



COMMISSIONER HANDBOOK

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SECTION 1

ALASKA STATE COMMISSION OVERVIEW

Contents:

- 1.1 History of Alaska State Commission
- 1.2 State Commission Mission and Vision Statement
- 1.3 State Commission Administrative Order #249 (effective 08/9/2011)
- 1.4 State Commission By Laws
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1.1 HISTORY OF ALASKA STATE COMMISSION

Serve Alaska (formally Alaska State Community Service Commission)

The Corporation for National Service was renamed in 2001 to the Corporation for National and Community Service. The corporation for National and Community Service was created by the National and Community Service Trust Act of 1993, engages Americans of all ages and backgrounds in service to their communities and the nation. Through its three main programs – AmeriCorps, Learn and Serve America, and the National Senior Service Corps – the Corporation provides a broad range of opportunities for American to serve. The Corporation for National and Community Service is a public-private partnership, combining the best aspects of local control with national support. State Commissions are the required conduits for receipt of funding through the Corporation they provide the local control that tailors National Service to the needs of the needs of the state.

The Alaska State Community Service Commission (ASCSC) was created by Governor Walter J. Hickel to establish the state’s eligibility to receive AmeriCorps funding. The composition of a Commission is legally constrained to ensure non-partisanship and political neutrality. The National and Community Service Trust Act and administrative regulations issued in conjunction with it, specify requirements for balance in the Commission. The State Commission is comprised of Governor appointed members of the Commission, an Executive Director is chosen by the Governor, and Commission staff who selected and hired in accordance with the state hiring practices.

The Commission functions much like a board of directors of a non-profit organization. Within the parameters mandated by law, the Commission established the various goals and objectives for the mission of the organization. They also determine many of the policies and procedures that govern the way the Commission operates. The Commission provides guidance and oversight to the Executive Director and staff, who have day-to-day responsibility to implement those policies. Similar to non-profit boards, the Commission has developed a committee structure to address their various responsibilities and oversee the work of the Commission.

State Service Commission host agencies:

September 1993-March 1996, Department of Community and Regional Affairs

April 1996-June 2003, Department of Education and Early Development

November 2008 – Administrative Order 245 renames the Commission to “Serve Alaska”

July 2003-to date, Department of Commerce, Community and Economic Development

1.2 STATE COMMISSION MISSION AND VISION STATEMENT

Mission Statement

To foster, support and promote the ethics of service and volunteerism for all Alaskans

Vision Statement



We, the Alaska State Community Service Commission, in consultation with other Corporation for National and Community Service sponsored programs and state and local agencies, are committed to working together to foster and promote the ethic of service and volunteerism in Alaska. As partners, we will collaborate in the development of public and private partnerships: promoting volunteer opportunities through education, intergenerational service activities, environmental protection, homeland security, faith-based community initiatives and addressing other community needs. We will strive to: offer guidance and service opportunities to young people, adults and seniors; and to help strengthen local communities.

1.3 COMMISSION ADMINISTRATIVE ORDERS

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Governor Sean Parnell STATE OF ALASKA

ADMINISTRATIVE ORDER NO. 259

I, Sean Parnell, Governor of the State of Alaska, under the authority of Article III, Sections 1 and 24, of the Alaska Constitution, and AS 44.19.145(c), reestablish Serve Alaska (the commission) and amend the commission's membership structure and duties.

PURPOSE

The purpose of the commission is to engage Alaskans of all ages and backgrounds in community-based service and volunteerism as a means of community and state problem solving, and to promote participation in the National AmeriCorps Program and the Learn and Serve America Program, as required for the receipt of federal financial assistance under Section 12638 of the National and Community Service Trust Act of 1993 at 42 U.S.C. 12501 - 12682 (NCSTA).

National AmeriCorps, Learn and Serve America, and other volunteer programs will benefit communities in five areas: education, public safety, human needs, environmental needs, and homeland security.

REESTABLISHING THE COMMISSION AND AMENDING ITS MEMBERSHIP STRUCTURE

The Alaska State Community Service Commission was established by Administrative Order No. 162, reestablished by Administrative Orders No. 192 and No. 220, and reestablished and renamed to Serve Alaska by Administrative Order No. 245. The commission is reestablished and the membership structure is amended under this Order. Commission members serving at the time

that this Order takes effect shall continue to serve until their terms would have expired under Administrative Order No. 245 if it were not repealed by this Order.

MEMBERSHIP

- A. Appointments; Terms. All commission members are appointed by the Governor and serve at the pleasure of the Governor. Each member of the commission shall serve for a term of three years.

- B. Membership Qualifications. The commission consists of 15 to 25 members. At no time shall the membership be less than 15 members. Membership includes the following:
 - 1. Required Members. The commission shall include as voting members at least one of each of the following:
 - a. an individual with expertise in the education, training, and development needs of youths, particularly disadvantaged youths;
 - b. an individual with experience in promoting the involvement of older adults in service and volunteerism;
 - c. a representative of community-based agencies or community-based organizations within the state;
 - d. the head of the Alaska Department of Education and Early Development;
 - e. a representative of local governments within the state;
 - f. a representative of a local labor organization within the state;

- g. a representative of business within the state;
 - h. an individual between 16 and 25 years of age who is a participant or supervisor in a national service program as defined in 42 U.S.C. 12511;
 - i. a representative of a national service program described in 42 U.S.C. 12572(a) (NCSTA);
 - j. a representative of the volunteer sector.
2. Sources of Other Voting Members. The commission may include as voting members the following:
- a. members selected from among local educators;
 - b. members selected from among experts in the delivery of human, education, environmental, or public safety services to communities and persons;
 - c. representatives of Indian tribes;
 - d. members selected from among out-of-school youths or other at-risk youths;
 - e. representatives of entities that receive assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 - 5085).
3. Corporation for National and Community Service Representative. The representative of the Corporation for National and Community Service

(corporation) designated under 42 U.S.C. 12651f(c) for the State is an ex-officio, nonvoting member of the commission.

4. Ex-Officio State Representatives. The Governor may appoint, as ex-officio, nonvoting members of the commission, representatives selected from among officers and employees of State agencies operating community service, children's service, education, social service, senior service, and job training programs.
- C. Limitation on Number of State Employees as Members. The number of voting members of the commission selected under Paragraph B.1 or 2 who are officers or employees of the State may not exceed 25 percent (reduced to the nearest whole number) of the total membership of the commission.

DUTIES

- A. Assigned Duties. The commission shall
1. prepare a service plan for the State that
 - a. is developed through an open and public process (such as through regional forums, hearings, and other means) that provides for maximum participation and input from the private sector, organizations, and public agencies, using service and volunteerism as a strategy to meet critical community needs, including service through programs financed under national service laws;
 - b. covers a three-year period and is updated annually, reflecting changes in practices and procedures that will improve the coordination and effectiveness of federal, State, and local resources for service and volunteerism within the state;

- c. is subject to approval by the Governor;
 - d. includes measurable goals and outcomes for the state national service programs in Alaska consistent with the performance levels for national service programs in accordance with 42 U.S.C. 12639(k) (NCSTA);
 - e. ensures outreach to diverse community-based agencies that serve under-represented populations by
 - i. using established networks or registers at the state level; or
 - ii. establishing such networks and registers;
 - f. provides for effective coordination of financing applications submitted by the State and other organizations within the state under national service laws; and
 - g. contains information that the commission considers appropriate or that the corporation requires;
2. prepare the applications of the State under 42 U.S.C. 12543 and 42 U.S.C. 12582 of the National and Community Service Trust Act of 1993 (NCSTA) for assistance;
 3. assist in the preparation of the application of the State educational agency for assistance under 42 U.S.C. 12525 (NCSTA);
 4. prepare the application of the State under 42 U.S.C. 12582 (NCSTA) for the approval of service positions that include the national service

educational award described in division D, National Service Trust and Provision of National Service Educational Awards (NCSTA);

5. make recommendations to the corporation with respect to priorities for programs receiving assistance under 42 U.S.C. 4950 - 5085 (Domestic Volunteer Service Act of 1973);
6. make available technical assistance to enable applicants for assistance under 42 U.S.C. 12571 to plan and implement service programs and to apply for assistance under the national service laws using, if appropriate, information and materials available through a clearinghouse established under 42 U.S.C. 12653 (NCSTA);
7. assist in the provision of health care and child care benefits under 42 U.S.C. 12594 (NCSTA) to participants in national service programs that receive assistance under 42 U.S.C. 12571 (NCSTA);
8. develop a state system for the recruitment and placement of participants in programs that receive assistance under the national service laws and for the dissemination of information concerning national service programs that receive such assistance or approved national service positions;
9. through the Department of Commerce, Community, and Economic Development, administer the grant program in support of national service programs that is conducted by the State using assistance provided to the State under 42 U.S.C. 12571 (NCSTA);
10. develop projects training methods, curriculum materials, and other materials and activities related to national service programs that receive assistance directly from the corporation (to be made available in a case in which such a program requires such a project, method, material, or

activity) or from the State using assistance provided under 42 U.S.C. 12571, for use by programs that request such projects, methods, materials, and activities.

- B. Relief From Administrative Requirements. Upon approval of a State plan submitted under Paragraph A.1, the commission may apply to the chief executive officer of the corporation for a waiver on behalf of the State, or for alternatives for the State to, administrative requirements (other than statutory provisions) otherwise applicable to grants made to States under the national service laws, including those requirements identified by the State as impeding the coordination and effectiveness of federal, State, and local resources for service and volunteerism within the state.
- C. No Direct Delivery of Programs by Commission. The commission may not directly carry out any national service program that receives assistance under 42 U.S.C. 12571 (NCSTA).
- D. Assignment of Duties. Subject to any requirements that the corporation prescribes, the commission may assign non-policy making duties to a State agency or public or private nonprofit organization to the extent allowable by law.
- E. General Provisions Regarding Duties. In carrying out its duties, the commission should primarily use teleconferencing or other electronic means to the extent practicable in order to gain the widest public participation at minimum cost. Meetings of the commission shall be held in accordance with AS 44.62.310 - 44.62.312. A majority of the commission membership constitutes a quorum for the purposes of conducting business. A quorum must be present at commission meetings. Records of the commission are subject to inspection and copying as public records under AS 40.25.110 - 40.25.220.

OFFICERS

- A. Authorization of Officers. The officers of the commission are a chair and a vice-chair.
- B. Election. The voting members of the commission shall elect two of the voting members to serve as chair and vice-chair of the commission. Each officer must be elected by a majority of the commission membership. If more than one person is nominated for an office, election must be done by paper ballot.
- C. Terms of Officers. Each officer is elected for a term of two years. A term of office is effective at the end of the meeting in which the officer was elected and runs until the end of the meeting of the next election for that office. An officer may be elected to no more than two successive terms to the same office.
- D. Resignation and Removal of Officers. An officer may resign at any time by giving written notice to the commission. An officer may be removed from office by majority vote of the commission membership at a regular or special meeting of the commission called for that purpose.
- E. Completion of Officers' Terms. A vacancy in an office shall be filled by election of the commission for the unexpired portion of the term of that office.
- F. Responsibilities and Duties of Officers. The duties and responsibilities of officers include the following:
 - 1. Except as provided in Paragraph 2, the chair shall preside at all meetings of the commission.
 - 2. The vice-chair shall preside at any meeting at which the chair is absent and shall perform any duties required by the commission and necessitated by the chair's absence; in the event of the absence of both the chair and

vice-chair for a meeting, an acting chair shall be selected by majority vote of the commission members present. The acting chair shall perform any additional duties requested by the commission and routinely executed by the chair.

COMMITTEES

- A. Committees. The commission may authorize the creation, prescribe the term, and define the duties of committees of the commission as may be necessary or useful to the implementation of this Order, the State plan developed under this Order, or other community and national volunteerism endeavors that the commission wishes to undertake.
- B. General Provisions. A quorum of a committee of the commission consists of 50 percent of the committee membership. A committee may choose to conduct its business through teleconferencing, video-conferencing, or meeting in person as a group. Meeting of committees shall be held in accordance with AS 44.62.310 - 44.62.312 (Open Meetings Act). Committee records are records of the commission.

CONFLICTS OF INTEREST

- A. Standards. Commission members shall comply with 42 U.S.C. 12638(d)(6)(A) - (C) and AS 39.52 (Alaska Executive Branch Ethics Act).
- B. Release of Information. Individual commission members may not provide to anyone outside the commission information that has not been released to the public by the commission or that is not already on the public record.
- C. Nonparticipation Due to Conflict of Interest. If a commission member has a conflict of interest on a grant application, the conflicted member may not

1. assist the applying organization in the preparation of the grant application;
 2. participate in any discussions or decisions by the commission regarding that specific grant application;
 3. participate in any discussions or decisions by the commission regarding any other grant applications submitted under the same funding category (e.g. AmeriCorps or Learn and Serve America: Community-based); and
 4. participate in the oversight, evaluation, continuation, suspension, or termination of the grant award.
- D. Technical Assistance. Commission members may not, under any circumstances, assist an organization in the preparation of a grant application, except to take part in a commission-approved program of technical assistance that is equally available to all potential applicants.

MISCELLANEOUS MATTERS

- A. Vacancies. If a vacancy occurs on the commission, a new member shall be appointed by the Governor to serve for the remainder of the term for which the predecessor of that member was appointed. A vacancy does not affect the authority of the remaining members to execute the duties of the commission.
- B. Compensation. A member of the commission does not receive any additional compensation by reason of service on the commission, except that the Department of Commerce, Community, and Economic Development may authorize the reimbursement of travel expenses, including per diem, in the same manner as for State employees serving intermittently.

- C. Rules of Order of the Commission. The commission shall conduct its business in accordance with Robert's Rules of Order, unless the commission provides by resolution to suspend the use of Robert's Rules of Order and use other procedures to facilitate the purposes of and duties assigned by this Order.
- D. Absences. Commission members are expected to attend all commission meetings. If a commission member is unable to attend a commission meeting, it is the responsibility of the member to notify the chair of the commission immediately. If a commission member is absent for more than two meetings, the executive director will notify the Governor's office.
- E. Definition. In this Order, "national service laws" has the meaning given in 42 U.S.C. 12511.

LEAD AGENCY AND STAFFING

- A. Lead Agency. The commission is housed in the Department of Commerce, Community, and Economic Development. The Department of Commerce, Community, and Economic Development is designated lead agency and will supply administrative support to the commission. The Department of Commerce, Community, and Economic Development shall work with the commission to determine duties to be delegated to other State agencies to the extent allowed by law consistent with this Order.
- B. Executive Director. The commission's executive director shall be selected and hired by the Department of Commerce, Community, and Economic Development with final approval from the Governor. The executive director acts as the liaison between the Governor, the Department of Commerce, Community, and Economic Development, the corporation, and the commission. The executive director is also the identified liaison and point of contact for the private sector.

- C. Other Staff. Other staff shall be selected and hired as needed by the executive director with final approval from the Department of Commerce, Community, and Economic Development.

BYLAWS

The commission may adopt and amend bylaws, consistent with this Order, by a majority vote at a regularly scheduled meeting. Proposed changes to the bylaws must be provided to commission members in writing 30 days before the scheduled meeting. The chair may refer proposed changes to a committee of the commission for review and recommendation.

REPEAL OF ADMINISTRATIVE ORDER NO. 245

Because this Order updates and replaces the contents of Administrative Order No. 245, Administrative Order No. 245 is repealed.

This Order takes effect immediately.

DATED at Juneau, Alaska, this 9th day of August, 2011.



Sean Parnell
Governor

1.4 STATE COMMISSION BY LAWS

SERVE ALASKA the STATE SERVICE COMMISSION BY-LAWS

Approved Originally: 8/23/96
Revision IV Approved: 2/17/12
Revision III Approved: 7/15/09
Revision II Approved: 8/09/07
Revision I Approved: 5/21/01

Article I: Name

Serve Alaska the State Service Commission, herein after referred to as the Commission.

Article II: Purpose

Section One. The purpose of the Commission as set forth in Administrative Order No259 is to engage Alaskans of all ages and backgrounds in community-based service and volunteerism as a means of community and state problem solving, and to promote participation in the National AmeriCorps Program as required for the receipt of federal financial assistance under section 12638 of the National and Community Service Act of 1993 at 42 U.S.C. 12501-12682 (NCSTA).

Section Two. ***Powers and Duties.*** According to the powers and duties of the Commission as set forth in Administrative Order No. 259, the Commission shall:

A.

- 1) Prepare a service plan for Alaska that:
 - a) is developed through an open and public process (such as through regional forums, hearings, and other means) that provides for maximum participation and input from national service programs within the state and other interested members of the public;
 - b) covers a 3 year period;
 - c) is subject to approval by the Governor
 - d) includes measurable goals and outcomes for the state national service programs in Alaska consistent with the performance levels for national service programs in accordance with 42 U.S.C. 12639(k) (NCSTA);
 - e) is updated annually;
 - f) ensures outreach to diverse community-based agencies that service under represented populations, by using established networks or registers, at the state level; or establishing such networks and registers

- g) provides for effective coordination of financing applications submitted by the State and other organizations within the state under national service laws; and
 - h) contains information the state commission considers appropriate or the Corporation for National Service (Corporation) requires;
- 2) Prepare the applications of the state under 42 U.S.C. 12543 and 42 U.S.C. 12582 for assistance;
 - 3) Assist in the preparation of the application of the state educational agency for assistance under 42 U.S.C. 12525;
 - 4) Prepare the application of the state under 42 U.S.C. 12582 for the approval of service positions that include the national service educational award described in Division D, National Service Trust and Provision of National Service Education Awards;
 - 5) Make recommendations to the Corporation with respect to priorities for programs receiving assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950-5085);
 - 6) Make available technical assistance to enable applicants for assistance under 42 U.S.C. 12571 to plan and implement service programs and to apply for assistance under the national service laws using, if appropriate, information and materials available through a clearinghouse established under 42 U.S.C. 12653
 - 7) Assist in the provision of health care and childcare benefits under 42 U.S.C. 12594 to participants in national service programs that receive assistance under 42 U.S.C. 12571;
 - 8) Develop a state system for the recruitment and placement of participants in programs that receive assistance under the national service laws and dissemination of information concerning national service programs that receive such assistance or approved national service positions;
 - 9) Through the Department of Commerce, Community, and Economic Development (DCCED) administers the grant program in support of national service programs that is conducted by the state using assistance provided to the state under 42 U.S.C. 12571 including selection, oversight, and evaluation of grant recipients;
 - 10) Develop projects, training methods, curriculum materials, and other materials and activities related to national service programs that receive assistance directly from the Corporation (to be made available when a program requests such a program method, material or activity) or from the state using assistance under 42 U.S.C. 12571, for use by programs that request such projects, methods, materials, and activities.
- B. The Commission may not directly carry out any national service program that receives assistance under 42 U.S.C. 12571.
- C. Subject to requirements that the Corporation may prescribe the Commission may delegate non-policy making duties to a state agency or public or private nonprofit organization to the extent allowable by law.

- D. In carrying out its duties the Commission should primarily use teleconferencing or other electronic means to the extent practicable in order to gain the widest public participation at minimum cost.
- E. Meetings of the Commission shall be held in accordance with AS44.62.310-44.62.312 (Open Meetings Law). A majority of the Commission constitutes a quorum for the purpose of conducting business. A quorum must be present at Commission meetings. Records of the Commission are subject to the Alaska Public Records Act, AS40.25.110-40.25.220
- F. Executive Session to the Meeting Section—Executive sessions may be called during a regular meeting as specified in AS44.62.310.
 - 1) The meeting must first be convened as a public meeting, and the question of holding an executive session to discuss matters set for the in Section 2 (F) (2) shall be determined by a majority vote. No subjects may be considered at the executive session except those mentioned in the motion calling for the executive session, unless auxiliary to the main question. No action may be taken during the executive session.
 - 2) The following subjects may be discussed in an executive session;
 - a) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the government unit;
 - b) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
 - c) matters which by law, municipal charter, or ordinance are required to be confidential
 - 3) The above subjects shall be construed narrowly in order to avoid unnecessary executive sessions.
- G. The Commission shall conduct their business in accordance with provides by resolution to suspend the use of Robert’s Rules of Order and use other procedures to facilitate the purposes of and duties assigned by this Order.

Article III: Membership

Section One. The Commission consists of 15 to 25 members. At no time shall the membership be less than 15. Membership includes the following:

- A. Required Members. The Governor shall include as voting members at least one of each of the following individuals:
 - 1) an individual with expertise in the education, training, and development needs of youth, particularly disadvantaged youth;
 - 2) an individual with experience in promoting the involvement of older adults in service and volunteerism;
 - 3) a representative of community-based agencies or community-based organizations within the state;
 - 4) the head of the State of Alaska, Department of Education and Early Development;
 - 5) a representative of local governments;
 - 6) a representative of business;

- 7) a representative of local labor organization in the State;
 - 8) an individual between the ages of 16 and 25 who is a participant or a supervisor in a national service program as defined in 42 U.S.C: 12511;
 - 9) a representative of a national service program described in 42 U.S.C. 12572 (NCSTA), such as a youth corps program described in 42 U.S.C. 12572 (2)(NCSTA);
 - 10) a representative of the volunteer sector
- B. Sources of Other Members. The Governor may include as voting members the following:
- 1) members selected from among local educators;
 - 2) members selected from among experts in the delivery of human, education, environmental, or public safety services to communities and persons;
 - 3) representatives of Indian tribes;
 - 4) members selected from among out of school youth or other at risk youth;
 - 5) representatives of entities that receive assistance under the Domestic volunteer Service Act of 1973 (42U.S.C. 4950-5085)
- C. Corporation for National Service Representative: The representative of the Corporation designated under 42 U.S.C. 12651f (c) for the state shall be an ex-officio nonvoting member of the commission, unless the state permits the representative to serve as a voting member of the commission.
- D. Ex-Officio State Representatives. The Governor may appoint, as ex-officio, nonvoting members of the Commission, representatives selected from among officers and employees of State Agencies operating community service, youth service, education, social service, and job training programs.
- E. Limitation of Number of State Employees as Members. The number of voting members of the Commission selected under paragraph 1 or 2 who are officers or employees of the state may not exceed 25 percent (reduced to the nearest whole number) of the total membership of the state commission.
- F. New Commissioner Orientation to the Members Section--Members of the Commission shall receive an orientation to the responsibilities of the Commission by the Chair and or the Executive Director at the next regularly scheduled meeting or the Commission following appointment or at a special meeting called for the purpose of orientation.

Section Two. **Terms.** All commission members are appointed by the Governor and serve at the pleasure of the Governor. Each member of the Commission shall serve for a term of 3 years.

Section Three. **Vacancies.** If a vacancy occurs on the Commission, a new member shall be appointed by the Governor and serve for the remainder of the term for which the predecessor of that member was appointed. The vacancy shall

not affect the authority of the remaining member to execute the duties of the Commission.

Section Four. **Compensation.** A member of the commission shall not receive any additional compensation by reason of service on the Commission, except that the Department of Commerce, Community, and Economic Development may authorize the reimbursement of travel expenses, including per diem, in the same manner as other employees serving intermittently in the service of the state.

Section Five. **Absences.** Commission members are expected to attend all Commission meetings, if a Commission member is unable to attend a commission meeting; it is the responsibility of the member to notify the Commission Chair immediately. If a commission member is absent more than two meetings, the executive director will notify the Governor's office. The Chair will exercise his/her judgment in excusing the absence. If a commission member is absent for more than two meetings, the executive director will notify the Governor's office.

Rules of Order of the Commission. The commission shall conduct its business in accordance with Robert's Rules of Order, unless the commission provides by resolution to suspend the use of Robert's Rules of Order and use other procedures to facilitate the purpose of and duties assigned by this Order.

Article IV: Officers

Section One. **Enumeration.** The officers of the Commission shall be a Chair and a Vice Chair.

- A. A Nominating Committee consisting of three members of the Commission shall develop the slate of candidates for the election of officers.

Section Two. **Election.** The voting members of the commission shall elect two of the voting members to serve as Chair and Vice Chair of the Commission. Each officer shall be elected by a majority of the Commission. If more than one person is nominated for an office, election must occur by paper ballot.

Section Three. **Terms of Officers.** Each officer shall be elected for a term of two years. Their term of office shall be effective the end of the meeting in which they were elected until the end of the meeting of the next election. Any officer may be elected to no more than two successive terms to the same office.

Section Four. **Resignation and Removal of Officers.** An officer may resign at any time by giving written notice to the Commission. Officers may be removed from office by majority vote of the Commission membership at a regular or special meeting of the Commission called for that purpose.

Section Five. ***Vacancy of Officer(s).*** Any vacancy in an office shall be filled by election of the Commission members for the unexpired portion of the term.

Section Six. ***Responsibilities and Duties of Officers.***

- A. The Chair shall preside at all meetings of the Commission, except as provided in Section 6 (B)
- B. The Vice Chair shall preside at meetings in the absence of the Chair and shall perform such duties as are required by the Commission and necessitated by the Chair's absence. In the event of the absence of both officers, an acting chair shall be selected by majority vote of the Commission members present. The acting Chair shall perform any additional duties requested by the Commission and routinely executed by the Chair.

Article V: Committees

Section One. ***Committees.*** The Commission may authorize the creation, prescribe the term, and define the duties of committees as may be necessary or useful to the implementation of Administrative Order No. 259 the State plan developed under this Order, or other community and national volunteerism endeavors the Commission wishes to undertake. All Committees will consist of at least three members.

Section Two. ***Committee Quorum.*** A quorum shall consist of fifty percent (50%) of committee membership. Committees may choose to conduct their business through electronic mail, teleconferencing, video-conferencing, or meeting as a group. Committee meetings shall be held in accordance with AS 44.62.310-44.62.312 (Open Meeting Act) Committee records are records of the Commission.

Article VI: Conflict of Interest

Section One. Commission members are subject to 42USC12638 (d) (6) (A)-(C) and AS 39.52 (Alaska Executive branch Ethics Act).

Section Two. Individual Commission members must also ensure that they do not provide anyone outside the Commission information that has not been released to the public by the Commission or that is not already on the public record.

Section Three. If a Commission member is found to have a conflict of interest after a vote of the other Commission members, he or she may not:

- A. assist the applying organization in the preparation of the grant application;

- B. participate in any discussions or decisions by the Commission regarding that specific grant application;
- C. participate in any discussions or decisions by the Commission regarding any other grant applications submitted under the same funding category (e.g. AmeriCorps or Learn and Serve America);
- D. participate in the oversight, evaluation, continuation, suspension, or termination of the grant award.

Section Four. Commission members may not, under any circumstances, assist an organization in the preparation of a grant application, except to take part in a Commission-approved program of technical assistance that is equally available to all potential applicants.

Article VI: Lead Agency and Staffing

The Commission will be housed in the State Department of Commerce, Community, and Economic Development. The Department of Commerce, Community, and Economic Development is the designated lead agency and will supply administrative support to the Commission. The Department of Commerce, Community, and Economic Development shall work with the Commission to determine duties to be delegated to other state agencies to the extent allowed by law consistent with Administrative Order No. 259

The Commission's executive director will be selected and hired by the Department of Commerce, Community, and Economic Development with final approval from the Governor. The executive director will act as the liaison between the Governor, Department of Commerce, Community, and Economic Development, the Corporation and the Commission. The executive director is also the identified private sector liaison and point of contact.

Other staff will be selected and hired as needed by the executive director with final approval from the Department of Commerce, Community, and Economic Development.

Article VII: Amending By-Laws

The Chair may refer proposed changes to committee for review and recommendation. Proposed changes must be provided to members in writing (30) days prior to the scheduled meeting. These by-laws may be amended by a majority vote at a regularly scheduled meeting.



COMMISSION FIVE YEAR STRATEGIC PLAN 2011 - 2015

Adopted November 16, 2011
Timelines Adopted February 17, 2012

Introduction

Serve Alaska, the State Service Commission, is overseen by no fewer than 15 and no more than 25 voting Commission members appointed by the Governor.

Serve Alaska is funded through the Corporation for National and Community Service at the Federal Level. The Commission's primary function is to oversee grants provided to local non-profit and community agencies to run national service programs. The largest single vehicle for channeling federal resources for national and community service in Alaska is through this Governor's commission. These funds help Alaska recruit, train, and deploy 2,500 volunteers on a full and part-time basis to address locally identified needs in education, homeland security, environmental, public safety and other human needs of Alaska residents.

Mission

To foster, support and promote the ethics of service and volunteerism to all Alaskans

Core Purpose

Strengthen Alaskan Communities through National Service and Local Volunteerism

Core Values

*Integrity *Collaboration *Excellence *Ethic of Volunteerism & Service
*Statewide Community Engagement

Purpose

The purpose of the Commission is to engage Alaskans of all ages and backgrounds in community-based service and volunteerism as a means of community and state problem-solving, and to promote participation in the National AmeriCorps Program and the Learn and Serve America Program as required for the receipt of federal financial assistance under sec. 12638 of the National and Community Service Trust Act of 1993 at 42 U.S.C. 12501 - 12682 (NCSTA).

National AmeriCorps, Learn and Serve America, and other volunteer programs will benefit communities in five areas: education, public safety, human needs, environmental needs, and homeland security.

Background

On September 21, 1993 President Clinton signed the [National and Community Service Trust Act of 1993 \(PL 103-82\)](#). This law merged two federal agencies, ACTION and the Commission on National and Community Service, creating the new [Corporation for National and Community Service](#). The Act also established [AmeriCorps](#), a service program for Americans aged seventeen years and older.

The Alaska State Community Service Commission (ASCSC) was created in 1994 by Governor Walter J. Hickel to establish the state's eligibility to receive AmeriCorps and Learn and Serve America funding. The Commissioners voted in October 2007 to request the Commission be reestablished as Serve Alaska. Governor Sarah Palin issued Administrative Order 245 to rename the Alaska State Community Service Commission to Serve Alaska.

The State Commission is overseen by no fewer than 15 and no more than 25 voting Commission members appointed by the Governor. The composition of a Commission is legally constrained to ensure non-partisanship and political neutrality. The National and Community Service Trust Act, and administrative regulations issued in conjunction with it, specify requirements for balance in the Commission.

Based on population and funding availability, the Commission recommends formula and competitive applications to the Corporation for National and Community Service. Applications are selected based on their ability to address unmet community needs in education, public safety, environment or other human needs.

The Department of Commerce, Community, and Economic Development houses the Commission and serves as its fiscal agent. The Commission meets on a quarterly basis following the guidelines of the by-laws.

GOAL ONE: SERVE ALASKA IS A STRATEGIC CATALYST FOR ENGAGING VOLUNTEERISM AND SERVICE IN ALASKA

OBJECTIVES	STRATEGIES	RESPONSIBLE PERSON(S)	EVALUATION INDICATORS	TIMELINE
1. Improve volunteerism engagements, partnerships, infrastructure, and service in Alaska	1.1 Conduct a Gap Analysis of programs eligible to apply for national service programs	Executive Director	Gaps, best practices and service duplications identified	9-2012
	1.2 Design and implement a strategy to share volunteer programs' best practices	Executive Director	Program priorities met, continuous improvement of volunteer programs	1-2013
	1.3 Foster collaboration among public, private and nonprofit volunteer service programs to provide value added service opportunities	Executive Director	High impact and sustainable volunteer community service programs	On-going
	1.4 Invest in community-driven solutions for rural Alaska	Executive Director	Portfolio reflects a balance of service communities	1-2013
	1.5 Establish a statewide clearinghouse for volunteers and volunteer agencies	Executive Director	Program and volunteer needs met	1-2015
	1.6 Engage in planning and aligning with CNCS and its affiliates	Commission Chair/ Executive Director	Alaska aligned with national priorities	On-going

GOAL TWO: SERVE ALASKA IS AN EFFECTIVE, RESPONSIVE, AND ACCOUNTABLE COMMISSION

OBJECTIVES	STRATEGIES	RESPONSIBLE PERSON(S)	EVALUATION INDICATORS	TIMELINE
2. Increase the development, operations and effectiveness of the Commission	2.1 Maintain Commissioner roles with descriptions	Commission Chair/Executive Director	Written descriptions	5-2012
	2.2 Establish Standing Committees: Executive, Legislative Advocacy, Strategic Planning, Outreach	Commission Chair/Committees Task Force	Working Standing Committees provide recommendations	Nov 2011
	2.3 Define committee expectations through development of job descriptions for each	Committees Task Force/Executive Director	Written descriptions	Nov 2011
	2.4 Identify annual project work groups/ad hoc committees	Executive Committee/ Executive Director	Project work is complete; recommendations are brought to full Commission	On-going
	2.5 Develop a nominating process for recommending individuals to Boards and Commissions to be appointed to Serve Alaska	Commission Chair/Executive Director	Qualified appointees	3-2012
	2.6 Design and implement a Commissioner Mentoring Program	Commission Vice-Chair/ Executive Director	Mentors and mentees utilizing program	4-2012
	2.7 Develop a 60 second Elevator Speech to capture audience attention	Legislative Advocacy Chair	Elevator Speech articulated by all Commissioners	3-2012

GOAL THREE: SERVE ALASKA IS A SUSTAINABLE, RECOGNIZED NATIONAL SERVICE GRANTOR & COMMISSION

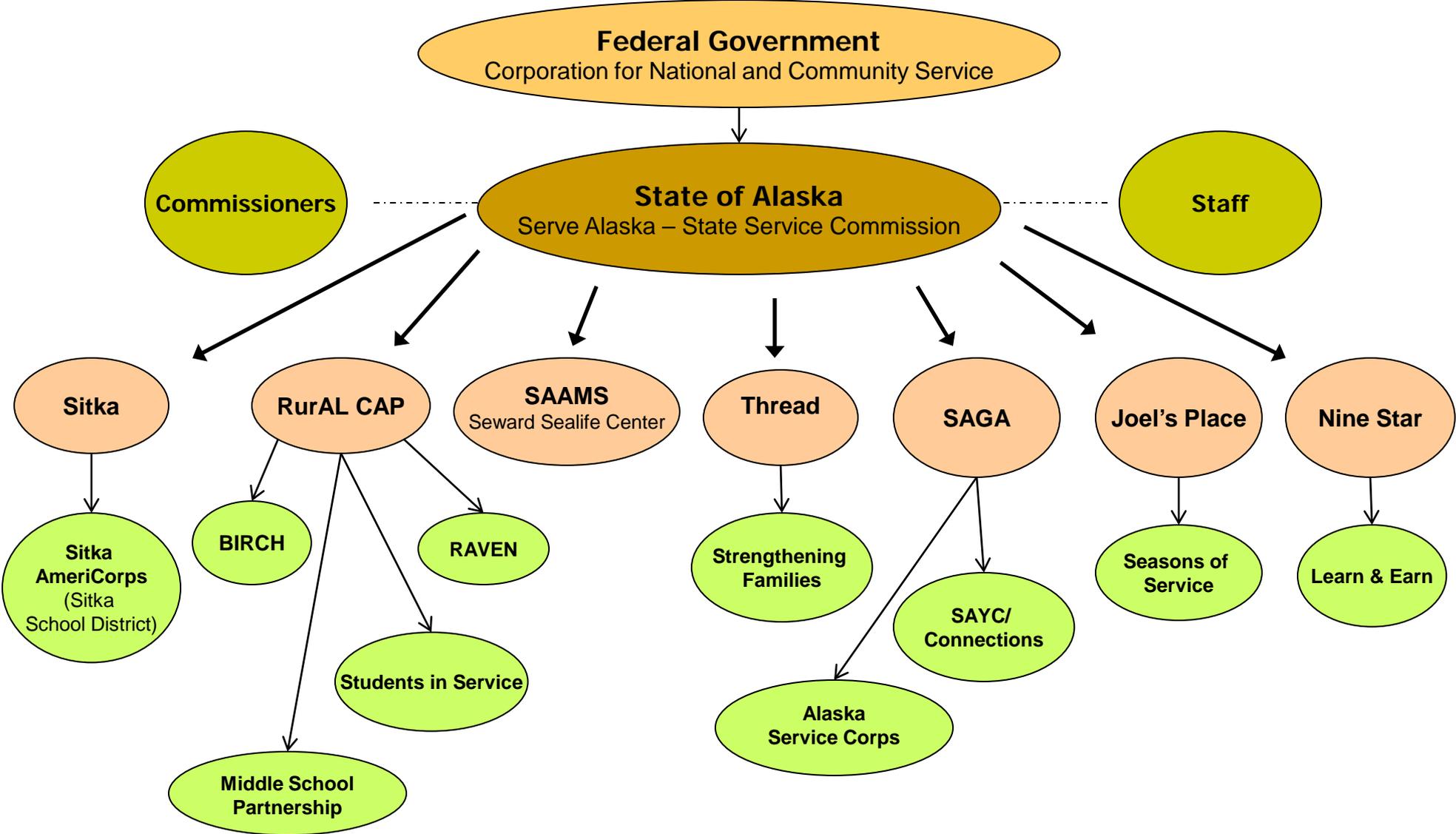
OBJECTIVES	STRATEGIES	RESPONSIBLE PERSON(S)	EVALUATION INDICATORS	TIMELINE
3. Enhance Serve Alaska recognition and sustainability	3.1 Write a White Paper defining Serve Alaska Commission as a catalyst	Commission Chair	Core purpose of the Commission is met	12-2012
	3.2 Develop statewide media recognition for successful grant programs	Executive Director	Serve Alaska and its programs are recognized statewide	6-2012
	3.3 Research and identify additional funding opportunities	Commission Chair/ Executive Director	Commission is sustained and expanded	On-going
	3.4 Focus funding activities on proven and effective programs	Commission Chair/ Executive Director	Recognized successful programs	On-going
	3.5 Focus Funding on statewide priorities (pending approval in February)	Ad Hoc Committee	Recommendation from Ad Hoc Committee, and full Commission makes decision	TBD Tabled for one year at 2/2012 Commission Meeting

1.5 COMMISSION STRATEGIC PLAN

1.6 COMMISSION ORGANIZATIONAL CHARTS

- Serve Alaska AmeriCorps Program Flow Chart

Serve Alaska AmeriCorps Flow Chart



SECTION 2

ROLES AND RESPONSIBILITIES: ALASKA COMMISSION

Contents:

- 2.1 Role of the State Commission
- 2.2 Administrative Functions of the Commission
- 2.3 Support to National Service Programs
- 2.4 The Larger Role of State Commissions
- 2.5 Principles of Highly Effective Commissions
- 2.6 Guidance on State Service Plan
- 2.7 Alaska Commission State Service Plan
- 2.8 The Corporation - Commission Partnership

2.1 ROLE OF THE COMMISSION

In order to fulfill their overall role, commissions must become involved in a range of sub-roles and activities. While each of these functions is interrelated with others, they are often categorized in three main areas; administrative functions, support to national service programs, and the larger role of sustaining service. An important new area and emerging priority is the commission's role in collaborative planning to develop a Unified State Plan for each state.

Because commission resources are, to some degree, always limited it is valuable for commissions to develop a clear sense of priorities as part of their strategic planning and seek to work as efficiently as possible to respond to the many demands inherent in their role. Commissions' efforts in setting priorities, reflecting on their own progress, and systematic work toward building their capacity are all part of evolving to the point where they can respond both to new challenges and to new opportunities.

The functions summarized in boldface in this section are requirements for commissions. All commissions must have the staffing, procedures, and systems in place that allow them to accomplish these specific responsibilities. The functions not in bold face represent other important roles the commission should play as part of longer-term strategies for supporting and enhancing community service. Activities in these areas can be phased in as commissions gain experience and capacity and as the needs and priorities of their state change.

2.2 ADMINISTRATIVE FUNCTIONS OF THE COMMISSION

Commission Board and Staff

Commissions must develop a solid infrastructure which enables them to select and support high quality national service programs and effectively manage commission activities. Each commission should have a well-functioning commission board and staff with appropriate skills and experience to administer this organization and manage its programs. The commission needs policies and systems in place that ensure accountability and continuous improvement.

- Maintains a staff of appropriate size and skill to carry out commission responsibilities and activities.
- Maintains a fully-constituted board with an appropriate structure to carry out its functions.

Administrative Systems

- Maintains appropriate financial management systems to disburse funds and track commission and program expenditures according to legal and grant requirements.
- Manages an appropriate process to review and select quality national service programs within the state.
- Ensures timely and accurate reporting, including such items as Financial Status Reports, Member Enrollment and Exit Forms, and Progress Reports.
- Ensures that programs have established systems to provide for and track member health care needs and eligibility of members for child care assistance.
- Identifies needs, develops and submits annual applications for Corporation Program Development and Training funds, national service program funds and disability funds.

Continuous Improvement

- Analyzes and assesses commission performance candidly and accurately.
- Develops and maintains a process of continued improvement for both commission activities and national service programs in the state.
- Identifies needs and develops recommendations for technical assistance for the commission.

(From: Project TASC Commission Manual, Section 4.2)

2.3 SUPPORT TO NATIONAL SERVICE PROGRAMS

The second major responsibility of commissions is to support local programs and work with them to ensure they are high quality. Commissions' applications will be evaluated on the quality of both their formula and competitive programs. Commissions monitor and evaluate programs to ensure they comply with legal and grant requirements, are progressing well towards meeting program objectives and have high quality service projects and management systems. Commissions formulate training and technical assistance strategies and design activities that move the state toward its vision of national and community service.

Monitoring and Evaluation

- Oversees programs to determine the quality of their operations and systems.
- Evaluates whether programs comply with legal, reporting, financial management and grant requirements and ensures follow through on issues.
- Reviews audit reports on programs and ensures that programs take appropriate and timely action.
- Works with programs to develop appropriate program objectives that are outcome-based and tracks progress toward those objectives to ensure high quality service activities.
- Provides feedback to programs and takes appropriate action to ensure follow through on issues.
- Ensures high quality support to and management of members.
- Ensures that programs develop and use performance measurement systems.
- Helps programs conduct activities that instill an ethic of service.

- Ensures that programs develop and use continuous improvement systems.

