addresses it.

[See presentations and reports from the 28th Class of Emerson Fellows \('21-'22\).](#)

Right: **Sofia Hinojosa** ('19-'20) presenting at Rayburn House Office Building



Beyond gaining direct work experience with your organization, Emerson Fellows undergo a rigorous professional development training which helps them build on their day-to-day work experience to find how they can best contribute to ending hunger and poverty in the United States.

Cohort Model

Each class of fellows forms a supportive learning community, where they share their experiences with their fellow fellows. They help each other question, troubleshoot, learn, and develop a deeper understanding of hunger and poverty in America and their root causes.

Advising

The Emerson Program team supports fellows throughout the year with regular coaching and advising from Hunger Center staff and alums of the fellowship.

Learning and Curriculum

At set points throughout the year fellows participate in group learning events, retreats, and professional development days focused on public policy solutions to hunger and poverty, racial equity, and social justice. Our leadership curriculum builds fellows' core capacities to become effective agents for change and promoting food security.

Stipend

The Hunger Center provides each fellow with a financial package based on the cost-of-living at their residence during each placement.



"Having a full-time Emerson Fellow who brought a high level of skills, knowledge, and experience allowed our organization to dedicate the time and energy to look at our diversity, equity, and inclusion initiatives in an intentional and thoughtful way. It also illustrated the need for a full-time DEI-focused staff position to implement Alex's recommendations and carry forward the tasks that she was able to get off the ground. We are so grateful to the Congressional Hunger Center for this opportunity!"

Elise Matatall, Field Supervisor
Warren Village (Denver, Colorado)

▲ **Alexandra Wilson** ('21-'22) in Denver, Colorado. Her work focused on developing a plan to include voices of program participants in decision-making at Warren Village, a residential housing program. [Read her report here.](#)



Emerson Fellows are selected through a rigorous application process and possess a diverse range of skills, education, and experience.

Central to the Hunger Center's theory of change is the idea that any lasting solution to ending hunger and poverty in the U.S. must be led by people with first-hand expertise. For the Emerson Fellowship

we intentionally recruit and invest in the leadership of people with lived experience of hunger and poverty and people of color, who are disproportionately affected by hunger.



"Hosting an Emerson Fellow (or two) provides not only additional capacity but the Fellow bring an inspiring exuberance that ripples throughout the organization."

Martin Richards, Field Supervisor
Community Farm Alliance
(Berea, Kentucky)

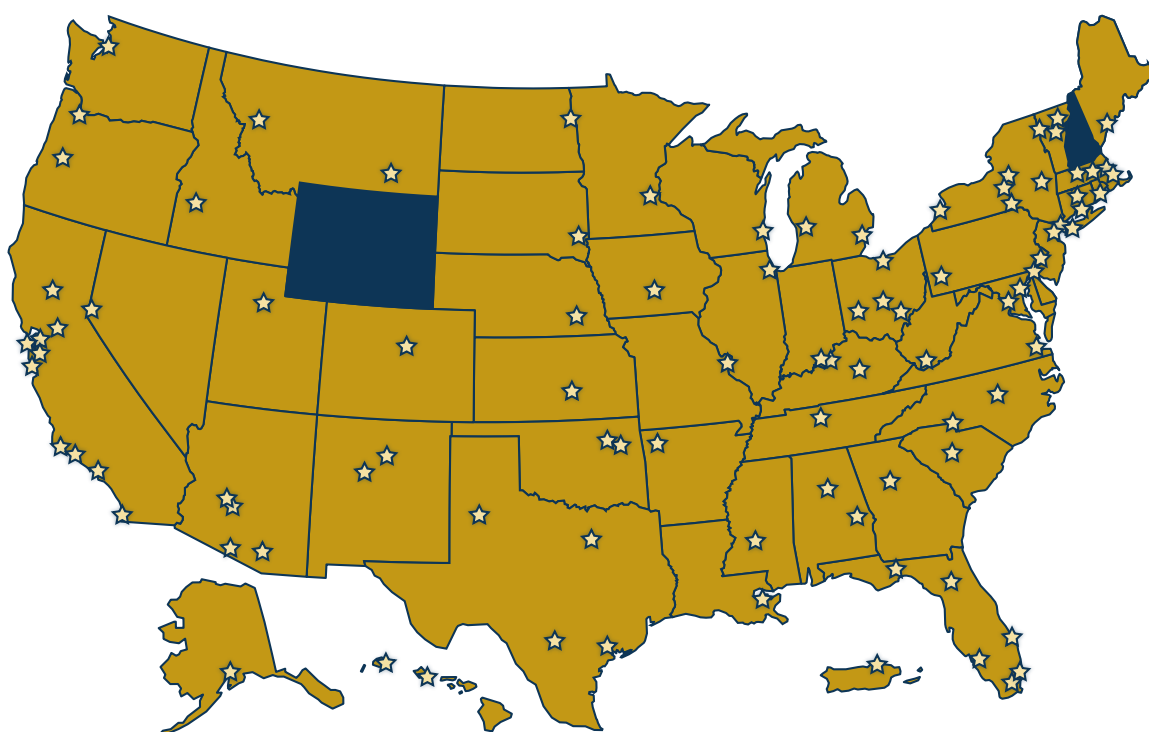
▲ Top left: **Akeisha Latch** ('22-'23), with colleagues and a harvest of greens at About Fresh in Boston, Massachusetts. Top right: **Michelle Fausto** ('20-'21, left) with Sandra Cuyuch, CalFresh Manager at the FRESH Basic Needs Hub at UC Irvine, Irvine, California. Bottom: Fellows **Amira Iwuala** (left) and **Morgan McKinney**, placed with Community Farm Alliance in Berea, Kentucky.

