

# Yale University

## President's Public Service Fellowship

### Proposal for Fellowship Placement Summer 2024

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#### Organization information

<i>Name of organization</i>	Bradley Street Bicycle Co-op
<i>Full street address</i>	138 Bradley St New Haven CT 06511
<i>Website or link to social media page</i>	<a href="https://bsbcco.notion.site/Home-762c4e4417e2437b9027c11f60ad531d">https://bsbcco.notion.site/Home-762c4e4417e2437b9027c11f60ad531d</a> Instagram: @bsbcco

#### PPSF Fellow's direct supervisor

<i>Name</i>	Catherine Lindsay
<i>Title</i>	Operations Manager
<i>Cell phone number</i>	203-824-8811
<i>E-mail address</i>	bsbc@bsbc.co

#### Q14 with questions about your proposal?

- Send an e-mail with questions

or

- Send an e-mail to set up a 15-minute phone call to discuss

**Placement dates (8-11 weeks between Tuesday, May 28, 2024 through Friday, August 9, 2024)**

May 29, 2024 - August 9, 2024

**Are placement dates flexible? Are there any dates on which your Fellow must work?**

Yes dates are flexible. No mandatory dates.

**Proposed work schedule (*work week should equal (and not exceed) 37.5 hours per week*)**

Monday: 12pm-8pm (8 hours)

Tuesday: 12pm-8pm (8 hours)

Wednesday: flexible timing (7.5 hours)

Thursday: 12pm-8pm (8 hours)

Friday: flexible timing (0-6 hours)\*

Saturday: flexible timing (0-6 hours)\*

Sunday: OFF

\*You will not work all Saturdays or all Fridays. Schedule will depend on events and your own calendar. Expect to work 6 hours total between Friday and Saturday

**If a hybrid schedule is offered at your site, please describe:**

The Fellow should expect to be in-person M, Tu, Th from 3-8pm as well as some Saturdays. Most other work times have the option to be remote.

**Organization description (*mission statement, population served. 1,000 characters or less*)**

Bradley St Bicycle Co-op (BSBC) is a volunteer-led non-profit whose mission is to create a more equitable New Haven by getting more people on bikes.

BSBC's major programs include:

- Bicycle Donation: BSBC fixes and donates hundreds of bikes every year to clients of CT Mental Health Center and Integrated Refugee and Immigrant Services as well as to unhoused folks and job seekers in New Haven.
- Mobile Bicycle Repair Clinics: Pop-up repair stations in underserved neighborhoods where volunteers provide free bicycle repairs to neighbors who rely on bikes for transportation.
- Community Bike Shop: Anyone can come and learn how to maintain their bike at a fraction of the cost of a traditional bike shop.
- Bicycle Recycling: CT residents and organizations donate us their old, out of use bikes. Volunteers and mechanics repair the bicycles and make them available to people who need transportation (keeping thousands of bikes out of landfills).

**Write a 1-2 sentence summary of the work that the Fellow would be conducting (500 characters or less).**

In this Fellowship you have the opportunity to lend your skills to all aspects of working in a volunteer-led, community hub that loves bikes and building community. Your weekly tasks will vary widely from editing grant applications, to attending a working group meeting focused on volunteer development, to fixing a flat tire, to conducting research on a transportation topic that interests you (and maybe tagging along to the scrap yard!).

**Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow.**

This placement is designed to give Fellows a great deal of flexibility in the projects they work on. There is space at BSBC to tailor your skills and interests to a variety of needs.

Projects may include:

- Research: Depending on your interests, delve into transportation policy in CT, bicycle infrastructure plans in New Haven, the impact of cycling resources in marginalized communities, or conduct a case study about our grant-funded bike program at the Newhallville Learning Corridor, etc.. Share your findings with the co-op community and inform our strategic direction as an organization.
- Non-Profit Fundraising: grant research, grant writing, revising copy, devise work flows for upcoming campaigns and applications, write press releases for local media coverage.
- Advocacy: There is nearly unlimited potential for Fellows to get involved in transportation-related advocacy work in New Haven and CT on behalf of BSBC.
- Develop Programs: Attend volunteer-led working group meetings, collect feedback from volunteers and community members, assist volunteers who want to launch an event or initiative, create promotional materials for programs.
- Open Shop hours: Fellows should expect to spend time every week attending and assisting staff with folks coming in who need assistance with bicycle repair. This may include learning and practicing basic bicycle repair, assisting customers who wish to purchase a used bike, managing the flow of people and coordinating open workspaces or updating signage/accessibility of the shop for an easy user experience. If you enjoy this type of public-facing work there are more opportunities to do so.

**List any specific skills/experience required for the project**

The best candidates will feel excited about any of the following: bikes, riding bikes, spending time outside, sustainable transportation, transportation equity,

alternative organizational models, cooperatives, community building, mutual aid, economic mobility initiatives, social justice.

**Additional requirements**

Some weekend availability is preferred (but not a deal breaker).

**Briefly describe any work that Yale PPSF Fellows and/or Yale students have done with your organization.**

In 2023 BSBC hosted our first Fellow who was a phenomenal addition to the team over the summer. This fellow researched applicable grants and created an application schedule which we are actively using, helped customers in our used bike shop, created promotional materials for programs and events, attended working group meetings, created feedback surveys for our community, communicated with funders and was key in setting up our new membership campaign by integrating our systems, setting up automatic responses and researching platforms.