Training and Technical Assistance

- Conducts initial and on-going assessments of AmeriCorps*State/National programs Technical Assistance needs; brokers or provides training and technical assistance for national service programs to meet identified needs and other requested assistance.
- Helps programs identify and access local and national training and technical assistance resources.
- Ensures that programs attend appropriate Corporation training activities.
- Coordinates program development and training activities and technical assistance activities with the State Educational Agency and other state and federal entities supporting national service programs.
- Assists programs with recruitment and placement of members.

Communication

- Disseminates key information to AmeriCorps programs.
- Maintains systems for gathering and disseminating information.

(From: Project TASC Commission Manual, Section 4.3)

2.4 THE LARGER ROLE OF COMMISSIONS

The third major responsibility for service commissions is to develop and communicate a statewide vision of service and foster an ethic of service and volunteering throughout the state. That vision should incorporate all components of AmeriCorps (VISTA and NCCC as well), Learn and Serve America, Senior Corps, and the larger volunteer community. It can do so by coordinating the different service programs and fostering partnerships between Corporation-funded and other service and volunteer activities. Commissions need to build long-lasting relationships with corporations, foundations, elected officials, the media and state agencies. These relationships should be developed so as to contribute to high quality service projects, effective collaborations, funding support, bi-partisan political support and public support for national and community service.

Ensure Stability

- Secure matching funds for the commission administrative grant.
- Ensure support for service programs and activities from the private sector, including businesses and foundations.
- Ensure long-term support for national and community service activities in the state.
- Develop and maintain non-partisan state and local government support.

Build a Solid Infrastructure

- Develop and maintain partnerships and other mutually supportive relationships among Corporation programs and other traditional service programs.
- Initiate and maintain efforts to establish close working relationships with the Corporation State Office, including making recommendation regarding priorities for VISTA and Senior Corps programs.

- Develop and maintain avenues for communication and collaboration with state agencies and state initiatives, particularly those which involve volunteer service and federally-funded community service.

Conduct Outreach and Develop the Ethic of Service

- Through an inclusive process, develop and implement a non-partisan and non-political state plan, including a state vision for national and community service.
- Initiate and maintain efforts to develop a shared identity among Corporation-funded programs and among members serving in those programs.
- Develop and maintain widespread, high public awareness of service and volunteer programs, especially in communities where members are performing service.
- Build relationships with the traditional volunteer sector, the non-profit sector, business and foundation communities.

(From: Project TASC Commission Manual, Section 4.4)

2.5 PRINCIPLES OF HIGHLY EFFECTIVE COMMISSIONS

Commissions in many ways function much like the board of directors of a non-profit corporation. Commission members are volunteers who have responded to a “call to serve” and have accepted a gubernatorial appointment for a term of service on a state/territory level body that can make a difference. Ideally, each appointed member will approach the task with a sincere and energetic commitment to contribute what they can to advance the field of service and volunteering in the state. Some may be able to do more than others. But their collective capabilities and contributions should be able to make a demonstrable impact.

From the experience of commissions to date there are certain characteristics that effective commissions possess. They are summarized as follows:

- Possessing an ambitious, expansive, but achievable vision and strategic plan.
- Developing creative strategies for collaboration and inclusion in expanding the service infrastructure in the state/territory.
- Focusing on long term sustainability of the commission and its programs.
- Putting a high priority on both internal and external communication.
- Developing a strong marketing/public relations strategy to promote the ethic of service.
- Engaging commission members to their full potential, maximizing their interest, expertise, and connections.
- Conducting effectively staffed, well-planned meetings.
- Developing and maintaining efficient working structures (committees or task forces) that produce tangible outcomes.
- Striking the appropriate balance between staff and commission member roles that enhances the effectiveness of both.

(From: Project TASC Commission Manual, Section 3.5)

2.6 GUIDANCE ON STATE SERVICE PLAN

**Corporation for National and Community Service
AmeriCorps State
May 11, 2006**

Frequently Asked Questions: 2006 State Service Plans

1. What is a State Service Plan?

A State Service Plan, formerly known as the Unified State Plan, is a state commission's 3-year strategy for coordinating national service and volunteer service activities across all streams of service in the state. Our statute requires a state service plan in order to ensure that all national service and volunteer service entities within a state—state commissions; State Offices; AmeriCorps National programs and other Corporation grantees and stakeholders; State Education Agencies; state networks of volunteer centers; Campus Compacts; and/or other volunteer service organizations within the state—are aware of each other and are coordinating activities. We encourage you to provide enough detail in your plan so that your partners in national service and volunteer service across the nation can learn from your experience.

Our intent in streamlining the State Service Plan procedure is to reduce burden. We appreciate you letting us know how you are communicating, coordinating, and collaborating across streams of service. We look forward to sharing best practices and lessons learned with the assistance of our Office of Leadership Development and Training and through the Corporation's Resource Center (www.cns.gov/resources).

We are particularly interested in any cross-stream activities centered on our four strategic initiatives: mobilizing more volunteers; serving at risk youth and connecting them with service opportunities; engaging students in communities; and using baby boomers' experience.

2. What are the components of the State Service Plan?

The State Service Plan should address the following questions:

- a. What are the specific programmatic areas upon which your state is focusing?

Please describe ongoing efforts or special initiatives that involve convening of and/or collaborating with the state commissions; State Offices; AmeriCorps National programs and other Corporation grantees and stakeholders; State

- b. Education Agencies; state networks of volunteer centers; Campus Compacts; and/or other volunteer service organizations within the state.
- c. What non-monetary support, such as training and technical assistance, might the Corporation (headquarters and/or your State Office) provide to ensure the success of your state service plan?

Your State Service Plan is not limited to responses to the three questions above, and may also include other elements that you and your service partners find useful.

3. Will I receive funding to support the development of the State Service Plan?

No. The Corporation is no longer able to provide separate, targeted funding to support meetings or other expenses incurred in developing the State Service Plan. You can use funds from your Administrative Grant to support the activities described in your State Service Plan.

4. When is the State Service Plan due to the Corporation?

The submission deadline is 90 working days after the release of this document, September 18, 2006.

5. How do I submit our State Service Plan?

In 2006, you will submit your State Service Plan via e-mail addressed to your Program Officer, who will share it with appropriate Corporation staff. Simply address the required questions, and any other elements that you and your service partners find useful, in a narrative of five pages or less.

Starting in 2009, you will submit your State Service Plan as part of your Administrative Grant application or update in November. You will report upon and update your State Service Plan on an annual basis when you update your Administrative grant application.

6. How will the Corporation review the State Service Plan?

The Office of Field Liaison will coordinate the review of your State Service Plan. While a number of Corporation staff may be assigned to participate on review teams, no State Office staff member will review a Plan from a state with which they work directly.

The review team will review the plan to ensure it adequately addresses the questions.

- Does the plan include specific areas of activity for national service and volunteer entities in the state (state commissions; State Offices; AmeriCorps National programs and other Corporation grantees and stakeholders; State Education Agencies; state networks of volunteer

centers; Campus Compacts; and/or other volunteer service organizations within the state)?

- Does the plan reflect communication, coordination, and/or collaboration among these entities?
- Is a request for non-monetary support included?

Your Program Officer will also share your State Service Plan with the Office of Leadership Development and Training, and the Office of Grants Management, in order to integrate support for and monitoring of plan elements.

7. What response can I expect from the Corporation?

You will receive official notification when the Corporation receives your State Service Plan. If the Corporation's review determines that your State Service Plan fulfills statutory requirements, you will receive a final feedback letter notifying you of this determination. This letter will include a brief summary of strengths, challenges, and areas/activities you might want to revisit. This letter will also include information following up on any requests for non-monetary support included in your State Service Plan. Finally, the review team and other Corporation staff will prepare and distribute a brief report from information aggregated from all of the plans in order to provide context for your cross stream activities, and to highlight opportunities for learning and collaboration across state lines.

8. Does the quality of this plan affect future funding, monitoring, risk-based assessment or State Standards process evaluation?

No. The quality of the State Service Plan has no bearing on future funding, monitoring, risk-based assessment or State Standards process evaluation.

9. How long will it take the Corporation to review our plan?

You will receive notification that the Corporation has received your state service plan within three business days of receipt. You will receive a final response from the review team within 45 calendar days of the September 21 deadline, by November 2, 2006. Within the 45 day timeframe you may be asked for additional information or to clarify some aspects of your plan.

10. Will there be non-monetary support for carrying out activities projected in the State Service Plan?

There may be non-monetary support for carrying out activities projected in your plan. Although funds are not available to support these activities, the Corporation is committed to assisting and supporting communication, coordination and/or collaboration with non-monetary resources such as training and technical assistance, and to facilitate access to other resources. Your AmeriCorps Program Officer will discuss your needs in detail, coordinate the Corporation's delivery of non-monetary support with the Corporation's Office of Leadership Development and Training, and assist with any additional follow-up.

11. Does the State Service Plan replace the Unified State Plan that was required in the past?

Yes. The State Service Plan replaces the Unified State Plan that was required in the past.

12. How often must I submit a State Service Plan?

You must submit a State Service Plan every three years, beginning in 2006.

13. How is the State Service Plan described in the Statute?

SEC. 178. [42 U.S.C. 12638] State Commissions on National and Community Service

The State Commission or alternative administrative entity for a State shall be responsible for the following duties:

(1) Preparation of a national service plan for the State that--

(A) is developed through an open and public process (such as through regional forums, hearings, and other means) that provides for maximum participation and input from national service programs within the State and other interested members of the public;

(B) covers a 3-year period;

(C) is updated annually;

(D) ensures outreach to diverse community-based agencies that serve underrepresented populations, by--

(i) using established networks, and registries, at the State level; or

(ii) establishing such networks and registries; and

(E) contains such information as the State Commission considers to be appropriate or as the Corporation may require.

14. What are some examples of communication, coordination and collaboration among national service and national volunteer service organizations?

Coordination and collaboration among service organizations takes place in many states. In one state, State Office staff, the SEA and commission staff participated in a year long strategic planning process which was cited as a best practice during their Administrative Standards visit. In other states, training sessions and workshops are hosted by and open to AmeriCorps State, National, VISTA, and Learn and Serve programs. Some State Office staff members participate in quarterly AmeriCorps State Program Directors training. Other states conduct joint staff retreats and multi-day cross-training conferences, share interns, post central directories, and use a shared web site to post all Requests for Proposals.

Some states have coordinated SEA subgranting activities under Learn and Serve America (LSA) with other subgranting activities, such as their AmeriCorps or LSA Commission subgranting bidder's conferences, technical assistance meetings or trainings.

Many states have planned and run subgrantee meetings that bring AmeriCorps and Learn and Serve subgrantees together for orientation, training and evaluation gatherings.

Some states have also developed opportunities for State Office staff to serve, as non-voting members, on commission committees, and vice versa. In some states, programs are encouraged to coordinate their service projects on National Days of Service, such as Martin Luther King, Jr. Day of Service or National Youth Service Day bringing Learn and Serve students together with boomers, AmeriCorps members and others from the community. Many Commissions, SEAs, Learn and Serve programs, AmeriCorps National programs, and State Offices have found that sharing ideas across streams of service leads to better use of limited resources and increased sustainability.

15. Where can I find more information?

If you have immediate questions concerning the information in this document, please contact Amy Borgstrom, Associate Director for Policy aborgstrom@cns.gov. Please contact your State Office for more information concerning the submission and review process, or for updates during the review. Contact your Program Officer if you have questions about the

content of your State Service Plan. Your Program Officer will work with you on any request for non-monetary support. You also may want to contact neighboring state commissions to discuss your respective plans. Best practices will be shared as they develop in The Resource Center section of the Corporation's web site <http://www.nationalservice.org/resources>.

OMB NO.: 3045-0118

EXPIRATION DATE: 04/30/2009

2.7 ALASKA COMMISSION STATE SERVICE PLAN

Alaska State Community Service Commission State Service Plan 2008

- I) *What are the specific programmatic areas upon which your state is focusing?*
In order to most effectively serve the populace of our state, the Alaska State Community Service Commission will place a priority on programs that address statewide needs. Programmatic focus areas shall include the following:
- Developing Young Alaskans- projects include but are not limited to: life skills development, job readiness or education.
 - Meeting the Needs of Rural Alaska- projects include but are not limited to: health, environment, youth development.
 - Meeting Alaska's Social Needs-projects include but are not limited to: prisoner reentry, domestic violence, and drug and alcohol prevention.
- II) *Please describe ongoing efforts or special initiatives that involve convening and/or collaborating with the Corporation State Office, State Education Agencies, state networks of volunteer centers, Campus Compacts, National grantees, and/or other service organizations within the state:*
The Alaska State Community Service Commission will continue and expand collaboration efforts to engage statewide partners through our annual activities.
- A) Partners:
- 1) Faith-Based
 - Alaska Office of FBCI
 - 2) Community-Based
 - United Way of Anchorage Volunteer Center
 - Anchorage Youth Development Coalition
 - Currant AmeriCorps and Learn and Serve Commission Sub-grantees
 - 3) Disability Community
 - 4) State Education Agency
 - 5) AARP
 - 6) National Service
 - AmeriCorps*VISTA
 - Senior Corps
 - 7) For-Profit Organizations-

The ASCSC Executive Director and Board will develop, enhance and promote relations between ASCSC and statewide for-profit organizations with the end goals of:

- Publicizing the Commission, our grantees and programs
- Seeking support for the annual statewide training events

- Establishing networks for dissemination of ASCSC trainings, workshops, and National Service Day event information

B) Activities:

On an annual basis, the ASCSC will ensure communication/collaboration exists with our partners through the offering of various activities to include:

- Quarterly Program Director Meeting
- AmeriCorps Week
- Disability Inclusion Workshop
- Quarterly newsletter
- Commission member outreach
- Annual Report
- Quarterly commission meetings
- Public Service Announcements

- III) *What non-monetary support, such as training and technical assistance, might the Corporation (headquarters and/or your State Office) provide to ensure the success of your State Service Plan?*

The Alaska State Community Service Commission would greatly benefit from the continued guidance of Project TASC in ensuring the successful implementation of our State Service Plan by providing on-going commission and staff member training. Additionally, CNCS and the State Office could enable us to better collaborate with other streams of service by notifying us of new and current grantees in the State through both formal and informal means.

2.8 THE CORPORATION— COMMISSION PARTNERSHIP

Corporation for National Service Responsibilities

- Establish national priorities and quality selection criteria for programs.
- Make grants to commissions for subgranting to AmeriCorps*State and Learn and Serve Community-based programs.
- Administer the National Service Trust Fund and distribute education awards to AmeriCorps members.
- Provide training and technical assistance to commissions and make grants to other organizations for the same purpose.
- Provide substantial support for the AmeriCorps member's living allowance, health care insurance, and child care costs.
- Report to Congress on the status of programs and the National Service Trust Fund.
- Coordinate presidential events, public service announcements, and public awareness strategies.
- Implement a strategy to create a national identity for AmeriCorps, including promotion of AmeriCorps to potential recruits, sponsorship of common activities for AmeriCorps members, and a common logo.

Commission Responsibilities

- Provide leadership in developing a three year Unified State Plan as the framework for receiving applications for funding.

- Issue applications and provide application assistance to potential AmeriCorps*State and Learn and Serve programs applying through the state.
- Select AmeriCorps*State programs to be funded through the formula allotment, pre-select programs for competition, and submit the State Application to the Corporation.
- Administer their AmeriCorps*State programs.
- Prepare and submit the state's community-based Learn and Serve America application, and administer programs, if funded.
- Provide training and technical assistance to AmeriCorps programs, both those funded through the commission, as well as National Directs, and to the broader network of service programs in the state.
- Monitor programs and report to the Corporation on their progress and accomplishments.

Commission Strategies

The Big Picture Vision of Service: Developing a Unified State Plan or a Strategic Plan

Beginning in 1997, the requirement to develop a Unified State Plan presented a wonderful opportunity for the commissions to exercise inclusive leadership. It required the principal service actors in the state to collaborate. Most of them had been doing so in some form or fashion already. Now they will do so in a more formal and structured way.

The Unified State Plan serves as a vehicle for creating a broad vision for promoting national service and volunteering and for building a solid infrastructure of high quality service programs and support services. The plan should be a blueprint for identifying state priorities, themes, and areas of emphasis among all the streams of service: Learn and Serve America, AmeriCorps, and the National Senior Service Corps.

Narrowly viewed, the Unified State Plan requires the commission, the Corporation State Office, and the State Department of Education to come together to develop a single plan. The plan should then serve as the framework for the grant making and deployment of service resources by the three parties. The three parties would assume greater responsibility to coordinate program activities and build support for community service.

More broadly viewed, the Unified State Plan challenges these three principal partners to reach out to other service and volunteer programs operating in the state, and to include them as vital stakeholders. This should include, to the extent that they exist in the state, programs from the Corporation “family of programs,” the governor’s office of volunteerism, the volunteer center network in the state, the higher education service community, the K–12 service community that might not be part of the formal Corporation-funded network, Native American tribal organizations, parent organizations of National Direct grantees, public and private agencies that utilize volunteers, corporations and foundations that have supported programs in the state and have involved employees in volunteer opportunities, and the media, particularly those that may have established their own volunteer recognition or awards programs.

The National and Community Service Trust Act requires that the plan “be developed through an open and public process... that provides for maximum participation and input from national service programs within the state and other interested members of the public.” The outreach and input process varies from state to state. Focus group meetings of different constituencies are common, as are “town meetings” or listening sessions conducted in various locations around the state.

Program Application Process

Just as the process for developing the Unified State Plan must be open and accessible to all interested parties, so too must the process by which the commission solicits funding applications. The commission is expected to widely publicize the availability of funds, distribute a clear and easily understood application packet, and offer technical assistance to potential applicants.

The application instructions should reflect the themes and priorities of the state and those established by the Corporation. The following lists the programs and which priorities (state or national) apply:

- State priorities for AmeriCorps*State formula funds.
- National priorities for AmeriCorps*State competitive funds.
- State and national priorities for Learn and Serve America as determined annually by the Corporation and the state.

Program Selection Process

Commissions are expected to develop a fair and impartial process for reviewing and selecting applicants for potential funding. How involved commission members will be in the

review process will vary from state to state. Where commission members are actively involved in reviewing program applications and potential service providers, their expertise and awareness of community needs in the state can make a valuable contribution to the process. However, there may be some situations where the administrative procedures of the state provide clear restrictions on the participation of commission members in the review process.

Commission members have a critical decision making role in the selection of AmeriCorps formula funded programs. They play an equally critical role in the selection of programs to be recommended to the Corporation for AmeriCorps for competitive funding. Their involvement, however, must not involve any actual or apparent conflict of interest.

Commissions have the option of applying for Community-based Learn and Serve America funding. If successful, a process of recruiting and selecting potential subgrantees needs to be designed and implemented. It should reflect the same degree of care, scrutiny, and impartiality as the AmeriCorps process.

Program Administration

Commissions need to have a well-functioning board of appointees. Through a close relationship with the Governor's office, commissions need to assure their own continuity and stability with the appointment of a diverse group of committed individuals who can enable the group to function effectively and to carry out its varied responsibilities. In addition to filling the slots that are mandated by law, commissions have included representatives from foundations, corporations and legislative bodies.

It is critical that commissions have staff with the appropriate skills and experience to administer an organization and manage its programs. Commissions need to make sure that policies and systems are in place that ensure accountability and continuous improvement. They are fiscally responsible for the grant funds they receive, both for their own administrative functioning and for the programs they fund. It is imperative that the commissions maintain appropriate financial management systems to disburse funds and track expenses. It is also important that commissions take seriously their responsibility for their own sustainability, as well as assisting their programs in meeting their match requirements.

Program Support

Commissions have the responsibility to support programs and to work with them to ensure that they are of high quality. Commissions need to focus on continuous improvement, making sure that the necessary monitoring and evaluation systems are in place to assess progress and to provide appropriate feedback to programs.

Commissions have available to them an annual allotment of Program Development Assistance and Training (PDAT) funds. It is the commission's responsibility to determine the needs to be addressed and to develop the training and technical assistance strategies that move the state towards its vision of national and community service.

Corporation and Commission Shared Responsibilities and Complementary Strategies

The Corporation and commission share basic responsibilities and have developed the following complementary strategies to meet those responsibilities:

- Implement a training and technical assistance strategy that provides the necessary support to assure that the programs are of the highest quality.
- Implement the Corporation's national evaluation strategy with continued program assessment and reporting by commissions.
- Implement a national and state sustainability strategy designed to leverage additional federal, state, and private sector funds and encourage support for local programs.
- Implement a national recruitment/referral and placement system in coordination with state recruitment efforts.

Training and Technical Assistance

Regular assessment of training and technical assistance (T/TA) needs is an essential part of operating continuously-improving, effective programs. Accordingly, T/TA is available at three different levels:

1. At the national level through a cadre of national T/TA provider agencies.
2. At the state level through the commission and directly to the Tribes. The Corporation awards each commission and each Tribe program development and training (PDAT) funds specifically to facilitate statewide commission-sponsored activities, and AmeriCorps program attendance at national provider workshops.

3. At the local or individual program level. AmeriCorps programs, including national direct organizations and their sites, are encouraged to budget funds for local training and technical assistance.

Commission

Many AmeriCorps programs have training and technical assistance needs specific to the type and focus of the program and the strategy of the state. Commissions are often in the best position to identify needs and provide technical assistance to programs. It is the Corporation's intent to support these efforts by providing funding for them. Proposals for funding PDAT activity, including a plan of action, are developed and submitted by commissions as part of their application for administrative funding. Information on the level of available funding and the types of T/TA the Corporation suggests are contained in the Commission Application Guidelines.

Corporation

The Corporation has arranged for the services of national organizations that provide training and technical assistance to programs as well as to state commissions. The national T/TA providers are experienced, well-established organizations selected by the Corporation after a rigorous competitive process. All bring strong track records of working with non-profits and volunteers or community service agencies. T/TA offered through the national providers includes support in organizational development, fiscal management, program management, evaluation, fund raising, conflict resolution, pre-service training and supervision. Assistance is also available to programs in organizational and managerial issues and for skills training in education, preventive health care, the environment, public safety, independent living, homeland security, and the full inclusion of people with disabilities. The services offered include:

- On-site consultations;
- Training workshops;
- Relevant informational materials, drawing on the best from the field
 - Sample forms
 - Guidelines and checklists
 - Easy to use training curricula
 - Bibliographies of best practices;
- Phone consultation;
- On-line consultation and materials; and
- Peer exchange opportunities-in person, on the phone, or on-line.

Performance Measurement and Evaluation

Performance measurement and evaluation strategies are implemented on two fronts. The commissions use program monitoring and program performance measurement as a

management tool, while national level evaluation research—along with data provided by the commissions to the Corporation—are incorporated into a macro view of programs which focuses on community and participant impacts and effective practices.

Commission

Program monitoring and performance measurement should be used by commissions primarily as management tools that help programs to improve. Commissions can ensure program improvement by requiring programs to have strong mission statements and clear and demonstrable performance measures. By monitoring progress toward these objectives, commissions may continuously assess the management effectiveness of programs, the quality of services provided, and the satisfaction of both participants and service recipients. Commissions will be required to collect basic descriptive data on programs and participants and report progress annually to the Corporation.

Corporation

At the national level the Corporation will perform extensive evaluations to assess the overall impacts of national service on citizens, communities and members; to identify effective program practices; and to provide data for decision-makers. Programs will also be required to provide an annual summary of their service accomplishments. The Corporation's studies will build on individual program and state data, and will draw conclusions that are possible only from a larger sampling and larger perspective. The results will be available to local programs and the commissions to support their work and inform their future planning.

Sustainability

National and commission sustainability strategies will be designed to leverage additional federal, state, and private sector funds, and encourage support for local programs.

Commission

Commissions must assure that their own administrative match is met. They need to assess periodically their capacity to address the broad challenges and responsibilities they have, and explore public and private support to enhance their capability. In addition, through the development of partnerships with foundations and local businesses, commissions can serve as catalysts in assisting local programs to expand their funding base. Commissions can help forge relationships between the private sector and Corporation funded programs and encourage businesses, foundations, and other public and private funders to help programs meet their match requirements, obtain management assistance, reach out to the community, or find uniforms, equipment or project-related materials for their participants.

Corporation

The primary sustainability objectives of the Corporation are: first, to support the capacity of local programs to form partnerships and raise funds; second, to educate the private and philanthropic sectors about the benefits of supporting national service programs; third, to improve the quality and innovation of service programs; fourth, to build a national infrastructure that supports all service programs and fosters new forms of communication, and; finally, to create a strong national identity for AmeriCorps and other Corporation funded programs, that enhances their recognition in each community. The Corporation will keep commissions informed of any private sector assistance given to local programs in their state and may request similar information from Commissions.

Recruitment

With the coordination of local recruitment efforts, a national recruitment/referral and placement system will be implemented.

Commission

Because local programs have primary responsibility for recruiting and selecting participants, commissions' role in assisting programs will vary widely. Commissions that assist local programs with recruitment of AmeriCorps participants may want to shape a strategy around the requirement that programs be diverse, in rural and urban settings, and in "areas of need." Statewide recruitment efforts might include a statewide toll-free number, public service announcements, and targeted outreach to diverse communities.

Corporation

To assist local programs in their own recruitment and to inform potential participants about AmeriCorps, the Corporation has instituted a national toll-free number, 1-800-942-2677 and an online application process found at www.americorps.org. The names and basic demographic information on interested applicants will be entered into a national database. Information on local AmeriCorps programs will be sent to callers as soon as it is available. Commissions, and local programs, may request sorted lists (by zip code, program interest/skill, education level, and age) of callers from the database. In addition to the information and referral system, the Corporation will conduct outreach mailings and develop media strategies to ensure widespread recognition of and diverse participation in AmeriCorps.

SECTION 3

ROLES AND RESPONSIBILITIES: ALASKA COMMISSIONERS

Contents:

- 3.1 State Commissioner Duties and Responsibilities
- 3.2 Commissioner Position Description
- 3.3 Commission Committee Structure
- 3.3a Committee Action Work Plans
- 3.4 Vacant
- 3.5 Conflict of Interest
- 3.5a Alaska Board & Commissions Ethics Act Procedures and Information
- 3.6 Travel Policy and Procedure

3.1 STATE COMMISSIONER DUTIES AND RESPONSIBILITIES

Expectation Be an Active Participant in the decisions on policies related to the Commission's core service.

Core Services: Strengthening Alaska through service and volunteerism by helping to create sustainable, vibrant and caring communities.

Personal Actions

Attend and participate in Commission and sub-committee meetings, notify Chair or staff when not able to attend meetings

Bring to the attention of the Commission those things of importance that are relevant to the sector you represent

Make a commitment to view information and events in the context of the Commission's Vision/Missions/Values/Goals

Expectation Participate in and support Commission accountability functions particularly those related to assessing organizational progress and effectiveness

Personal Actions

Be familiar with the federal expectations of Commissions, the State Service Plan, and the National Service programs funded by the Commission

Participate in Corporation for National and Community Service training

Serve as a Program Liaison

Expectations Support the Commission's efforts to achieve its missions

Personal Actions

Advise fellow Commissioners and staff by providing information or expertise that helps the Commission's work

Be a Peer Reviewer

Attend AmeriCorps Oath of Service and graduation ceremonies

Visit Commission funded programs

Facilitate connections that help the Commission succeed

3.2 COMMISSIONER POSITION DESCRIPTION

This section is under construction. The following position descriptions were adopted November 16, 2011 by the full Commission.

Commission Chair

- Preside at all meetings of the Commission.
 - Work with the Executive Committee to prepare for meetings and take care of housekeeping issues of the Commission.
 - Pre-approve minutes for publication.
- Take the lead in completing an annual performance review of the Executive Director.
- Maintain close contact with the Executive Director (and other staff as necessary) to keep abreast of events occurring concerning Commission business.
 - Have knowledge and indirect oversight of Commission staff where appropriate.
 - Confirm that all requirements from CNCS and the State are being fulfilled by the staff as needed.
- Confer with Boards and Commissions on new and reappointed Commissioners.
 - Notify any commissioner who has missed more than two unexcused meetings that a report will be sent to the governor for possible removal from the Commission; follow up as necessary.
- Support staff and Commissioners in securing community partnerships.
- Maintain contact with all state and federal agencies which require the assistance of the Chair including: CNCS staff, Governor, Department of Commerce, Community, and Economic Development Commissioners Office, and the State Program Officer.
 - Represent the Commission at events, at times requiring travel not normally done by other commission members.
- Coordinate annual calendar and Commission training.
- Task the Vice Chair and Executive Committee with duties as necessary.

Commission Vice Chair

- Preside at meetings in the absence of the Chair and perform other duties as necessitated by the Chair's absence.
- Coordinate and oversee Mentor Groups (see below), as approved by the Chair.
- Assume other tasks as requested by the Chair.

3.3 COMMISSION COMMITTEE STRUCTURE

Committee Structure was adopted November 16, 2011 by the full Commission

STANDING COMMITTEES

Executive Committee

- Comprised of Chair, Vice Chair, Immediate Past Chair, Member-at-Large (elected by Commission), and Executive Director.
 - Sub-committee Leads may be asked to attend EC meetings on an ad hoc basis.

- Meet quarterly and as needed to:
 - Review and establish meeting agendas for full Commission.
 - Maintain contact with all committee leads and advise of reports for regular meetings.
 - Advise the Commission and make decisions when there is an issue with RFD submissions.
 - Assist Chair as needed with problems with committees or Commissioners.
 - Conduct annual performance review of the Executive Director.
 - Assume additional responsibilities as requested by the Chair.

Legislative Advocacy Committee

- Identify/track chairpersons of key legislative committees as well as Commissioners' own district legislators.
- Arrange Juneau visit: meetings with legislators, elevator speech and materials supporting "the ask".
- Track Commission contacts with legislators outside of Session; provide reminders to stay in touch, especially for Commissioners whose district legislators hold particular influence (e.g. committee chairs).

Lead:

- ❖ Report to Executive Committee through the year; funnel information between committees.
- ❖ Work with both committees to make recommendations to full Commission by the August meeting whether everyone or just the sub-committee should go to Juneau during the next Session.

Strategic Planning Committee

- Complete the working Plan, including tasks and timelines.
 - Target date for final approval of 5-year Plan: May, 2012.

- Monitor progress on approved Plan and bring reports and recommendations to full Commission at least annually.

Lead:

- ❖ Report to Executive Committee through the year; funnel information between committees.
- ❖ Serve on short-term task forces or designate someone to report back.

Outreach Committees

These distinct groups work separately but Leads keep in touch with each other as suggested by Executive Committee.

- *Media Committee*

- Oversee dissemination of Commission activities through public media;
- Explore new and innovative methods of harnessing public media;
- Other media duties as necessary.

Lead:

- ❖ Report to Executive Committee through the year; funnel information between committees.

- *Special Events*

- Coordinate special events such as luncheons in Juneau;
- Coordinating outreach events including Service Days and/or service activities during Commission meetings;
- Recommend to the Commission types of events to satisfy Corporation requirements;
- Other event duties as necessary.

Lead:

- ❖ Report to Executive Committee through the year; funnel information between committees.

- *Social Networking*

- Coordinate social media and networking duties;
- Explore new and innovative methods of harnessing social media; and
- Other social networking duties as necessary.

Lead:

- ❖ Report to Executive Committee through the year; funnel information between committees.

3.4 VACANT

3.5 CONFLICT OF INTEREST

Commissions should strive to achieve the greatest objectivity and impartiality possible in the review and selection of grantees in the state. Commissions are state/territory entities and, therefore, should apply the appropriate state/territory rules on conflict of interest. Commission members need to know exactly what provisions govern their participation in the grant review and selection process in their state in order to avoid any conflict of interest. There may be state laws and regulations that are even more stringent than the federal provisions. The National and Community Service Act of 1990, as amended, and the Corporation regulations governing State Commissions provide the following basic framework for avoiding conflict of interest:

How Is Conflict Of Interest Defined?

As defined by the Act, a commission member is considered to have a conflict of interest if the member is currently, or was within one year of the submission of a grant application to the commission:

- an officer,
- a director,
- a trustee,
- a full-time volunteer, or
- an employee of an organization submitting a grant application to the commission.

The regulations further clarify that even the *appearance* of a conflict of interest must be avoided. If, for instance, a commission member founded, contributed to the founding, assisted in the development of, or donated large sums of money to an organization applying for funds, he or she would have a conflict in voting on the selection of programs.

The main rule to follow is: *any time a voting commission member is not, or does not appear to be, for any reason, impartial to a program that is applying to the commission for funding, the member has a conflict of interest.*

General Rules Applicable to All Commission Members

Commission members may not, under any circumstances, assist an organization in the preparation of a grant application, except to take part in a commission-approved program of technical assistance that is equally available to all potential applicants. This requirement is

in accordance with the rule that commission members may not provide anyone outside the commission with “insider information,” that is, information that has not been released by the commission or that is not already on the public record.

The statutory provision applies to all Corporation grant programs administered by the commission, namely, *AmeriCorps*, *Learn and Serve: Community-based* programs, and *Education Awards* programs.

What Happens If A Commission Member Has A Conflict Of Interest?

If a commission member has a conflict of interest, the member must recuse himself/herself from the commission’s administration of the grant program, including such activities as:

- any discussions or decisions by the commission regarding the provision of funds or education awards to *any program or entity funded under the same funding category*;
- any discussions or decisions by the commission regarding the provision of funds or education awards to *that specific program*;
- the continuation of funds or education awards to *any such program or entity funded under the same funding category*; and
- participating in the oversight, evaluation, continuation, suspension, or termination of *any grant under the same funding category*.

If Commission Members Have A Conflict Of Interest, In What Activities Can They Participate?

The above prohibitions are not intended to restrict commission members with a conflict, or the appearance of a conflict, from participating in commission meetings, hearings, and forums in which the general duties, policies and operations of the commission are discussed. The statute and regulations do not offer guidance on avoiding conflict of interest with respect to commission staff or proposal reviewers. Commissions will need to develop additional policies to cover staff and reviewers.

What happens if enough Commission members recuse themselves from voting that the Commission loses its quorum?

If adhering to this general restriction creates a situation in which a commission does not have enough eligible voting members to achieve a quorum (as defined by the State/Territory, but usually defined as one half of the total number of members plus one), the commission may, in a random and non-discretionary manner, select the number of recused commission members necessary to achieve a quorum. If previously recused commission members are allowed to vote for the purpose of achieving a quorum, the commission must document the event and report to the Corporation within 30 days of the vote. In no instance, however, may a commission member vote on an application submitted by his or her own organization.

State of Alaska

ETHICS INFORMATION FOR MEMBERS OF BOARDS AND COMMISSIONS

(AS 39.52)

INTRODUCTION

This is an introduction to AS 39.52, the *Alaska Executive Branch Ethics Act*. This guide is not a substitute for reading the law and its regulations. State board and commission members who have further questions should contact their board chair or staff.

The Ethics Act applies to all current and former executive branch public employees and *members of statutorily created boards and commissions*.

SCOPE OF ETHICS ACT (AS 39.52.110)

Service on a state board or commission is a public trust. The Ethics Act prohibits substantial and material conflicts of interest. Further, board or commission members cannot improperly benefit financially or personally from their actions as board or commission members. The Act does not, however, discourage independent pursuits, and it recognizes that minor and inconsequential conflicts of interest are unavoidable.

MISUSE OF OFFICIAL POSITION (AS 39.52.120)

Members of boards or commissions may not use their positions for personal gain or to give an unwarranted benefit or treatment to any person. For example, board members may not:

- ◆ use their official positions to secure employment or contracts;

- ◆ accept compensation from anyone other than the State for performing official duties;
- ◆ use State time, equipment, property or facilities for their own personal or financial benefit or for partisan political purposes;
- ◆ take or withhold official action on a matter in which they have a personal or financial interest; or
- ◆ coerce subordinates for his/her personal or financial benefit.
- ◆ attempt to influence outcome of an administrative hearing by privately contacting the hearing officer.



Terry knew that a proposal that was before the board would harm Terry's business competitor. Instead of publicly disclosing the matter and requesting recusal, Terry voted on the proposal.



Board member Mick has board staff employee Bob type an article for him that Mick hopes to sell to an Alaskan magazine. Bob types the article on State time.

IMPROPER GIFTS (AS 39.52.130)

A board member may not solicit or accept gifts if it could reasonably be inferred that the gift is intended to influence the board member's action or judgment. "Gifts" include money, items of value, services, loans, travel, entertainment, hospitality, and employment. All gifts from registered lobbyists are presumed to be improper, unless the giver is an immediate family member of the person receiving the gift.

A gift worth more than \$150 to a board member or the board member's family must be reported within 30 days if:

- ◆ the board member can take official action that can affect the giver, or
- ◆ the gift is given to the board member because he or she is on a state board.

The receipt of a gift worth less than \$150 may be prohibited if it could reasonably be inferred that the gift is intended to influence the board member's action or judgment. Receipt of such a gift should be disclosed.

Any gift received from another government, regardless of value, must be reported; the board member will be advised as to the disposition of this gift.

A form for reporting gifts is available at www.law.state.ak.u/sdoclibrary/ethics or from the board or commission staff.

This restriction on gifts does not apply to lawful campaign contributions.

 The commission is reviewing Roy's proposal for an expansion of his business. Roy invites all the board members out to dinner at an expensive restaurant. He says it will be okay, since he isn't excluding any of the members.

 Sam buys a holiday gift every year for Jody. Jody was recently appointed to a board, but Sam has no business that is up before the board.

IMPROPER USE OR DISCLOSURE OF INFORMATION (AS 39.52.140)

No former or current member of a board may use or disclose any information acquired through the board if that use or disclosure could result in a financial or personal benefit to the board member (or a family member), unless that information has already been disseminated to the public.

 Sheila has been on the board for several years. She feels she has learned a great deal of general information about how to

have a successful business venture. So she sets up her own business and does well.

 Delores has always advised and assisted the other doctors in her clinic on their continuing education requirements. After Delores is appointed to the medical board, she discloses this role to the board and continues to advise the doctors in her clinic.

IMPROPER INFLUENCE IN STATE GRANTS, CONTRACTS, LEASES OR LOANS (AS 39.52.150)

A board member who can affect the award or administration of a State grant, contract, lease, or loan may not apply for, or have an interest in that State grant, contract, lease, or loan. This prohibition also applies to the board member's immediate family.

A board member (or a family member) may apply for or be a party to a *competitively solicited* State grant, contract or lease, if the board member does not serve in the same administrative unit awarding or administering the grant, contract, or lease *and* so long as the board member does not take official action in the award or administration of the grant, contract, or lease.

A board member (or a family member) may apply for and receive a State loan that is generally available to the public and has fixed eligibility standards, so long as the board member does not take (or withhold) official action affecting the award or administration of the loan.

Board members must report to the board chair any personal or financial interest (or that of a family member) in a State grant, contract, lease or loan that is awarded or administered by the agency the board member serves. *A form for this purpose is available at www.law.state.ak.us/doclibrary/ethics or from the board or commission staff.*



John sits on a board that awards state grants. John hasn't seen his daughter for nearly ten years so he figures that it doesn't matter when her grant application comes up before the board.



The board wants to contract out for an analysis of the board's decisions over the last ten years. Kim would like the contract since she has been on the board for ten years and feels she could do a good job.

IMPROPER REPRESENTATION (AS 39.52.160)

A nonsalaried board or commission member may represent, advise, or assist in matters in which the member has an interest that is regulated by the member's own board or commission, if the member acts in accordance with AS 39.52.220 by disclosing the involvement in writing and on the public record, and refrains from all participation and voting on the matter. This section does not allow a board member to engage in any conduct that would violate a different section of the Ethics Act.

RESTRICTION ON EMPLOYMENT AFTER LEAVING STATE SERVICE (AS 39.52.180)

For two years after leaving a board, a former board member may not work on any matter on which the former member had personally and substantially participated while on the board. This prohibition applies to cases, proceedings, applications, and contracts and similar matters.

Former members of the governing boards of public corporations and former members of boards and commissions that have regulation-adoption authority, except those covered by the centralized licensing provisions of AS 08.01, may not lobby for pay for one year.

This section does not prohibit a State agency from contracting directly with a former board member.

With the approval of the Attorney General, the board chair may waive this prohibition if a determination is made that the public interest is not jeopardized.



The board has arranged for an extensive study of the effects of the Department's programs. Andy, a board member, did most of the liaison work with the contractor selected by the board, including some negotiations about the scope of the study. Andy quits the board and goes to work for the contractor, working on the study of the effects of the Department's programs.



Andy takes the job, but specifies that he will have to work on another project.

AIDING A VIOLATION PROHIBITED (AS 39.52.190)

Aiding another public officer to violate this chapter is prohibited.

AGENCY POLICIES (AS 39.52.920)

Subject to the Attorney General's review, a board may adopt additional written policies further limiting personal or financial interests of board members.

DISCLOSURE PROCEDURES

DECLARATION OF POTENTIAL VIOLATIONS BY MEMBERS OF BOARDS OR COMMISSIONS (AS 39.52.220)

A board member whose interests or activities could result in a violation of the Ethics Act must disclose the matter on the public record and in writing to the board chair who determines whether a violation exists. *A form for this purpose is available at www.law.state.ak.us/doclibrary/ethics or from the board or commission staff.* If a board member objects to the chair's ruling or if the chair discloses a potential conflict, the board members at the meeting (excluding the involved member) must vote on the matter. If

the board chair or the board determines a violation would exist, the member must refrain from deliberating, voting, or participating in the matter. For more information, see *Ethics Act Procedures for Boards and Commissions* available at the above noted web site.

When determining whether a board member is involved in a matter that may result in a violation of the Ethics Act, either the board chair or the board or commission itself may request guidance from the Attorney General.

ATTORNEY GENERAL'S ADVICE (AS 39.52.240-250)

Board chairs or the board itself may request a written advisory opinion from the Attorney General. These opinions are confidential. Versions without identifying information may be made available to the public.

A former board member may request a written opinion from the Attorney General interpreting the Ethics Act.