Preparing Your Application

When you apply to host an Emerson Fellow, you're applying on behalf of your employer to be a host organization, or *host org*.

Since the first class in 1994, fellows have worked with nearly 300 host orgs. While our host org partners represent a wide range of approaches and structures across the nonprofit and public sectors, the main distinction we make is between hosts for *field placements* and for *policy placements*.

Community-based organizations host fellows for field placements in fall and winter, and national policy-focused organizations host fellows for policy placements in spring and summer.



▲ Emerson Fellows have supported organizations in 48 states, Puerto Rico, and the District of Columbia

WHICH PLACEMENT IS RIGHT FOR MY ORGANIZATION?

Field Placements

- Application period: March - April
- Placement duration: September - February
- Geography: Anywhere in the U.S.
- Focus: Community-based / local / state approaches to food insecurity

Policy Placements

- Application period: October - November
- Placement duration: February - July
- Geography: mainly Washington, D.C.-area
- Focus: National policy-based / federal approaches to food insecurity

Host organizations are essential partners in the fellowship experience. Your organization will be responsible for providing the following:

Host Fee

Each site pays a fee to partially offset the cost of each fellow's stipend and training, invoiced before the fellow's placement begins. Fees are determined on a sliding scale based on your organization's budget.

Budget	Fee for Field Placement*	Fee for Policy Placement*
up to 1 M	\$4,029	\$4,432
1 M to 10 M	\$5,610	\$6,171
10 M to 100 M	\$7,242	\$7,966
> 100 M	\$9,333	\$10,266

A additional 10% is added to host fees to offset high cost of living in certain areas, including field placements in **Washington, D.C., New York City, Boston, Honolulu, Santa Barbara, and some cities in the **San Francisco Bay Area**. This charge has been included in the listed fees for policy placements, which must be in the Washington, D.C.-area. For questions on whether your area is subject to the 10% offset, contact Program Director [Tony Jackson](#).*



▲ **Taylor Unoki** ('22-'23) was placed with Second Harvest Food Bank of North Central Ohio, where she completed a landscape report of her host organization's largely rural service area. [Read her report and her advice for organizations taking on similar projects here.](#)

Work Plan

As part of your application you will propose a work plan for your fellow's placement. Hunger Center staff match fellows to host orgs based on the requirements of your work plan and fellows' skills, experiences, and interests. Learn more about work plans on the next page.

Community Support

We are committed to engaging with the root causes of hunger and poverty through building partnerships and following the leadership of people directly impacted by these issues. For field placements, your application will ask you to demonstrate community support for your organization's mission and the proposed work plan.

Active Supervision

In your application you must designate a dedicated supervisor who will oversee the fellow and the implementation of their work plan and ensure their success in the organization. We expect the supervisor to be responsive to the fellow and Hunger Center staff, and to provide mentorship throughout the duration of the placement.