REPORTS BY THIRD PARTIES (AS 39.52.230)

A third party may report a suspected violation of the Ethics Act by a board member in writing and under oath to the chair of a board or commission. The chair will give a copy to the board member and to the Attorney General and review the report to determine whether a violation may or does exist. If the chair determines a violation exists, the board member will be asked to refrain from deliberating, voting, or participating in the matter.

COMPLAINTS, HEARINGS, AND ENFORCEMENT

COMPLAINTS (AS 39.52.310-330)

Any person may file a complaint with the Attorney General about the conduct of a current or former board member. Complaints must be written and signed under oath. The Attorney General may also initiate complaints from information provided by a board. A copy of

the complaint will be sent to the board member who is the subject of the complaint and to the Personnel Board.

All complaints are reviewed by the Attorney General. If the Attorney General determines that the complaint does not warrant investigation, the complainant and the board member will be notified of the dismissal.

The Attorney General may refer a complaint to the board member's chair for resolution.

After investigation, the Attorney General may dismiss a complaint for lack of probable cause to believe a violation occurred. The complainant and board member will be promptly notified of this decision.

Alternatively, if probable cause exists, the Attorney General may initiate a formal proceeding by serving the board or commission member with an accusation alleging a violation of the Ethics Act.

CONFIDENTIALITY (AS 39.52.340)

Complaints and investigations prior to formal proceedings are confidential. If the Attorney General finds evidence of probable criminal activity, the appropriate law enforcement agency shall be notified.

HEARINGS (AS 39.52.350-360)

An accusation by the Attorney General of an alleged violation may result in a hearing. An administrative law judge from the state's Office of Administrative Hearings serves as hearing officer and determines the time, place and other matters. The parties to the hearing are the Attorney General, acting as prosecutor, and the accused public officer, who may be represented by an attorney. Within 30 days of the conclusion of the hearing, the hearing officer

files a report with the Personnel Board and provides a copy to the parties.

PERSONNEL BOARD ACTION (AS 39.52.370)

The hearing officer's report will be reviewed by the Personnel Board. The Personnel Board is responsible for determining whether a violation occurred and for imposing penalties. An appeal may be filed by the board member in the Superior Court.

PENALTIES (AS 39.52.410-460)

When the Personnel Board determines a board member has violated the Ethics Act, the member must refrain from voting, deliberating, or participating in the matter. The Personnel Board may order restitution and may recommend that the board member be removed from the board or commission. If a recommendation of removal is made, the appointing authority will immediately remove the member. If the Personnel Board finds that a former board member violated the Ethics Act, the Personnel Board will issue a public statement about the case and will ask the Attorney General to pursue appropriate additional legal remedies.

State grants, contracts, and leases awarded in violation of the Ethics Act are voidable.

Loans given in violation of the Ethics Act may be made immediately payable.

Fees, gifts, or compensation received in violation of the Ethics Act may be recovered by the Attorney General.

The Personnel Board may impose a fine of up to \$5,000 for each violation of the Ethics Act. In addition, a board member may be required to pay up to twice the financial benefit received in violation of the Ethics Act.

Criminal penalties are in addition to the civil penalties listed above.

DEFINITIONS (AS 39.52.960)

Please keep the following definitions in mind:

Benefit - anything that is to a person's advantage regardless financial interest or from which a person hopes to gain in any way.

Board or Commission - a board, commission, authority, or board of directors of a public or quasi-public corporation, established by statute in the executive branch, including the Alaska Railroad Corporation.

Designated Ethics Supervisor - the chair or acting chair of the board or commission for all board or commission members and for executive directors; for staff members, the executive director is the designated ethics supervisor.

Financial Interest - any property, ownership, management, professional, or private interest from which a board or commission member or the board or commission member's immediate family receives or expects to receive a financial benefit.

Immediate Family - spouse; another person cohabiting with the person in a conjugal relationship that is not a legal marriage; a child, including a stepchild and an adoptive child; a parent, sibling, grandparent, aunt, or uncle of the person; and a parent or sibling of the person's spouse.

Personal Interest - the interest or involvement of a board or commission member (or a family member) in any organization or political party from which a person or organization receives a benefit.

Official Action - advice, participation, or assistance, including, for example, a recommendation, decision, approval, disapproval, vote, or other similar action, including inaction, by a public officer.

For further information and disclosure forms, visit our web site at <http://www.law.state.ak.us> (Executive Branch Ethics) or please contact:

State Ethics Attorney
Alaska Department of Law
1031 West 4th Avenue, Suite 200
Anchorage, Alaska 99501-5903
(907) 269-5100
Attorney_General@alaska.gov

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3.5A ALASKA BOARDS & COMMISSIONS ETHICS ACT PROCEDURES AND INFORMATION

ETHICS ACT PROCEDURES for BOARDS and COMMISSIONS

All board and commission members and staff should be familiar with the Executive Branch Ethics Act procedures outlined below.

Who Is My Designated Ethics Supervisor (DES)?

Every board or commission subject to the Ethics Act¹ has several ethics supervisors designated by statute.

- ◆ The chair serves as DES for board or commission members.
- ◆ The chair serves as DES for the executive director.
- ◆ The executive director serves as DES for the staff.
- ◆ The governor is the DES for a chair.²

What Do I Have To Disclose?

The Ethics Act requires members of boards and commissions to disclose:

- ◆ Any matter that is a potential conflict of interest with actions that the member may take when serving on the board or commission.
- ◆ Any circumstance that may result in a violation of the Ethics Act.
- ◆ Any personal or financial interest (or that of an immediate family member) in a state grant, contract, lease or loan that is awarded or administered by the member's board or commission.
- ◆ The receipt of certain gifts.

The executive director of the board or commission and its staff, as state employees, must also disclose:

- ◆ Compensated outside employment or services.
- ◆ Volunteer service, if any compensation, including travel and meals, is paid or there is a potential conflict with state duties.

¹ The Act covers a board, commission, authority, or board of directors of a public or quasi-public corporation, established by statute in the executive branch of state government.

² The governor has delegated the DES responsibility to Linda Perez, Administrative Director of the Office of the Governor.

For more information regarding the types of matters that may result in violations of the Ethics Act, board or commission members should refer to the guide, “*Ethics Information for Members of Boards and Commissions.*” The executive director and staff should refer to the guide, *Ethics Information for Public Employees.*” Both guides and disclosure forms may be found on the Department of Law’s ethics website: <http://www.law.state.ak.us/doclibrary/ethics.html>.

How Do I Avoid Violations of the Ethics Act?

- ◆ Make timely disclosures!
- ◆ Follow required procedures!
- ◆ Provide all information necessary to a correct evaluation of the matter!³
- ◆ When in doubt, disclose and seek advice!
- ◆ Follow the advice of your DES!

What Are The Disclosure Procedures for Board and Commission Members?

The procedural requirements for disclosures by members are set out in AS 39.52.220 and 9 AAC 52.120. One goal of these provisions is to help members avoid violations of the Ethics Act. The procedures provide the opportunity for members to seek review of matters in advance of taking action to ensure that actions taken will be consistent with the Act.

Procedure for declaring actual or potential conflicts.

Members must declare potential conflicts and other matters that may violate the Ethics Act on the public record and in writing to the chair.

Disclosure on the public record. Members must identify actual and potential conflicts orally at the board or commission’s public meeting in advance of participating in deliberations or taking any official action on the matter.

- ◆ A member must always declare a conflict and may choose to refrain from voting, deliberations or other participation regarding a matter.⁴

³ You may supplement the disclosure form with other written explanation as necessary. Your signature on a disclosure certifies that, to the best of your knowledge, the statements made are true, correct and complete. False statements are punishable.

⁴ In most, but not all, situations, refraining from participation ensures that a violation of the Ethics Act does not occur. Abstention does not cure a conflict with

- ◆ If a member is uncertain whether participation would result in a violation of the Act, the member should disclose the circumstances and seek a determination from the chair.

Disclosure in writing at a public meeting. In addition to an oral disclosure at a board or commission meeting, members' disclosures must be made in writing.

- ◆ If the meeting is recorded, a tape or transcript of the meeting is preserved and there is a method for identifying the declaration in the record, an oral disclosure may serve as the written disclosure.
- ◆ Alternatively, the member must note the disclosure on the Notice of Potential Violation disclosure form and the chair must record the determination.

Confidential disclosure in advance of public meeting. Potential conflicts may be partially addressed in advance of a board or commission's public meeting based on the published meeting agenda or other board or commission activity.

- ◆ A member identifying a conflict or potential conflict submits a Notice of Potential Violation to the chair, as DES, in advance of the public meeting.
- ◆ This written disclosure is considered confidential.
- ◆ The chair may seek advice from the Attorney General.
- ◆ The chair makes a written determination, also confidential, whether the disclosed matter represents a conflict that will result in a violation of the Ethics Act if the member participates in official action addressing the matter.⁵
- ◆ If so, the chair directs the member to refrain from participating in the matter that is the subject of the disclosure.
- ◆ An oral report of the notice of potential violation and the determination that the member must refrain from participating is put on the record at a public meeting.⁶

respect to a significant direct personal or financial interest in a state grant, contract, lease or loan because the Ethics Act prohibition applies whether or not the public officer actually takes official action.

⁵ The chair must give a copy of the written determination to the disclosing member. There is a determination form available on the Department of Law's ethics web page. The ethics supervisor may also write a separate memorandum.

⁶ In this manner, a member's detailed personal and financial information may be protected from public disclosure.

Determinations at the public meeting. When a potential conflict is declared by a member for the public record, the following procedure must be followed:

- ◆ The chair states his or her determination regarding whether the member may participate.
- ◆ Any member may then object to the chair's determination.
- ◆ If an objection is made, the members present, excluding the member who made the disclosure, vote on the matter.
- ◆ Exception: A chair's determination that is made consistent with advice provided by the Attorney General may not be overruled.
- ◆ If the chair, or the members by majority vote, determines that a violation will exist if the disclosing member continues to participate, the member must refrain from voting, deliberating or participating in the matter.⁷

If the chair identifies a potential conflict, the same procedures are followed. If possible, the chair should forward a confidential written notice of potential violation to the Office of the Governor for a determination in advance of the board or commission meeting. If the declaration is first made at the public meeting during which the matter will be addressed, the members present, except for the chair, vote on the matter. If a majority determines that a violation of the Ethics Act will occur if the chair continues to participate, the chair shall refrain from voting, deliberating or participating in the matter. A written disclosure or copy of the public record regarding the oral disclosure should be forwarded to the Office of the Governor for review by the chair's DES.

Procedures for Other Member Disclosures

A member's interest in a state grant, contract, lease or loan and receipt of gifts are disclosed by filling out the appropriate disclosure form and submitting the form to the chair for approval. The disclosure forms are found on the Department of Law's ethics website: <http://www.law.state.ak.us/doclibrary/ethics.html>.

What Are The Disclosure Procedures for Executive Directors and Staff?

Ethics disclosures of the executive director or staff are made in writing to the appropriate DES (chair for the executive director and the executive director for staff).

- ◆ Disclosure forms are found on the ethics website, noted above.

⁷ When a matter of particular sensitivity is raised and the ramifications of continuing without an advisory opinion from the Attorney General may affect the validity of the board or commission's action, the members should consider tabling the matter so that an opinion may be obtained.

Notices of Potential Violations. Following receipt of a written notice of potential violation, the DES investigates, if necessary, and makes a written determination whether a violation of the Ethics Act could exist or will occur. A DES may seek advice from the Attorney General. If feasible, the DES shall reassign duties to cure a potential violation or direct divestiture or removal by the employee of the personal or financial interests giving rise to the potential violation.

- ◆ These disclosures are not required to be made part of the public record.
- ◆ A copy of a determination is provided to the employee.
- ◆ Both the notice and determination are confidential.

Other Disclosures. The DES also reviews other ethics disclosures and either approves them or determines what action must be taken to avoid a violation of the Act. In addition to the disclosures of certain gifts and interests in the listed state matters, state employees must disclose all outside employment or services for compensation.

- ◆ The DES must provide a copy of an approved disclosure or other determination the employee.

How Are Third Party Reports of Potential Violations or Complaints Handled?

Any person may report a potential violation of the Ethics Act by a board or commission member or its staff to the appropriate DES or file a complaint alleging actual violations with the Attorney General.

- ◆ Notices of potential violations and complaints must be submitted in writing and under oath.
- ◆ Notices of potential violations are investigated by the appropriate DES who makes a written determination whether a violation may exist.⁸
- ◆ Complaints are addressed by the Attorney General under separate procedures outlined in the Ethics Act.
- ◆ These matters are confidential, unless the subject waives confidentiality or the matter results in a public accusation.

⁸ The DES provides a copy of the notice to the employee who is the subject of the notice and may seek input from the employee, his or her supervisor and others. The DES may seek advice from the Attorney General. A copy of the DES' written determination is provided to the subject employee and the complaining party. The DES submits a copy of both the notice and the determination to the Attorney General for review as part of the DES' quarterly report. If feasible, the DES shall reassign duties to cure a potential violation or direct divestiture or removal by the employee of the personal or financial interests giving rise to the potential violation.

What Are The Procedures for Quarterly Reports?

Designated ethics supervisors must submit copies of notices of potential violations received and the corresponding determinations to the Attorney General for review by the state ethics attorney as part of the quarterly report required by the Ethics Act.

- ◆ Reports are due in April, July, October and January for the preceding quarter.
- ◆ A sample report may be found on the Department of Law's ethics website.
- ◆ An executive director may file a quarterly report on behalf of the chair and combine it with his or her own report.
- ◆ If a board or commission does not meet during a quarter and there is no other reportable activity, the DES advises Kamie Willis by e-mail at Kamie.Willis@alaska.gov and no other report is required.

If the state ethics attorney disagrees with a reported determination, the attorney will advise the DES of that finding. If the ethics attorney finds that there was a violation, the member who committed the violation is not liable if he or she fully disclosed all relevant facts reasonably necessary to the ethics supervisor's or commission's determination and acted consistent with the determination.

How Does A DES or Board or Commission Get Ethics Advice?

A DES or board or commission may make a written request to the Attorney General for an opinion regarding the application of the Ethics Act. In practice, the Attorney General, through the state ethics attorney, also provides advice by phone or e-mail to designated ethics supervisors, especially when time constraints prevent the preparation of timely written opinions.

- ◆ A request for advice and the advisory opinion are confidential.
- ◆ The ethics attorney endeavors to provide prompt assistance, although that may not always be possible.
- ◆ The DES must make his or her determination addressing the potential violation based on the opinion provided.

* * * * *

It is the obligation of each board or commission member, as well as the staff, to ensure that the public's business is conducted in a manner that is consistent with the standards set out in the Ethics Act. We hope this summary assists you in ensuring that your obligations are met.

3.6 TRAVEL POLICY AND PROCEDURE

Serve Alaska State Service Commission

Pre-approval. You have been asked to make a trip on Serve Alaska Commission business. The first step is to email your request to travel to Serve Alaska's Administrative Assistant; give reason for travel, date, location, desired flight times and hotel. The Administrative Assistant will request the appropriate approvals for your trip and obtain a price quote for your trip from the State Travel Office (STO).

The level of approval depends on the destination. For travel within Alaska, prior approval is required from the Executive Director. Travel to other states, British Columbia, and Yukon Territory requires an additional approval by the department's commissioner or designee. Travel outside the United States requires additional approval by the department's commissioner and the Governor's Office.

Purchase. (*Travel Purchase Policies - AAM 60.050, attached to this document*). Unless otherwise indicated, the Commission will arrange and prepay your transportation and lodging. Other expenses, meals, taxi, shuttle, airport parking, etc., will be reimbursed after your travel is complete. Additional hotel charges (room service, etc.) are not reimbursable except for business calls relating to that particular travel. The State will not reimburse car rental fees.

Once your trip is approved, the Administrative Assistant directs the State Travel Office (STO) to purchase transportation and lodging. A preliminary itinerary will be sent for your review and approval. Once you email the Administrative Assistant your approval, a final itinerary from the STO with your transportation and hotel information will be emailed to you.

During Travel. SAVE YOUR RECEIPTS! Airline boarding passes, hotel, airport parking, taxi, bus or shuttle. As a rule, it is better to have too many receipts to submit for reimbursement, than not enough and not get reimbursement due you.

Post Travel. (*Required Receipts and Documentation - AAM 60.220 attached to this document*). When your travel has ended immediately mail your original boarding passes and all original receipts to the Administrative Assistant. The Administrative Assistant will summarize your trip costs and calculate reimbursements and email the Travel Reimbursement document to you for approval and signature. Scan, FAX or mail the signed document back as quickly as possible.

Any amount due you may be electronically deposited directly into your bank account; complete the *Electronic Payment Agreement* form and return to the Administrative Assistant.

Immediately mail the following documents to the Administrative Assistant:

1. Original boarding passes;
2. Original itemized lodging receipt;
3. Original receipts for services used; taxi, bus, airport parking, etc.
Although receipts for expenses of \$25.00 or less are not required, they are strongly encouraged - total reimbursement of expenses without receipt is limited to \$30.00 per trip);

Reimbursement of unsupported expenses may be disallowed. Fraudulent claims may be subject to disciplinary and/or other action.

Meals and Incidental Expense (*AAM 60.250*)

Meal and incidental expense (M&IE) allowances and prorated M&IE allowances are used when the traveler is in travel status and the travel is of a nature which requires overnight lodging. The M&IE is to cover the cost of meals and necessary incidental expenses including tips, laundry expenses, etc. The appropriate M&IE for a day is the rate prescribed for the community in which the traveler is required to obtain overnight lodging. On the day of return, a traveler is entitled to the M&IE applicable for the preceding day. On the day of departure and return, the traveler receives a prorated M&IE based upon scheduled flight (or other common carrier) departure and actual return times as follows:

- breakfast, lunch, and dinner if departure time is before 9:01 am;
- lunch and dinner if departure time is before 2:01 pm;
- dinner if departure time is before 11:01 pm;
- breakfast if return time is before noon;
- breakfast and lunch if return time is before 5:00 pm; or
- breakfast, lunch, and dinner if return time is after 4:59 pm

Occasionally, a traveler is provided with a meal while at a conference or meeting, or as part of a lodging package such as at bed and breakfast inns (and the state is reimbursing for actual lodging costs). When a traveler is provided and consumes a meal in these or similar circumstances, the traveler is not eligible for the related M&IE allowance.

Short-term M&IE for Alaska is \$60.00 for a full day; \$12.00 for breakfast, \$16.00 for lunch, and \$32.00 for dinner. For rates in the contiguous United States (CONUS), see the federal per diem rates at www.gsa.gov/perdiem.

Travel Regulations - Alaska Administrative Manual

Following are applicable excerpts from the Alaska Administrative Manual (AAM) Section 60 TRAVEL. For additional guidelines, refer to AAM 60 – Travel Policies on line at statetravel.alaska.gov.

Boards and Commissions – AAM 60.180

Except for those board and commission members specifically covered in statute, each state board and commission member is entitled to the same reimbursement for lodging and M&IE allowances as provided to state officials and employees in this section of the administrative manual.

When the meeting or other business takes place in the vicinity of the member's residences (see definition at [AAM 60.020](#)), members are not in travel status and are not entitled to reimbursement or a per diem for lodging. However, the commissioner of the department with oversight authority of the board may authorize reimbursement of such lodging expenses when deemed necessary and in the best interests of the state. For example, it might be authorized if the travel home would present a hardship due to the age and health of the board member. When such payments are authorized, approval must be noted on the travel authorization.

A board or commission member, who is not a state employee, attending a board or commission meeting is entitled to a prorated M&IE if meals are not provided. To be eligible for each meal period allowance requires the member to be in attendance for at least three consecutive hours within that meal period as defined in [AAM 60.250](#). See [AAM 320](#) for when this allowance may be taxable to board and commission members.

State employees serving as board or commission members as part of their official duties are not entitled to an M&IE allowance or reimbursement for lodging expenses when the board or commission meeting is in the vicinity of their residence and/or duty station. ([AS 39.20.180](#), [AS 39.20.185](#))

Introduction to Travel - AAM 60.010

The travel policies of the State of Alaska are adopted by the Commissioner of the Department of Administration in accordance with [AS 39.20.160](#). State agencies and travelers are required to comply with these policies whenever traveling on state business. Department heads may approve policy exceptions on a trip-by-trip basis for subordinate personnel within their departments based on documented circumstances or unique business requirements. Policy exceptions for department heads must be approved by the Commissioner of the Department of Administration.

The purpose of the travel policies is to provide approval to travel on state business, and to provide reimbursement for actual and necessary expenses incurred by travelers while traveling on state business. The policies apply uniformly to all travelers unless otherwise provided for by a collective bargaining agreement. When there is a conflict between these policies and a collective bargaining agreement, the relevant provisions of the collective bargaining agreement supersede.

Travel Purchase Policies - AAM 60.050

Alaska Statute (AS) 39.20.140(b) requires that the state pay no more than “the lowest tourist class fare for the most direct route” unless specific exemptions are met:

- tourist class accommodation is not available;
- waiting for tourist class accommodation would cause a delay harmful to the state; or
- the Department of Administration finds that travel by tourist class accommodation is not in the best interest of the state, and authorizes other accommodation.

First or business class is allowed if it is offered to the traveler on a complimentary basis because of frequent flyer status and upgraded by the airline involved.

The statutes require purchasing the best fare for the most direct route that meets the state’s business needs. This requirement also applies to contractors traveling on behalf of the state, regardless of whether the state is paying the travel expenses directly or reimbursing the contractor. The best fare does not require the purchase of nonrefundable tickets; agencies should make this business decision based on the nature of the travel.

Travelers and approvers are required to document reasons for declining savings where the lowest available airfare is not purchased. The state travel office may report variances from State of Alaska travel policy to the departments for analysis.

Electronic ticketing is the method preferred by the state. Paper tickets will be issued only when necessary.

Department travel desks must confirm the name on the traveler’s government-issued ID card before an airline ticket is issued. The airline ticket must be issued in the name on the driver’s license or government-issued ID card.

Alaska Airlines *EasyBiz* miles will be tracked by the State Travel Office (STO) for each agency. State agencies will direct the STO on use of EasyBiz miles that will ensure maximum value upon redemption.

The STO will quote flight fares and when possible hold reservations for twenty-four hours based on the following:

- Contracted / preferred airlines negotiated rates.
- Lowest available fare including non-contracted/preferred airlines where they offer savings over contracted/preferred providers.
- Tourist class for all travel.
- Search window of three hours (before and after) requested departure or arrival times, unless specific travel requirements exist to the contrary.

All air and ferry travel must be ticketed through the State Travel Office.

Travelers are generally required to use State of Alaska contracted / preferred travel providers. The Department of Administration, Division of General Services has negotiated travel contracts as listed in the Contract Award Manual. Use of these

providers ensures travelers receive the best fares, rates, and insurance coverage. Exceptions to required use of contracted / preferred providers are limited to:

- Contracted / preferred provider is not available.
- Contracted / preferred provider does not meet a specific business need (requires pre-trip department approval).
- Space or scheduled flights are not available from the contracted / preferred provider to accomplish the purpose of the travel.
- Use of the available contract / preferred provider service would require the traveler to incur unnecessary costs which would increase the total cost of the trip.
- A traveler is inconvenienced more than three hours by using the contracted / preferred airline provider.

State contract airfares are not available for travel by consultants and contractors, even if their travel is reimbursed by the state.

Excess costs, circuitous routes, delays, or luxury accommodations unnecessary or unjustified in the performance of official state business travel are not acceptable. The traveler will not be reimbursed for any additional costs that result from unauthorized travel arrangements.

Privately Owned Vehicles - AAM 60.140

A traveler may use a privately owned vehicle, such as auto, snowmobile, motorcycle, or boat when it is in the best interest of the state. The approving official shall be responsible for substantiating that use of a privately owned vehicle is in the state's best interest. The traveler shall receive a mileage reimbursement equal to the established rates published on the Division of Finance web site at:
http://fin.admin.state.ak.us/dof/sto/resource/POV_Rate_Table.pdf.

When a traveler uses a privately owned vehicle, the amount of reimbursement shall be limited to what the lowest available commercial alternative would have cost. Per Diem, actual hotel expenses and meal allowances, or other travel reimbursements shall not exceed the amounts that would have been incurred had the traveler used common carrier transportation. Only mileage incurred while engaged in official state business is reimbursable.

Mileage incurred for commuting between an employee's residence and duty station is not reimbursable. Similarly, mileage incurred for commuting to/from a temporary worksite that is within the confines of the employee's duty station and/or residence is also not reimbursable.

Any additional regularly scheduled work time away from the duty station required as a result of using a privately owned vehicle for personal convenience will be charged to annual leave, personal leave, or leave without pay.

assessed taxes that disproportionately affect Federal programs or changes in tax policies that disproportionately affect Federal programs. This provision is applicable to taxes paid during the governmental unit's first fiscal year that begins on or after January 1, 1998, and applies thereafter.

b. Gasoline taxes, motor vehicle fees, and other taxes that are in effect user fees for benefits provided to the Federal Government are allowable.

c. This provision does not restrict the authority of Federal agencies to identify taxes where Federal participation is inappropriate. Where the identification of the amount of unallowable taxes would require an inordinate amount of effort, the cognizant agency may accept a reasonable approximation thereof.

41. *Termination costs applicable to sponsored agreements.* Termination of awards generally gives rise to the incurrence of costs, or the need for special treatment of costs, which would not have arisen had the Federal award not been terminated. Cost principles covering these items are set forth below. They are to be used in conjunction with the other provisions of this appendix in termination situations.

a. The cost of items reasonably usable on the governmental unit's other work shall not be allowable unless the governmental unit submits evidence that it would not retain such items at cost without sustaining a loss. In deciding whether such items are reasonably usable on other work of the governmental unit, the awarding agency should consider the governmental unit's plans and orders for current and scheduled activity. Contemporaneous purchases of common items by the governmental unit shall be regarded as evidence that such items are reasonably usable on the governmental unit's other work. Any acceptance of common items as allocable to the terminated portion of the Federal award shall be limited to the extent that the quantities of such items on hand, in transit, and on order are in excess of the reasonable quantitative requirements of other work.

b. If in a particular case, despite all reasonable efforts by the governmental unit, certain costs cannot be discontinued immediately after the effective date of termination, such costs are generally allowable within the limitations set forth in this and other appendices of 2 CFR part 225, except that any such costs continuing after termination due to the negligent or willful failure of the governmental unit to discontinue such costs shall be unallowable.

c. Loss of useful value of special tooling, machinery, and equipment is generally allowable if:

(1) Such special tooling, special machinery, or equipment is not reasonably capable of use in the other work of the governmental unit,

(2) The interest of the Federal Government is protected by transfer of title or by other means deemed appropriate by the awarding agency, and

(3) The loss of useful value for any one terminated Federal award is limited to that portion of the acquisition cost which bears the same ratio to the total acquisition cost as

the terminated portion of the Federal award bears to the entire terminated Federal award and other Federal awards for which the special tooling, machinery, or equipment was acquired.

d. Rental costs under unexpired leases are generally allowable where clearly shown to have been reasonably necessary for the performance of the terminated Federal award less the residual value of such leases, if:

(1) The amount of such rental claimed does not exceed the reasonable use value of the property leased for the period of the Federal award and such further period as may be reasonable, and

(2) The governmental unit makes all reasonable efforts to terminate, assign, settle, or otherwise reduce the cost of such lease. There also may be included the cost of alterations of such leased property, provided such alterations were necessary for the performance of the Federal award, and of reasonable restoration required by the provisions of the lease.

e. Settlement expenses including the following are generally allowable:

(1) Accounting, legal, clerical, and similar costs reasonably necessary for:

(a) The preparation and presentation to the awarding agency of settlement claims and supporting data with respect to the terminated portion of the Federal award, unless the termination is for default (see Subpart .44 of the Grants Management Common Rule (see § 215.5) implementing OMB Circular A-102); and

(b) The termination and settlement of subawards.

(2) Reasonable costs for the storage, transportation, protection, and disposition of property provided by the Federal Government or acquired or produced for the Federal award, except when grantees or contractors are reimbursed for disposals at a predetermined amount in accordance with Subparts .31 and .32 of the Grants Management Common Rule (see § 215.5) implementing OMB Circular A-102.

f. Claims under subawards, including the allocable portion of claims which are common to the Federal award, and to other work of the governmental unit are generally allowable. An appropriate share of the governmental unit's indirect expense may be allocated to the amount of settlements with subcontractors and/or subgrantees, provided that the amount allocated is otherwise consistent with the basic guidelines contained in Appendix A to this part. The indirect expense so allocated shall exclude the same and similar costs claimed directly or indirectly as settlement expenses.

42. *Training costs.* The cost of training provided for employee development is allowable.

43. *Travel costs.*

a. General. Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the governmental unit. Such costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the

trip, and results in charges consistent with those normally allowed in like circumstances in the governmental unit's non-federally-sponsored activities. Notwithstanding the provisions of section 19 of this appendix, General government expenses, travel costs of officials covered by that section are allowable with the prior approval of an awarding agency when they are specifically related to Federal awards.

b. Lodging and subsistence. Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, shall be considered reasonable and allowable only to the extent such costs do not exceed charges normally allowed by the governmental unit in its regular operations as the result of the governmental unit's written travel policy. In the absence of an acceptable, written governmental unit policy regarding travel costs, the rates and amounts established under subchapter I of Chapter 57, Title 5, United States Code ("Travel and Subsistence Expenses; Mileage Allowances"), or by the Administrator of General Services, or by the President (or his or her designee) pursuant to any provisions of such subchapter shall apply to travel under Federal awards (48 CFR 31.205-46(a)).

c. Commercial air travel.

(1) Airfare costs in excess of the customary standard commercial airfare (coach or equivalent), Federal Government contract airfare (where authorized and available), or the lowest commercial discount airfare are unallowable except when such accommodations would:

(a) Require circuitous routing;

(b) Require travel during unreasonable hours;

(c) Excessively prolong travel;

(d) Result in additional costs that would offset the transportation savings; or

(e) Offer accommodations not reasonably adequate for the traveler's medical needs.

The governmental unit must justify and document these conditions on a case-by-case basis in order for the use of first-class airfare to be allowable in such cases.

(2) Unless a pattern of avoidance is detected, the Federal Government will generally not question a governmental unit's determinations that customary standard airfare or other discount airfare is unavailable for specific trips if the governmental unit can demonstrate either of the following:

(aa) That such airfare was not available in the specific case; or

(b) That it is the governmental unit's overall practice to make routine use of such airfare.

d. Air travel by other than commercial carrier. Costs of travel by governmental unit-owned, -leased, or -chartered aircraft include the cost of lease, charter, operation (including personnel costs), maintenance, depreciation, insurance, and other related costs. The portion of such costs that exceeds the cost of allowable commercial air travel, as provided for in subsection 43.c. of this appendix, is unallowable.

e. Foreign travel. Direct charges for foreign travel costs are allowable only when the travel has received prior approval of the awarding agency. Each separate foreign trip

must receive such approval. For purposes of this provision, "foreign travel" includes any travel outside Canada, Mexico, the United States, and any United States territories and possessions. However, the term "foreign travel" for a governmental unit located in a foreign country means travel outside that country.

Appendix C to Part 225—State/Local-Wide Central Service Cost Allocation Plans

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 - 2. Working capital reserves
 - 3. Carry-forward adjustments of allocated central service costs
 - 4. Adjustments of billed central services
 - 5. Records retention
 - 6. Appeals
 - 7. OMB assistance State/Local-Wide Central Service Cost Allocation Plans
 - A. General.
 - 1. Most governmental units provide certain services, such as motor pools, computer centers, purchasing, accounting, etc., to operating agencies on a centralized basis. Since federally-supported awards are performed within the individual operating agencies, there needs to be a process whereby these central service costs can be identified and assigned to benefitted activities on a reasonable and consistent basis. The central service cost allocation plan provides that process. All costs and other data used to distribute the costs included in the plan should be supported by formal accounting and other records that will support the propriety of the costs assigned to Federal awards.
 - 2. Guidelines and illustrations of central service cost allocation plans are provided in a brochure published by the Department of Health and Human Services entitled "A Guide for State and Local Government Agencies: Cost Principles and Procedures for Establishing Cost Allocation Plans and Indirect Cost Rates for Grants and Contracts with the Federal Government." A copy of this brochure may be obtained from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20401.
 - B. Definitions.

1. "Billed central services" means central services that are billed to benefitted agencies and/or programs on an individual fee-for-service or similar basis. Typical examples of billed central services include computer services, transportation services, insurance, and fringe benefits.

2. "Allocated central services" means central services that benefit operating agencies but are not billed to the agencies on a fee-for-service or similar basis. These costs are allocated to benefitted agencies on some reasonable basis. Examples of such services might include general accounting, personnel administration, purchasing, etc.

3. "Agency or operating agency" means an organizational unit or sub-division within a governmental unit that is responsible for the performance or administration of awards or activities of the governmental unit.

C. *Scope of the Central Service Cost Allocation Plans.* The central service cost allocation plan will include all central service costs that will be claimed (either as a billed or an allocated cost) under Federal awards and will be documented as described in section E. Costs of central services omitted from the plan will not be reimbursed.

D. *Submission Requirements.*

1. Each State will submit a plan to the Department of Health and Human Services for each year in which it claims central service costs under Federal awards. The plan should include a projection of the next year's allocated central service cost (based either on actual costs for the most recently completed year or the budget projection for the coming year), and a reconciliation of actual allocated central service costs to the estimated costs used for either the most recently completed year or the year immediately preceding the most recently completed year.

2. Each local government that has been designated as a "major local government" by the Office of Management and Budget (OMB) is also required to submit a plan to its cognizant agency annually. OMB periodically lists major local governments in the **Federal Register**.

3. All other local governments claiming central service costs must develop a plan in accordance with the requirements described in this appendix and maintain the plan and related supporting documentation for audit. These local governments are not required to submit their plans for Federal approval unless they are specifically requested to do so by the cognizant agency. Where a local government only receives funds as a sub-recipient, the primary recipient will be responsible for negotiating indirect cost rates and/or monitoring the sub-recipient's plan.

4. All central service cost allocation plans will be prepared and, when required, submitted within six months prior to the beginning of each of the governmental unit's fiscal years in which it proposes to claim central service costs. Extensions may be granted by the cognizant agency on a case-by-case basis.

E. *Documentation Requirements for Submitted Plans.* The documentation requirements described in this section may be modified, expanded, or reduced by the cognizant agency on a case-by-case basis. For example, the requirements may be reduced

for those central services which have little or no impact on Federal awards. Conversely, if a review of a plan indicates that certain additional information is needed, and will likely be needed in future years, it may be routinely requested in future plan submissions. Items marked with an asterisk (*) should be submitted only once; subsequent plans should merely indicate any changes since the last plan.

1. General. All proposed plans must be accompanied by the following: An organization chart sufficiently detailed to show operations including the central service activities of the State/local government whether or not they are shown as benefiting from central service functions; a copy of the Comprehensive Annual Financial Report (or a copy of the Executive Budget if budgeted costs are being proposed) to support the allowable costs of each central service activity included in the plan; and, a certification (see subsection 4.) that the plan was prepared in accordance with this and other appendices to this part, contains only allowable costs, and was prepared in a manner that treated similar costs consistently among the various Federal awards and between Federal and non-Federal awards/activities.

2. Allocated central services. For each allocated central service, the plan must also include the following: A brief description of the service*, an identification of the unit rendering the service and the operating agencies receiving the service, the items of expense included in the cost of the service, the method used to distribute the cost of the service to benefitted agencies, and a summary schedule showing the allocation of each service to the specific benefitted agencies. If any self-insurance funds or fringe benefits costs are treated as allocated (rather than billed) central services, documentation discussed in subsections 3.b. and c. shall also be included.

3. Billed services.

a. General. The information described below shall be provided for all billed central services, including internal service funds, self-insurance funds, and fringe benefit funds.

b. Internal service funds.

(1) For each internal service fund or similar activity with an operating budget of \$5 million or more, the plan shall include: A brief description of each service; a balance sheet for each fund based on individual accounts contained in the governmental unit's accounting system; a revenue/expenses statement, with revenues broken out by source, e.g., regular billings, interest earned, etc.; a listing of all non-operating transfers (as defined by Generally Accepted Accounting Principles (GAAP)) into and out of the fund; a description of the procedures (methodology) used to charge the costs of each service to users, including how billing rates are determined; a schedule of current rates; and, a schedule comparing total revenues (including imputed revenues) generated by the service to the allowable costs of the service, as determined under this and other appendices of this part, with an explanation of how variances will be handled.

SECTION 4

ROLES AND RESPONSIBILITIES: ALASKA COMMISSION STAFF

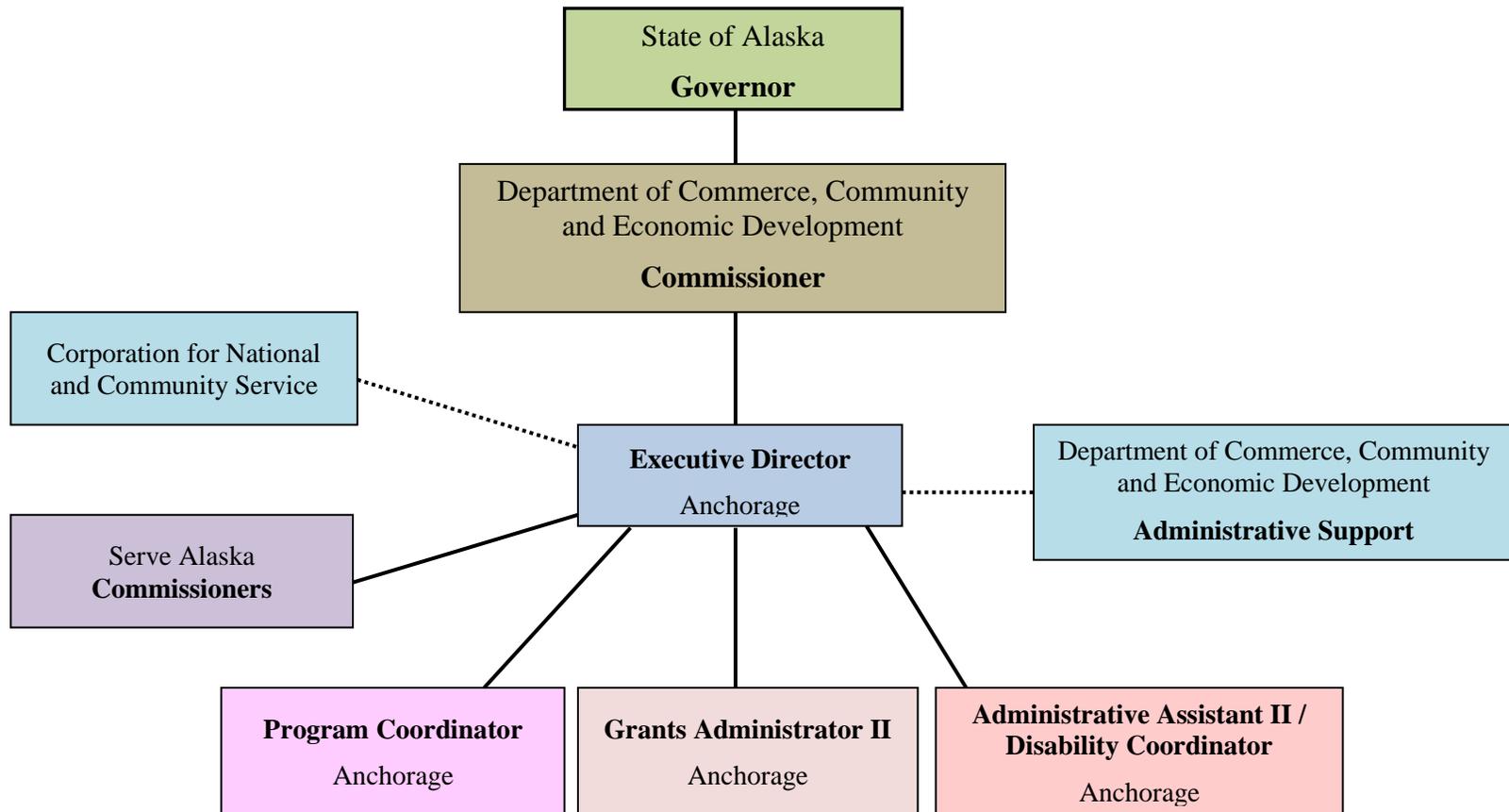
Contents:

- 4.1 Commission Staff Organizational Chart
- 4.2 Commission Staff Job Descriptions
- 4.3 Host Department Organizational Chart (Not currently available)

4.1

COMMISSION STAFF ORGANIZATIONAL CHART

Serve Alaska Commission Staff Organizational Chart



4.2 COMMISSION STAFF JOB DESCRIPTIONS

Executive Director

- Develops, implements and maintains the State of Alaska's community service strategic plan and policy documents for the Alaska AmeriCorps Program Office through meetings with the cognizant lead agency, the Department of Commerce, Community, and Economic Development (DCCED), Serve Alaska, the Governor's Office and other interested groups, consistent with the mission and directives contained in the National Community Service Trust Act (The Act).
- Interprets the National and Community Service Act of 1990 and regulations governing community service programs to the SERVE ALASKA members and the community services sub-grant programs funded through the State and the DCCED. The Act created the National Community Service Corporation (NCSC) to fulfill the mission engaging Americans of all ages and backgrounds in community-based service to address the nation's educational, public safety, human, and environmental needs, achieving direct and demonstrable results. A new national service initiative called AmeriCorps was created, incorporating the National Civilian Community Corps and the Volunteers in Service to America program. Serve Alaska is responsible for implementing the AmeriCorps program in Alaska as well as fulfilling the mission of fostering civic responsibility, strengthening the ties that bind us together as a people, and providing educational opportunity for those who make a substantial commitment to service. In addition, Serve Alaska has a vital role to create partnerships to get things done in communities across the state of Alaska; partnerships between government and citizens, public and private sectors, and service programs and participants.
- Develops standards and guidelines for operation of local AmeriCorps programs.
- Evaluates local AmeriCorps programs, reports required quarterly data to NCSC to ensure quality delivery of services to local communities.
- Reviews and approves the fiscal and programmatic monitoring schedule and reports of compliance monitoring the service providers. Monitoring determines degree of compliance with applicable federal and state regulatory requirements.
- Approve corrective action plans and implementation schedules of sub-recipients.
- Develops, reviews and evaluates Alaska AmeriCorps program models, and maintains information on all current and potential funding sources for community service programs.
- Determines availability of funding from governmental and private sources through contact with governmental agencies and private foundations and integrates this funding for maximum use of available funds.
- Supervises Serve Alaska administrative staff: assigning major work projects, encouraging innovation, evaluating performance, approving personal leave, assessing workloads and program resources for maintaining appropriate workflow within all components of the program to meet programmatic, divisional and departmental goals. Exercises independent judgment in all personnel action: appointing, promoting, reassigning duties, and disciplinary actions

Program Coordinator

- Respond to verbal and written requests from sub-grantees for programmatic assistance. This may involve researching governing rules or requesting information or guidance from the funding source, the Corporation for National and Community Service (CNCS).
- Respond to requests for financial assistance under Program Development and Training (PDAT) grant, develop grant agreements, and provide fiscal and programmatic monitoring of sub-grantee expenditures.
- Act as intermediary help desk to Serve Alaska sub-grantees on the CNCS web-based reporting system.
- Monitor sub-grantee activities and expenditures by reviewing required documentation for accuracy and timeliness and through conducting on-site programmatic reviews.
- Develop annual Grantee Progress Report (GPR) to CNCS based on progress reports submitted by sub-grantees utilizing e-grants.
- Direct the development of the annual statewide conference on volunteerism and community service by coordinating mission and objectives with community partners and implementing all facets of the conference, including speakers bureau, site selection, registration, and invitation.
- Attend commission meetings and assist coordination of commission service activities.
- Assist Executive Director in Commissioner Involvement with sub-grantees through site visits and providing program information.
- Provide materials to Executive Director as needed in CNCS grant application process.
- Assist Executive Director in closeout of grants and development of commission policy and procedure.
- Participate in grant negotiations with CNCS and sub-grantees.
- Work with Executive Director and the Department's accounting staff to assure and accurate audit trail.
- Develop criteria for RFP and implement process according to appropriate state and federal standards.
- Establish and implement review process for RFP applicants.
- Assist applicants with the technical specifications of e-grants.
- Establish grant agreements, including scope of work, and obtain official signatures for successful grant applicants.
- Disseminate information about national days of service.
- Maintain and update agency webpage.

Grants Administrator II

- Maintain a thorough knowledge of applicable Federal statutes, regulations, and provisions; and State statute and regulations serving as subject matter expert for the agency.
- Review and process fiscal reports, request advances or reimbursements received from the sub-grantee in accordance with agency procedures.
- Assist in preparing financial closeout reports and documents for submittal to originating funding source; gather and select data for reporting.
- Initiate and follow through on the review and final approval given by the agency director, respond to problems and issues; prepare final award notification documents, announcements and communication with successful applicants; prepare sub-grantee award agreements, request encumbrances.
- Draft grant agreements and amendments in accordance with federal and state procurement laws and regulations to include projects, time periods, budget line items, allowable expenditures in indirect cost, deliverables, allowable clients to be served, match obligation, reporting requirements, and other provisions in accordance with State and Federal regulations, grant procedures and Department policies.
- Provide information and technical assistance to sub-grantees regarding, budget clarification, interpretation of regulations, programmatic and financial record-keeping, reporting requirements, and performance indicators. Day-to-day technical assistance is by telephone or e-mail; some travel will be required to provide on-site training.
- Assist with the development and implementation of the training plan, and quarterly trainings.
- Interpret, and explain grant-related laws, regulations, or policy guidance documents to potential grantees, the public, legislative staff and partner agency representatives.
- Develop, prepare, and present grant writing and grant administration workshops.
- Provide interested parties with informational material on national service programs.
- Monitor sub-grantees on an on-going basis, according to program policy to ensure fiscal and programmatic compliance with State and Federal statutes, regulations and provisions. Perform desk audits on periodic expense reports. Travel to sites to conduct on-site monitoring of the sub-grantee. Write a monitoring report describing best practices, issues, and recommendations, follow-up with sub-grantees on corrective action to be taken, recommend suspension and /or termination of grant if warranted. Assist with, preparation of solicitation documents, receive and evaluate grant proposals; perform an initial or threshold review to determine completeness and compliance with federal and state requirements, and cost reasonableness and allowability. Past performance of applicant and compliance with solicitation documents, grant regulation and policy guidance documents. Facilitate or co-facilitate proposal evaluation review teams or committees.
- Attend Commission meetings; provide updates, information and reports. Assist with the coordination of Commission service activities.
- Participate in national days of service activities.
- Assist Executive Director in development of Commission policy and procedures.

Administrative Assistant II - Disability Coordinator

- Develops budget, scope of work and implementation for the commission's federal disability grant. Coordinates training for the commission programs and disability community for compliance with the disability grant requirements. Uses knowledge and analytical skills to determine proper allocation of resources drafts budget narrative; enters budget into eGrants during application process for the federal disability grant. Gathers and evaluates prior and current year expenditure reports for multiple funding sources.
- Creates and produces publications, annual reports, presentations and correspondence as the agents lead for media and outreach. Coordinates web page material and layout with department web master.
- Provides phone coverage and assists with queries from the public with regard to the State Commission's National and Community Service programs.
- Provides guidance for formal procurements; examines invoices and reimbursement requests to ensure compliance with SOA guidelines and federal provisions; reviews vendor discrepancies.
- Tracks and monitors agency's supply expenditures.
- Runs AKSAS reports monthly for monitoring fiscal funding and expenditures for all federal funded programs and projects.
- Coordinates Commission meeting logistics including but not limited to meeting space, teleconferencing, materials preparation and Board members travel.
- Records, edits and distributes minutes of all commission and community meetings. Maintains electronic reading files of all meetings.
- Acts as the staff liaison with the Communication/Media Commission Sub-committee
- Coordinates the Annual Volunteer Recognition Event including but not limited to logistics and program.
- Coordinates the Disability Institute including but not limited to logistic and program.
- Assists with the coordination of AmeriCorps Week events including but not limited to logistics, publicity and program.
- Assists with the coordination of the Commission's Annual Training Institute.
- Maintains list serves and other mailing lists.
- Provides technical assistance to program sub-grantees for WBRS and e-grants reporting systems on an as needed basis.
- Establishes grant files in compliance with requirements.
- Maintains agency calendar.
- Provides ongoing support such as; research information for reports and presentations, compiles information for reports, and creates charts and graphs for budget reports.
- Track staff travel to ensure expenditures are within funding levels.

4.3 HOST AGENCY ORGANIZATIONAL CHART

SECTION 5

THE NATIONAL VIEW: HISTORY AND STRUCTURE OF NATIONAL SERVICE

Contents:

- 5.1 A Context for National Service in America
- 5.2 Key Dates and Milestones & link to the Trust Act of 1990
- 5.2a Serve America Act 2009 – side by side comparison
- 5.3 History of National Service (1910 – 2005)
- 5.4 CNCS Headquarters Org Chart & Programs Funding Flow Chart
- 5.5 CNCS 2011-2015 Strategic Plan
- 5.6 CNCS Mission and Vision Statement
- 5.7 CNCS Release 2009 – Performance and Accountability Report

5.1 A CONTEXT FOR NATIONAL SERVICE IN AMERICA

The American Tradition of Service

“Volunteerism and community service are central to the history of our Nation.”

— *President George w. Bush, 2002*

From the founding of this country to the present day, in many ways, over many generations, communities in the United States have been strengthened by people working together to reach shared goals. A barn raising, bringing in the harvest, or forming a neighborhood crime watch are singular facets of American life.

For many Native tribes, service and mutual support have always been central to community; each person has been responsible for the welfare of others, respecting and accepting differences, working to preserve the tribe and the environment around it.

Immigrant communities also depended on service. Each group, once settled, sheltered and fed the next wave of arrivals. Such service still distinguishes today’s immigrants.

America’s churches, synagogues, mosques, and meeting-houses have been great catalysts for service. They call on their congregations to serve, drawing on their energy and talent to create powerful social institutions, centers of concern and action. Similarly, organized labor has traditionally supported community service efforts, mobilizing their affiliated workers and their families and neighbors to provide basic services and promote social change.

In city, town, and countryside, voluntary associations have flourished across the United States. Perhaps no other country has so many clubs and groups, some affiliated nationally, others unknown even a few blocks away: neighborhood associations, veterans service organizations, fraternal organizations, youth-serving agencies, and Voluntary Action Centers. Such independent organizations work to bind the community together by providing opportunities to make strangers welcome and to meet shared needs.

The uniquely American commitment to the health of our democracy has also manifested itself in our citizens’ efforts to find solutions to the nation’s most pressing challenges. The civil rights, women’s, and environmental movements were created and sustained by voluntary associations long before they became public policy or the social norm.

Few nations can lay claim to such a rich and varied legacy of service, among all citizens, growing out of many cultures, needs, and traditions. National and community service benefits from and builds upon this legacy.

National Service In America

“Any definition of a successful life must include service to the community.”
— President George Bush, 1990

While Americans had always served their country in times of war, the first call for universal peacetime service was sounded by the philosopher William James, who in 1910 wrote that national service could be “the moral equivalent of war” in its capacity to instill virtue and mobilize alienated youth to solve the problems of the day. At the same time James’s colleague, John Dewey, was writing about the importance of active participation in both education and citizenship, building the philosophical foundations for experiential education and service-learning.

Federal Initiatives

The first widespread federal experiment in national service was Franklin D. Roosevelt’s Civilian Conservation Corps. Between 1933 and 1942, 4 million Corps members reforested and preserved millions of acres of land, building roads, trails, and foot bridges. The CCC not only accomplished valued tasks, it provided a nation in depression with the chance to work for the common good.

In the 1940s, the GI Bill first linked service with educational opportunity, when a grateful nation rewarded its recently returned World War II veterans with funding for further schooling.

In 1961, John F. Kennedy inspired a generation of Americans to serve when he founded the Peace Corps. Every year, the Peace Corps sends thousands of young Americans to serve in developing nations of Africa, Asia, Latin America, and more recently Eastern Europe. At its peak in 1967, 15,000 young people served in the Peace Corps; in recent years approximately 7,500 participated annually.

In 1964, as part of Lyndon Johnson’s “War on Poverty,” Congress established a domestic version of the Peace Corps called Volunteers in Service to America (VISTA). Administered by the federal agency ACTION for 23 years, until ACTION became part of the Corporation in 1993, VISTA involves over 3,500 volunteers every year in addressing the needs of low-income communities. In addition to VISTA, ACTION administered the

Retired Senior Volunteer Program, Senior Companions, and Foster Grandparents, which engaged thousands of older Americans annually in service to their communities.

In the 1970s, in the tradition of the Civilian Conservation Corps, the year-round Young Adult Conservation Corps was created and enrolled over 20,000 participants. In addition, a summer-only Youth Conservation Corps engaged nearly 40,000 young people in summer environmental service activities.

Grassroots Developments

As federal spending on these service programs began to drop in the late 1970s and '80s, a grassroots movement, for the most part independent of direct federal government support, began to emerge, focused on youth service and supported by national and community foundations and state and local government. In this brief but productive period, state and local elected officials, the independent and private sectors, and local citizen groups all over the country developed over 75 urban and rural youth corps.

Parallel to the development of youth corps, the 1980s saw a dramatic increase in other "streams" of service, most notably on college campuses and in schools. Campus Compact and the Campus Outreach Opportunity League (COOL) promoted the expansion of campus-based service initiatives organized by college presidents, faculty, and students.

In addition, public and private elementary and secondary schools began launching their own community service programs. National non-profit organizations, such as the Constitutional Rights Foundation and the National Youth Leadership Council began supporting and promoting efforts to integrate service into the school curriculum, often called "service-learning." In 1985 Youth Service America was formed to coordinate the different streams of youth service better and to advocate for a more comprehensive national policy.

In 1990, the success of this rapidly expanding grassroots service movement generated bipartisan support for the passage of the National and Community Service Act of 1990. The legislation created both a private non-profit organization, the Points of Light Foundation, which President George Bush had proposed, and a new independent federal agency with a bipartisan Board of Directors, the Commission on National and Community Service. Through grants and national coordination, the

Commission supported four streams of service programming: service-learning programs for school-age youth (then known as Serve America), higher education-based service programs, youth corps, and national service demonstration models. In less than

two years the Commission supported over 2,000 state- and community-based programs.

A Rededication to National Service as a Partnership

The past several years seemed to indicate that Americans were ready to rededicate themselves to strengthening our common future. They were simply awaiting the opportunity. In his inaugural address in January of 1992, President Clinton challenged Americans young in age and young in spirit to a “season of service.” Nine months later, on September 21, 1993, he signed the National and Community Service Trust Act, passed by Congress with strong bipartisan support. That spirit flourished outside of Washington, D.C., as well, with the National Governors’ Association formally endorsing the legislation and playing a critical role in its development. The Act created the Corporation for National Service, whose centerpiece program was the new national service initiative, *AmeriCorps*.

The Corporation’s mission is to engage Americans of all ages and backgrounds in community-based service. This service addresses the nation’s education, public safety, environmental, and other human needs to achieve direct and demonstrable results. In doing so, the Corporation fosters civic responsibility, strengthens the ties that bind us together as a people, and provides educational opportunity for those who make a substantial commitment to service.

Consistent with the President’s notion of service “seasons,” the Corporation offers three major program areas, which generally involve three distinct age groups: *Learn and Serve America, K–12 and Higher Education* programs for school- and college-age youth; *AmeriCorps* (which includes the *AmeriCorps*State/National* grant program and two special programs: *AmeriCorps*VISTA* and *AmeriCorps*NCCC*, the National Civilian Community Corps) for citizens 17 years and older; and the *National Senior Service Corps* (which includes the Foster Grandparent, Senior Companion, and Retired and Senior Volunteer Programs) for older Americans.

The Corporation merged the work and staff of ACTION and the Commission on National and Community Service. The ACTION state program offices have become the Corporation state program offices and continue to implement the *National Senior Service Corps* and VISTA. State Education Agencies have responsibility for *Learn and Serve America K–12 School-based*. Institutions of higher education apply directly to the Corporation for *Learn and Serve America: Higher Education* funds. Commissions can apply to the Corporation for *Learn and Serve America K–12 Community-based* funds.

(From: *Project TASC Commission Manual, Section 3.1*)

5.2 THE TRUST ACT OF 1990

To review a copy of the National and Community Service Act of 1990, go to:
http://cns.gov/pdf/cncs_statute.pdf

Read about the history of national service—from the creation of the Civilian Conservation Corps in 1933 to the launch of the President’s Volunteer Service Award in 2003. This timeline provides a quick glance at key dates and milestones during the past century.

1903

The Cooperative Education Movement is founded at the University of Cincinnati.

Circa 1905

American philosophers William James and John Dewey develop intellectual foundations for service-based learning.

1910

American philosopher William James envisions non-military national service in his essay "The Moral Equivalent of War."

1933-1942

Franklin D. Roosevelt creates the Civilian Conservation Corps (CCC), providing opportunities for millions of young men to serve six to 18 months to help restore the nation’s parks, revitalize the economy, and support their families and themselves.

1935

The Works Progress Administration, later renamed the Work Projects Administration, is established to provide work-relief for millions of unemployed Americans.

1944

The GI Bill, officially known as the Servicemen’s Readjustment Act of 1944, is created, linking service and education and offering Americans educational opportunity in return for service to their country.

1960s

Demonstration projects for the Retired and Senior Volunteer Program (RSVP), the Foster Grandparent Program, and the Senior Companion Program (which together are known today as Senior Corps) are launched to demonstrate the effectiveness of the service model and to engage older Americans in a range of service activities.

1961

President John F. Kennedy proposes establishment of the Peace Corps and Congress authorizes it on September 22, 1961. President Kennedy states, "The wisdom of this idea is that someday we'll bring it home to America."

The White House Conference on Aging is held, drawing attention to the continuing opportunity and need to engage older adults in meaningful service activities.

1964

As part of the "War on Poverty," President Lyndon B. Johnson creates VISTA (Volunteers in Service to America), a National Teacher Corps, the Job Corps, and University Year of Action.

1965

College work-study programs are established to harness the energy and enthusiasm of young people in communities.

The Older Americans Act of 1965 is passed (an outcome of the 1961 White House Conference on Aging). The Act sparked interest in creating programs for older adults and insuring their continued contribution to society.

The Foster Grandparent Program begins as a national demonstration effort to show how low-income persons aged 60 and over can establish meaningful relationships with children in need.

The Community Service Society of New York launches a pilot project involving a group of older adults in volunteer service to their communities. The project demonstrates the value of senior volunteers and serves as a precursor to the Retired Senior Volunteer Program.

1966

Urban Corps emerges, funded with federal work-study dollars.

By this time, 3,600 VISTA members are serving throughout the country, helping to develop the first Head Start programs and Job Corps sites, and starting agricultural cooperatives, community groups, and small businesses.

1966-1967

The phrase "service-learning" is first used to describe a project in East Tennessee that links students and faculty with area development organizations.

1968

The National Service Secretariat Conference on National Service is held in Washington, D.C.

Foster Grandparent projects grow to 40 states and Puerto Rico, enrolling 4,100 Foster Grandparents and assisting more than 10,000 children in health, education, welfare, and related settings.

1969

Retired Senior Volunteer Program was authorized under Title VI of the Older Americans Act.

1968-1971

Two Senior Companion demonstration projects, funded by the U.S. Department of Health, Education and Welfare, and the Administration on Aging, are launched in Tampa, Florida, and Cincinnati, Ohio.

1970s

In 1970, the Youth Conservation Corps engages 38,000 people ages 14 to 18 in summer environmental programs.

VISTA merges with the Peace Corps and senior service programs to form the ACTION agency.

1971

The White House Conference on Youth Report calls for linking service and learning. The National Center for Public Service Internships, the Society for Field Experience Education, and the National Student Volunteer Program are established.

The Retired Senior Volunteer Program (RSVP) is launched in the spring and 11 projects begin by summer.

1972

More than 10,000 Foster Grandparents are enrolled in 133 projects in all 50 states, the District of Columbia, Puerto Rico, and the Virgin Islands.

1973

The Foster Grandparent Program, the Retired Senior Volunteer Program, and the Senior Companion Program are authorized under the Domestic Volunteer Service Act of 1973.

The Retired Senior Volunteer Program grows to 590 projects nationwide.

1974

The Retired Senior Volunteer Program grows to 666 projects nationwide.

Eighteen model Senior Companion projects are funded.

1975

More than 1,000 Senior Companions are serving in projects. More than 60 percent serve in private homes.

1976

California Governor Jerry Brown establishes the California Conservation Corps, the first non-federal youth corps at the state level.

1977-1978

Existing Senior Companions projects are expanded, and 28 new projects are funded, creating opportunities for 3,000 Senior Companions to assist 9,500 clients in 39 states. In-home assignments grow to 65 percent.

1978

The Young Adult Conservation Corps creates small conservation corps in the states with 22,500 participants age 16 to 23.

1979

National Student Volunteer Program becomes the National Center for Service-Learning.

1980s

National service efforts are launched at the grassroots level, including the Campus Outreach Opportunity League (1984) and Campus Compact (1985), which help mobilize students in higher education; the National Association of Service and Conservation Corps (1985), which helps replicate youth corps in states and cities; and Youth Service America (1985), through which many young people are provided the opportunity to serve.

VISTA's focus changes to encourage citizen participation and community self-help.

1980-1987

Forty-two new Senior Companion projects are funded, and approximately 81 percent of placements are in-home assignments.

1981

National Center for Service-Learning for Early Adolescents is established.

1986

The VISTA Literacy Corps is developed to create literacy councils and expand adult education.

1988

The Retired Senior Volunteer Program grows to 750 projects nationwide, with approximately 400,000 senior volunteers participating.

The Senior Companion Program grows to 173 projects nationwide, with more than 8,000 senior volunteers participating.

1989-1990

President George H.W. Bush creates the Office of National Service in the White House and the Points of Light Foundation to foster volunteering.

1990

President Bush signs the National and Community Service Act of 1990 into law. The legislation authorizes grants to schools to support service-learning through Serve America (now known as Learn and Serve America) and demonstration grants for national service programs to youth corps, nonprofits, and colleges and universities.

1992

A bipartisan group of Senators drafts legislation to create the National Civilian Community Corps as a way to explore how to use post-Cold War military resources to help solve problems here at home.

The Maryland State Board of Education adopts a mandatory service requirement to graduate from high school.

1993

The Association of Supervision and Curriculum Development endorses the importance of linking service with learning.

September 1993

President Bill Clinton signs the National and Community Service Trust Act of 1993, creating AmeriCorps and the Corporation for National and Community Service to expand opportunities for Americans to serve their communities. VISTA and the National Civilian Community Corps become part of AmeriCorps, and the Foster Grandparent Program, the Retired and Senior Volunteer Program, and the Senior Companion Program are combined to create Senior Corps.

With passage of National and Community Service Act, Congress changes Retired Senior Volunteer Program to Retired "and" Senior Volunteer program to reflect that not all volunteers were retired.

Governor-appointed state service commissions are created to administer AmeriCorps funding at the state level.

1994

The Corporation for National and Community Service officially begins operation.

Congress passes the King Holiday and Service Act of 1994, charging the Corporation for National and Community Service with establishing Martin Luther King Day as a day of service.

The Stanford Service-Learning Institute is created.

The Ford Foundation/United Negro College Fund Community Service Partnership Project (a 10-college program linking direct service and learning) begins.

Four National Civilian Community Corps campuses open in Aberdeen, MD; Charleston, SC; Denver, CO; and San Diego, CA.

September 1994

The first class of AmeriCorps members - 20,000 strong - begins serving in more than 1,000 communities. In swearing in these Americans, President Clinton says: "Service is a spark to rekindle the spirit of democracy in an age of uncertainty. When it is all said and done, it comes down to three simple questions: What is right? What is wrong? And what are we going to do about it? Today you are doing what is right - turning your words into deeds."

1995

A study commissioned by the IBM Foundation, the Charles A. Dana Foundation, and the James Irvine Foundation finds that every federal dollar invested in AmeriCorps results in \$1.60 to \$2.60 or more in direct, measurable benefits to AmeriCorps members and the communities they serve.

The Service-Learning network is established on the Internet, via the University of Colorado Peace Studies Center.

The National Civilian Community Corps is included under AmeriCorps, becoming AmeriCorps*NCCC. The Aberdeen, MD, campus moves to Perry Point, MD.

April 1997

The Presidents' Summit for America's Future, chaired by General Colin Powell, brings together President Clinton, former Presidents Bush, Ford, and Carter, and Mrs. Reagan to encourage increased service and volunteerism to meet the needs of America's youth.

1997

AmeriCorps expands by introducing the Education Awards Program, which allows more organizations to join the service network -- nonprofits, faith-based organizations, colleges and universities, welfare-to-work programs, and other groups.

The Fourth of July Declaration on the Civic Responsibility of Higher Education and the Wingspread Declaration Renewing the Civic Mission of the American University are published.

President Clinton and former President George Bush announce the resumption of the Daily Points of Light Award.

A fifth AmeriCorps*NCCC campus opens in Washington, D.C.

American Association of State Service Commissions (ASC) was launched.

1999

Since the program began, more than 100,000 AmeriCorps members have served 33 million people in 4,000 communities

October 1999

AmeriCorps celebrates five years and 150,000 members. General Colin Powell, Utah's Governor Mike Leavitt, Coretta Scott King, and Sargent Shriver join President Clinton at the White House to honor the winners of the first All*AmeriCorps awards.

June 2000

The Foster Grandparent Program commemorates its 35th anniversary. As the Senior Companion Program enters its 26th year of service, and RSVP looks ahead to its 30th birthday in 2001, the three National Senior Service Corps programs engage more than 500,000 adults age 55 and older in sharing their time and talents to help meet local community needs.

October 2000

AmeriCorps*VISTA commemorates 35 years of fighting poverty in America. Since 1965, more than

130,000 VISTA members have used a hands-on, grassroots approach to empower individuals and communities throughout the country.

2001

President George W. Bush calls for a “nation of citizens, not spectators” in his inaugural address and launches faith-based and community initiative to expand support for grassroots organizations meeting local needs.

The first International Conference on Service-Learning Research is held.

The Wingspread conference on student civic engagement is held.

AmeriCorps*NCCC’s San Diego campus moves to Sacramento, CA.

September 11, 2001

Terrorist attacks spark a surge of patriotism and volunteer service by Americans.

January 2002

In his state of the Union Address, President George W. Bush asks all Americans to devote two years or 4,000 hours to volunteer service during their lifetimes. As part of this call to service, he creates USA Freedom Corps, a White House office and coordinating council to encourage Americans to serve their communities and country. He also proposes to expand AmeriCorps by 50 percent.

July 2002

The Corporation awards first Homeland Security grants to engage citizens in public health, public safety, and disaster relief and preparedness.

2003

President Bush creates the President’s Council on Service and Civic Participation to find ways to recognize the valuable contributions volunteers are making in our Nation. The Council creates the President’s Volunteer Service Award program as a way to thank and honor Americans who, by their demonstrated commitment and example, inspire others to engage in volunteer service.

December 2003

The Bureau of Labor Statistics of the U.S. Department of Labor reports that both the number of volunteers and the volunteer rate rose over the year ended in September 2003. About 63.8 million people did volunteer work at some point from September 2002 to September 2003, up from 59.8 million for the similar period ended in September 2002.

January 2004

AmeriCorps receives record funding increase to allow programs to grow to 75,000 members.

2004

AmeriCorps*NCCC recognizes 10,000 alumni, 15.3 million service hours, 4,500 projects and 10 years of service during Legacy Weekends at all five campuses.

In recognition of its 40th anniversary, AmeriCorps*VISTA commences a study of its alumni and the impact national service had on their lives.

More than 330,000 individuals have served through AmeriCorps.

During the past decade, more than 1 billion volunteer service hours have been generated by Senior Corps volunteers.

Senior Companion Program celebrates its 30th anniversary.

More than 1.8 billion high school students participate annually in service-learning initiatives funded by Learn and Serve America.

April 2009

On April 21, 2009, President Barack Obama signed the Edward M. Kennedy Serve America Act, which reauthorizes and expands national service programs administered by the Corporation for National and Community Service.

**THE NATIONAL AND
COMMUNITY SERVICE ACT OF
1990**

[As amended through December 17, 1999, P.L. 106-170]

NATIONAL AND COMMUNITY SERVICE ACT OF 1990
(as amended through P.L. 106-170, approved 12-17-99)

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**UNITED STATES CODE ANNOTATED
TITLE 42. THE PUBLIC HEALTH AND WELFARE
CHAPTER 129--NATIONAL AND COMMUNITY SERVICE**

Current through P.L. 106-170, approved 12-17-99

SEC. 2. [42 U.S.C. 12501] Findings and purpose

(a) Findings

The Congress finds the following:

(1) Throughout the United States, there are pressing unmet human, educational, environmental, and public safety needs.

(2) Americans desire to affirm common responsibilities and shared values, and join together in positive experiences, that transcend race, religion, gender, age, disability, region, income, and education.

(3) The rising costs of postsecondary education are putting higher education out of reach for an increasing number of citizens.

(4) Americans of all ages can improve their communities and become better citizens through service to the United States.

(5) Nonprofit organizations, local governments, States, and the Federal Government are already supporting a wide variety of national service programs that deliver needed services in a cost-effective manner.

(6) Residents of low-income communities, especially youth and young adults, can be empowered through their service, and can help provide future community leadership.

(b) Purpose

It is the purpose of this chapter to--

(1) meet the unmet human, educational, environmental, and public safety needs of the United States, without displacing existing workers;

(2) renew the ethic of civic responsibility and the spirit of community throughout the United States;

(3) expand educational opportunity by rewarding individuals who participate in national service with an increased ability to pursue higher education or job training;

(4) encourage citizens of the United States, regardless of age, income, or disability, to engage in full-time or part-time national service;

(5) reinvent government to eliminate duplication, support locally established initiatives, require measurable goals for performance, and offer flexibility in meeting those goals;

(6) expand and strengthen existing service programs with demonstrated experience in providing structured service opportunities with visible benefits to the participants and community;

(7) build on the existing organizational service infrastructure of Federal, State, and local programs and agencies to expand full-time and part-time service opportunities for all citizens; and

(8) provide tangible benefits to the communities in which national service is performed.

**TITLE I--NATIONAL AND COMMUNITY SERVICE
STATE GRANT PROGRAM**

SUBTITLE A--GENERAL PROVISIONS

SEC. 101. [42 U.S.C. 12511] Definitions

For purposes of this subchapter:

(1) Adult volunteer

The term "adult volunteer" means an individual, such as an older adult, an individual with a disability, a parent, or an employee of a business or public or private nonprofit organization, who--

(A) works without financial remuneration in an educational institution to assist students or out-of-school youth; and

(B) is beyond the age of compulsory school attendance in the State in which the educational institution is located.

(2) Approved national service position

The term "approved national service position" means a national service position for which the Corporation has approved the provision of a national service educational award described in section 12603 of this title as one of the benefits to be provided for successful service in the position.

(3) Carry out

The term "carry out", when used in connection with a national service program described in section 12572 of this title, means the planning, establishment, operation, expansion, or replication of the program.

(4) Chief Executive Officer

The term "Chief Executive Officer", except when used to refer to the chief executive officer of a State, means the Chief Executive Officer of the Corporation appointed under section 12651c of this title.

(5) Community-based agency

The term "community-based agency" means a private nonprofit organization (including a church or other religious entity) that--

(A) is representative of a community or a significant segment of a community; and

(B) is engaged in meeting human, educational, environmental, or public safety community needs.

(6) Corporation

The term "Corporation" means the Corporation for National and Community Service established under section 12651 of this title.

(7) Economically disadvantaged

The term "economically disadvantaged" means, with respect to an individual, an individual who is determined by the Chief Executive Officer to be low- income according to the latest available data from the Department of Commerce.

(8) Elementary school

The term "elementary school" has the same meaning given such term in section 8801 of Title 20.

(9) Indian

The term "Indian" means a person who is a member of an Indian tribe, or is a "Native", as defined in section 1602(b) of Title 43.

(10) Indian lands

The term "Indian lands" means any real property owned by an Indian tribe, any real property held in trust by the United States for an Indian or Indian tribe, and any real property held by an Indian or Indian tribe that is subject to restrictions on alienation imposed by the United States.

(11) Indian tribe

The term "Indian tribe" means--

(A) an Indian tribe, band, nation, or other organized group or community, including--

(i) any Native village, as defined in section 1602(c) of Title 43, whether organized traditionally or pursuant to the Act of June 18, 1934 (commonly known as the "Indian Reorganization Act"; 48 Stat. 984, chapter 576; 25 U.S.C. 461 et seq.); and

(ii) any Regional Corporation or Village Corporation, as defined in subsection (g) or (j), respectively, of section 1602 of Title 43, that is recognized as eligible for the special programs and services provided by the United States under Federal law to Indians because of their status as Indians; and

(B) any tribal organization controlled, sanctioned, or chartered by an entity described in subparagraph (A).

(12) Individual with a disability

Except as provided in section 12635(a) of this title, the term "individual with a disability" has the meaning given the term in section 705(20)(B) of Title 29.

(13) Institution of higher education

The term "institution of higher education" has the same meaning given such term in section 1001 of Title 20.

(14) Local educational agency

The term "local educational agency" has the same meaning given such term in section 8801 of Title 20.

(15) National service laws

The term "national service laws" means this chapter and the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.).

(16) Out-of-school youth

The term "out-of-school youth" means an individual who--

- (A) has not attained the age of 27;
- (B) has not completed college or the equivalent thereof; and
- (C) is not enrolled in an elementary or secondary school or institution of higher education.

(17) Participant

(A) In general

The term "participant" means--

- (i) for purposes of division C, an individual in an approved national service position; and
- (ii) for purposes of any other provision of this chapter, an individual enrolled in a program that receives assistance under this subchapter.

(B) Rule

A participant shall not be considered to be an employee of the program in which the participant is enrolled.

(18) Partnership program

The term "partnership program" means a program through which an adult volunteer, a public or private nonprofit organization, an institution of higher education, or a business assists a local educational agency.

(19) Program

The term "program", unless the context otherwise requires, and except when used as part of the term "academic program", means a program described in section 12521(a) of this title (other than a program referred to in paragraph (3)(B) of such section), 12542(a), 12561(b)(1), or 12572(a) of this title, or in paragraph (1) or (2) of section 12612(b) of this title, or an activity that could be funded under section 12653, 12653c, or 12653d of this title.

(20) Project

The term "project" means an activity, carried out through a program that receives assistance under this subchapter, that results in a specific identifiable service or improvement that otherwise would not be done with existing funds, and that does not duplicate the routine services or functions of the employer to whom participants are assigned.

(21) School-age youth

The term "school-age youth" means--

(A) individuals between the ages of 5 and 17, inclusive; and

(B) children with disabilities, as defined in section 602(a)(1) of the Individuals with Disabilities Education Act (20 U.S.C. 1401(a)(1)), who receive services under part B of such Act [20 U.S.C.A. § 1411 et seq.].

(22) Secondary school

The term "secondary school" has the same meaning given such term in section 8801 of Title 20.

(23) Service-learning

The term "service-learning" means a method--

(A) under which students or participants learn and develop through active participation in thoughtfully organized service that--

(i) is conducted in and meets the needs of a community;

(ii) is coordinated with an elementary school, secondary school, institution of higher education, or community service program, and with the community; and

(iii) helps foster civic responsibility; and

(B) that--

(i) is integrated into and enhances the academic curriculum of the students, or the educational components of the community service program in which the participants are enrolled; and

(ii) provides structured time for the students or participants to reflect on the service experience.

(24) Service-learning coordinator

The term "service-learning coordinator" means an individual who provides services as described in subsection (a)(3) or (b) of section 12521 of this title.

(25) Service sponsor

The term "service sponsor" means an organization, or other entity, that has been selected to provide a placement for a participant.

(26) State

The term "State" means each of the several States, the District of Columbia, the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. The term also includes Palau, until such time as the Compact of Free Association is ratified.

(27) State Commission

The term "State Commission" means a State Commission on National and Community Service maintained by a State pursuant to section 12638 of this title. Except when used in section 12638 of this title, the term includes an alternative administrative entity for a State approved by the Corporation under such section to act in lieu of a State Commission.

(28) State educational agency

The term "State educational agency" has the same meaning given such term in section 8801 of Title 20.

(29) Student

The term "student" means an individual who is enrolled in an elementary or secondary school or institution of higher education on a full- or part-time basis.

SUBTITLE B--SCHOOL-BASED AND COMMUNITY-BASED SERVICE-LEARNING PROGRAMS

PART I--SERVE-AMERICA PROGRAMS

SUBPART A--SCHOOL-BASED PROGRAMS FOR STUDENTS

SEC. 111. [42 U.S.C. 12521] Authority to assist States and Indian tribes

(a) Use of funds

The Corporation, in consultation with the Secretary of Education, may make grants under section 12524(b)(1) of this title, and allotments under subsections (a) and (b)(2) of section 12524 of this title, to States (through State educational agencies), and to Indian tribes, to pay for the Federal share of--

(1) planning and building the capacity of the States or Indian tribes (which may be accomplished through grants or contracts with qualified organizations) to implement school-based service-learning programs, including--

(A) providing training for teachers, supervisors, personnel from community- based agencies (particularly with regard to the utilization of participants), and trainers, to be conducted by qualified individuals or organizations that have experience with service-learning;

(B) developing service-learning curricula to be integrated into academic programs, including the age-appropriate learning component described in section 12526(d)(2) of this title;

(C) forming local partnerships described in paragraph (2) or (4) to develop school-based service-learning programs in accordance with this subpart;

(D) devising appropriate methods for research and evaluation of the educational value of service-learning and the effect of service-learning activities on communities; and

(E) establishing effective outreach and dissemination of information to ensure the broadest possible involvement of community-based agencies with demonstrated effectiveness in working with school-age youth in their communities;

(2) implementing, operating, or expanding school-based service-learning programs, which may include paying for the cost of the recruitment, training, supervision, placement, salaries, and benefits of service-learning coordinators, through State distribution of Federal funds made available under this subpart to projects operated by local partnerships among--

(A) local educational agencies; and

(B) one or more community partners that--

(i) shall include a public or private nonprofit organization that--

(I) has a demonstrated expertise in the provision of services to meet unmet human, educational, environmental, or public safety needs;

(II) was in existence at least 1 year before the date on which the organization submitted an application under section 12526 of this title; and

(III) will make projects available for participants, who shall be students; and

(ii) may include a private for-profit business or private elementary or secondary school;

(3) planning of school-based service-learning programs, through State distribution of Federal funds made available under this subpart to local educational agencies, which planning may include paying for the cost of--

(A) the salaries and benefits of service-learning coordinators; or

(B) the recruitment, training, supervision, and placement of service-learning coordinators who are participants in a program under subtitle C of this subchapter or receive a national service educational award under subtitle D of this subchapter, who will identify the community partners described in paragraph (2)(B) and assist in the design and implementation of a program described in paragraph (2); and

(4) implementing, operating, or expanding school-based service-learning programs involving adult volunteers to utilize service-learning to improve the education of students, through State distribution of Federal funds made available under this part to local partnerships among--

(A) local educational agencies; and

(B) one or more--

(i) public or private nonprofit organizations;

(ii) other educational agencies; or

(iii) private for-profit businesses,

that coordinate and operate projects for participants, who shall be students.

(b) Duties of service-learning coordinator

A service-learning coordinator referred to in paragraph (2) or (3) of subsection (a) of this section shall provide services to a local educational agency by--

(1) providing technical assistance and information to, and facilitating the training of, teachers who want to use service-learning in their classrooms;

(2) assisting local partnerships described in subsection (a) of this section in the planning, development, and execution of service-learning projects; and

(3) carrying out such other duties as the local educational agency may determine to be appropriate.

(c) Related expenses

A partnership, local educational agency, or other qualified organization that receives financial assistance under this subpart may, in carrying out the activities described in subsection (a) of this section, use such assistance to pay for the Federal share of reasonable costs related to the supervision of participants, program administration, transportation, insurance, and evaluations, and for other reasonable expenses related to the activities.

SEC. 111A. [42 U.S.C. 12522] Authority to assist local applicants in nonparticipating States

In any fiscal year in which a State does not submit an application under section 12525 of this title, for an allotment under subsection (a) or (b)(2) of section 12524 of this title, that meets the requirements of section 12525 of this title and such other requirements as the Chief Executive Officer may determine to be appropriate, the Corporation may use the allotment of that State to make direct grants to pay for the Federal share of the cost of--

(1) carrying out the activities described in paragraph (2) or (4) of section 12521(a) of this title, to a local partnership described in such paragraph; or

(2) carrying out the activities described in paragraph (3) of such section, to an agency described in such paragraph, that is located in the State.

SEC. 111B. [42 U.S.C. 12523] Authority to assist public or private nonprofit organizations

(a) In general

The Corporation may make grants under section 12524(b)(1) of this title to public or private nonprofit organizations that--

(1) have experience with service-learning;

(2) were in existence at least 1 year before the date on which the organization submitted an application under section 12526(a) of this title; and

(3) meet such other criteria as the Chief Executive Officer may establish.

(b) Use of funds

Such organizations may use grants made under subsection (a) of this section to make grants to partnerships described in paragraph (2) or (4) of section 12521(a) of this title to implement, operate, or expand school-based service-learning programs as described in such section and provide technical assistance and training to appropriate persons.

SEC. 112. [42 U.S.C. 12524] Grants and allotments

(a) Indian tribes and territories

Of the amounts appropriated to carry out this subpart for any fiscal year, the Corporation shall reserve an amount of not more than 3 percent for payments to Indian tribes, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands, to be allotted in accordance with their respective needs. The Corporation may also make payments from such amount to Palau, in accordance with its needs, until such time as the Compact of Free Association with Palau is ratified.

(b) Grants and allotments through States

The Corporation shall use the remainder of the funds appropriated to carry out this subpart for any fiscal year as follows:

(1) Grants

Except as provided in paragraph (3), from 25 percent of such remainder, the Corporation may make grants, on a competitive basis, to--

(A) States and Indian tribes; or

(B) as described in section 12523 of this title, to grantmaking entities.

(2) Allotments

(A) School-age youth

Except as provided in paragraph (3), from 37.5 percent of such remainder, the Corporation shall allot to each State an amount that bears the same ratio to 37.5 percent of such remainder as the number of school-age youth in the State bears to the total number of school-age youth of all States.

(B) Allocation under Elementary and Secondary Education Act of 1965

Except as provided in paragraph (3), from 37.5 percent of such remainder, the Corporation shall allot to each State an amount that bears the same ratio to 37.5 percent of such remainder as the allocation to the State for the previous fiscal year under title I of the Elementary and Secondary Education Act of 1965 [20 U.S.C.A. § 6301 et seq.] or its successor authority bears to such allocations to all States.

(3) Minimum amount

No State shall receive, under paragraph (2), an allotment that is less than the allotment such State received for fiscal year 1993 under section 12522(b) of this title, as in effect on the day before September 21, 1993. If the amount of funds made available in a fiscal year to carry out paragraph (2) is insufficient to make such allotments, the Corporation shall make available sums from the 25 percent described in paragraph (1) for such fiscal year to make such allotments.

(4) "State" defined

Notwithstanding section 12511(26) of this title, for purposes of this subsection, the term "State" means each of the several States, the District of Columbia, and the Commonwealth of Puerto Rico.