Safe & Supporting Environment

Your organization must maintain a safe, welcoming environment for fellows of all races, ethnicities, genders, class backgrounds, religions, and sexual orientations. You are also responsible for providing the fellow all materials necessary to ensure they can complete their work plan successfully, including work-related travel, a dedicated office space, and work equipment.

DEVELOPING A WORK PLAN

When you apply to host an Emerson Fellow, you will [propose a project work plan](#) related to hunger and poverty in the United States and their root causes. This plan should be a detailed account of how the fellow will engage with the work of your organization and be supported as an integrated member of the team. The work plan should include opportunities for leadership, program development, and mentorship by executive staff.

While the lists below are by no means exhaustive, many work plans include one or more of the following elements:

Skills

- Primary and secondary research (quantitative and qualitative)
- Data analysis & presentation
- Community outreach
- Strategy development
- Meeting & event facilitation
- Communications & writing
- Program design

Projects

- Education / advocacy campaigns
- Story banking, storytelling, interviews
- Documenting best practices
- Literature review
- Community needs & assets assessment
- Impact assessment & gap analysis
- Policy analysis
- Legislation / administrative rule tracking
- Coalition-building

Subject Areas

- Federal nutrition & safety net programs
- Racial equity & equitable practices
- Food sovereignty
- Urban agriculture
- Emergency food assistance
- Local food production / food businesses
- Disaster / pandemic response
- Social justice areas intersecting with food insecurity (e.g. healthcare, housing, employment)



▲ **Artis Trice** ('21-'22), placed with the Chicago Food Policy Action Council. Artis researched procurement policies in the City of Chicago and Cook County in support of the Good Food Purchasing Program. [Read more about Artis' work here.](#)

A NOTE ABOUT FIELD PLACEMENTS

For field placements, fellows are placed in host communities in pairs. Organizations may submit an application with two work plans for two fellows or encourage another organization in the same community to apply. Please be in touch with Program Director [Tony Jackson](#) for additional information.

[Download work plan templates from our website.](#) Questions? Contact Program Director **Tony Jackson** at tjackson@hungercenter.org

EMERSON FELLOWSHIP CALENDAR

October 2023

Applications to host fellows for 30th class policy placements open

November 2023

Applications to host fellows for 30th class policy placements close

March 2024

Applications to host 31st Class fellows for field placements open

April 2024

Applications to host 31st Class fellows for field placements close; 31st Class fellows selected



November 2024

Applications to host 31st Class fellows for policy placements closes

December 2024

Selected host organizations notified and matched with fellows for policy placements

Early February 2025

Field placements end

Mid-February 2025

Fellows' Policy Learning Event; fellows deliver field work presentations on their experience and work products

▲ From top: **Leslie Rios** ('20-'21) at her field placement at the Houston Food Bank; **Bea Dresser and Clara Pitt** ('22-'23) at Feeding America's office in Washington, D.C.; **Megan Smith** ('19-'20) shares her field work presentation.



May 2024

Selected host organizations are notified and matched with 31st Class fellows for field placements

August 2024

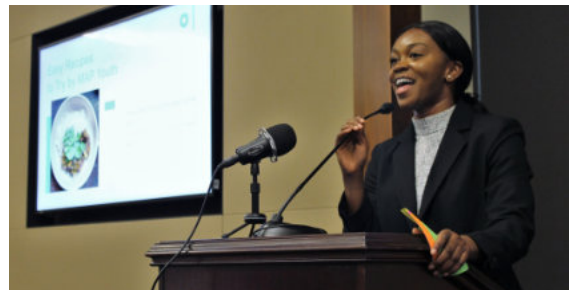
31st Class Fellows' Orientation

September 2024

Field placements begin

October 2024

Fellows gather for Mid-Field Retreat to reconnect and share experience; Applications to host 31st Class fellows for policy placements open.



February 2025

Policy placements begin

Late July 2025

Commencement ceremony; policy placements and fellowship year end

NEXT STEPS FOR PROSPECTIVE APPLICANTS

If you are ready to host a Bill Emerson National Hunger Fellow, we're ready to connect with you—

LET'S TALK

If you think an Emerson Fellow would be a great fit for your organization, get in touch with us! Contact Program Director [Tony Jackson](#) to learn about hosting a fellow at your organization.