(c) Reallotment

If the Corporation determines that the allotment of a State or Indian tribe under this section will not be required for a fiscal year because the State or Indian tribe does not submit an application for the allotment under section 12525 of this title that meets the requirements of such section and such other requirements as the Chief Executive Officer may determine to be appropriate, the Corporation shall, after making any grants under section 12522 of this title to a partnership or agency described in such section, make any remainder of such allotment available for reallocation to such other States, and Indian tribes, with approved applications submitted under section 12525 of this title, as the Corporation may determine to be appropriate.

(d) Exception

Notwithstanding subsections (a) and (b) of this section, if less than \$20,000,000 is appropriated for any fiscal year to carry out this subpart, the Corporation shall award grants to States and Indian tribes, from the amount so appropriated, on a competitive basis to pay for the Federal share of the activities described in section 12521 of this title.

SEC. 113. [42 U.S.C. 12525] State or tribal applications

(a) Submission

To be eligible to receive a grant under section 12524(b)(1) of this title, an allotment under subsection (a) or (b)(2) of section 12524 of this title, a reallocation under section 12524(c) of this title, or a grant under section 12524(d) of this title, a State, acting through the State educational agency, or an Indian tribe, shall prepare, submit to the Corporation, and obtain approval of, an application at such time and in such manner as the Chief Executive Officer may reasonably require.

(b) Contents

An application that is submitted under subsection (a) of this section with respect to service-learning programs described in section 12521 of this title shall include--

(1) a 3-year strategic plan, or a revision of a previously approved 3-year strategic plan, for promoting service-learning through the programs, which plan shall contain such information as the Chief Executive Officer may reasonably require, including information demonstrating that the programs will be carried out in a manner consistent with the approved strategic plan;

(2) assurances that--

(A) the applicant will keep such records and provide such information to the Corporation with respect to the programs as may be required for fiscal audits and program evaluation; and

(B) the applicant will comply with the nonduplication and nondisplacement requirements of section 12637 of this title and the grievance procedure requirements of section 12636(f) of this title; and

(3) such additional information as the Chief Executive Officer may reasonably require.

SEC. 114. [42 U.S.C. 12526] Local applications

(a) Application to Corporation to make grants for school-based service-learning programs

(1) In general

To be eligible to receive a grant in accordance with section 12523(a) of this title to make grants relating to school-based service-learning programs described in section 12521(a) of this title, a grantmaking entity shall prepare, submit to the Corporation, and obtain approval of, an application.

(2) Submission

Such application shall be submitted at such time and in such manner, and shall contain such information, as the Chief Executive Officer may reasonably require. Such application shall include a proposal to assist such programs in more than 1 State.

(b) Direct application to Corporation to carry out school-based service- learning programs in nonparticipating States

To be eligible to receive a grant from the Corporation in the circumstances described in section 12522 of this title to carry out an activity as described in such section, a partnership or agency described in such section shall prepare, submit to the Corporation, and obtain approval of, an application. Such application shall be submitted at such time and in such manner, and shall contain such information, as the Chief Executive Officer may reasonably require.

(c) Application to State or Indian tribe to receive assistance to carry out school-based service-learning programs

(1) In general

Any--

(A) qualified organization that desires to receive financial assistance under this subpart from a State or Indian tribe for an activity described in section 12521(a)(1) of this title;

(B) partnership described in section 12521(a)(2) of this title that desires to receive such assistance from a State, Indian tribe, or grantmaking entity for an activity described in section 12521(a)(2) of this title;

(C) agency described in section 12521(a)(3) of this title that desires to receive such assistance from a State or Indian tribe for an activity described in such section; or

(D) partnership described in section 12521(a)(4) of this title that desires to receive such assistance from a State or Indian tribe for an activity described in such section,

to be carried out through a service-learning program described in section 12521 of this title, shall prepare, submit to the State educational agency, Indian tribe, or grantmaking entity, and obtain approval of, an application for the program.

(2) Submission

Such application shall be submitted at such time and in such manner, and shall contain such information, as the agency, tribe, or entity may reasonably require.

(d) Regulations

The Corporation shall by regulation establish standards for the information and assurances required to be contained in an application submitted under subsection (a) or (b) of this section with respect to a service-learning program described in section 12521 of this title, including, at a minimum, assurances that--

(1) prior to the placement of a participant, the entity carrying out the program will consult with the appropriate local labor organization, if any, representing employees in the area who are engaged in the same or similar work as that proposed to be carried out by such program, to prevent the displacement and protect the rights of such employees;

(2) the entity carrying out the program will develop an age-appropriate learning component for participants in the program that shall include a chance for participants to analyze and apply their service experiences; and

(3) the entity carrying out the program will comply with the nonduplication and nondisplacement requirements of section 12637 of this title and the grievance procedure requirements of section 12636(f) of this title.

(e) Limitation on same project in multiple applications

No applicant shall submit an application under section 12525 of this title or this section, and the Corporation shall reject an application that is submitted under section 12525 of this title or this section, if the application describes a project proposed to be conducted using assistance requested by the applicant and the project is already described in another application pending before the Corporation.

SEC. 115. [42 U.S.C. 12527] Consideration of applications

(a) Criteria for applications

In approving applications for financial assistance under subsection (a), (b), (c), or (d) of section 12524 of this title, the Corporation shall consider such criteria with respect to sustainability, replicability, innovation, and quality of programs under this subpart as the Chief Executive Officer may by regulation specify. In providing assistance under this subpart, a State educational agency, Indian tribe, or grantmaking entity shall consider such criteria.

(b) Priority for local applications

In providing assistance under this subpart, a State educational agency or Indian tribe, or the Corporation if section 12522 or 12523 of this title applies, shall give priority to entities that submit applications under section 12526 of this title with respect to service-learning programs described in section 12521 of this title that--

(1) involve participants in the design and operation of the program;

(2) are in the greatest need of assistance, such as programs targeting low- income areas;

(3) involve--

(A) students from public elementary or secondary schools, and students from private elementary or secondary schools, serving together; or

(B) students of different ages, races, sexes, ethnic groups, disabilities, or economic backgrounds, serving together; or

(4) are integrated into the academic program of the participants.

(c) Rejection of applications

If the Corporation rejects an application submitted by a State under section 12525 of this title for an allotment under section 12524(b)(2) of this title, the Corporation shall promptly notify the State of the reasons for the rejection of the application. The Corporation shall provide the State with a reasonable opportunity to revise and resubmit the application and shall provide technical assistance, if needed, to the State as part of the resubmission process. The Corporation shall promptly reconsider such resubmitted application.

SEC. 115A. [42 U.S.C. 12528] Participation of students and teachers from private schools

(a) In general

To the extent consistent with the number of students in the State or Indian tribe or in the school district of the local educational agency involved who are enrolled in private nonprofit elementary and secondary schools, such State, Indian tribe, or agency shall (after consultation with appropriate private school representatives) make provision--

(1) for the inclusion of services and arrangements for the benefit of such students so as to allow for the equitable participation of such students in the programs implemented to carry out the objectives and provide the benefits described in this subpart; and

(2) for the training of the teachers of such students so as to allow for the equitable participation of such teachers in the programs implemented to carry out the objectives and provide the benefits described in this subpart.

(b) Waiver

If a State, Indian tribe, or local educational agency is prohibited by law from providing for the participation of students or teachers from private nonprofit schools as required by subsection (a) of this section, or if the Corporation determines that a State, Indian tribe, or local educational agency substantially fails or is unwilling to provide for such participation on an equitable basis, the Chief Executive Officer shall waive such requirements and shall arrange for the provision of services to such students and teachers. Such waivers shall be subject to consultation, withholding, notice, and judicial review requirements in accordance with paragraphs (3) and (4) of section 2727(b) of Title 20, as in effect on the day preceding October 20, 1994.

SEC. 116. [42 U.S.C. 12529] Federal, State, and local contributions

(a) Share

(1) In general

The Federal share attributable to this subpart of the cost of carrying out a program for which a grant or allotment is made under this subpart may not exceed--

(A) 90 percent of the total cost of the program for the first year for which the program receives assistance under this subpart;

(B) 80 percent of the total cost of the program for the second year for which the program receives assistance under this subpart;

(C) 70 percent of the total cost of the program for the third year for which the program receives assistance under this subpart; and

(D) 50 percent of the total cost of the program for the fourth year, and for any subsequent year, for which the program receives assistance under this subpart.

(2) Calculation

In providing for the remaining share of the cost of carrying out such a program, each recipient of assistance under this subpart--

(A) shall provide for such share through a payment in cash or in kind, fairly evaluated, including facilities, equipment, or services; and

(B) may provide for such share through State sources, local sources, or Federal sources (other than funds made available under the national service laws).

(b) Waiver

The Chief Executive Officer may waive the requirements of subsection (a) of this section in whole or in part with respect to any such program in any fiscal year if the Corporation determines that such a waiver would be equitable due to a lack of available financial resources at the local level.

SEC. 116A. [42 U.S.C. 12530] Limitations on uses of funds

(a) Administrative costs

(1) Limitation

Not more than 5 percent of the amount of assistance provided to a State educational agency, Indian tribe, or grantmaking entity that is the original recipient of a grant or allotment under subsection (a), (b), (c), or (d) of section 12524 of this title for a fiscal year may be used to pay for administrative costs incurred by--

(A) the original recipient; or

(B) the entity carrying out the service-learning programs supported with the assistance.

(2) Rules on use

The Chief Executive Officer may by rule prescribe the manner and extent to which--

(A) such assistance may be used to cover administrative costs; and

(B) that portion of the assistance available to cover administrative costs should be distributed between--

(i) the original recipient; and

(ii) the entity carrying out the service-learning programs supported with the assistance.

(b) Capacity-building activities

(1) In general

Except as provided in paragraph (2), not less than 10 percent and not more than 15 percent of the amount of assistance provided to a State educational agency or Indian tribe that is the original recipient of a grant or allotment under subsection (a), (b), (c), or (d) of section 12524 of this title for a fiscal year may be used to build capacity through training, technical assistance, curriculum development, and coordination activities, described in section 12521(a)(1) of this title.

(2) Waiver

The Chief Executive Officer may waive the requirements of paragraph (1) in order to permit an agency or a tribe to use not less than 10 percent and not more than 20 percent of such amount to build capacity as provided in paragraph (1). To be eligible to receive such a waiver such an agency or tribe shall submit an application to the Chief Executive Officer at such time, in such manner, and containing such information as the Chief Executive Officer may require.

(c) Local uses of funds

Funds made available under this subpart may not be used to pay any stipend, allowance, or other financial support to any student who is a participant under this subtitle, except reimbursement for transportation, meals, and other reasonable out-of-pocket expenses directly related to participation in a program assisted under this subpart.

SEC. 116B. [42 U.S.C. 12531] Definitions

As used in this subpart:

(1) Grantmaking entity

The term "grantmaking entity" means an organization described in section 12523(a) of this title.

(2) School-based

The term "school-based" means based in an elementary school or a secondary school.

(3) Student

Notwithstanding section 12511(29) of this title, the term "student" means an individual who is enrolled in an elementary or secondary school on a full- or part-time basis.

**SUBPART B--COMMUNITY-BASED SERVICE PROGRAMS
FOR SCHOOL-AGE YOUTH**

SEC. 117. [42 U.S.C. 12541] Definitions

As used in this subpart:

(1) Community-based service program

The term "community-based service program" means a program described in section 12542(b)(1)(A) of this title.

(2) Grantmaking entity

The term "grantmaking entity" means a qualified organization that--

(A) submits an application under section 12544(a) of this title to make grants to qualified organizations;

(B) was in existence at least 1 year before the date on which the organization submitted the application; and

(C) meets such other criteria as the Chief Executive Officer shall establish.

(3) Qualified organization

The term "qualified organization" means a public or private nonprofit organization with experience working with school-age youth that meets such criteria as the Chief Executive Officer may establish.

SEC. 117A. [42 U.S.C. 12542] General authority

(a) Grants

From the funds appropriated to carry out this subpart for a fiscal year, the Corporation may make grants to State Commissions, grantmaking entities, and qualified organizations to pay for the Federal share of the implementation, operation, expansion, or replication of community-based service programs.

(b) Use of funds

(1) State Commissions and grantmaking entities

A State Commission or grantmaking entity may use a grant made under subsection (a) of this section--

(A) to make a grant to a qualified organization to implement, operate, expand, or replicate a community-based service program that provides for meaningful human, educational, environmental, or public safety service by participants, who shall be school-age youth; or

(B) to provide training and technical assistance to such an organization.

(2) Qualified organizations

A qualified organization, other than a grantmaking entity, may use a grant made under subsection (a) of this section to implement, operate, expand, or replicate a program described in paragraph (1)(A).

SEC. 117B. [42 U.S.C. 12543] State applications

(a) In general

To be eligible to receive a grant under section 12542(a) of this title, a State Commission shall prepare, submit to the Corporation, and obtain approval of, an application.

(b) Submission

Such application shall be submitted to the Corporation at such time and in such manner, and shall contain such information, as the Chief Executive Officer may reasonably require.

(c) Contents

Such an application shall include, at a minimum, a State plan that contains the information and assurances described in section 12544(d) of this title with respect to each community-based service program proposed to be carried out through funding distributed by the State Commission under this subpart.

SEC. 117C. [42 U.S.C. 12544] Local applications

(a) Application to Corporation to make grants for community-based service programs

To be eligible to receive a grant from the Corporation under section 12542(a) of this title to make grants under section 12542(b)(1) of this title, a grantmaking entity shall prepare, submit to the Corporation, and obtain approval of, an application that proposes a community-based service program to be carried out through grants made to qualified organizations. Such application shall be submitted at such time and in such manner, and shall contain such information, as the Chief Executive Officer may reasonably require.

(b) Direct application to Corporation to carry out community-based service programs

To be eligible to receive a grant from the Corporation under section 12542(a) of this title to implement, operate, expand, or replicate a community service program, a qualified organization shall prepare, submit to the Corporation, and obtain approval of, an application that proposes a community-based service program to be carried out at multiple sites, or that proposes an innovative community-based service program. Such application shall be submitted at such time and in such manner, and shall contain such information, as the Chief Executive Officer may reasonably require.

(c) Application to State Commission or grantmaking entity to receive grants to carry out community-based service programs

To be eligible to receive a grant from a State Commission or grantmaking entity under section 12542(b)(1) of this title, a qualified organization shall prepare, submit to the Commission or entity, and obtain approval of, an application. Such application shall be submitted at such time and in such manner, and shall contain such information, as the Commission or entity may reasonably require.

(d) Regulations

The Corporation shall by regulation establish standards for the information and assurances required to be contained in an application submitted under subsection (a) or (b) of this section with respect to a community-based service program, including, at a minimum--

(1) an assurance that the entity carrying out the program proposed by the applicant will comply with the nonduplication and nondisplacement provisions of section 12637 of this title and the grievance procedure requirements of section 12636(f) of this title;

(2) an assurance that the entity carrying out the program will, prior to placing a participant in the program, consult with the appropriate local labor organization, if any, representing employees in the area in which the program will be carried out that are engaged in the same or similar work as the work proposed to be carried out by the program, to prevent the displacement of such employees; and

(3) in the case of an application submitted by a grantmaking entity, information demonstrating that the entity will make grants for a program to--

(A) carry out activities described in section 12542(b)(1) of this title in two or more States, under circumstances in which the activities carried out under such program can be carried out more efficiently through one program than through two or more programs; and

(B) carry out the same activities, such as training activities or activities related to exchanging information on service experiences, through each of the projects assisted through the program.

(e) Limitation on same project in multiple applications

No applicant shall submit an application under section 12543 of this title or this section, and the Corporation shall reject an application that is submitted under section 12543 of this title or this section, if the application describes a project proposed to be conducted using assistance requested by the applicant and the project is already described in another application pending before the Corporation.

SEC. 117D. [41 U.S.C. 12545] Consideration of applications

(a) Application of criteria

The Corporation shall apply the criteria described in subsection (b) of this section in determining whether to approve an application submitted under section 12543 of this title or under subsection (a) or (b) of section 12544 of this title and to provide assistance under section 12542 of this title to the applicant on the basis of the application.

(b) Assistance criteria

In evaluating such an application with respect to a program under this subpart, the Corporation shall consider the criteria established for national service programs under section 12585(c) of this title.

(c) Application to subgrants

A State Commission or grantmaking entity shall apply the criteria described in subsection (b) of this section in determining whether to approve an application under section 12544(c) of this title and to make a grant under section 12542(b)(1) of this title to the applicant on the basis of the application.

SEC. 117E. [42 U.S.C. 12546] Federal, State, and local contributions

(a) Federal share

(1) In general

The Federal share attributable to this subpart of the cost of carrying out a program for which a grant is made under this subpart may not exceed the percentage specified in subparagraph (A), (B), (C), or (D) of section 12529(a)(1) of this title, as appropriate.

(2) Calculation

Each recipient of assistance under this subpart shall comply with section 12529(a)(2) of this title.

(b) Waiver

The Chief Executive Officer may waive the requirements of subsection (a) of this section, in whole or in part, as provided in section 12529(b) of this title.

SEC. 117F. [42 U.S.C. 12547] Limitations on uses of funds

(a) Administrative costs

Not more than 5 percent of the amount of assistance provided to a State Commission, grantmaking entity, or qualified organization that is the original recipient of a grant under section 12542(a) of this title for a fiscal year may be used to pay for administrative costs incurred by--

- (1) the original recipient; or
- (2) the entity carrying out the community-based service programs supported with the assistance.

(b) Rules on use

The Chief Executive Officer may by rule prescribe the manner and extent to which--

- (1) such assistance may be used to cover administrative costs; and
- (2) that portion of the assistance available to cover administrative costs should be distributed between--

- (A) the original recipient; and
- (B) the entity carrying out the community-based service programs supported with the assistance.

SUBPART C--CLEARINGHOUSE

SEC. 118. [42 U.S.C. 12551] Service-learning clearinghouse

(a) In general

The Corporation shall provide financial assistance, from funds appropriated to carry out subtitle H of this subchapter, to organizations described in subsection (b) of this section to establish a clearinghouse, which shall carry out activities, either directly or by arrangement with another such organization, with respect to information about service-learning.

(b) Public or private nonprofit organizations

Public or private nonprofit organizations that have extensive experience with service-learning, including use of adult volunteers to foster service-learning, shall be eligible to receive assistance under subsection (a) of this section.

(c) Function of clearinghouse

An organization that receives assistance under subsection (a) of this section may--

- (1) assist entities carrying out State or local service-learning programs with needs assessments and planning;
- (2) conduct research and evaluations concerning service-learning;
- (3)(A) provide leadership development and training to State and local service-learning program administrators, supervisors, service sponsors, and participants; and

(B) provide training to persons who can provide the leadership development and training described in subparagraph (A);

(4) facilitate communication among entities carrying out service-learning programs and participants in such programs;

(5) provide information, curriculum materials, and technical assistance relating to planning and operation of service-learning programs, to States and local entities eligible to receive financial assistance under this subchapter;

(6) provide information regarding methods to make service-learning programs accessible to individuals with disabilities;

(7)(A) gather and disseminate information on successful service-learning programs, components of such successful programs, innovative youth skills curricula related to service-learning, and service-learning projects; and

(B) coordinate the activities of the Clearinghouse with appropriate entities to avoid duplication of effort;

(8) make recommendations to State and local entities on quality controls to improve the quality of service-learning programs;

(9) assist organizations in recruiting, screening, and placing service-learning coordinators; and

(10) carry out such other activities as the Chief Executive Officer determines to be appropriate.

PART II--HIGHER EDUCATION INNOVATIVE PROGRAMS FOR COMMUNITY SERVICE

SEC. 119. [42 U.S.C. 12561] Higher education innovative programs for community service

(a) Purpose

It is the purpose of this part to expand participation in community service by supporting innovative community service programs carried out through institutions of higher education, acting as civic institutions to meet the human, educational, environmental, or public safety needs of neighboring communities.

(b) General authority

The Corporation, in consultation with the Secretary of Education, is authorized to make grants to, and enter into contracts with, institutions of higher education (including a combination of such institutions), and partnerships comprised of such institutions and of other public or private nonprofit organizations, to pay for the Federal share of the cost of--

(1) enabling such an institution or partnership to create or expand an organized community service program that--

(A) engenders a sense of social responsibility and commitment to the community in which the institution is located; and

(B) provides projects for participants, who shall be students, faculty, administration, or staff of the institution, or residents of the community;

(2) supporting student-initiated and student-designed community service projects through the program;

(3) strengthening the leadership and instructional capacity of teachers at the elementary, secondary, and postsecondary levels, with respect to service-learning, by--

(A) including service-learning as a key component of the preservice teacher education of the institution; and

(B) encouraging the faculty of the institution to use service-learning methods throughout their curriculum;

(4) facilitating the integration of community service carried out under the program into academic curricula, including integration of clinical programs into the curriculum for students in professional schools, so that students can obtain credit for their community service projects;

(5) supplementing the funds available to carry out work-study programs under part C of Title IV of the Higher Education Act of 1965 (42 U.S.C. 2751 et seq.) to support service-learning and community service through the community service program;

(6) strengthening the service infrastructure within institutions of higher education in the United States through the program; and

(7) providing for the training of teachers, prospective teachers, related education personnel, and community leaders in the skills necessary to develop, supervise, and organize service-learning.

(c) Federal share

(1) Share

(A) In general

The Federal share of the cost of carrying out a community service project for which a grant or contract is awarded under this part may not exceed 50 percent.

(B) Calculation

Each recipient of assistance under this part shall comply with section 12529(a)(2) of this title.

(2) Waiver

The Chief Executive Officer may waive the requirements of paragraph (1), in whole or in part, as provided in section 12529(b) of this title.

(d) Application for grant

(1) Submission

To receive a grant or enter into a contract under this part, an institution or partnership described in subsection (b) of this section shall prepare, submit to the Corporation, and obtain approval of, an application at such time, in such manner, and containing such information and assurances as the Corporation may reasonably require. In requesting applications for assistance under this part, the Corporation shall specify such required information and assurances.

(2) Contents

An application submitted under paragraph (1) shall contain, at a minimum--

(A) assurances that--

(i) prior to the placement of a participant, the applicant will consult with the appropriate local labor organization, if any, representing employees in the area who are engaged in the same or similar work as that proposed to be carried out by such program, to prevent the displacement and protect the rights of such employees; and

(ii) the applicant will comply with the nonduplication and nondisplacement provisions of section 12637 of this title and grievance procedure requirements of section 12636(f) of this title; and

(B) such other assurances as the Chief Executive Officer may reasonably require.

(e) Priority

(1) In general

In making grants and entering into contracts under subsection (b) of this section, the Corporation shall give priority to applicants that submit applications containing proposals that--

(A) demonstrate the commitment of the institution of higher education, other than by demonstrating the commitment of the students, to supporting the community service projects carried out under the program;

(B) specify the manner in which the institution will promote faculty, administration, and staff participation in the community service projects;

(C) specify the manner in which the institution will provide service to the community through organized programs, including, where appropriate, clinical programs for students in professional schools;

(D) describe any partnership that will participate in the community service projects, such as a partnership comprised of--

(i) the institution;

(ii)(I) a community-based agency;

(II) a local government agency; or

(III) a nonprofit entity that serves or involves school-age youth or older adults; and

(iii) a student organization;

(E) demonstrate community involvement in the development of the proposal;

(F) specify that the institution will use such assistance to strengthen the service infrastructure in institutions of higher education; or

(G) with respect to projects involving delivery of service, specify projects that involve leadership development of school-age youth.

(2) Determination

In giving priority to applicants under paragraph (1), the Corporation shall give increased priority to such an applicant for each characteristic described in subparagraphs (A) through (G) of paragraph (1) that is reflected in the application submitted by the applicant.

(f) National service educational award

A participant in a program funded under this part shall be eligible for the national service educational award described in subtitle D of this subchapter, if the participant served in an approved national service position.

(g) "Student" defined

Notwithstanding section 12511(29) of this title, as used in this part, the term "student" means an individual who is enrolled in an institution of higher education on a full- or part-time basis.

SUBTITLE C--NATIONAL SERVICE TRUST PROGRAM

PART I--INVESTMENT IN NATIONAL SERVICE

SEC. 121. [42 U.S.C. 12571] Authority to provide assistance and approved national service positions

(a) Provision of assistance

Subject to the availability of appropriations for this purpose, the Corporation for National and Community Service may make grants to States, subdivisions of States, Indian tribes, public or private nonprofit organizations, and institutions of higher education for the purpose of assisting the recipients of the grants--

(1) to carry out full- or part-time national service programs, including summer programs, described in section 12572(a) of this title; and

(2) to make grants in support of other national service programs described in section 12572(a) of this title that are carried out by other entities.

(b) Agreements with Federal agencies

(1) Agreements authorized

The Corporation may enter into a contract or cooperative agreement with another Federal agency to support a national service program carried out by the agency. The support provided by the Corporation pursuant to the contract or cooperative agreement may include the transfer to the Federal agency of funds available to the Corporation under this subtitle.

(2) Matching funds requirements

A Federal agency receiving assistance under this subsection shall not be required to satisfy the matching funds requirements specified in subsection (e) of this section. However, the

supplementation requirements specified in section 12633 of this title shall apply with respect to the Federal national service programs supported with such assistance.

(3) Consultation with State Commissions

A Federal agency receiving assistance under this subsection shall consult with the State Commissions for those States in which projects will be conducted using such assistance in order to ensure that the projects do not duplicate projects conducted by State or local national service programs.

(4) Support for other national service programs

A Federal agency that enters into a contract or cooperative agreement under paragraph (1) shall, in an appropriate case, enter into a contract or cooperative agreement with an entity that is carrying out a national service program in a State that is in existence in the State as of the date of the contract or cooperative agreement and is of high quality, in order to support the national service program.

(c) Provision of approved national service positions

As part of the provision of assistance under subsections (a) and (b) of this section, the Corporation shall--

(1) approve the provision of national service educational awards described in subtitle D for the participants who serve in national service programs carried out using such assistance; and

(2) deposit in the National Service Trust established in section 12601(a) of this title an amount equal to the product of--

(A) the value of a national service educational award under section 12603 of this title; and

(B) the total number of approved national service positions to be provided.

(d) Five percent limitation on administrative costs

(1) Limitation

Not more than 5 percent of the amount of assistance provided to the original recipient of a grant or transfer of assistance under subsection (a) or (b) of this section for a fiscal year may be used to pay for administrative costs incurred by--

(A) the recipient of the assistance; and

(B) national service programs carried out or supported with the assistance.

(2) Rules on use

The Corporation may by rule prescribe the manner and extent to which--

(A) assistance provided under subsection (a) or (b) of this section may be used to cover administrative costs; and

(B) that portion of the assistance available to cover administrative costs should be distributed between--

- (i) the original recipient of the grant or transfer of assistance under such subsection; and
- (ii) national service programs carried out or supported with the assistance.

(e) Matching funds requirements

(1) Requirements

Except as provided in section 12594 of this title, the Federal share of the cost of carrying out a national service program that receives the assistance under subsection (a) of this section, whether the assistance is provided directly or as a subgrant from the original recipient of the assistance, may not exceed 75 percent of such cost.

(2) Calculation

In providing for the remaining share of the cost of carrying out a national service program, the program--

(A) shall provide for such share through a payment in cash or in kind, fairly evaluated, including facilities, equipment, or services; and

(B) may provide for such share through State sources, local sources, or other Federal sources (other than the use of funds made available under the national service laws).

(3) Cost of health care

In providing a payment in cash under paragraph (2)(A) as part of providing for the remaining share of the cost of carrying out a national service program, the program may count not more than 85 percent of the cost of providing a health care policy described in section 12594(d)(2) of this title toward such share.

(4) Waiver

The Corporation may waive in whole or in part the requirements of paragraph (1) with respect to a national service program in any fiscal year if the Corporation determines that such a waiver would be equitable due to a lack of available financial resources at the local level.

SEC. 122. [42 U.S.C. 12572] Types of national service programs eligible for program assistance

(a) Eligible national service programs

The recipient of a grant under section 12571(a) of this title and each Federal agency receiving assistance under section 12571(b) of this title shall use the assistance, directly or through subgrants to other entities, to carry out full- or part-time national service programs, including summer programs, that address unmet human, educational, environmental, or public safety needs. Subject to subsection (b)(1) of this section, these national service programs may include the following types of national service programs:

(1) A community corps program that meets unmet human, educational, environmental, or public safety needs and promotes greater community unity through the use of organized teams of participants of varied social and economic backgrounds, skill levels, physical and developmental capabilities, ages, ethnic backgrounds, or genders.

(2) A full-time, year-round youth corps program or full-time summer youth corps program, such as a conservation corps or youth service corps (including youth corps programs under subtitle I of this subchapter, the Public Lands Corps established under the Public Lands Corps Act of 1993 [16 U.S.C.A. § 1721 et seq.], the Urban Youth Corps established under section 12656 of this title, and other conservation corps or youth service corps that performs service on Federal or other public lands or on Indian lands or Hawaiian home lands), that--

(A) undertakes meaningful service projects with visible public benefits, including natural resource, urban renovation, or human services projects;

(B) includes as participants youths and young adults between the ages of 16 and 25, inclusive, including out-of-school youths and other disadvantaged youths (such as youths with limited basic skills, youths in foster care who are becoming too old for foster care, youths of limited-English proficiency, homeless youths, and youths who are individuals with disabilities) who are between those ages; and

(C) provides those participants who are youths and young adults with--

(i) crew-based, highly structured, and adult-supervised work experience, life skills, education, career guidance and counseling, employment training, and support services; and

(ii) the opportunity to develop citizenship values and skills through service to their community and the United States.

(3) A program that provides specialized training to individuals in service-learning and places the individuals after such training in positions, including positions as service-learning coordinators, to facilitate service-learning in programs eligible for funding under part I of subtitle B of this subchapter.

(4) A service program that is targeted at specific unmet human, educational, environmental, or public safety needs and that--

(A) recruits individuals with special skills or provides specialized preservice training to enable participants to be placed individually or in teams in positions in which the participants can meet such unmet needs; and

(B) if consistent with the purposes of the program, brings participants together for additional training and other activities designed to foster civic responsibility, increase the skills of participants, and improve the quality of the service provided.

(5) An individualized placement program that includes regular group activities, such as leadership training and special service projects.

(6) A campus-based program that is designed to provide substantial service in a community during the school term and during summer or other vacation periods through the use of--

(A) students who are attending an institution of higher education, including students participating in a work-study program assisted under part C of title IV of the Higher Education Act of 1965 (42 U.S.C. 2751 et seq.);

(B) teams composed of such students; or

(C) teams composed of a combination of such students and community residents.

(7) A preprofessional training program in which students enrolled in an institution of higher education--

(A) receive training in specified fields, which may include classes containing service-learning;

(B) perform service related to such training outside the classroom during the school term and during summer or other vacation periods; and

(C) agree to provide service upon graduation to meet unmet human, educational, environmental, or public safety needs related to such training.

(8) A professional corps program that recruits and places qualified participants in positions--

(A) as teachers, nurses and other health care providers, police officers, early childhood development staff, engineers, or other professionals providing service to meet educational, human, environmental, or public safety needs in communities with an inadequate number of such professionals;

(B) that may include a salary in excess of the maximum living allowance authorized in subsection (a)(3) of section 12594 of this title, as provided in subsection (c) of such section; and

(C) that are sponsored by public or private nonprofit employers who agree to pay 100 percent of the salaries and benefits (other than any national service educational award under subtitle D of this subchapter) of the participants.

(9) A program in which economically disadvantaged individuals who are between the ages of 16 and 24 years of age, inclusive, are provided with opportunities to perform service that, while enabling such individuals to obtain the education and employment skills necessary to achieve economic self-sufficiency, will help their communities meet--

(A) the housing needs of low-income families and the homeless; and

(B) the need for community facilities in low-income areas.

(10) A national service entrepreneur program that identifies, recruits, and trains gifted young adults of all backgrounds and assists them in designing solutions to community problems.

(11) An intergenerational program that combines students, out-of-school youths, and older adults as participants to provide needed community services, including an intergenerational component for other national service programs described in this subsection.

(12) A program that is administered by a combination of nonprofit organizations located in a low-income area, provides a broad range of services to residents of such area, is governed by a board composed in significant part of low-income individuals, and is intended to provide opportunities for individuals or teams of individuals to engage in community projects in such area that meet unaddressed community and individual needs, including projects that would--

(A) meet the needs of low-income children and youth aged 18 and younger, such as providing after-school "safe-places", including schools, with opportunities for learning and recreation; or

(B) be directed to other important unaddressed needs in such area.

(13) A community service program designed to meet the needs of rural communities, using teams or individual placements to address the development needs of rural communities and to combat rural poverty, including health care, education, and job training.

(14) A program that seeks to eliminate hunger in communities and rural areas through service in projects--

(A) involving food banks, food pantries, and nonprofit organizations that provide food during emergencies;

(B) involving the gleaning of prepared and unprepared food that would otherwise be discarded as unusable so that the usable portion of such food may be donated to food banks, food pantries, and other nonprofit organizations;

(C) seeking to address the long-term causes of hunger through education and the delivery of appropriate services; or

(D) providing training in basic health, nutrition, and life skills necessary to alleviate hunger in communities and rural areas.

(15) Such other national service programs addressing unmet human, educational, environmental, or public safety needs as the Corporation may designate.

(b) Qualification criteria to determine eligibility

(1) Establishment by Corporation

The Corporation shall establish qualification criteria for different types of national service programs for the purpose of determining whether a particular national service program should be considered to be a national service program eligible to receive assistance or approved national service positions under this subtitle.

(2) Consultation

In establishing qualification criteria under paragraph (1), the Corporation shall consult with organizations and individuals with extensive experience in developing and administering effective national service programs or regarding the delivery of human, educational, environmental, or public safety services to communities or persons.

(3) Application to subgrants

The qualification criteria established by the Corporation under paragraph (1) shall also be used by each recipient of assistance under section 12571(a) of this title that uses any portion of the assistance to conduct a grant program to support other national service programs.

(4) Encouragement of intergenerational components of programs

The Corporation shall encourage national service programs eligible to receive assistance or approved national service positions under this subtitle to establish, if consistent with the purposes of the program, an intergenerational component of the program that combines students, out-of-school youths, and older adults as participants to provide services to address unmet human, educational, environmental, or public safety needs.

(c) National service priorities

(1) Establishment

(A) By Corporation

In order to concentrate national efforts on meeting certain unmet human, educational, environmental, or public safety needs and to achieve the other purposes of this chapter, the Corporation shall establish, and after reviewing the strategic plan approved under section 12651b(g)(1) of this title, periodically alter priorities as appropriate regarding the types of national service programs to be assisted under subsection (b) or (d) of section 12581 of this title and the purposes for which such assistance may be used.

(B) By States

Consistent with paragraph (4), States shall establish, and through the national service plan process described in section 12638(e)(1) of this title, periodically alter priorities as appropriate regarding the national service programs to be assisted under section 12581(a)(1) of this title. The State priorities shall be subject to Corporation review as part of the application process under section 12582 of this title.

(2) Notice to applicants

The Corporation shall provide advance notice to potential applicants of any national service priorities to be in effect under this subsection for a fiscal year. The notice shall specifically include--

(A) a description of any alteration made in the priorities since the previous notice; and

(B) a description of the national service programs that are designated by the Corporation under section 12585(d)(2) of this title as eligible for priority consideration in the next competitive distribution of assistance under section 12571(a) of this title.

(3) Regulations

The Corporation shall by regulation establish procedures to ensure the equitable treatment of national service programs that--

(A) receive funding under this subtitle for multiple years; and

(B) would be adversely affected by annual revisions in such national service priorities.

(4) Application to subgrants

Any national service priorities established by the Corporation under this subsection shall also be used by each recipient of funds under section 12571(a) of this title that uses any portion of the assistance to conduct a grant program to support other national service programs.

SEC. 123. [42 U.S.C. 12573] Types of national service positions eligible for approval for national service educational awards

The Corporation may approve of any of the following service positions as an approved national service position that includes the national service educational award described in subtitle D of this subchapter as one of the benefits to be provided for successful service in the position:

(1) A position for a participant in a national service program described in section 12572(a) of this title that receives assistance under subsection (a) or (b) of section 12571 of this title.

(2) A position for a participant in a program that--

(A) is carried out by a State, a subdivision of a State, an Indian tribe, a public or private nonprofit organization, an institution of higher education, or a Federal agency; and

(B) would be eligible to receive assistance under section 12571(a) of this title, based on criteria established by the Corporation, but has not applied for such assistance.

(3) A position involving service as a VISTA volunteer under title I of the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4951 et seq.).

(4) A position facilitating service-learning in a program described in section 12572(a)(3) of this title that is eligible for assistance under part I of subtitle B of this subchapter.

(5) A position for a participant in the Civilian Community Corps under subtitle E of this subchapter.

(6) A position involving service as a crew leader in a youth corps program or a similar position supporting a national service program that receives an approved national service position.

(7) Such other national service positions as the Corporation considers to be appropriate.

SEC. 124. [42 U.S.C. 12574] Types of program assistance

(a) Planning assistance

The Corporation may provide assistance under section 12571 of this title to a qualified applicant that submits an application under section 12582 of this title for the planning of a national service program. Assistance provided in accordance with this subsection may cover a period of not more than 1 year.

(b) Operational assistance

The Corporation may provide assistance under section 12571 of this title to a qualified applicant that submits an application under section 12582 of this title for the establishment, operation, or expansion of a national service program. Assistance provided in accordance with this subsection may cover a period of not more than 3 years, but may be renewed by the Corporation upon consideration of a new application under section 12582 of this title.

(c) Replication assistance

The Corporation may provide assistance under section 12571 of this title to a qualified applicant that submits an application under section 12582 of this title for the expansion of a proven national service program to another geographical location. Assistance provided in accordance with this subsection may cover a period of not more than 3 years, but may be renewed by the Corporation upon consideration of a new application under section 12582 of this title.

(d) Application to subgrants

The requirements of this section shall apply to any State or other applicant receiving assistance under section 12571 of this title that proposes to conduct a grant program using the assistance to support other national service programs.

SEC. 125. [42 U.S.C. 12575] Training and technical assistance

(a) Training programs

The Corporation may conduct, directly or by grant or contract, appropriate training programs regarding national service in order to--

(1) improve the ability of national service programs assisted under section 12571 of this title to meet human, educational, environmental, or public safety needs in communities--

(A) where services are needed most; and

(B) where programs do not exist, or are too limited to meet community needs, as of the date on which the Corporation makes the grant or enters into the contract;

(2) promote leadership development in such programs;

(3) improve the instructional and programmatic quality of such programs to build an ethic of civic responsibility;

(4) develop the management and budgetary skills of program operators;

(5) provide for or improve the training provided to the participants in such programs; and

(6) encourage national service programs to adhere to risk management procedures, including the training of participants in appropriate risk management practices.

(b) Technical assistance

To the extent appropriate and necessary, the Corporation shall make technical assistance available to States, Indian tribes, labor organizations, organizations operated by young adults, organizations serving economically disadvantaged individuals, and other entities described in section 12571 of this title that desire--

(1) to develop national service programs; or

(2) to apply for assistance under such section or under a grant program conducted using assistance provided under such section.

SEC. 126. [45 U.S.C. 12576] Other special assistance

(a) Support for State Commissions

(1) Grants authorized

From amounts appropriated for a fiscal year pursuant to the authorization of appropriation in section 12681(a)(4) of this title, the Corporation may make a grant in an amount between \$125,000 and \$750,000 to a State to assist the State to establish or operate the State Commission on National and Community Service required to be established by the State under section 12638 of this title.

(2) Limitation on amount of grants

Notwithstanding the amounts specified in paragraph (1), the amount of a grant that may be provided to a State Commission under this subsection, together with other Federal funds available to establish or operate the State Commission, may not exceed--

(A) 85 percent of the total cost to establish or operate the State Commission for the first year for which the State Commission receives assistance under this subsection; and

(B) such smaller percentage of such cost as the Corporation may establish for the second, third, and fourth years of such assistance in order to ensure that the Federal share does not exceed 50 percent of such costs for the fifth year, and any subsequent year, for which the State Commission receives assistance under this subsection.

(b) Disaster service

The Corporation may undertake activities, including activities carried out through part A of title I of the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4951 et seq.), to involve in disaster relief efforts youth corps programs described in section 12572(a)(2) of this title and other programs that receive assistance under the national service laws.

(c) Challenge grants for national service programs

(1) Assistance authorized

The Corporation may make challenge grants under this subsection to national service programs that receive assistance under section 12571 of this title.

(2) Selection criteria

The Corporation shall develop criteria for the selection of recipients of challenge grants under this subsection, so as to make the grants widely available to a variety of programs that--

(A) are high-quality national service programs; and

(B) are carried out by entities with demonstrated experience in establishing and implementing projects that provide benefits to participants and communities.

(3) Amount of assistance

A challenge grant under this subsection may provide not more than \$1 of assistance under this subsection for each \$1 in cash raised by the national service program from private sources in excess of amounts required to be provided by the program to satisfy matching funds requirements under section 12571(e) of this title. The Corporation shall establish a ceiling on the amount of assistance that may be provided to a national service program under this subsection.

PART II--APPLICATION AND APPROVAL PROCESS

SEC. 129. [42 U.S.C. 12581] Provision of assistance and approved national service positions by competitive and other means

(a) Allotments of assistance and approved positions to States and Indian tribes

(1) 33 1/3 percent allotment of assistance to certain States

Of the funds allocated by the Corporation for provision of assistance under subsections (a) and (b) of section 12571 of this title for a fiscal year, the Corporation shall make a grant under section 12571(a) of this title (and a corresponding allotment of approved national service positions) to each of the several States, the District of Columbia, and the Commonwealth of Puerto Rico that has an application approved by the Corporation under section 12585 of this title. The amount allotted as a grant to each such State under this paragraph for a fiscal year shall be equal to the amount that bears the same ratio to 33 1/3 percent of the allocated funds for that fiscal year as the population of the State bears to the total population of the several States, the District of Columbia, and the Commonwealth of Puerto Rico.