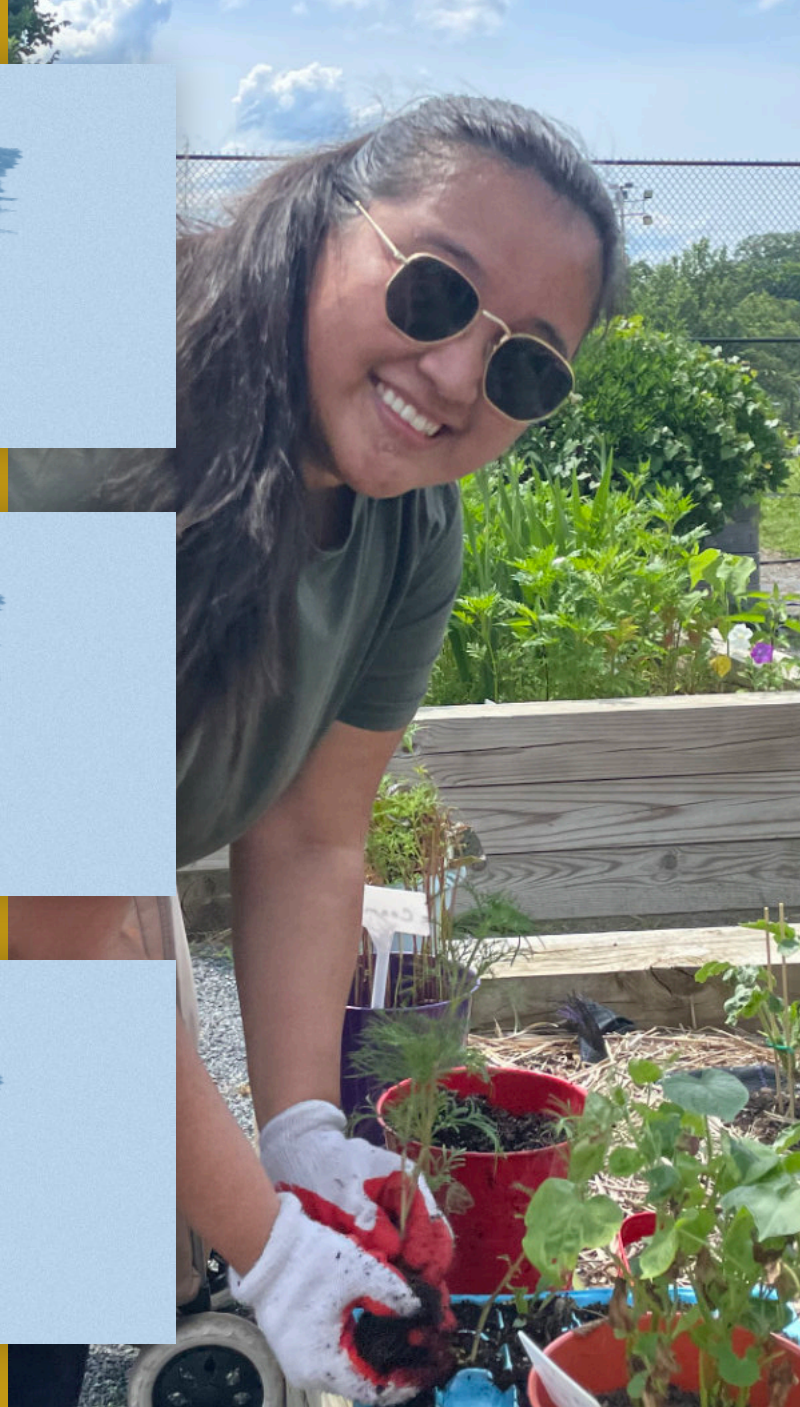
SIGN UP FOR OUR NEWSLETTER

For all the latest news from the Hunger Center, including updates on application deadlines and stories of fellows and their work, [make sure to join our mailing list!](#)

FOLLOW US ON SOCIAL MEDIA

We're on [Twitter](#), [Instagram](#), [Facebook](#), and [LinkedIn](#)—follow us and say hello!

► **Tenzin Dhakong** ('21-'22) volunteers at The Farm at Kelly Miller in Washington, D.C.





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Have questions not covered by this guide?
Contact Program Associate **Sophia Behrens**
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Cover Photo: Fellows from the 30th Class ('23-'24) at their midfield retreat outside of Baltimore, Maryland, October 2023.

Photo of Rep. Emerson and Rep. Leland courtesy Marty LaVor

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First edition published 10/25/2023
Updated edition published 2/16/2024