(2) One percent allotment for certain territories and possessions

Of the funds allocated by the Corporation for provision of assistance under subsections (a) and (b) of section 12571 of this title for a fiscal year, the Corporation shall reserve 1 percent of the allocated funds for grants under section 12571(a) of this title to the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands upon approval of an application by the Corporation under section 12585 of this title. Palau shall also be eligible for a grant under this paragraph from the allotment until such time as the Compact of Free Association with Palau is ratified. The amount allotted as a grant to each such territory or possession under this paragraph for a fiscal year shall be equal to the amount that bears the same ratio to 1 percent of the allocated funds for that fiscal year as the population of the territory or possession bears to the total population of such territories and possessions.

(3) One percent allotment for Indian tribes

Of the funds allocated by the Corporation for provision of assistance under subsections (a) and (b) of section 12571 of this title for a fiscal year, the Corporation shall reserve 1 percent of the allocated funds for grants under section 12571(a) of this title to Indian tribes, to be allotted by the Corporation on a competitive basis in accordance with their respective needs.

(4) Effect of failure to apply

If a State or Indian tribe fails to apply for, or fails to give notice to the Corporation of its intent to apply for, an allotment under this subsection, the Corporation shall use the amount that would have been allotted under this subsection to the State or Indian tribe--

(A) to make grants (and provide approved national service positions in connection with such grants) to other eligible entities under section 12571 of this title that propose to carry out national service programs in the State or on behalf of the Indian tribe; and

(B) after making grants under subparagraph (A), to make a reallocation to other States and Indian tribes with approved applications under section 12582 of this title.

(b) Reservation of approved positions

The Corporation shall ensure that each individual selected during a fiscal year for assignment as a VISTA volunteer under title I of the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4951 et seq.) or as a participant in the Civilian Community Corps Demonstration Program under subtitle E of this subchapter shall receive the national service educational award described in subtitle D of this subchapter if the individual satisfies the eligibility requirements for the award. Funds for approved national service positions required by this paragraph for a fiscal year shall be deducted from the total funding for approved national service positions to be available for distribution under subsections (a) and (d) of this section for that fiscal year.

(c) Reservation for special assistance

From amounts appropriated for a fiscal year pursuant to the authorization of appropriation in section 12681(a)(2) of this title, and subject to the limitation in such section, the Corporation may reserve such amount as the Corporation considers to be appropriate for the purpose of making assistance available under sections 12575 and 12576 of this title. The Corporation may not reserve more than \$10,000,000 for a fiscal year for disaster service under subsection (b) of section 12576 of this title or challenge grants under subsection (c) of such section.

(d) Competitive distribution of remaining funds

(1) State competition

Of the funds allocated by the Corporation for provision of assistance under subsections (a) and (b) of section 12571 of this title for a fiscal year, the Corporation shall use not less than 33 1/3 percent of the allocated funds to make grants to States on a competitive basis under section 12571(a) of this title.

(2) Federal agencies and other applicants

The Corporation shall distribute on a competitive basis to subdivisions of States, Indian tribes, public or private nonprofit organizations (including labor organizations), institutions of higher education, and Federal agencies the remainder of the funds allocated by the Corporation for provision of assistance under section 12571 of this title for a fiscal year, after operation of paragraph (1) and subsections (a) and (c) of this section.

(3) Limitation on distribution to Federal agencies

The Corporation may not provide more than 1/3 of the funds available for competitive distribution under paragraph (2) for a fiscal year to Federal agencies under section 12571(b) of this title.

(4) Priority limitations

The Corporation may limit the categories of eligible applicants for assistance under paragraph (2) consistent with the priorities established by the Corporation under section 12585(d)(2) of this title.

(5) Reservation of funds for supplemental and outreach grants

(A) Reservation

From amounts appropriated for a fiscal year pursuant to the authorization of appropriation in section 12681(a)(2) of this title, and subject to the limitation in such section, the Chief Executive Officer shall reserve an amount that is not less than 1 percent of such amounts (except that the amount reserved may not exceed \$5,000,000), in order to make supplemental grants as provided in subparagraph (B) and outreach grants as provided in subparagraph (C). The amount reserved pursuant to this paragraph shall be available until expended.

(B) Grants to assist entities in placing applicants who are individuals with a disability

(i) In general

The Chief Executive Officer shall make grants from a portion of the funds reserved under subparagraph (A) to entities that--

(I) receive a grant to carry out a national service program under paragraph (1) or (2);

(II) demonstrate that the entity has received a substantial number of applications for placement in the national service program of persons who are individuals with a disability and who require a reasonable accommodation (as defined in section 12111(9) of this title), or auxiliary aids and services (as defined in section 12102(1) of this title), in order to perform national service; and

(III) demonstrate that additional funding would assist the national service program in placing a substantial number of such individuals with a disability as participants in projects carried out through the program.

(ii) Requirements

Funds made available through such a supplemental grant under clause (i) shall be made available for the same purposes, and subject to the same requirements, as funds made available through a grant made under paragraph (1) or (2).

(C) Grants for outreach to individuals with a disability

(i) In general

From the portion of the funds reserved under subparagraph (A) that is not used to make grants under subparagraph (B), the Chief Executive Officer shall make grants to public or private nonprofit organizations to pay for the Federal share described in section 12571(e) of this title of--

(I) providing information about the programs specified in section 12651d(b)(10) of this title to such individuals with a disability who desire to perform national service; and

(II) enabling the individuals to participate in activities carried out through such programs, which may include assisting the placement of the individuals in approved national service positions.

(ii) Application

To be eligible to receive a grant under this subparagraph, an organization described in clause (i) shall submit an application to the Chief Executive Officer at such time, in such manner, and containing such information as the Chief Executive Officer may require.

(e) Application required

The allotment of assistance and approved national service positions to a State or Indian tribe under subsection (a) of this section, and the competitive distribution of assistance under subsection (d) of this section, shall be made by the Corporation only pursuant to an application submitted by a State or other applicant under section 12582 of this title and approved by the Corporation under section 12585 of this title.

(f) Approval of positions subject to available funds

The Corporation may not approve positions as approved national service positions under this subtitle for a fiscal year in excess of the number of such positions for which the Corporation has

sufficient available funds in the National Service Trust for that fiscal year, taking into consideration funding needs for national service educational awards under subtitle D of this subchapter based on completed service. If appropriations are insufficient to provide the maximum allowable national service educational awards under subtitle D for this subchapter for all eligible participants, the Corporation is authorized to make necessary and reasonable adjustments to program rules.

(g) Sponsorship of approved national service positions

(1) Sponsorship authorized

The Corporation may enter into agreements with persons or entities who offer to sponsor national service positions for which the person or entity will be responsible for supplying the funds necessary to provide a national service educational award. The distribution of these approved national service positions shall be made pursuant to the agreement, and the creation of these positions shall not be taken into consideration in determining the number of approved national service positions to be available for distribution under this section.

(2) Deposit of contribution

Funds provided pursuant to an agreement under paragraph (1) and any other funds contributed to the Corporation to support the activities of the Corporation under the national service laws shall be deposited in the National Service Trust established in section 12601 of this title until such time as the funds are needed.

SEC. 130. [42 U.S.C. 12582] Application for assistance and approved national service positions

(a) Time, manner, and content of application

To be eligible to receive assistance under section 12571 of this title or approved national service positions for participants who serve in the national service programs to be carried out using the assistance, a State, subdivision of a State, Indian tribe, public or private nonprofit organization, institution of higher education, or Federal agency shall prepare and submit to the Corporation an application at such time, in such manner, and containing such information as the Corporation may reasonably require.

(b) Types of permissible application information

In order to have adequate information upon which to consider an application under section 12585 of this title, the Corporation may require the following information to be provided in an application submitted under subsection (a) of this section:

(1) A description of the national service programs proposed to be carried out directly by the applicant using assistance provided under section 12571 of this title.

(2) A description of the national service programs that are selected by the applicant to receive a grant using assistance requested under section 12571 of this title and a description of the process and criteria by which the programs were selected.

(3) A description of other funding sources to be used, or sought to be used, for the national service programs referred to in paragraphs (1) and (2), and, if the application is submitted for the purpose of seeking a renewal of assistance, a description of the success of the programs in reducing their reliance on Federal funds.

(4) A description of the extent to which the projects to be conducted using the assistance will address unmet human, educational, environmental, or public safety needs and produce a direct benefit for the community in which the projects are performed.

(5) A description of the plan to be used to recruit participants, including youth who are individuals with disabilities and economically disadvantaged young men and women, for the national service programs referred to in paragraphs (1) and (2).

(6) A description of the manner in which the national service programs referred to in paragraphs (1) and (2) build on existing programs, including Federal programs.

(7) A description of the manner in which the national service programs referred to in paragraphs (1) and (2) will involve participants--

(A) in projects that build an ethic of civic responsibility and produce a positive change in the lives of participants through training and participation in meaningful service experiences and opportunities for reflection on such experiences; and

(B) in leadership positions in implementing and evaluating the program.

(8) Measurable goals for the national service programs referred to in paragraphs (1) and (2), and a strategy to achieve such goals, in terms of--

(A) the impact to be made in meeting unmet human, educational, environmental, or public safety needs; and

(B) the service experience to be provided to participants in the programs.

(9) A description of the manner and extent to which the national service programs referred to in paragraphs (1) and (2) conform to the national service priorities established by the Corporation under section 12572(c) of this title.

(10) A description of the past experience of the applicant in operating a comparable program or in conducting a grant program in support of other comparable service programs.

(11) A description of the type and number of proposed service positions in which participants will receive the national service educational award described in subtitle D of this subchapter and a description of the manner in which approved national service positions will be apportioned by the applicant.

(12) A description of the manner and extent to which participants, representatives of the community served, community-based agencies with a demonstrated record of experience in providing services, and labor organizations contributed to the development of the national service programs referred to in paragraphs (1) and (2), including the identity of the individual representing each appropriate labor organization (if any) who was consulted and the nature of the consultation.

(13) Such other information as the Corporation may reasonably require.

(c) Required application information

An application submitted under subsection (a) of this section shall contain the following information:

(1) A description of the jobs or positions into which participants will be placed using the assistance provided under section 12571 of this title, including descriptions of specific tasks to be performed by such participants.

(2) A description of the minimum qualifications that individuals shall meet to become participants in such programs.

(d) Application to receive only approved national service positions

(1) Applicability of subsection

This subsection shall apply in the case of an application in which--

(A) the applicant is not seeking assistance under subsection (a) or (b) of section 12571 of this title, but requests national service educational awards for individuals serving in service positions described in section 12573 of this title; or

(B) the applicant requests national service educational awards for service positions described in section 12573 of this title, but the positions are not positions in a national service program described in section 12572(a) of this title for which assistance may be provided under subsection (a) or (b) of section 12571 of this title.

(2) Special application requirements

For the applications described in paragraph (1), the Corporation shall establish special application requirements in order to determine--

(A) whether the service positions meet unmet human, educational, environmental, or public safety needs and meet the criteria for assistance under this subtitle; and

(B) whether the Corporation should approve the positions as approved national service positions.

(e) Special rule for State applicants

(1) Submission by State Commission

The application of a State for approved national service positions or for a grant under section 12571(a) of this title shall be submitted by the State Commission.

(2) Competitive selection

The application of a State shall contain an assurance that all assistance provided under section 12571(a) of this title to the State will be used to support national service programs that were selected by the State on a competitive basis. In making such competitive selections, the State shall seek to ensure the equitable allocation within the State of assistance and approved national service positions provided under this subtitle to the State taking into consideration such factors as the location of the programs applying to the State, population density, and economic distress.

(3) Assistance to non-state entities

The application of a State shall also contain an assurance that not less than 60 percent of the assistance will be used to make grants in support of national service programs other than national service programs carried out by a State agency. The Corporation may permit a State to deviate from

the percentage specified by this subsection if the State has not received a sufficient number of acceptable applications to comply with the percentage.

(f) Special rule for certain applicants

(1) Written concurrence

In the case of a program applicant that proposes to also serve as the service sponsor, the application shall include the written concurrence of any local labor organization representing employees of the service sponsor who are engaged in the same or substantially similar work as that proposed to be carried out.

(2) "Program applicant" defined

For purposes of this subsection, the term "program applicant" means--

(A) a State, subdivision of a State, Indian tribe, public or private nonprofit organization, institution of higher education, or Federal agency submitting an application under this section; or

(B) an entity applying for assistance or approved national service positions through a grant program conducted using assistance provided to a State, subdivision of a State, Indian tribe, public or private nonprofit organization, institution of higher education, or Federal agency under section 12571 of this title.

(g) Limitation on same project in multiple applications

The Corporation shall reject an application submitted under this section if a project proposed to be conducted using assistance requested by the applicant is already described in another application pending before the Corporation.

SEC. 131. [42 U.S.C. 12583] National service program assistance requirements

(a) Impact on communities

An application submitted under section 12582 of this title shall include an assurance by the applicant that any national service program carried out by the applicant using assistance provided under section 12571 of this title and any national service program supported by a grant made by the applicant using such assistance will--

(1) address unmet human, educational, environmental, or public safety needs through services that provide a direct benefit to the community in which the service is performed; and

(2) comply with the nonduplication and nondisplacement requirements of section 12637 of this title and the grievance procedure requirements of section 12636(f) of this title.

(b) Impact on participants

An application submitted under section 12582 of this title shall also include an assurance by the applicant that any national service program carried out by the applicant using assistance provided under section 12571 of this title and any national service program supported by a grant made by the applicant using such assistance will--

(1) provide participants in the national service program with the training, skills, and knowledge necessary for the projects that participants are called upon to perform;

(2) provide support services to participants, such as the provision of appropriate information and support--

(A) to those participants who are completing a term of service and making the transition to other educational and career opportunities; and

(B) to those participants who are school dropouts in order to assist those participants in earning the equivalent of a high school diploma; and

(3) provide, if appropriate, structured opportunities for participants to reflect on their service experiences.

(c) Consultation

An application submitted under section 12582 of this title shall also include an assurance by the applicant that any national service program carried out by the applicant using assistance provided under section 12571 of this title and any national service program supported by a grant made by the applicant using such assistance will--

(1) provide in the design, recruitment, and operation of the program for broad-based input from--

(A) the community served and potential participants in the program; and

(B) community-based agencies with a demonstrated record of experience in providing services and local labor organizations representing employees of service sponsors, if these entities exist in the area to be served by the program;

(2) prior to the placement of participants, consult with the appropriate local labor organization, if any, representing employees in the area who are engaged in the same or similar work as that proposed to be carried out by such program to ensure compliance with the nondisplacement requirements specified in section 12637 of this title; and

(3) in the case of a program that is not funded through a State, consult with and coordinate activities with the State Commission for the State in which the program operates.

(d) Evaluation and performance goals

(1) In general

An application submitted under section 12582 of this title shall also include an assurance by the applicant that the applicant will--

(A) arrange for an independent evaluation of any national service program carried out using assistance provided to the applicant under section 12571 of this title or, with the approval of the Corporation, conduct an internal evaluation of the program;

(B) apply measurable performance goals and evaluation methods (such as the use of surveys of participants and persons served), which are to be used as part of such evaluation to determine the impact of the program--

(i) on communities and persons served by the projects performed by the program;

(ii) on participants who take part in the projects; and

(iii) in such other areas as the Corporation may require; and

(C) cooperate with any evaluation activities undertaken by the Corporation.

(2) Evaluation

Subject to paragraph (3), the Corporation shall develop evaluation criteria and performance goals applicable to all national service programs carried out with assistance provided under section 12571 of this title.

(3) Alternative evaluation requirements

The Corporation may establish alternative evaluation requirements for national service programs based upon the amount of assistance received under section 12571 of this title or received by a grant made by a recipient of assistance under such section. The determination of whether a national service program is covered by this paragraph shall be made in such manner as the Corporation may prescribe.

(e) Living allowances and other inservice benefits

Except as provided in section 12594(c) of this title, an application submitted under section 12582 of this title shall also include an assurance by the applicant that the applicant will--

(1) ensure the provision of a living allowance and other benefits specified in section 12594 of this title to participants in any national service program carried out by the applicant using assistance provided under section 12571 of this title; and

(2) require that each national service program that receives a grant from the applicant using such assistance will also provide a living allowance and other benefits specified in section 12594 of this title to participants in the program.

(f) Selection of participants from individuals recruited by Corporation or State Commissions

The Corporation may also require an assurance by the applicant that any national service program carried out by the applicant using assistance provided under section 12571 of this title and any national service program supported by a grant made by the applicant using such assistance will select a portion of the participants for the program from among prospective participants recruited by the Corporation or State Commissions under section 12592(d) of this title. The Corporation may specify a minimum percentage of participants to be selected from the national leadership pool established under section 12592(e) of this title and may vary the percentage for different types of national service programs.

SEC. 132. [42 U.S.C. 12584] Ineligible service categories

(a) In general

Except as provided in subsection (b) of this section, an application submitted to the Corporation under section 12582 of this title shall include an assurance by the applicant that any national service program carried out using assistance provided under section 12571 of this title and any approved national service position provided to an applicant will not be used to perform service that provides a direct benefit to any--

(1) business organized for profit;

(2) labor union;

(3) partisan political organization;

(4) organization engaged in religious activities, unless such service does not involve the use of assistance provided under section 12571 of this title or participants--

(A) to give religious instruction;

(B) to conduct worship services;

(C) to provide instruction as part of a program that includes mandatory religious education or worship;

(D) to construct or operate facilities devoted to religious instruction or worship or to maintain facilities primarily or inherently devoted to religious instruction or worship; or

(E) to engage in any form of proselytization; or

(5) nonprofit organization that fails to comply with the restrictions contained in section 501(c) of Title 26, except that nothing in this section shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative.

(b) Regional Corporation

The requirement of subsection (a) of this section relating to an assurance regarding direct benefits to businesses organized for profit shall not apply with respect to a Regional Corporation, as defined in section 3(g) of the Alaska Native Claims Settlement Act (43 U.S.C. 1602(g)), that is established in accordance with such Act [43 U.S.C.A. § 1601 et seq.] as a for-profit corporation but that is engaging in nonprofit activities.

SEC. 133. [42 U.S.C. 12585] Consideration of applications

(a) Corporation consideration of certain criteria

The Corporation shall apply the criteria described in subsections (c) and (d) of this section in determining whether--

(1) to approve an application submitted under section 12582 of this title and provide assistance under section 12571 of this title to the applicant; and

(2) to approve service positions described in the application as national service positions that include the national service educational award described in subtitle D of this subchapter and provide such approved national service positions to the applicant.

(b) Application to subgrants

(1) In general

A State or other entity that uses assistance provided under section 12571(a) of this title to support national service programs selected on a competitive basis to receive a share of the assistance shall use

the criteria described in subsections (c) and (d) of this section when considering an application submitted by a national service program to receive a portion of such assistance or an approved national service position.

(2) Contents

The application of the State or other entity under section 12582 of this title shall contain--

(A) a certification that the State or other entity used these criteria in the selection of national service programs to receive assistance;

(B) a description of the jobs or positions into which participants will be placed using such assistance, including descriptions of specific tasks to be performed by such participants; and

(C) a description of the minimum qualifications that individuals shall meet to become participants in such programs.

(c) Assistance criteria

The criteria required to be applied in evaluating applications submitted under section 12582 of this title are as follows:

(1) The quality of the national service program proposed to be carried out directly by the applicant or supported by a grant from the applicant.

(2) The innovative aspects of the national service program, and the feasibility of replicating the program.

(3) The sustainability of the national service program, based on evidence such as the existence--

(A) of strong and broad-based community support for the program; and

(B) of multiple funding sources or private funding for the program.

(4) The quality of the leadership of the national service program, the past performance of the program, and the extent to which the program builds on existing programs.

(5) The extent to which participants of the national service program are recruited from among residents of the communities in which projects are to be conducted, and the extent to which participants and community residents are involved in the design, leadership, and operation of the program.

(6) The extent to which projects would be conducted in the following areas where they are needed most:

(A) Communities designated as empowerment zones or redevelopment areas, targeted for special economic incentives, or otherwise identifiable as having high concentrations of low-income people.

(B) Areas that are environmentally distressed.

(C) Areas adversely affected by Federal actions related to the management of Federal lands that result in significant regional job losses and economic dislocation.

(D) Areas adversely affected by reductions in defense spending or the closure or realignment of military installations.

(E) Areas that have an unemployment rate greater than the national average unemployment for the most recent 12 months for which satisfactory data are available.

(7) In the case of applicants other than States, the extent to which the application is consistent with the application under section 12582 of this title of the State in which the projects would be conducted.

(8) Such other criteria as the Corporation considers to be appropriate.

(d) Other considerations

(1) Geographic diversity

The Corporation shall ensure that recipients of assistance provided under section 12571 of this title are geographically diverse and include projects to be conducted in those urban and rural areas in a State with the highest rates of poverty.

(2) Priorities

The Corporation may designate, under such criteria as may be established by the Corporation, certain national service programs or types of national service programs described in section 12572(a) of this title for priority consideration in the competitive distribution of funds under section 12581(d)(2) of this title. In designating national service programs to receive priority, the Corporation may include--

(A) national service programs carried out by another Federal agency;

(B) national service programs that conform to the national service priorities in effect under section 12572(c) of this title;

(C) innovative national service programs;

(D) national service programs that are well established in one or more States at the time of the application and are proposed to be expanded to additional States using assistance provided under section 12571 of this title;

(E) grant programs in support of other national service programs if the grant programs are to be conducted by nonprofit organizations with a demonstrated and extensive expertise in the provision of services to meet human, educational, environmental, or public safety needs;

(F) professional corps programs described in section 12572(a)(8) of this title; and

(G) programs that--

(i) received funding under part D of this subchapter, as in effect on the day before September 21, 1993;

(ii) the Corporation determines to meet the requirements of sections 12572 (other than subsection (g)), 12573, and 12578 through 12580 of this title, as in effect on such day, in addition to the requirements of this subtitle; and

(iii) include an evaluation component.

(3) Additional priority

In making a competitive distribution of funds under section 12581(d)(2) of this title, the Corporation may give priority consideration to a national service program that is--

(A) proposed in an application submitted by a State Commission; and

(B) not one of the types of programs described in paragraph (2),

if the State Commission provides an adequate explanation of the reasons why it should not be a priority of such State to carry out any of such types of programs in the State.

(4) Review panel

The Corporation shall--

(A) establish panels of experts for the purpose of securing recommendations on applications submitted under section 12582 of this title for more than \$250,000 in assistance, or for national service positions that would require more than \$250,000 in national service educational awards; and

(B) consider the opinions of such panels prior to making such determinations.

(e) Emphasis on areas most in need

In making assistance available under section 12571 of this title and in providing approved national service positions under section 12573 of this title, the Corporation shall ensure that not less than 50 percent of the total amount of assistance to be distributed to States under subsections (a) and (d)(1) of section 12581 of this title for a fiscal year is provided to carry out or support national service programs and projects that--

(1) are conducted in any of the areas described subsection (c)(6) of this section or on Federal or other public lands, to address unmet human, educational, environmental, or public safety needs in such areas or on such lands; and

(2) place a priority on the recruitment of participants who are residents of any of such areas or Federal or other public lands.

(f) Rejection of State applications

(1) Notification of State applicants

If the Corporation rejects an application submitted by a State Commission under section 12582 of this title for funds described in section 12581(a)(1) of this title, the Corporation shall promptly notify the State Commission of the reasons for the rejection of the application.

(2) Resubmission and reconsideration

The Corporation shall provide a State Commission notified under paragraph (1) with a reasonable opportunity to revise and resubmit the application. At the request of the State Commission, the Corporation shall provide technical assistance to the State Commission as part of the resubmission process. The Corporation shall promptly reconsider an application resubmitted under this paragraph.

(3) Reallotment

The amount of any State's allotment under section 12581(a) of this title for a fiscal year that the Corporation determines will not be provided for that fiscal year shall be available for distribution by the Corporation as provided in paragraph (3) of such subsection.

PART III--NATIONAL SERVICE PARTICIPANTS

SEC. 137. [42 U.S.C. 12591] Description of participants

(a) In general

For purposes of this subtitle, an individual shall be considered to be a participant in a national service program carried out using assistance provided under section 12571 of this title if the individual--

(1) meets such eligibility requirements, directly related to the tasks to be accomplished, as may be established by the program;

(2) is selected by the program to serve in a position with the program;

(3) will serve in the program for a term of service specified in section 12593 of this title to be performed before, during, or after attendance at an institution of higher education;

(4) is 17 years of age or older at the time the individual begins the term of service;

(5) has received a high school diploma or its equivalent, agrees to obtain a high school diploma or its equivalent (unless this requirement is waived based on an individual education assessment conducted by the program) and the individual did not drop out of an elementary or secondary school to enroll in the program, or is enrolled in an institution of higher education on an ability to benefit basis and is considered eligible for funds under section 1091 of Title 20; and

(6) is a citizen or national of the United States or lawful permanent resident alien of the United States.

(b) Special rules for certain youth programs

An individual shall be considered to be a participant in a youth corps program described in section 12572(a)(2) of this title or a program described in section 12572(a)(9) of this title that is carried out with assistance provided under section 12571(a) of this title if the individual--

(1) satisfies the requirements specified in subsection (a) of this section, except paragraph (4) of such subsection; and

(2) is between the ages of 16 and 25, inclusive, at the time the individual begins the term of service.

(c) Waiver

The Corporation may waive the requirements of subsection (a)(5) of this section of this section with respect to an individual if the program in which the individual seeks to become a participant conducts an independent evaluation demonstrating that the individual is incapable of obtaining a high school diploma or its equivalent.

SEC. 138. [42 U.S.C. 12592] Selection of national service participants

(a) Selection process

Subject to subsections (b) and (c) of this section and section 12583(f) of this title, the actual recruitment and selection of an individual to serve in a national service program receiving assistance under section 12571 of this title or to fill an approved national service position shall be conducted by the State, subdivision of a State, Indian tribe, public or private nonprofit organization, institution of higher education, Federal agency, or other entity to which the assistance and approved national service positions are provided.

(b) Nondiscrimination and nonpolitical selection of participants

The recruitment and selection of individuals to serve in national service programs receiving assistance under section 12571 of this title or to fill approved national service positions shall be consistent with the requirements of section 12635 of this title.

(c) Second term

Acceptance into a national service program to serve a second term of service under section 12593 of this title shall only be available to individuals who perform satisfactorily in their first term of service.

(d) Recruitment and placement

The Corporation and each State Commission shall establish a system to recruit individuals who desire to perform national service and to assist the placement of these individuals in approved national service positions, which may include positions available under Titles I and II of the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4951 et seq.) [42 U.S.C.A. §§ 4951 et seq. and 5000 et seq.]. The Corporation and State Commissions shall disseminate information regarding available approved national service positions through cooperation with secondary schools, institutions of higher education, employment service offices, State vocational rehabilitation agencies within the meaning of the Rehabilitation Act of 1973 (29 U.S.C. 701 et seq.) and other State agencies that primarily serve individuals with disabilities, and other appropriate entities, particularly those organizations that provide outreach to disadvantaged youths and youths who are individuals with disabilities.

(e) National leadership pool

(1) Selection and training

From among individuals recruited under subsection (d) of this section, the Corporation may select individuals with significant leadership potential, as determined by the Corporation, to receive special training to enhance their leadership ability. The leadership training shall be provided by the Corporation directly or through a grant or contract.

(2) Emphasis on certain individuals

In selecting individuals to receive leadership training under this subsection, the Corporation shall make special efforts to select individuals who have served--

(A) in the Peace Corps;

(B) as VISTA volunteers;

(C) as participants in national service programs receiving assistance under section 12571 of this title;

(D) as participants in programs receiving assistance under part D of this subchapter, as in effect on the day before September 21, 1993; or

(E) as members of the Armed Forces of the United States and who were honorably discharged from such service.

(3) Assignment

At the request of a program that receives assistance under the national service laws, the Corporation may assign an individual who receives leadership training under paragraph (1) to work with the program in a leadership position and carry out assignments not otherwise performed by regular participants. An individual assigned to a program shall be considered to be a participant of the program.

(f) Evaluation of service

The Corporation shall issue regulations regarding the manner and criteria by which the service of a participant shall be evaluated to determine whether the service is satisfactory and successful for purposes of eligibility for a second term of service or a national service educational award.

SEC. 139. [42 U.S.C. 12593] Terms of service

(a) In general

As a condition of receiving a national service education award under subtitle D of this subchapter, a participant in an approved national service position shall be required to perform full- or part-time national service for at least one term of service specified in subsection (b) of this section.

(b) Term of service

(1) Full-time service

An individual performing full-time national service in an approved national service position shall agree to participate in the program sponsoring the position for not less than 1,700 hours during a period of not less than 9 months and not more than 1 year.

(2) Part-time service

Except as provided in paragraph (3), an individual performing part-time national service in an approved national service position shall agree to participate in the program sponsoring the position for not less than 900 hours during a period of--

(A) not more than 2 years; or

(B) not more than 3 years if the individual is enrolled in an institute of higher education while performing all or a portion of the service.

(3) Reduction in hours of part-time service

The Corporation may reduce the number of hours required to be served to successfully complete part-time national service to a level determined by the Corporation, except that any reduction in the required term of service shall include a corresponding reduction in the amount of any national service educational award that may be available under subtitle D of this subchapter with regard to that service.

(c) Release from completing term of service

(1) Release authorized

A recipient of assistance under section 12571 of this title or a program sponsoring an approved national service position may release a participant from completing a term of service in the position--

(A) for compelling personal circumstances as demonstrated by the participant; or

(B) for cause.

(2) Effect of release for compelling circumstances

If a participant eligible for release under paragraph (1)(A) is serving in an approved national service position, the recipient of assistance under section 12571 of this title or a program sponsoring an approved national service position may elect--

(A) to grant such release and provide to the participant that portion of the national service educational award corresponding to the portion of the term of service actually completed, as provided in section 12603(c) of this title; or

(B) to permit the participant to temporarily suspend performance of the term of service for a period of up to 2 years (and such additional period as the Corporation may allow for extenuating circumstances) and, upon completion of such period, to allow return to the program with which the individual was serving in order to complete the remainder of the term of service and obtain the entire national service educational award.

(3) Effect of release for cause

A participant released for cause may not receive any portion of the national service educational award.

SEC. 140. [42 U.S.C. 12594] Living allowances for national service participants

(a) Provision of living allowance

(1) Living allowance required

Subject to paragraph (3), a national service program carried out using assistance provided under section 12571 of this title shall provide to each participant who participates on a full-time basis in the program a living allowance in an amount equal to or greater than the average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title.

(2) Limitation on Federal share

The amount of the annual living allowance provided under paragraph (1) that may be paid using assistance provided under section 12571 of this title and using any other Federal funds shall not exceed 85 percent of the total average annual provided to VISTA volunteers under section 4955 of this title.

(3) Maximum living allowance

Except as provided in subsection (c) of this section, the total amount of an annual living allowance that may be provided to a participant in a national service program shall not exceed 200 percent of the average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title.

(4) Proration of living allowance

The amount provided as a living allowance under this subsection shall be prorated in the case of a participant who is authorized to serve a reduced term of service under section 12593(b)(3) of this title.

(5) Waiver or reduction of living allowance

The Corporation may waive or reduce the requirement of paragraph (1) with respect to such national service program if such program demonstrates that--

(A) such requirement is inconsistent with the objectives of the program; and

(B) the amount of the living allowance that will be provided to each full- time participant is sufficient to meet the necessary costs of living (including food, housing, and transportation) in the area in which the program is located.

(6) Exemption

The requirement of paragraph (1) shall not apply to any program that was in existence on September 21, 1993.

(b) Coverage of certain employment-related taxes

To the extent a national service program that receives assistance under section 12571 of this title is subject, with respect to the participants in the program, to the taxes imposed on an employer under sections 3111 and 3301 of Title 26 and taxes imposed on an employer under a workmen's compensation act, the assistance provided to the program under section 12571 of this title shall include an amount sufficient to cover 85 percent of such taxes based upon the lesser of--

(1) the total average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title; and

(2) the annual living allowance established by the program.

(c) Exception from maximum living allowance for certain assistance

A professional corps program described in section 12572(a)(8) of this title that desires to provide a living allowance in excess of the maximum allowance authorized in subsection (a)(3) of this section may still apply for such assistance, except that--

(1) any assistance provided to the applicant under section 12571 of this title may not be used to pay for any portion of the allowance;

(2) the applicant shall apply for such assistance only by submitting an application to the Corporation for assistance on a competitive basis; and

(3) the national service program shall be operated directly by the applicant and shall meet urgent, unmet human, educational, environmental, or public safety needs, as determined by the Corporation.

(d) Health insurance

(1) In general

A State or other recipient of assistance under section 12571 of this title shall provide a basic health care policy for each full-time participant in a national service program carried out or supported using the assistance, if the participant is not otherwise covered by a health care policy. Not more than 85 percent of the cost of a premium shall be provided by the Corporation, with the remaining cost paid by the entity receiving assistance under section 12571 of this title. The Corporation shall establish minimum standards that all plans must meet in order to qualify for payment under this part, any circumstances in which an alternative health care policy may be substituted for the basic health care policy, and mechanisms to prohibit participants from dropping existing coverage.

(2) Option

A State or other recipient of assistance under section 12571 of this title may elect to provide from its own funds a health care policy for participants that does not meet all of the standards established by the Corporation if the fair market value of such policy is equal to or greater than the fair market value of a plan that meets the minimum standards established by the Corporation, and is consistent with other applicable laws.

(e) Child care

(1) Availability

A State or other recipient of assistance under section 12571 of this title shall--

(A) make child care available for children of each full-time participant who needs child care in order to participate in a national service program carried out or supported by the recipient using the assistance; or

(B) provide a child care allowance to each full-time participant in a national service program who needs such assistance in order to participate in the program.

(2) Guidelines

The Corporation shall establish guidelines regarding the circumstances under which child care shall be made available under this subsection and the value of any allowance to be provided.

(f) Individualized support services

A State or other recipient of assistance under section 12571 of this title shall provide reasonable accommodation, including auxiliary aids and services (as defined in section 12102(1) of this title), based on the individualized need of a participant who is a qualified individual with a disability (as defined in section 12111(8) of this title).

(g) Waiver of limitation on Federal share

The Corporation may waive in whole or in part the limitation on the Federal share specified in this section with respect to a particular national service program in any fiscal year if the Corporation determines that such a waiver would be equitable due to a lack of available financial resources at the local level.

(h) Limitation on number of terms of service for federally subsidized living allowance

No national service program may use assistance provided under section 12571 of this title, or any other Federal funds, to provide a living allowance under subsection (a) of this section, a health care policy under subsection (d) of this section, or child care or a child care allowance under subsection (e) of this section, to an individual for a third, or subsequent, term of service described in section 12593(b) of this title by the individual in a national service program carried out under this subtitle.

SEC. 141. [42 U.S.C. 12595] National service educational awards

(a) Eligibility generally

A participant in a national service program carried out using assistance provided to an applicant under section 12571 of this title shall be eligible for the national service educational award described in subtitle D of this subchapter if the participant--

(1) serves in an approved national service position; and

(2) satisfies the eligibility requirements specified in section 12602 of this title with respect to service in that approved national service position.

(b) Special rule for VISTA volunteers

A VISTA volunteer who serves in an approved national service position shall be ineligible for a national service educational award if the VISTA volunteer accepts the stipend authorized under section 4955(a)(1) of this title.

**SUBTITLE D--NATIONAL SERVICE TRUST AND
PROVISION OF NATIONAL SERVICE EDUCATIONAL AWARDS**

SEC. 145. [42 U.S.C. 12601] Establishment of the National Service Trust

(a) Establishment

There is established in the Treasury of the United States an account to be known as the National Service Trust. The Trust shall consist of--

(1) from the amounts appropriated to the Corporation and made available to carry out this subtitle pursuant to section 12681(a)(2) of this title, such amounts as the Corporation may designate to be available for the payment of--

(A) national service educational awards; and

(B) interest expenses pursuant to section 12604(e) of this title;

(2) any amounts received by the Corporation as gifts, bequests, devises, or otherwise pursuant to section 12651g(a)(2) of this title; and

(3) the interest on, and proceeds from the sale or redemption of, any obligations held by the Trust.

(b) Investment of Trust

It shall be the duty of the Secretary of the Treasury to invest in full the amounts appropriated to the Trust. Except as otherwise expressly provided in instruments concerning a gift, bequest, devise, or other donation and agreed to by the Corporation, such investments may be made only in interest-bearing obligations of the United States or in obligations guaranteed as to both principal and interest by the United States. For such purpose, such obligations may be acquired on original issue at the issue price or by purchase of outstanding obligations at the market price. Any obligation acquired by the Trust may be sold by the Secretary at the market price.

(c) Expenditures from Trust

Amounts in the Trust shall be available, to the extent provided for in advance by appropriation, for payments of national service educational awards in accordance with section 12604 of this title.

(d) Reports to Congress on receipts and expenditures

Not later than March 1 of each year, the Corporation shall submit a report to the Congress on the financial status of the Trust during the preceding fiscal year. Such report shall--

(1) specify the amount deposited to the Trust from the most recent appropriation to the Corporation, the amount received by the Corporation as gifts, bequests, devises, or otherwise pursuant to section 12651g(a)(2) of this title during the period covered by the report, and any amounts obtained by the Trust pursuant to subsection (a)(3) of this section;

(2) identify the number of individuals who are currently performing service to qualify, or have qualified, for national service educational awards;

(3) identify the number of individuals whose expectation to receive national service educational awards during the period covered by the report--

(A) has been reduced pursuant to section 12603(c) of this title; or

(B) has lapsed pursuant to section 12602(d) of this title; and

(4) estimate the number of additional approved national service positions that the Corporation will be able to make available under subtitle C of this subchapter on the basis of any accumulated surplus in the Trust above the amount required to provide national service educational awards to individuals identified under paragraph (2), including any amounts available as a result of the circumstances referred to in paragraph (3).

SEC. 146. [42 U.S.C. 12602] Individuals eligible to receive a national service educational award from the Trust

(a) Eligible individuals

An individual shall receive a national service educational award from the National Service Trust if the individual--

(1) successfully completes the required term of service described in subsection (b) of this section in an approved national service position;

(2) was 17 years of age or older at the time the individual began serving in the approved national service position or was an out-of-school youth serving in an approved national service position with a youth corps program described in section 12572(a)(2) of this title or a program described in section 12572(a)(9) of this title;

(3) at the time the individual uses the national service educational award--

(A) has received a high school diploma, or the equivalent of such diploma;

(B) is enrolled at an institution of higher education on the basis of meeting the standard described in paragraph (1) or (2) of subsection (a) of section 1091 of Title 20 and meets the requirements of subsection (a) of such section; or

(C) has received a waiver described in section 12591(c) of this title; and

(4) is a citizen or national of the United States or lawful permanent resident alien of the United States.

(b) Term of service

The term of service for an approved national service position shall not be less than the full- or part-time term of service specified in section 12593(b) of this title.

(c) Limitation on number of terms of service for awards

Although an individual may serve more than 2 terms of service described in subsection (b) of this section in an approved national service position, the individual shall receive a national service educational award from the National Service Trust only on the basis of the first and second of such terms of service.

(d) Time for use of educational award

(1) Seven-year requirement

An individual eligible to receive a national service educational award under this section may not use such award after the end of the 7-year period beginning on the date the individual completes the term of service in an approved national service position that is the basis of the award.

(2) Exception

The Corporation may extend the period within which an individual may use a national service educational award if the Corporation determines that the individual--

(A) was unavoidably prevented from using the national service educational award during the original 7-year period; or

(B) performed another term of service in an approved national service position during that period.

(e) Suspension of eligibility for drug-related offenses

(1) In general

An individual who, after qualifying under this section as an eligible individual, has been convicted under any Federal or State law of the possession or sale of a controlled substance shall not be eligible to receive a national service educational award during the period beginning on the date of such conviction and ending after the interval specified in the following table:

If convicted of:	
The possession of a controlled substance:	Ineligibility period is:
1st conviction	1 year
2nd conviction	2 years
3rd conviction	indefinite
The sale of a controlled substance:	
1st conviction	2 years
2nd conviction	indefinite

(2) Rehabilitation

An individual whose eligibility has been suspended under paragraph (1) shall resume eligibility before the end of the period determined under such paragraph if the individual satisfactorily completes a drug rehabilitation program that complies with such criteria as the Corporation shall prescribe for purposes of this paragraph.

(3) First convictions

An individual whose eligibility has been suspended under paragraph (1) and is convicted of a first offense may resume eligibility before the end of the period determined under such paragraph if the individual demonstrates that he or she has enrolled or been accepted for enrollment in a drug rehabilitation program described in paragraph (2).

(4) "Controlled substance" defined

As used in this subsection, the term "controlled substance" has the meaning given in section 802(6) of Title 21.

(5) Effective date

This subsection shall be effective upon publication by the Corporation in the Federal Register of criteria prescribed under paragraph (2).

(f) Authority to establish demonstration programs

The Corporation may establish by regulation demonstration programs for the creation and evaluation of innovative volunteer and community service programs.

SEC. 147. [42 U.S.C. 12603] Determination of amount of national service educational award

(a) Amount for full-time national service

Except as provided in subsection (c) of this section, an individual described in section 12602(a) of this title who successfully completes a required term of full-time national service in an approved national service position shall receive a national service educational award having a value, for each of not more than 2 of such terms of service, equal to 90 percent of--

(1) one-half of an amount equal to the aggregate basic educational assistance allowance provided in section 3015(b)(1) of Title 38 (as in effect on July 28, 1993), for the period referred to in section 3013(a)(1) of Title 38 (as in effect on July 28, 1993), for a member of the Armed Forces who is entitled to such an allowance under section 3011 of Title 38 and whose initial obligated period of active duty is 2 years; less

(2) one-half of the aggregate basic contribution required to be made by the member in section 3011(b) of Title 38 (as in effect on July 28, 1993).

(b) Amount for part-time national service

Except as provided in subsection (c) of this section, an individual described in section 12602(a) of this title who successfully completes a required term of part-time national service in an approved national service position shall receive a national service educational award having a value, for each of not more than 2 of such terms of service, equal to 50 percent of value of the national service educational award determined under subsection (a) of this section.

(c) Award for partial completion of service

If an individual serving in an approved national service position is released in accordance with section 12593(c)(1)(A) of this title from completing the full-time or part-time term of service agreed to by the individual, the Corporation may provide the individual with that portion of the national service educational award approved for the individual that corresponds to the quantity of the term of service actually completed by the individual.

SEC. 148. [42 U.S.C. 12604] Disbursement of national service educational awards

(a) In general

Amounts in the Trust shall be available--

(1) to repay student loans in accordance with subsection (b) of this section;

(2) to pay all or part of the cost of attendance at an institution of higher education in accordance with subsection (c) of this section;

(3) to pay expenses incurred in participating in an approved school-to-work program in accordance with subsection (d) of this section; and

(4) to pay interest expenses in accordance with regulations prescribed pursuant to subsection (e) of this section.

(b) Use of educational award to repay outstanding student loans

(1) Application by eligible individuals

An eligible individual under section 12602 of this title who desires to apply the national service educational award of the individual to the repayment of qualified student loans shall submit, in a manner prescribed by the Corporation, an application to the Corporation that--

(A) identifies, or permits the Corporation to identify readily, the holder or holders of such loans;

(B) indicates, or permits the Corporation to determine readily, the amounts of principal and interest outstanding on the loans;

(C) specifies, if the outstanding balance is greater than the amount disbursed under paragraph (2), which of the loans the individual prefers to be paid by the Corporation; and

(D) contains or is accompanied by such other information as the Corporation may require.

(2) Disbursement of repayments

Upon receipt of an application from an eligible individual of an application that complies with paragraph (1), the Corporation shall, as promptly as practicable consistent with paragraph (5), disburse the amount of the national service educational award that the eligible individual has earned. Such disbursement shall be made by check or other means that is payable to the holder of the loan and requires the endorsement or other certification by the eligible individual.

(3) Application of disbursed amounts

If the amount disbursed under paragraph (2) is less than the principal and accrued interest on any qualified student loan, such amount shall be applied according to the specified priorities of the individual.

(4) Reports by holders

Any holder receiving a loan payment pursuant to this subsection shall submit to the Corporation such information as the Corporation may require to verify that such payment was applied in accordance with this subsection and any regulations prescribed to carry out this subsection.

(5) Notification of individual

The Corporation upon disbursing the national service educational award, shall notify the individual of the amount paid for each outstanding loan and the date of payment.

(6) Authority to aggregate payments

The Corporation may, by regulation, provide for the aggregation of payments to holders under this subsection.

(7) "Qualified student loans" defined

As used in this subsection, the term "qualified student loans" means--

(A) any loan made, insured, or guaranteed pursuant to title IV of the Higher Education Act of 1965 (20 U.S.C. 1070 et seq. [and 42 U.S.C.A. § 2751 et seq.]), other than a loan to a parent of a student pursuant to section 428B of such Act (20 U.S.C. 1078-2); and

(B) any loan made pursuant to title VII or VIII of the Public Health Service Act [42 U.S.C.A. § 292 et seq., § 296 et seq.].

(8) "Holder" defined

As used in this subsection, the term "holder" with respect to any eligible loan means the original lender or, if the loan is subsequently sold, transferred, or assigned to some other person, and such other person acquires a legally enforceable right to receive payments from the borrower, such other person.

(c) Use of educational awards to pay current educational expenses

(1) Application by eligible individual

An eligible individual under section 12602 of this title who desires to apply the individual's national service educational award to the payment of current full-time or part-time educational expenses shall, on a form prescribed by the Corporation, submit an application to the institution of higher education in which the student will be enrolled that contains such information as the Corporation may require to verify the individual's eligibility.

(2) Submission of requests for payment by institutions

An institution of higher education that receives one or more applications that comply with paragraph (1) shall submit to the Corporation a statement, in a manner prescribed by the Corporation, that--

(A) identifies each eligible individual filing an application under paragraph (1) for a disbursement of the individual's national service educational award under this subsection;

(B) specifies the amounts for which such eligible individuals are, consistent with paragraph (6), qualified for disbursement under this subsection;

(C) certifies that--

(i) the institution of higher education has in effect a program participation agreement under section 487 of the Higher Education Act of 1965 (20 U.S.C. 1094);

(ii) the institution's eligibility to participate in any of the programs under Title IV of such Act (20 U.S.C. 1070 et seq. [and 42 U.S.C.A. § 2751 et seq.]) has not been limited, suspended, or terminated; and

(iii) individuals using national service educational awards received under this subtitle to pay for educational costs do not comprise more than 15 percent of the total student population of the institution; and

(D) contains such provisions concerning financial compliance as the Corporation may require.

(3) Disbursement of payments

Upon receipt of a statement from an institution of higher education that complies with paragraph (2), the Corporation shall, subject to paragraph (4), disburse the total amount of the national service educational awards for which eligible individuals who have submitted applications to that institution under paragraph (1) are scheduled to receive. Such disbursement shall be made by check or other means that is payable to the institution and requires the endorsement or other certification by the eligible individual.

(4) Multiple disbursements required

The total amount required to be disbursed to an institution of higher education under paragraph (3) for any period of enrollment shall be disbursed by the Corporation in 2 or more installments, none of which exceeds 1/2 of such total amount. The interval between the first and second such installment shall not be less than 1/2 of such period of enrollment, except as necessary to permit the second installment to be paid at the beginning of the second semester, quarter, or similar subtitle of such period of enrollment.

(5) Refund rules

The Corporation shall, by regulation, provide for the refund to the Corporation (and the crediting to the national service educational award of an eligible individual) of amounts disbursed to institutions for the benefit of eligible individuals who withdraw or otherwise fail to complete the period of enrollment for which the assistance was provided. Such regulations shall be consistent with the fair and equitable refund policies required of institutions pursuant to section 484B of the Higher Education Act of 1965 (20 U.S.C. 1091b). Amounts refunded to the Trust pursuant to this paragraph may be used by the Corporation to fund additional approved national service positions under subtitle C of this subchapter.

(6) Maximum award

The portion of an eligible individual's total available national service educational award that may be disbursed under this subsection for any period of enrollment shall not exceed the difference between--

(A) the eligible individual's cost of attendance for such period of enrollment, determined in accordance with section 472 of the Higher Education Act of 1965 (20 U.S.C. 108711); and

(B) the sum of--

(i) the student's estimated financial assistance for such period under part A of title IV of such Act (20 U.S.C. 1070 et seq.); and

(ii) the student's veterans' education benefits, determined in accordance with section 480(c) of such Act (20 U.S.C. 1087vv(c)).

(d) Use of educational award to participate in approved school-to-work programs

The Corporation shall by regulation provide for the payment of national service educational awards to permit eligible individuals to participate in school-to-work programs approved by the Secretaries of Labor and Education.

(e) Interest payments during forbearance on loan repayment

The Corporation shall provide by regulation for the payment on behalf of an eligible individual of interest that accrues during a period for which such individual has obtained forbearance in the repayment of a qualified student loan (as defined in subsection (b)(6) of this section), if the eligible individual successfully completes the individual's required term of service (as determined under section 12602(b) of this title). Such regulations shall be prescribed after consultation with the Secretary of Education.

(f) Exception

With the approval of the Director, an approved national service program funded under section 12571 of this title, may offer participants the option of waiving their right to receive a national service educational award in order to receive an alternative post-service benefit funded by the program entirely with non- Federal funds.

(g) "Institution of higher education" defined

Notwithstanding section 12511 of this title, for purposes of this section the term "institution of higher education" has the meaning provided by section 102 of the Higher Education Act of 1965 [20 U.S.C.A. § 1002].

SUBTITLE E--CIVILIAN COMMUNITY CORPS

SEC. 151. [42 U.S.C. 12611] Purpose

It is the purpose of this subtitle to authorize the establishment of a Civilian Community Corps to provide a basis for determining--

(1) whether residential service programs administered by the Federal Government can significantly increase the support for national service and community service by the people of the United States;

(2) whether such programs can expand the opportunities for willing young men and women to perform meaningful, direct, and consequential acts of community service in a manner that will enhance their own skills while contributing to their understanding of civic responsibility in the United States;

(3) whether retired members and former members of the Armed Forces of the United States, members and former members of the Armed Forces discharged or released from active duty in connection with reduced Department of Defense spending, members and former members of the Armed Forces discharged or transferred from the Selected Reserve of the Ready Reserve in connection with reduced Department of Defense spending, and other members of the Armed Forces not on active duty and not actively participating in a reserve component of the Armed Forces can provide guidance and training under such programs that contribute meaningfully to the encouragement of national and community service; and

(4) whether domestic national service programs can serve as a substitute for the traditional option of military service in the Armed Forces of the United States which, in times of reductions in the size of the Armed Forces, is a diminishing national service opportunity for young Americans.

SEC. 152. [42 U.S.C. 12612] Establishment of Civilian Community Corps Demonstration Program

(a) In general

The Corporation may establish the Civilian Community Corps Demonstration Program to carry out the purpose of this subtitle.

(b) Program components

Under the Civilian Community Corps Demonstration Program authorized by subsection (a) of this section, the members of a Civilian Community Corps shall receive training and perform service in at least one of the following two program components:

(1) A national service program.

(2) A summer national service program.

(c) Residential programs

Both program components are residential programs. The members of the Corps in each program shall reside with other members of the Corps in Corps housing during the periods of the members' agreed service.

SEC. 153. [42 U.S.C. 12613] National service program

(a) In general

Under the national service program component of the Civilian Community Corps Demonstration Program authorized by section 12612(a) of this title, eligible young people shall work in teams on Civilian Community Corps projects.

(b) Eligible participants

A person shall be eligible for selection for the national service program if the person--

(1) is at least 16 and not more than 24 years of age; and

(2) is a high school graduate or has not received a high school diploma or its equivalent.

(c) Diverse backgrounds of participants

In selecting persons for the national service program, the Director shall endeavor to ensure that participants are from economically, geographically, and ethnically diverse backgrounds.

(d) Necessary participants

To the extent practicable, at least 50 percent of the participants in the national service program shall be economically disadvantaged youths.

(e) Period of participation

Persons desiring to participate in the national service program shall enter into an agreement with the Director to participate in the Corps for a period of not less than nine months and not more than one year, as specified by the Director, and may renew the agreement for not more than one additional such period.

SEC. 154. [42 U.S.C. 12614] Summer national service program

(a) In general

Under the summer national service program of the Civilian Community Corps Demonstration Program authorized by section 12612(a) of this title, a diverse group of youth aged 14 through 18 years who are from urban or rural areas shall work in teams on Civilian Community Corps projects.

(b) Necessary participants

To the extent practicable, at least 50 percent of the participants in the summer national service program shall be economically disadvantaged youths.

(c) Seasonal program

The training and service of Corps members under the summer national service program in each year shall be conducted after April 30 and before October 1 of that year.

SEC. 155. [42 U.S.C. 12615] Civilian Community Corps

(a) Director

Upon the establishment of the Civilian Community Corps Demonstration Program, the Civilian Community Corps shall be under the direction of the Director appointed pursuant to section 12619(c)(1) of this title.

(b) Membership in Civilian community Corps

(1) Participants to be members

Persons selected to participate in the national service program or the summer national service program components of the Program shall become members of the Civilian Community Corps.

(2) Selection of members

The Director or the Director's designee shall select individuals for membership in the Corps.

(3) Application for membership

To be selected to become a Corps member an individual shall submit an application to the Director or to any other office as the Director may designate, at such time, in such manner, and containing such information as the Director shall require. At a minimum, the application shall contain information about the work experience of the applicant and sufficient information to enable the Director, or the superintendent of the appropriate camp, to determine whether selection of the applicant for membership in the Corps is appropriate.

(c) Organization of Corps into units

(1) Units

The Corps shall be divided into permanent units. Each Corps member shall be assigned to a unit.

(2) Unit leaders

The leader of each unit shall be selected from among persons in the permanent cadre established pursuant to section 12619(c)(2) of this title. The designated leader shall accompany the unit throughout the period of agreed service of the members of the unit.

(d) Camps

(1) Units to be assigned to camps

The units of the Corps shall be grouped together as appropriate in camps for operational, support, and boarding purposes. The Corps camp for a unit shall be in a facility or central location established as the operational headquarters and boarding place for the unit. Corps members may be housed in the camps.

(2) Camp superintendent

There shall be a superintendent for each camp. The superintendent is the head of the camp.

(3) Eligible site for camp

A camp may be located in a facility referred to in section 12622(a)(3) of this title.

(e) Distribution of units and camps

The Director shall ensure that the Corps units and camps are distributed in urban areas and rural areas in various regions throughout the United States.

(f) Standards of conduct

(1) In general

The superintendent of each camp shall establish and enforce standards of conduct to promote proper moral and disciplinary conditions in the camp.

(2) Sanctions

Under procedures prescribed by the Director, the superintendent of a camp may--

(A) transfer a member of the Corps in that camp to another unit or camp if the superintendent determines that the retention of the member in the member's unit or in the superintendent's camp will jeopardize the enforcement of the standards or diminish the opportunities of other Corps members in that unit or camp, as the case may be; or

(B) dismiss a member of the Corps from the Corps if the superintendent determines that retention of the member in the Corps will jeopardize the enforcement of the standards or diminish the opportunities of other Corps members.

(3) Appeals

Under procedures prescribed by the Director, a member of the Corps may appeal to the Director a determination of a camp superintendent to transfer or dismiss the member. The Director shall provide for expeditious disposition of appeals under this paragraph.

SEC. 156. [42 U.S.C. 12616] Training

(a) Common curriculum

Each member of the Civilian Community Corps shall be provided with between three and six weeks of training that includes a comprehensive service-learning curriculum designed to promote team building, discipline, leadership, work, training, citizenship, and physical conditioning.

(b) Advanced service training

(1) National service program

Members of the Corps participating in the national service program shall receive advanced training in basic, project-specific skills that the members will use in performing their community service projects.

(2) Summer national service program

Members of the Corps participating in the summer national service program shall not receive advanced training referred to in paragraph (1) but, to the extent practicable, may receive other training.

(c) Training personnel

(1) In general

Members of the cadre appointed under section 12619(c)(2) of this title shall provide the training for the members of the Corps, including, as appropriate, advanced service training and ongoing training throughout the members' periods of agreed service.

(2) Coordination with other entities

Members of the cadre may provide the advanced service training referred to in subsection (b)(1) of this section in coordination with vocational or technical schools, other employment and training providers, existing youth service programs, or other qualified individuals.

(d) Facilities

The training may be provided at installations and other facilities of the Department of Defense, and at National Guard facilities, identified under section 12622(a)(3) of this title.

SEC. 157. [42 U.S.C. 12617] Service projects

(a) Project requirements

The service projects carried out by the Civilian Community Corps shall--

(1) meet an identifiable public need;

(2) emphasize the performance of community service activities that provide meaningful community benefits and opportunities for service learning and skills development;

(3) to the maximum extent practicable, encourage work to be accomplished in teams of diverse individuals working together; and

(4) include continued education and training in various technical fields.

(b) Project proposals

(1) Development of proposals

(A) Specific executive departments

Upon the establishment of the Program, the Secretary of Agriculture, the Secretary of the Interior, and the Secretary of Housing and Urban Development shall develop proposals for Corps projects pursuant to guidance which the Director shall prescribe.

(B) Other sources

Other public and private organizations and agencies, including representatives of local communities in the vicinity of a Corps camp, may develop proposals for projects for a Corps camp. Corps members shall also be encouraged to identify projects for the Corps.

(2) Consultation requirements

The process for developing project proposals under paragraph (1) shall include consultation with the Corporation, representatives of local communities, and persons involved in other youth service programs.

(c) Project selection, organization, and performance

(1) Selection

The superintendent of a Corps camp shall select the projects to be performed by the members of the Corps assigned to the units in that camp. The superintendent shall select projects from among the projects proposed or identified pursuant to subsection (b) of this section.

(2) Innovative local arrangements for project performance

The Director shall encourage camp superintendents to negotiate with representatives of local communities, to the extent practicable, innovative arrangements for the performance of projects. The arrangements may provide for cost-sharing and the provision by the communities of in-kind support and other support.

SEC. 158. [42 U.S.C. 12618] Authorized benefits for Corps members

(a) In general

The Director shall provide for members of the Civilian Community Corps to receive benefits authorized by this section.

(b) Living allowance

The Director shall provide a living allowance to members of the Corps for the period during which such members are engaged in training or any activity on a Corps project. The Director shall establish the amount of the allowance at any amount not in excess of the amount equal to 100 percent of the poverty line that is applicable to a family of two (as defined by the Office of Management and Budget and revised annually in accordance with section 9902(2) of this title.

(c) Other authorized benefits

While receiving training or engaging in service projects as members of the Civilian Community Corps, members may be provided the following benefits:

(1) Allowances for travel expenses, personal expenses, and other expenses.

(2) Quarters.

(3) Subsistence.

(4) Transportation.

(5) Equipment.

(6) Clothing.

(7) Recreational services and supplies.

(8) Other services determined by the Director to be consistent with the purposes of the Program.

(d) Supportive services

As the Director determines appropriate, the Director may provide each member of the Corps with health care services, child care services, counseling services, and other supportive services.

(e) Post-service benefits

Upon completion of the agreed period of service with the Corps, a member shall elect to receive the educational assistance under subsection (f) of this section or the cash benefit under subsection (g) of this section.

(f) National service educational awards

A Corps member who successfully completes a period of agreed service in the Corps may receive the national service educational award described in subtitle D of this subchapter if the Corps member--

(1) serves in an approved national service position; and

(2) satisfies the eligibility requirements specified in section 12602 of this title with respect to service in that approved national service position.

(g) Alternative benefit

If a Corps member who successfully completes a period of agreed service in the Corps is ineligible for the national service educational award described in subtitle D of this subchapter, the Director may provide for the provision of a suitable alternative benefit for the Corps member.

SEC. 159. [42 U.S.C. 12619] Administrative provisions

(a) Supervision

The Chief Executive Officer shall monitor and supervise the administration of the Civilian Community Corps Demonstration Program authorized to be established under section 12612 of this title. In carrying out this section, the Chief Executive Officer shall--

(1) approve such guidelines, recommended by the Board, for the design, selection of members, and operation of the Civilian Community Corps as the Chief Executive Officer considers appropriate;

(2) evaluate the progress of the Corps in providing a basis for determining the matters set forth in section 12611 of this title; and

(3) carry out any other activities determined appropriate by the Board.

(b) Monitoring and coordination

The Chief Executive Officer shall--

(1) monitor the overall operation of the Civilian Community Corps;

(2) coordinate the activities of the Corps with other youth service programs administered by the Corporation; and

(3) carry out any other activities determined appropriate by the Board.

(c) Staff

(1) Director

(A) Appointment

Upon the establishment of the Program, the Chief Executive Officer shall appoint a Director. The Director may be selected from among retired commissioned officers of the Armed Forces of the United States.

(B) Duties

The Director shall--

(i) design, develop, and administer the Civilian Community Corps programs;

(ii) be responsible for managing the daily operations of the Corps; and

(iii) report to the Chief Executive Officer.

(C) Authority to employ staff

The Director may employ such staff as is necessary to carry out this subtitle. The Director shall, to the maximum extent practicable, utilize in staff positions personnel who are detailed from departments and agencies of the Federal Government and, to the extent the Director considers appropriate, shall request and accept detail of personnel from such departments and agencies in order to do so.

(2) Permanent cadre

(A) Establishment

The Director shall establish a permanent cadre of supervisors and training instructors for Civilian Community Corps programs.

(B) Appointment

The Director shall appoint the members of the permanent cadre.

(C) Employment considerations

In appointing individuals to cadre positions, the Director shall--

- (i) give consideration to retired, discharged, and other inactive members and former members of the Armed Forces recommended under section 12622(a)(2) of this title;
- (ii) give consideration to former VISTA, Peace Corps, and youth service program personnel;
- (iii) ensure that the cadre is comprised of males and females of diverse ethnic, economic, professional, and geographic backgrounds; and
- (iv) consider applicants' experience in other youth service programs.

(D) Community service credit

Service as a member of the cadre shall be considered as a community service opportunity for purposes of section 4403 of the National Defense Authorization Act for Fiscal Year 1993 and as employment with a public service or community service organization for purposes of section 4464 of that Act.

(E) Training

The Director shall provide to members of the permanent cadre appropriate training in youth development techniques and the principles of service learning. All members of the permanent cadre shall be required to participate in the training.

(3) Inapplicability of certain civil service laws

The Director, the members of the permanent cadre, and the other staff personnel shall be appointed without regard to the provisions of Title 5 governing appointments in the competitive service. The rates of pay of such persons may be established without regard to the provisions of chapter 51 and subchapter III of chapter 53 of Title 5. In the case of a member of the permanent cadre who was recommended for appointment in accordance with section 12622(a)(2)(A) of this title and is entitled to retired or retainer pay, section 5532 of Title 5 shall not apply to reduce the member's retired or retainer pay by reason of the member being paid as a member of the cadre.

(4) Voluntary services

Notwithstanding any other provision of law, the Director may accept the voluntary services of individuals. While away from their homes or regular places of business on the business of the Corps, such individuals may be allowed travel expenses, including per diem in lieu of subsistence, in the same amounts and to the same extent, as authorized under section 5703 of Title 5 for persons employed intermittently in Federal Government service.

SEC. 160. [42 U.S.C. 12620] Status of Corps members and Corps personnel under Federal law

(a) In general

Except as otherwise provided in this section, members of the Civilian Community Corps shall not, by reason of their status as such members, be considered Federal employees or be subject to the provisions of law relating to Federal employment.

(b) Work-related injuries

(1) In general

For purposes of subchapter I of chapter 81 of Title 5 relating to the compensation of Federal employees for work injuries, members of the Corps shall be considered as employees of the United States within the meaning of the term "employee", as defined in section 8101 of Title 5.

(2) Special rule

In the application of the provisions of subchapter I of chapter 81 of Title 5 to a person referred to in paragraph (1), the person shall not be considered to be in the performance of duty while absent from the person's assigned post of duty unless the absence is authorized in accordance with procedures prescribed by the Director.

(c) Tort claims procedure

A member of the Corps shall be considered an employee of the United States for purposes of chapter 171 of Title 28 relating to tort claims liability and procedure.

SEC. 161. [42 U.S.C. 12621] Contract and grant authority

(a) Programs

The Director may, by contract or grant, provide for any public or private organization to perform any program function under this subtitle.

(b) Equipment and facilities

(1) Federal and National Guard property

The Director shall enter into agreements, as necessary, with the Secretary of Defense, the Governor of a State, territory or commonwealth, or the commanding general of the District of Columbia National Guard, as the case may be, to utilize--

(A) equipment of the Department of Defense and equipment of the National Guard; and

(B) Department of Defense facilities and National Guard facilities identified pursuant to section 12622(a)(3) of this title.

(2) Other property

The Director may enter into contracts or agreements for the use of other equipment or facilities to the extent practicable to train and house members of the Civilian Community Corps and leaders of Corps units.

SEC. 162. [42 U.S.C. 12622] Responsibilities of other departments

(a) Secretary of Defense

(1) Liaison office

(A) Establishment

Upon the establishment of the Program, the Secretary of Defense shall establish an office to provide for liaison between the Secretary and the Civilian Community Corps.

(B) Duties

The office shall--

(i) in order to assist in the recruitment of personnel for appointment in the permanent cadre, make available to the Director information in the registry established by section 1143a of Title 10; and

(ii) provide other assistance in the coordination of Department of Defense activities with the Corps.

(2) Corps cadre

(A) List of recommended personnel

Upon the establishment of the Program, the Secretary of Defense, in consultation with the liaison office established under paragraph (1) shall develop a list of individuals to be recommended for appointment in the permanent cadre of Corps personnel. Such personnel shall be selected from among members and former members of the Armed Forces referred to in section 12611(3) of this title who are commissioned officers, noncommissioned officers, former commissioned officers, or former noncommissioned officers.

(B) Recommendations regarding grade and pay

The Secretary of Defense shall recommend to the Director an appropriate rate of pay for each person recommended for the cadre pursuant to this paragraph.

(C) Contribution for retired member's pay

If a listed individual receiving retired or retainer pay is appointed to a position in the cadre and the rate of pay for that individual is established at the amount equal to the difference between the active duty pay and allowances which that individual would receive if ordered to active duty and the amount of the individual's retired or retainer pay, the Secretary of Defense shall pay, by transfer to the Corporation from amounts available for pay of active duty members of the Armed Forces, the amount equal to 50 percent of that individual's rate of pay for service in the cadre.

(3) Facilities

Upon the establishment of the Program, the Secretary of Defense shall identify military installations and other facilities of the Department of Defense and, in consultation with the adjutant generals of the State National Guards, National Guard facilities that may be used, in whole or in part, by the Civilian Community Corps for training or housing Corps members. The Secretary of Defense shall carry out this paragraph in consultation with the liaison office established under paragraph (1).

(4) Information regarding Corps

The Secretary of Defense may permit Armed Forces recruiters to inform potential applicants for the Corps regarding service in the Corps as an alternative to service in the Armed Forces.

(b) Secretary of Labor

Upon the establishment of the Program, the Secretary of Labor shall identify and assist in establishing a system for the recruitment of persons to serve as members of the Civilian Community Corps. In carrying out this subsection, the Secretary of Labor may utilize the Employment Service Agency or the Office of Job Training.

SEC. 163. [42 U.S.C. 12623] Advisory Board

(a) Establishment and purpose

Upon the establishment of the Program, there shall also be established a Civilian Community Corps Advisory Board to advise the Director concerning the administration of this subtitle and to assist in the development and administration of the Corps.

(b) Membership

The Advisory Board shall be composed of the following members:

(1) The Secretary of Labor.

(2) The Secretary of Defense.

(3) The Secretary of the Interior.

(4) The Secretary of Agriculture.

(5) The Secretary of Education.

(6) The Secretary of Housing and Urban Development.

(7) The Chief of the National Guard Bureau.

(8) Individuals appointed by the Director from among persons who are broadly representative of educational institutions, voluntary organizations, industry, youth, and labor unions.

(9) The Chief Executive Officer.

(c) Inapplicability of termination requirement

Section 14 of the Federal Advisory Committee Act (5 U.S.C. App.) shall not apply to the Advisory Board.

SEC. 164. [42 U.S.C. 12624] Annual evaluation

Pursuant to the provisions for evaluations conducted under section 12639 of this title, and in particular subsection (g) of such section, the Corporation shall conduct an annual evaluation of the Civilian Community Corps programs authorized under this subtitle.

SEC. 165. [42 U.S.C. 12625] Funding limitation

The Corporation, in consultation with the Director, shall ensure that no amounts appropriated under section 12681 of this title are utilized to carry out this subtitle.

SEC. 166. [42 U.S.C. 12626] Definitions

In this subtitle:

(1) Board

The term "Board" means the Board of Directors of the Corporation.

(2) Corps

The terms "Civilian Community Corps" and "Corps" mean the Civilian Community Corps required under section 12615 of this title as part of the Civilian Community Corps Demonstration Program.

(3) Corps camp

The term "Corps camp" means the facility or central location established as the operational headquarters and boarding place for particular Corps units.

(4) Corps members

The term "Corps members" means persons receiving training and participating in projects under the Civilian Community Corps Demonstration Program.

(5) Director

The term "Director" means the Director of the Civilian Community Corps.

(6) Institution of higher education

The term "institution of higher education" has the meaning given that term in section 1001 of Title 20.

(7) Program

The terms "Civilian Community Corps Demonstration Program" and "Program" mean the Civilian Community Corps Demonstration Program established pursuant to section 12612 of this title.

(8) Service learning

The term "service learning", with respect to Corps members, means a method--

(A) under which Corps members learn and develop through active participation in thoughtfully organized service experiences that meet actual community needs;

(B) that provides structured time for a Corps member to think, talk, or write about what the Corps member did and saw during an actual service activity;

(C) that provides Corps members with opportunities to use newly acquired skills and knowledge in real life situations in their own communities; and

(D) that helps to foster the development of a sense of caring for others, good citizenship, and civic responsibility.

(9) Superintendent

The term "superintendent", with respect to a Corps camp, means the head of the camp under section 12615(d) of this title.

(10) Unit

The term "unit" means a unit of the Corps referred to in section 12615(c) of this title.

SUBTITLE F--ADMINISTRATIVE PROVISIONS

SEC. 171. [42 U.S.C. 12631] Family and medical leave

(a) Participants in private, State, and local projects

For purposes of Title I of the Family and Medical Leave Act of 1993 [29 U.S.C.A. § 2611 et seq.], if--

(1) a participant has provided service for the period required by section 101(2)(A)(i) (29 U.S.C. 2611(2)(A)(i)), and has met the hours of service requirement of section 101(2)(A)(ii), of such Act [29 U.S.C.A. § 2611(2)(A)(ii)] with respect to a project; and

(2) the service sponsor of the project is an employer described in section 101(4) of such Act [29 U.S.C.A. § 2611(4)] (other than an employing agency within the meaning of subchapter V of chapter 63 of Title 5),

the participant shall be considered to be an eligible employee of the service sponsor.

(b) Participants in Federal projects

For purposes of subchapter V of chapter 63 of Title 5, if--

(1) a participant has provided service for the period required by section 6381(1)(B) of such title with respect to a project; and

(2) the service sponsor of the project is an employing agency within the meaning of such subchapter,

the participant shall be considered to be an employee of the service sponsor.

(c) Treatment of absence

The period of any absence of a participant from a service position pursuant to title I of the Family and Medical Leave Act of 1993 [29 U.S.C.A. § 2611 et seq.] or subchapter V of chapter 63 of Title 5 shall not be counted toward the completion of the term of service of the participant under section 12593 of this title.

SEC. 172. [42 U.S.C. 12632] Reports

(a) State reports

(1) In general

Each State receiving assistance under this subchapter shall prepare and submit, to the Corporation, an annual report concerning the use of assistance provided under this subchapter and the status of the national and community service programs that receive assistance under such subchapter in such State.

(2) Local grantees

Each State may require local grantees that receive assistance under this subchapter to supply such information to the State as is necessary to enable the State to complete the report required under paragraph (1), including a comparison of actual accomplishments with the goals established for the program, the number of participants in the program, the number of service hours generated, and the existence of any problems, delays or adverse conditions that have affected or will affect the attainment of program goals.

(3) Report demonstrating compliance

(A) In general

Each State receiving assistance under this subchapter shall include information in the report required under paragraph (1) that demonstrates the compliance of the State with the provisions of this chapter, including section 12637 of this title.

(B) Local grantees

Each State may require local grantees to supply such information to the State as is necessary to enable the State to comply with the requirement of paragraph (1).

(4) Availability of report

Reports submitted under paragraph (1) shall be made available to the public on request.

(b) Report to Congress by Corporation

(1) In general

Not later than 120 days after the end of each fiscal year, the Corporation shall prepare and submit, to the appropriate authorizing and appropriation Committees of Congress, a report concerning the programs that receive assistance under the national service laws.

(2) Content

Reports submitted under paragraph (1) shall contain a summary of the information contained in the State reports submitted under subsection (a) of this section, and shall reflect the findings and actions taken as a result of any evaluation conducted by the Corporation.

(c) Report to Congress by Secretary of Defense

(1) Study

The Secretary of Defense shall annually conduct a study of the effect of the programs carried out under this subchapter on recruitment for the Armed Forces.

(2) Report

The Secretary of Defense shall annually submit a report to the appropriate committees of Congress containing the findings of the study described in paragraph (1) and such recommendations for legislative and administrative reform as the Secretary may determine to be appropriate.

SEC. 173. [42 U.S.C. 12633] Supplementation

(a) In general

Assistance provided under this subchapter shall be used to supplement the level of State and local public funds expended for services of the type assisted under this subchapter in the previous fiscal year.

(b) Aggregate expenditure

Subsection (a) of this section shall be satisfied, with respect to a particular program, if the aggregate expenditure for such program for the fiscal year in which services are to be provided will not be less than the aggregate expenditure for such program in the previous fiscal year, excluding the amount of Federal assistance provided and any other amounts used to pay the remainder of the costs of programs assisted under this subchapter.

SEC. 174. [42 U.S.C. 12634] Prohibition on use of funds

(a) Prohibited uses

No assistance made available under a grant under this subchapter shall be used to provide religious instruction, conduct worship services, or engage in any form of proselytization.

(b) Political activity

Assistance provided under this subchapter shall not be used by program participants and program staff to--

(1) assist, promote, or deter union organizing; or

(2) finance, directly or indirectly, any activity designed to influence the outcome of an election to Federal office or the outcome of an election to a State or local public office.

(c) Contracts or collective bargaining agreements

A program that receives assistance under this subchapter shall not impair existing contracts for services or collective bargaining agreements.

SEC. 175. [42 U.S.C. 12635] Nondiscrimination

(a) In general

(1) Basis

An individual with responsibility for the operation of a project that receives assistance under this subchapter shall not discriminate against a participant in, or member of the staff of, such project on the basis of race, color, national origin, sex, age, or political affiliation of such participant or member, or on the basis of disability, if the participant or member is a qualified individual with a disability.

(2) "Qualified individual with a disability" defined

As used in paragraph (1), the term "qualified individual with a disability" has the meaning given the term in section 12111(8) of this title.

(b) Federal financial assistance

Any assistance provided under this subchapter shall constitute Federal financial assistance for purposes of Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), and shall constitute Federal financial assistance to an education program or activity for purposes of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.).

(c) Religious discrimination

(1) In general

Except as provided in paragraph (2), an individual with responsibility for the operation of a project that receives assistance under this subchapter shall not discriminate on the basis of religion against a participant in such project or a member of the staff of such project who is paid with funds received under this subchapter.

(2) Exception

Paragraph (1) shall not apply to the employment, with assistance provided under this subchapter, of any member of the staff, of a project that receives assistance under this subchapter, who was employed with the organization operating the project on the date the grant under this subchapter was awarded.

(d) Rules and regulations

The Chief Executive Officer shall promulgate rules and regulations to provide for the enforcement of this section that shall include provisions for summary suspension of assistance for not more than 30 days, on an emergency basis, until notice and an opportunity to be heard can be provided.

SEC. 176. [42 U.S.C. 12636] Notice, hearing, and grievance procedures

(a) In general

(1) Suspension of payments

The Corporation may in accordance with the provisions of this subchapter, suspend or terminate payments under a contract or grant providing assistance under this subchapter, or revoke the designation of positions, related to the grant or contract, as approved national service positions, whenever the Corporation determines there is a material failure to comply with this subchapter or the applicable terms and conditions of any such grant or contract issued pursuant to this subchapter.

(2) Procedures to ensure assistance

The Corporation shall prescribe procedures to ensure that--

(A) assistance provided under this subchapter shall not be suspended for failure to comply with the applicable terms and conditions of this subchapter except, in emergency situations, a suspension may be granted for 30 days; and

(B) assistance provided under this subchapter shall not be terminated or revoked for failure to comply with applicable terms and conditions of this subchapter unless the recipient of such assistance has been afforded reasonable notice and opportunity for a full and fair hearing.

(b) Hearings

Hearings or other meetings that may be necessary to fulfill the requirements of this section shall be held at locations convenient to the recipient of assistance under this subchapter.

(c) Transcript or recording

A transcript or recording shall be made of a hearing conducted under this section and shall be available for inspection by any individual.

(d) State legislation

Nothing in this subchapter shall be construed to preclude the enactment of State legislation providing for the implementation, consistent with this subchapter, of the programs administered under this subchapter.

(e) Construction

Nothing in this subchapter shall be construed to link performance of service with receipt of Federal student financial assistance, other than assistance provided pursuant to this chapter.

(f) Grievance procedure

(1) In general

A State or local applicant that receives assistance under this subchapter shall establish and maintain a procedure for the filing and adjudication of grievances from participants, labor organizations, and other interested individuals concerning projects that receive assistance under this subchapter, including grievances regarding proposed placements of such participants in such projects.

(2) Deadline for grievances

Except for a grievance that alleges fraud or criminal activity, a grievance shall be made not later than 1 year after the date of the alleged occurrence of the event that is the subject of the grievance.

(3) Deadline for hearing and decision

(A) Hearing

A hearing on any grievance conducted under this subsection shall be conducted not later than 30 days after the filing of such grievance.

(B) Decision

A decision on any such grievance shall be made not later than 60 days after the filing of such grievance.

(4) Arbitration

(A) In general

(i) Jointly selected arbitrator

In the event of a decision on a grievance that is adverse to the party who filed such grievance, or 60 days after the filing of such grievance if no decision has been reached, such party shall be permitted to submit such grievance to binding arbitration before a qualified arbitrator who is jointly selected and independent of the interested parties.

(ii) Appointed arbitrator

If the parties cannot agree on an arbitrator, the Chief Executive Officer shall appoint an arbitrator from a list of qualified arbitrators within 15 days after receiving a request for such appointment from one of the parties to the grievance.

(B) Deadline for proceeding

An arbitration proceeding shall be held not later than 45 days after the request for such arbitration proceeding, or, if the arbitrator is appointed by the Chief Executive Officer in accordance with subparagraph (A)(ii), not later than 30 days after the appointment of such arbitrator.

(C) Deadline for decision

A decision concerning a grievance shall be made not later than 30 days after the date such arbitration proceeding begins.

(D) Cost

(i) In general

Except as provided in clause (ii), the cost of an arbitration proceeding shall be divided evenly between the parties to the arbitration.

(ii) Exception

If a participant, labor organization, or other interested individual described in paragraph (1) prevails under a binding arbitration proceeding, the State or local applicant described in paragraph (1) that is a party to such grievance shall pay the total cost of such proceeding and the attorneys' fees of such participant, labor organization, or individual, as the case may be.

(5) Proposed placement

If a grievance is filed regarding a proposed placement of a participant in a project that receives assistance under this subchapter, such placement shall not be made unless the placement is consistent with the resolution of the grievance pursuant to this subsection.

(6) Remedies

Remedies for a grievance filed under this subsection include--

- (A) suspension of payments for assistance under this subchapter;
- (B) termination of such payments;
- (C) prohibition of the placement described in paragraph (5); and

(D) in a case in which the grievance involves a violation of subsection (a) or (b) of section 12637 of this title and the employer of the displaced employee is the recipient of assistance under this subchapter--

(i) reinstatement of the displaced employee to the position held by such employee prior to displacement;

(ii) payment of lost wages and benefits of the displaced employee;

(iii) reestablishment of other relevant terms, conditions, and privileges of employment of the displaced employee; and

(iv) such equitable relief as is necessary to correct any violation of subsection (a) or (b) of section 12637 of this title or to make the displaced employee whole.

(7) Enforcement

Suits to enforce arbitration awards under this section may be brought in any district court of the United States having jurisdiction of the parties, without regard to the amount in controversy and without regard to the citizenship of the parties.

SEC. 177. [42 U.S.C. 12637] Nonduplication and nondisplacement

(a) Nonduplication

(1) In general

Assistance provided under this subchapter shall be used only for a program that does not duplicate, and is in addition to, an activity otherwise available in the locality of such program.

(2) Private nonprofit entity

Assistance made available under this subchapter shall not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency that such entity resides in, unless the requirements of subsection (b) of this section are met.

(b) Nondisplacement

(1) In general

An employer shall not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving assistance under this subchapter.

(2) Service opportunities

A service opportunity shall not be created under this subchapter that will infringe in any manner on the promotional opportunity of an employed individual.

(3) Limitation on services

(A) Duplication of services

A participant in a program receiving assistance under this subchapter shall not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee.

(B) Supplantation of hiring

A participant in any program receiving assistance under this subchapter shall not perform any services or duties, or engage in activities, that--

- (i) will supplant the hiring of employed workers; or
- (ii) are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.

(C) Duties formerly performed by another employee

A participant in any program receiving assistance under this subchapter shall not perform services or duties that have been performed by or were assigned to any--

- (i) presently employed worker;
- (ii) employee who recently resigned or was discharged;
- (iii) employee who--
 - (I) is subject to a reduction in force; or
 - (II) has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;
- (iv) employee who is on leave (terminal, temporary, vacation, emergency, or sick); or
- (v) employee who is on strike or who is being locked out.

(c) Labor market information

The Secretary of Labor shall make available to the Corporation and to any program agency under this subchapter such labor market information as is appropriate for use in carrying out the purposes of this subchapter.

(d) Treatment of benefits

Allowances, earnings, and payments to individuals participating in programs that receive assistance under this subchapter [42 U.S.C.A. § 12511 et seq.] shall not be considered to be income for the purposes of determining eligibility for and the amount of income transfer and in-kind aid furnished under any Federal or federally assisted program based on need, other than as provided under the Social Security Act (42 U.S.C. 301 et seq.).

(e) Standards of conduct

Programs that receive assistance under this subchapter shall establish and stringently enforce standards of conduct at the program site to promote proper moral and disciplinary conditions.

SEC. 178. [42 U.S.C. 12638] State Commissions on National and Community Service

(a) Existence required

(1) State Commission

Except as provided in paragraph (2), to be eligible to receive a grant or allotment under subtitle B or C of this subchapter or to receive a distribution of approved national service positions under subtitle C of this subchapter, a State shall maintain a State Commission on National and Community Service that satisfies the requirements of this section.

(2) Alternative administrative entity

The chief executive officer of a State may apply to the Corporation for approval to use an alternative administrative entity to carry out the duties otherwise entrusted to a State Commission under this chapter. The chief executive officer shall ensure that any alternative administrative entity used in lieu of a State Commission provides for the individuals described in paragraph (1), and some of the individuals described in paragraph (2), of subsection (c) of this section to play a significant policymaking role in carrying out the duties otherwise entrusted to a State Commission, including the submission of applications on behalf of the State under sections 12543 and 12582 of this title.

(b) Appointment and size

Except as provided in subsection (c)(3) of this section, the members of a State Commission for a State shall be appointed by the chief executive officer of the State. A State Commission shall consist of not fewer than 15, and not more than 25, voting members, and any ex officio nonvoting members, as described in paragraph (3) or (4) of subsection (c) of this section.

(c) Composition and membership

(1) Required members

The State Commission for a State shall include as voting members at least one of each of the following individuals:

(A) An individual with expertise in the educational, training, and development needs of youth, particularly disadvantaged youth.

(B) An individual with experience in promoting the involvement of older adults in service and voluntarism.

(C) A representative of community-based agencies or community-based organizations within the State.

(D) The head of the State educational agency.

(E) A representative of local governments in the State.

(F) A representative of local labor organizations in the State.

(G) A representative of business.

(H) An individual between the ages of 16 and 25 who is a participant or supervisor in a program.

(I) A representative of a national service program described in section 12572(a) of this title, such as a youth corps program described in section 12572(a)(2) of this title.

(2) Sources of other members

The State Commission for a State may include as voting members the following individuals:

(A) Members selected from among local educators.

(B) Members selected from among experts in the delivery of human, educational, environmental, or public safety services to communities and persons.

(C) Representatives of Indian tribes.

(D) Members selected from among out-of-school youth or other at-risk youth.

(E) Representatives of entities that receive assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.).

(3) Corporation representative

The representative of the Corporation designated under section 12651f(c) of this title for a State shall be an ex officio nonvoting member of the State Commission or alternative administrative entity for that State, unless the State permits the representative to serve as a voting member of the State Commission or alternative administrative entity.

(4) Ex officio State representatives

The chief executive officer of a State may appoint, as ex officio nonvoting members of the State Commission for the State, representatives selected from among officers and employees of State agencies operating community service, youth service, education, social service, senior service, and job training programs.

(5) Limitation on number of State employees as members

The number of voting members of a State Commission selected under paragraph (1) or (2) who are officers or employees of the State may not exceed 25 percent (reduced to the nearest whole number) of the total membership of the State Commission.

(d) Miscellaneous matters

(1) Membership balance

The chief executive officer of a State shall ensure, to the maximum extent practicable, that the membership of the State Commission for the State is diverse with respect to race, ethnicity, age, gender, and disability characteristics. Not more than 50 percent of the voting members of a State Commission, plus one additional member, may be from the same political party.

(2) Terms

Each member of the State Commission for a State shall serve for a term of 3 years, except that the chief executive officer of a State shall initially appoint a portion of the members to terms of 1 year and 2 years.

(3) Vacancies

If a vacancy occurs on a State Commission, a new member shall be appointed by the chief executive officer of the State and serve for the remainder of the term for which the predecessor of such member was appointed. The vacancy shall not affect the power of the remaining members to execute the duties of the State Commission.

(4) Compensation

A member of a State Commission or alternative administrative entity shall not receive any additional compensation by reason of service on the State Commission or alternative administrative entity, except that the State may authorize the reimbursement of travel expenses, including a per diem in lieu of subsistence, in the same manner as other employees serving intermittently in the service of the State.

(5) Chairperson

The voting members of a State Commission shall elect one of the voting members to serve as chairperson of the State Commission.

(6) Limitation on member participation

(A) General limitation

Except as provided in subparagraph (B), a voting member of the State Commission (or of an alternative administrative entity) shall not participate in the administration of the grant program (including any discussion or decision regarding the provision of assistance or approved national service positions, or the continuation, suspension, or termination of such assistance or such positions, to any program or entity) described in subsection (e)(9) of this section if--

(i) a grant application relating to such program is pending before the Commission (or such entity); and

(ii) the application was submitted by a program or entity of which such member is, or in the 1-year period before the submission of such application was, an officer, director, trustee, full-time volunteer, or employee.

(B) Exception

If, as a result of the operation of subparagraph (A), the number of voting members of the Commission (or of such entity) is insufficient to establish a quorum for the purpose of administering such program, then voting members excluded from participation by subparagraph (A) may participate in the administration of such program, notwithstanding the limitation in subparagraph (A), to the extent permitted by regulations issued under section 12651d(b)(11) of this title by the Corporation.

(C) Rule of construction

Subparagraph (A) shall not be construed to limit the authority of any voting member of the Commission (or of such entity) to participate in--

(i) discussion of, and hearing and forums on--

(I) the general duties, policies, and operations of the Commission (or of such entity); or

(II) the general administration of such program; or

(ii) similar general matters relating to the Commission (or such entity).

(e) Duties of a State Commission

The State Commission or alternative administrative entity for a State shall be responsible for the following duties:

(1) Preparation of a national service plan for the State that--

(A) is developed through an open and public process (such as through regional forums, hearings, and other means) that provides for maximum participation and input from national service programs within the State and other interested members of the public;

(B) covers a 3-year period;

(C) is updated annually;

(D) ensures outreach to diverse community-based agencies that serve underrepresented populations, by--

(i) using established networks, and registries, at the State level; or

(ii) establishing such networks and registries; and

(E) contains such information as the State Commission considers to be appropriate or as the Corporation may require.

(2) Preparation of the applications of the State under sections 12543 and 12582 of this title for financial assistance.

(3) Assistance in the preparation of the application of the State educational agency for assistance under section 12525 of this title.

(4) Preparation of the application of the State under section 12582 of this title for the approval of service positions that include the national service educational award described in subtitle D of this subchapter.

(5) Make recommendations to the Corporation with respect to priorities for programs receiving assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.).

(6) Make technical assistance available to enable applicants for assistance under section 12571 of this title--

(A) to plan and implement service programs; and

(B) to apply for assistance under the national service laws using, if appropriate, information and materials available through a clearinghouse established under section 12653a of this title.

(7) Assistance in the provision of health care and child care benefits under section 12594 of this title to participants in national service programs that receive assistance under section 12571 of this title.

(8) Development of a State system for the recruitment and placement of participants in programs that receive assistance under the national service laws and dissemination of information concerning national service programs that receive such assistance or approved national service positions.

(9) Administration of the grant program in support of national service programs that is conducted by the State using assistance provided to the State under section 12571 of this title, including selection, oversight, and evaluation of grant recipients.

(10) Development of projects, training methods, curriculum materials, and other materials and activities related to national service programs that receive assistance directly from the Corporation (to be made available in a case in which such a program requests such a project, method, material, or activity) or from the State using assistance provided under section 12571 of this title, for use by programs that request such projects, methods, materials, and activities.

(f) Activity ineligible for assistance

A State Commission or alternative administrative entity may not directly carry out any national service program that receives assistance under section 12571 of this title.

(g) Delegation

Subject to such requirements as the Corporation may prescribe, a State Commission may delegate nonpolicymaking duties to a State agency or public or private nonprofit organization.

(h) Approval of State Commission or alternative

(1) Submission to Corporation

The chief executive officer for a State shall notify the Corporation of the establishment or designation of the State Commission or use of an alternative administrative entity for the State. The notification shall include a description of--

(A) the composition and membership of the State Commission or alternative administrative entity; and

(B) the authority of the State Commission or alternative administrative entity regarding national service activities carried out by the State.

(2) Approval of alternative administrative entity

Any designation of a State Commission or use of an alternative administrative entity to carry out the duties of a State Commission shall be subject to the approval of the Corporation, which shall not be unreasonably withheld. The Corporation shall approve an alternative administrative entity if such entity provides for individuals described in paragraph (1), and some of the individuals described in paragraph (2), of subsection (c) of this section to play a significant policymaking role in carrying out the duties otherwise entrusted to a State Commission, including the duties described in paragraphs (1) through (4) of subsection (e) of this section.

(3) Rejection

The Corporation may reject a State Commission if the Corporation determines that the composition, membership, or duties of the State Commission do not comply with the requirements of this section. The Corporation may reject a request to use an alternative administrative entity in lieu of a State Commission if the Corporation determines that the entity does not provide for the individuals described in paragraph (1), and some of the individuals described in paragraph (2), of subsection (c) of this section to play a significant policymaking role as described in paragraph (2). If the Corporation rejects a State Commission or alternative administrative entity under this paragraph, the Corporation shall promptly notify the State of the reasons for the rejection.

(4) Resubmission and reconsideration

The Corporation shall provide a State notified under paragraph (3) with a reasonable opportunity to revise the rejected State Commission or alternative administrative entity. At the request of the State, the Corporation shall provide technical assistance to the State as part of the revision process. The Corporation shall promptly reconsider any resubmission of a notification under paragraph (1) or application to use an alternative administrative entity under paragraph (2).

(5) Subsequent changes

This subsection shall also apply to any change in the composition or duties of a State Commission or an alternative administrative entity made after approval of the State Commission or the alternative administrative entity.

(6) Rights

An alternative administrative entity approved by the Corporation under this subsection shall have the same rights as a State Commission.

(i) Coordination

(1) Coordination with other State agencies

The State Commission or alternative administrative entity for a State shall coordinate the activities of the Commission or entity under this chapter with the activities of other State agencies that administer Federal financial assistance programs under the Community Services Block Grant Act (42 U.S.C. 9901 et seq.) or other appropriate Federal financial assistance programs.

(2) Coordination with volunteer service programs

(A) In general

The State Commission or alternative administrative entity for a State shall coordinate functions of the Commission or entity (including recruitment, public awareness, and training activities) with such functions of any subtitle of the Corporation that carries out volunteer service programs in the State.

(B) Agreement

In coordinating functions under this paragraph, such Commission or entity, and such subtitle, may enter into an agreement to--

(i) carry out such a function jointly;

(ii) to assign responsibility for such a function to the Commission or entity; or

(iii) to sign responsibility for such a function to the subtitle.

(C) Information

The State Commission or alternative entity for a State, and the head of any such subtitle, shall exchange information about--

(i) the programs carried out in the State by the Commission, entity, or subtitle, as appropriate; and

(ii) opportunities to coordinate activities.

(j) Liability

(1) Liability of State

Except as provided in paragraph (2)(B), a State shall agree to assume liability with respect to any claim arising out of or resulting from any act or omission by a member of the State Commission or alternative administrative entity of the State, within the scope of the service of the member on the State Commission or alternative administrative entity.

(2) Other claims

(A) In general

A member of the State Commission or alternative administrative entity shall have no personal liability with respect to any claim arising out of or resulting from any act or omission by such person, within the scope of the service of the member on the State Commission or alternative administrative entity.

(B) Limitation

This paragraph shall not be construed to limit personal liability for criminal acts or omissions, willful or malicious misconduct, acts or omissions for private gain, or any other act or omission outside the scope of the service of such member on the State Commission or alternative administrative entity.

(3) Effect on other law

This subsection shall not be construed--

(A) to affect any other immunities and protections that may be available to such member under applicable law with respect to such service;

(B) to affect any other right or remedy against the State under applicable law, or against any person other than a member of the State Commission or alternative administrative entity; or

(C) to limit or alter in any way the immunities that are available under applicable law for State officials and employees not described in this subsection.

SEC. 179. [42 U.S.C. 12639] Evaluation

(a) In general

The Corporation shall provide, through grants or contracts, for the continuing evaluation of programs that receive assistance under the national service laws, including evaluations that measure the impact of such programs, to determine--

(1) the effectiveness of various program models in achieving stated goals and the costs associated with such;

(2) with respect to the programs authorized under subtitle C of this subchapter, the impact of such programs, in each State in which a program is conducted, on the ability of--

(A) the VISTA and National Senior Volunteer Corps programs (established under the Domestic Volunteer Services Act of 1973 (42 U.S.C. 4950 et seq.));

(B) each regular component of the Armed Forces (as defined in section 101(a)(4) of Title 10);

(C) each of the reserve components of the Armed Forces (as described in section 10101 of Title 10); and

(D) the Peace Corps (as established by the Peace Corps Act (22 U.S.C. 2501 et seq.));

to recruit individuals residing in such State to serve in such program; and

(3) the structure and mechanisms for delivery of services for such programs.

(b) Comparisons

The Corporation shall provide for inclusion in the evaluations required under subsection (a) of this section, where appropriate, comparisons of participants in such programs with individuals who have not participated in such programs.

(c) Conducting evaluations

Evaluations of programs under subsection (a) of this section shall be conducted by individuals who are not directly involved in the administration of such program.

(d) Standards

The Corporation shall develop and publish general standards for the evaluation of program effectiveness in achieving the objectives of the national service laws.

(e) Community participation

In evaluating a program receiving assistance under the national service laws, the Corporation shall consider the opinions of participants and members of the communities where services are delivered concerning the strengths and weaknesses of such program.

(f) Comparison of program models

The Corporation shall evaluate and compare the effectiveness of different program models in meeting the program objectives described in subsection (g) of this section including full- and part-time programs, programs involving different types of national service, programs using different recruitment methods, programs offering alternative voucher or post-service benefit options, and programs utilizing individual placements and teams.

(g) Program objectives

The Corporation shall ensure that programs that receive assistance under subtitle C of this subchapter are evaluated to determine their effectiveness in--

(1) recruiting and enrolling diverse participants in such programs, consistent with the requirements of section 12575 of this title, based on economic background, race, ethnicity, age, marital status, education levels, and disability;

(2) promoting the educational achievement of each participant in such programs, based on earning a high school diploma or the equivalent of such diploma and the future enrollment and completion of increasingly higher levels of education;

(3) encouraging each participant to engage in public and community service after completion of the program based on career choices and service in other service programs such as the Volunteers in Service to America Program and National Senior Volunteer Corps programs established under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.), the Peace Corps (as established by the Peace Corps Act (22 U.S.C. 2501 et seq.)), the military, and part-time volunteer service;

(4) promoting of positive attitudes among each participant regarding the role of such participant in solving community problems based on the view of such participant regarding the personal capacity of such participant to improve the lives of others, the responsibilities of such participant as a citizen and community member, and other factors;

(5) enabling each participant to finance a lesser portion of the higher education of such participant through student loans;

(6) providing services and projects that benefit the community;

(7) supplying additional volunteer assistance to community agencies without overloading such agencies with more volunteers than can effectively be utilized;

(8) providing services and activities that could not otherwise be performed by employed workers and that will not supplant the hiring of, or result in the displacement of, employed workers or impair the existing contracts of such workers; and

(9) attracting a greater number of citizens to public service, including service in the active and reserve components of the Armed Forces, the National Guard, the Peace Corps (as established by the Peace Corps Act (22 U.S.C. 2501 et seq.)), and the VISTA and National Senior Volunteer Corps programs established under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.).

(h) Obtaining information

(1) In general

In conducting the evaluations required under this section, the Corporation may require each program participant and State or local applicant to provide such information as may be necessary to carry out the requirements of this section.

(2) Confidentiality

(A) In general

The Corporation shall maintain the confidentiality of information acquired under this subsection regarding individual participants.

(B) Disclosure

(i) Consent

The content of any information described in subparagraph (A) may be disclosed with the prior written consent of the individual participant with respect to whom the information is maintained.

(ii) Aggregate information

The Corporation may disclose information about the aggregate characteristics of such participants.

(i) Independent evaluation and report of demographics of national service participants and communities

(1) Independent evaluation

(A) In general

The Corporation shall, on an annual basis, arrange for an independent evaluation of the programs assisted under subtitle C of this subchapter.

(B) Participants

(i) In general

The entity conducting such evaluation shall determine the demographic characteristics of the participants in such programs.

(ii) Characteristics

The entity shall determine, for the year covered by the evaluation, the total number of participants within the programs, and the number of participants within the programs in each State, by sex, age, economic background, education level, ethnic group, disability classification, and geographic region.

(iii) Categories

The Corporation shall determine appropriate categories for analysis of each of the characteristics referred to in clause (ii) for purposes of such an evaluation.

(C) Communities

In conducting the evaluation, the entity shall determine the amount of assistance provided under section 12571 of this title during the year that has been expended for projects conducted under the programs in areas described in section 12585(c)(6) of this title.

(2) Report

The entity conducting the evaluation shall submit a report to the President, Congress, the Corporation, and each State Commission containing the results of the evaluation--

(A) with respect to the evaluation covering the year beginning on September 21, 1993, not later than 18 months after September 21, 1993; and

(B) with respect to the evaluation covering each subsequent year, not later than 18 months after the first day of each such year.

SEC. 180. [42 U.S.C. 12640] Engagement of participants

A State shall not engage a participant to serve in any program that receives assistance under this subchapter unless and until amounts have been appropriated under section 12681 of this title for the provision of national service educational awards and for the payment of other necessary expenses and costs associated with such participant.

SEC. 181. [42 U.S.C. 12641] Contingent extension

Section 1226a of Title 20 shall apply to this chapter.

SEC. 182. [42 U.S.C. 12642] Partnerships with schools

(a) Design of programs

The head of each Federal agency and department shall design and implement a comprehensive strategy to involve employees of such agencies and departments in partnership programs with elementary schools and secondary schools. Such strategy shall include--

(1) a review of existing programs to identify and expand the opportunities for such employees to be adult volunteers in schools and for students and out- of-school youth;

(2) the designation of a senior official in each such agency and department who will be responsible for establishing partnership and youth service programs in each such agency and department and for developing partnership and youth service programs;

(3) the encouragement of employees of such agencies and departments to participate in partnership programs and other service projects;

(4) the annual recognition of outstanding service programs operated by Federal agencies; and

(5) the encouragement of businesses and professional firms to include community service among the factors considered in making hiring, compensation, and promotion decisions.

(b) Report

Not later than 180 days after November 16, 1990, and on a regular basis thereafter, the head of each Federal agency and department shall prepare and submit, to the appropriate Committees of Congress, a report concerning the implementation of this section.

SEC. 183. [42 U.S.C. 12643] Rights of access, examination, and copying

(a) Comptroller General

The Comptroller General, or any of the duly authorized representatives of the Comptroller General, shall have access to, and the right to examine and copy, any books, documents, papers, records, and other recorded information in any form--

(1) within the possession or control of the Corporation or any State or local government, Indian tribe, or public or private nonprofit organization receiving assistance directly or indirectly under this chapter; and

(2) that the Comptroller General, or his representative, considers necessary to the performance of an evaluation, audit, or review.

(b) Chief Financial Officer

The Chief Financial Officer of the Corporation shall have access to, and the right to examine and copy, any books, documents, papers, records, and other recorded information in any form--

(1) within the possession or control of the Corporation or any State or local government, Indian tribe, or public or private nonprofit organization receiving assistance directly or indirectly under this chapter; and

(2) that relates to the duties of the Chief Financial Officer.

SEC. 184. [42 U.S.C. 12644] Drug-free workplace requirements

All programs receiving grants under this subchapter shall be subject to the Drug-Free Workplace Requirements for Federal Grant Recipients under sections 702 through 707 of Title 41.

SUBTITLE G--CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

SEC. 191. [42 U.S.C. 12651] Corporation for National and Community Service

There is established a Corporation for National and Community Service that shall administer the programs established under the national service laws. The Corporation shall be a Government corporation, as defined in section 103 of Title 5.

SEC. 192. [42 U.S.C. 12651a] Board of Directors

(a) Composition

(1) In general

There shall be in the Corporation a Board of Directors (referred to in this subtitle as the "Board") that shall be composed of--

(A) 15 members, including an individual between the ages of 16 and 25 who--

(i) has served in a school-based or community-based service-learning program; or

(ii) is or was a participant or a supervisor in a program;

to be appointed by the President, by and with the advice and consent of the Senate; and

(B) the ex officio nonvoting members described in paragraph (3).

(2) Qualifications

To the maximum extent practicable, the President shall appoint members--

(A) who have extensive experience in volunteer or service activities, which may include programs funded under one of the national service laws, and in State government;

(B) who represent a broad range of viewpoints;

(C) who are experts in the delivery of human, educational, environmental, or public safety services;

(D) so that the Board shall be diverse according to race, ethnicity, age, gender, and disability characteristics; and

(E) so that no more than 50 percent of the appointed members of the Board, plus 1 additional appointed member, are from a single political party.

(3) Ex officio members

The Secretary of Education, the Secretary of Health and Human Services, the Secretary of Labor, the Secretary of the Interior, the Secretary of Agriculture, the Secretary of Housing and Urban Development, the Secretary of Defense, the Attorney General, the Director of the Peace Corps, the Administrator of the Environmental Protection Agency, and the Chief Executive Officer shall serve as ex officio nonvoting members of the Board.

(b) Officers

(1) Chairperson

The President shall appoint a member of the Board to serve as the initial Chairperson of the Board. Each subsequent Chairperson shall be elected by the Board from among its members.

(2) Vice Chairperson

The Board shall elect a Vice Chairperson from among its membership.

(3) Other officers

The Board may elect from among its membership such additional officers of the Board as the Board determines to be appropriate.

(c) Terms

Each appointed member of the Board shall serve for a term of 5 years, except that, as designated by the President--

(1) 3 of the members first appointed to the Board shall serve for a term of 1 year;

(2) 3 of the members first appointed to the Board shall serve for a term of 2 years;

(3) 3 of the members first appointed to the Board shall serve for a term of 3 years;

(4) 3 of the members first appointed to the Board shall serve for a term of 4 years; and

(5) 3 of the members first appointed to the Board shall serve for a term of 5 years.

(d) Vacancies

If a vacancy occurs on the Board, a new member shall be appointed by the President, by and with the advice and consent of the Senate, and serve for the remainder of the term for which the predecessor of such member was appointed. The vacancy shall not affect the power of the remaining members to execute the duties of the Board.

SEC. 192A. [42 U.S.C. 12651b] Authorities and duties of the Board of Directors

(a) Meetings

The Board shall meet not less often than 3 times each year. The Board shall hold additional meetings at the call of the Chairperson of the Board, or if 6 members of the Board request such meetings in writing.

(b) Quorum

A majority of the appointed members of the Board shall constitute a quorum.

(c) Authorities of officers

(1) Chairperson

The Chairperson of the Board may call and conduct meetings of the Board.

(2) Vice Chairperson

The Vice Chairperson of the Board may conduct meetings of the Board in the absence of the Chairperson.

(d) Expenses

While away from their homes or regular places of business on the business of the Board, members of such Board shall be allowed travel expenses, including per diem in lieu of subsistence, at rates authorized for employees of agencies under subchapter I of chapter 57 of Title 5, for persons employed intermittently in the Government service.

(e) Special Government employees

For purposes of the provisions of chapter 11 of part I of Title 18, and any other provision of Federal law, a member of the Board (to whom such provisions would not otherwise apply except for this subsection) shall be a special Government employee.

(f) Status of members

(1) Tort claims

For the purposes of the tort claims provisions of chapter 171 of Title 28, a member of the Board shall be considered to be a Federal employee.

(2) Other claims

A member of the Board shall have no personal liability under Federal law with respect to any claim arising out of or resulting from any act or omission by such person, within the scope of the service of the member on the Board, in connection with any transaction involving the provision of financial assistance by the Corporation. This paragraph shall not be construed to limit personal liability for criminal acts or omissions, willful or malicious misconduct, acts or omissions for private gain, or any other act or omission outside the scope of the service of such member on the Board.

(3) Effect on other law

This subsection shall not be construed--

(A) to affect any other immunities and protections that may be available to such member under applicable law with respect to such transactions;

(B) to affect any other right or remedy against the Corporation, against the United States under applicable law, or against any person other than a member of the Board participating in such transactions; or

(C) to limit or alter in any way the immunities that are available under applicable law for Federal officials and employees not described in this subsection.

(g) Duties

The Board shall--

(1) review and approve the strategic plan described in section 12651d(b)(1) of this title, and annual updates of the plan;

(2) review and approve the proposal described in section 12651d(b)(2)(A) of this title, with respect to the grants, allotments, contracts, financial assistance, payment, and positions referred to in such section;

(3) review and approve the proposal described in section 12651d(b)(3)(A) of this title, regarding the regulations, standards, policies, procedures, programs, and initiatives referred to in such section;

(4) review and approve the evaluation plan described in section 12651d(b)(4)(A) of this title;

(5)(A) review, and advise the Chief Executive Officer regarding, the actions of the Chief Executive Officer with respect to the personnel of the Corporation, and with respect to such standards, policies, procedures, programs, and initiatives as are necessary or appropriate to carry out the national service laws; and

(B) inform the Chief Executive Officer of any aspects of the actions of the Chief Executive Officer that are not in compliance with the annual strategic plan referred to in paragraph (1), the proposals referred to in paragraphs (2) and (3), or the plan referred to in paragraph (4), or are not consistent with the objectives of the national service laws;

(6) receive any report as provided under subsection (b), (c), or (d) of section 8E of the Inspector General Act of 1978 [5 U.S.C.A. App.];

(7) make recommendations relating to a program of research for the Corporation with respect to national and community service programs, including service-learning programs;

(8) advise the President and the Congress concerning developments in national and community service that merit the attention of the President and the Congress;

(9) ensure effective dissemination of information regarding the programs and initiatives of the Corporation;

(10) notwithstanding any other provision of law, make grants to or contracts with Federal or other public departments or agencies and private nonprofit organizations for the assignment or referral of volunteers under the provisions of the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. § 4950 et seq.] (except as provided in section 108 of the Domestic Volunteer Service Act of 1973 [42 U.S.C.A.

§ 4958]), which may provide that the agency or organization shall pay all or a part of the costs of the program; and

(11) prepare and make recommendations to the Congress and the President for changes in the national service laws resulting from the studies and demonstrations the Chief Executive Officer is required to carry out under section 12651d(b)(10) of this title, which recommendations shall be submitted to the Congress and President not later than September 30, 1995.

(h) Administration

The Federal Advisory Committee Act (5 U.S.C. App.) shall not apply with respect to the Board.

(i) Limitation on participation

All employees and officers of the Corporation shall recuse themselves from decisions that would constitute conflicts of interest.

(j) Coordination with other Federal activities

As part of the agenda of meetings of the Board under subsection (a) of this section, the Board shall review projects and programs conducted or funded by the Corporation under the national service laws to improve the coordination between such projects and programs, and the activities of other Federal agencies that deal with the individuals and communities participating in or benefiting from such projects and programs. The ex officio members of the Board specified in section 12651a(a)(3) of this title shall jointly plan, implement, and fund activities in connection with projects and programs conducted under the national service laws to ensure that Federal efforts attempt to address the total needs of participants in such programs and projects, their communities, and the persons and communities the participants serve.

SEC. 193. [42 U.S.C. 12651c] Chief Executive Officer

(a) Appointment

The Corporation shall be headed by an individual who shall serve as Chief Executive Officer of the Corporation, and who shall be appointed by the President, by and with the advice and consent of the Senate.

(b) Compensation

The Chief Executive Officer shall be compensated at the rate provided for level III of the Executive Schedule under section 5314 of Title 5.

(c) Regulations

The Chief Executive Officer shall prescribe such rules and regulations as are necessary or appropriate to carry out the national service laws.

SEC. 193A. [42 U.S.C. 12651d] Authorities and duties of the Chief Executive Officer.

(a) General powers and duties

The Chief Executive Officer shall be responsible for the exercise of the powers and the discharge of the duties of the Corporation that are not reserved to the Board, and shall have authority and control over all personnel of the Corporation, except as provided in section 8E of the Inspector General Act of 1978 [5 U.S.C.A. App. 3].

(b) Duties

In addition to the duties conferred on the Chief Executive Officer under any other provision of the national service laws, the Chief Executive Officer shall--

(1) prepare and submit to the Board a strategic plan every 3 years, and annual updates of the plan, for the Corporation with respect to the major functions and operations of the Corporation;

(2)(A) prepare and submit to the Board a proposal with respect to such grants and allotments, contracts, other financial assistance, and designation of positions as approved national service positions, as are necessary or appropriate to carry out the national service laws; and

(B) after receiving and reviewing an approved proposal under section 12651b(g)(2) of this title, make such grants and allotments, enter into such contracts, award such other financial assistance, make such payments (in lump sum or installments, and in advance or by way of reimbursement, and in the case of financial assistance otherwise authorized under the national service laws, with necessary adjustments on account of overpayments and underpayments), and designate such positions as approved national service positions as are necessary or appropriate to carry out the national service laws;

(3)(A) prepare and submit to the Board a proposal regarding, the regulations established under section 12651f(b)(3)(A) of this title, and such other standards, policies, procedures, programs, and initiatives as are necessary or appropriate to carry out the national service laws; and

(B) after receiving and reviewing an approved proposal under section 12651b(g)(3) of this title--

(i) establish such standards, policies, and procedures as are necessary or appropriate to carry out the national service laws; and

(ii) establish and administer such programs and initiatives as are necessary or appropriate to carry out the national service laws;

(4)(A) prepare and submit to the Board a plan for the evaluation of programs established under the national service laws, in accordance with section 12639 of this title; and

(B) after receiving an approved proposal under section 12651b(g)(4) of this title--

(i) establish measurable performance goals and objectives for such programs, in accordance with section 12639 of this title; and

(ii) provide for periodic evaluation of such programs to assess the manner and extent to which the programs achieve the goals and objectives, in accordance with such section;

(5) consult with appropriate Federal agencies in administering the programs and initiatives;

(6) suspend or terminate payments and positions described in paragraph (2)(B), in accordance with section 12636 of this title;

(7) prepare and submit to the Board an annual report, and such interim reports as may be necessary, describing the major actions of the Chief Executive Officer with respect to the personnel of the Corporation, and with respect to such standards, policies, procedures, programs, and initiatives;

(8) inform the Board of, and provide an explanation to the Board regarding, any substantial differences regarding the implementation of the national service laws between--

(A) the actions of the Chief Executive Officer; and

(B)(i) the strategic plan approved by the Board under section 12651b(g)(1) of this title;

(ii) the proposals approved by the Board under paragraph (2) or (3) of section 12651b(g) of this title; or

(iii) the evaluation plan approved by the Board under section 12651b(g)(4) of this title;

(9) prepare and submit to the appropriate committees of Congress an annual report, and such interim reports as may be necessary, describing--

(A) the services referred to in paragraph (1), and the money and property referred to in paragraph (2), of section 12651g(a) of this title that have been accepted by the Corporation;

(B) the manner in which the Corporation used or disposed of such services, money, and property; and

(C) information on the results achieved by the programs funded under the national service laws during the year preceding the year in which the report is prepared;

(10) provide for studies (including the evaluations described in subsection (f) of this section) and demonstrations that evaluate, and prepare and submit to the Board by June 30, 1995, a report containing recommendations regarding, issues related to--

(A) the administration and organization of programs authorized under the national service laws or under Public Law 91-378 [16 U.S.C.A. § 1701 et seq.] (referred to in this subparagraph as "service programs"), including--

(i) whether the State and national priorities designed to meet the unmet human, education, environmental, or public safety needs described in section 12572(c)(1) of this title are being addressed by this chapter;

(ii) the manner in which--

(I) educational and other outcomes of both stipended and nonstipended service and service-learning are defined and measured in such service programs; and

(II) such outcomes should be defined and measured in such service programs;

(iii) whether stipended service programs, and service programs providing educational benefits in return for service, should focus on economically disadvantaged individuals or at-risk youth or whether such programs should include a mix of individuals, including individuals from middle- and upper-income families;

(iv) the role and importance of stipends and educational benefits in achieving desired outcomes in the service programs;

(v) the potential for cost savings and coordination of support and oversight services from combining functions performed by ACTION State offices and State Commissions;

(vi) the implications of the results from such studies and demonstrations for authorized funding levels for the service programs; and

(vii) other issues that the Director determines to be relevant to the administration and organization of the service programs; and

(B) the number, potential consolidation, and future organization of national service or domestic volunteer service programs that are authorized under Federal law, including VISTA, service corps assisted under subtitle C of this subchapter and other programs authorized by this chapter, programs administered by the Public Health Service, the Department of Defense, or other Federal agencies, programs regarding teacher corps, and programs regarding work-study and higher education loan forgiveness or forbearance programs authorized by the Higher Education Act of 1965 (20 U.S.C. 1001 et seq.) related to community service; and

(11) for purposes of section 12638(d)(6)(B) of this title, issue regulations to waive the disqualification of members of the Board and members of the State Commissions selectively in a random, nondiscretionary manner and only to the extent necessary to establish the quorum involved, including rules that forbid each member of the Board and each voting member of a State Commission to participate in any discussion or decision regarding the provision of assistance or approved national service positions, or the continuation, suspension, or termination of such assistance or such positions, to any program or entity of which such member of the Board or such member of the State Commission is, or in the 1-year period before the submission of the application referred to in such section was, an officer, director, trustee, full-time volunteer, or employee.

(c) Powers

In addition to the authority conferred on the Chief Executive Officer under any other provision of the national service laws, the Chief Executive Officer may--

(1) establish, alter, consolidate, or discontinue such organizational units or components within the Corporation as the Chief Executive Officer considers necessary or appropriate, consistent with Federal law, and shall, to the maximum extent practicable, consolidate such units or components of

the divisions of the Corporation described in section 12651e(a)(3) of this title as may be appropriate to enable the two divisions to coordinate common support functions;

(2) with the approval of the President, arrange with and reimburse the heads of other Federal agencies for the performance of any of the provisions of the national service laws;

(3) with their consent, utilize the services and facilities of Federal agencies with or without reimbursement, and, with the consent of any State, or political subdivision of a State, accept and utilize the services and facilities of the agencies of such State or subdivisions without reimbursement;

(4) allocate and expend funds made available under the national service laws;

(5) disseminate, without regard to the provisions of section 3204 of Title 39, data and information, in such form as the Chief Executive Officer shall determine to be appropriate to public agencies, private organizations, and the general public;

(6) collect or compromise all obligations to or held by the Chief Executive Officer and all legal or equitable rights accruing to the Chief Executive Officer in connection with the payment of obligations in accordance with chapter 37 of Title 31 (commonly known as the "Federal Claims Collection Act of 1966");

(7) file a civil action in any court of record of a State having general jurisdiction or in any district court of the United States, with respect to a claim arising under this chapter;

(8) exercise the authorities of the Corporation under section 12651g of this title;

(9) consolidate the reports to Congress required under the national service laws, and the report required under section 9106 of Title 31, into a single report, and submit the report to Congress on an annual basis; and

(10) generally perform such functions and take such steps consistent with the objectives and provisions of the national service laws, as the Chief Executive Officer determines to be necessary or appropriate to carry out such provisions.

(d) Delegation

(1) "Function" defined

As used in this subsection, the term "function" means any duty, obligation, power, authority, responsibility, right, privilege, activity, or program.

(2) In general

Except as otherwise prohibited by law or provided in the national service laws, the Chief Executive Officer may delegate any function under the national service laws, and authorize such successive redelegations of such function as may be necessary or appropriate. No delegation of a function by the Chief Executive Officer under this subsection or under any other provision of the national service laws shall relieve such Chief Executive Officer of responsibility for the administration of such function.

(3) Function of Board

The Chief Executive Officer may not delegate a function of the Board without the permission of the Board.

(e) Actions

In an action described in subsection (c)(7) of this section--

(1) a district court referred to in such subsection shall have jurisdiction of such a civil action without regard to the amount in controversy;

(2) such an action brought by the Chief Executive Officer shall survive notwithstanding any change in the person occupying the office of Chief Executive Officer or any vacancy in that office;

(3) no attachment, injunction, garnishment, or other similar process, mesne or final, shall be issued against the Chief Executive Officer or the Board or property under the control of the Chief Executive Officer or the Board; and

(4) nothing in this section shall be construed to except litigation arising out of activities under this chapter from the application of sections 509, 517, 547, and 2679 of Title 28.

(f) Evaluations

(1) Evaluation of living allowance

The Corporation shall arrange for an independent evaluation to determine the levels of living allowances paid in all programs under subtitles C and I of this subchapter, individually, by State, and by region. Such evaluation shall determine the effects that such living allowances have had on the ability of individuals to participate in such programs.

(2) Evaluation of success of investment in national service

(A) Evaluation required

The Corporation shall arrange for the independent evaluation of the operation of subtitle C of this subchapter, to determine the levels of participation of economically disadvantaged individuals in national service programs carried out or supported using assistance provided under section 12571 of this title.

(B) Period covered by evaluation

The evaluation required by this paragraph shall cover the period beginning on the date the Corporation first makes a grant under section 12571 of this title, and ending on a date that is as close as is practicable to the date specified in subsection (b)(10) of this section.

(C) Income levels of participants

The evaluating entity shall determine the total income of each participant who serves, during the period covered by the evaluation, in a national service program carried out or supported using assistance provided under section 12571 of this title or in an approved national service position. The total income of the participant shall be determined as of the date the participant was first selected to participate in such a program and shall include family total income unless the evaluating entity determines that the participant was independent at the time of selection.

(D) Assistance for distressed areas

The evaluating entity shall also determine the amount of assistance provided under section 12571 of this title during the period covered by the report that has been expended for projects conducted in areas of economic distress described in section 12585(c)(6) of this title.

(E) Definitions

As used in this paragraph:

(i) Independent

The term "independent" has the meaning given the term in section 480(d) of the Higher Education Act of 1965 (20 U.S.C. 1087vv(d)).

(ii) Total income

The term "total income" has the meaning given the term in section 480(a) of the Higher Education Act of 1965 (20 U.S.C. 1087vv(a)).

(g) Recruitment and public awareness functions

(1) Effort

The Chief Executive Officer shall ensure that the Corporation, in carrying out the recruiting and public awareness functions of the Corporation, shall expend at least the level of effort on recruitment and public awareness activities related to the programs carried out under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.) as ACTION expended on recruitment and public awareness activities related to programs under the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. § 4950 et seq.] during fiscal year 1993.

(2) Personnel

The Chief Executive Officer shall assign or hire, as necessary, such additional national, regional, and State personnel to carry out such recruiting and public awareness functions as may be necessary to ensure that such functions are carried out in a timely and effective manner. The Chief Executive Officer shall give priority in the hiring of such additional personnel to individuals who have formerly served as volunteers in the programs carried out under the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. § 4950 et seq.] or similar programs, and to individuals who have specialized experience in the recruitment of volunteers.

(3) Funds

For the first fiscal year after the effective date of this subsection, and for each fiscal year thereafter, for the purpose of carrying out such recruiting and public awareness functions, the Chief Executive Officer shall obligate not less than 1.5 percent of the amounts appropriated for the fiscal year under section 501(a) of the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. § 5081(a)].

SEC. 194. [42 U.S.C. 12651e] Officers

(a) Managing Directors

(1) In general

There shall be in the Corporation 2 Managing Directors, who shall be appointed by the President, by and with the advice and consent of the Senate, and who shall report to the Chief Executive Officer.

(2) Compensation

The Managing Directors shall be compensated at the rate provided for level IV of the Executive Schedule under section 5315 of Title 5.

(3) Duties

The Corporation shall determine the programs for which the Managing Directors shall have primary responsibility and shall establish the subtitles of the Corporation to be headed by the Managing Directors.

(b) Inspector General

(1) Office

There shall be in the Corporation an Office of the Inspector General.

(2) Appointment

The Office shall be headed by an Inspector General, appointed in accordance with the Inspector General Act of 1978 [5 U.S.C.A. App. 3].

(3) Compensation

The Inspector General shall be compensated at the rate provided for level IV of the Executive Schedule under section 5315 of Title 5.

(c) Chief Financial Officer

(1) Office

There shall be in the Corporation a Chief Financial Officer, who shall be appointed by the President, by and with the advice and consent of the Senate.

(2) Compensation

The Chief Financial Officer shall be compensated at the rate provided for level IV of the Executive Schedule under section 5315 of Title 5.

(3) Duties

The Chief Financial Officer shall--

(A) report directly to the Chief Executive Officer regarding financial management matters;

(B) oversee all financial management activities relating to the programs and operations of the Corporation;

(C) develop and maintain an integrated accounting and financial management system for the Corporation, including financial reporting and internal controls;

(D) develop and maintain any joint financial management systems with the Department of Education necessary to carry out the programs of the Corporation; and

(E) direct, manage, and provide policy guidance and oversight of the financial management personnel, activities, and operations of the Corporation.

(d) Assistant Directors for VISTA and National Senior Volunteer Corps

(1) Appointment

One of the Managing Directors appointed under subsection (a) of this section shall, in accordance with applicable provisions of Title 5, appoint 4 Assistant Directors who shall report directly to such Managing Director, of which--

(A) 1 Assistant Director shall be responsible for programs carried out under parts A and B of Title I of the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. §§ 4951 et seq. and 4971 et seq.] (the Volunteers in Service to America (VISTA) program) and other anti-poverty programs under Title I of that Act [42 U.S.C.A. § 4951 et seq.];

(B) 1 Assistant Director shall be responsible for programs carried out under part A of Title II of that Act [42 U.S.C.A. § 5001 et seq.] (relating to the Retired Senior Volunteer Program);

(C) 1 Assistant Director shall be responsible for programs carried out under part B of Title II of that Act [42 U.S.C.A. § 5011 et seq.] (relating to the Foster Grandparent Program); and

(D) 1 Assistant Director shall be responsible for programs carried out under part C of Title II of that Act [42 U.S.C.A. § 5013 et seq.] (relating to the Senior Companion Program).

(2) Effective date for exercise of authority

Each Assistant Director appointed pursuant to paragraph (1) may exercise the authority assigned to each such Director only after the effective date of section 203(c)(2) of the National and Community Service Trust Act of 1993.

SEC. 195. [42 U.S.C. 12651f] Employees, consultants, and other personnel

(a) Employees

Except as provided in subsection (b) of this section, section 12651e(d) of this title, and section 8E of the Inspector General Act of 1978 [5 U.S.C.A. App. 3], the Chief Executive Officer shall, in accordance with applicable provisions of Title 5, appoint and determine the compensation of such employees as the Chief Executive Officer determines to be necessary to carry out the duties of the Corporation.

(b) Alternative personnel system

(1) Authority

The Chief Executive Officer may designate positions in the Corporation as positions to which the Chief Executive Officer may make appointments, and for which the Chief Executive Officer may determine compensation, without regard to the provisions of Title 5 governing appointments in the

competitive service, and without regard to the provisions of chapter 51 and subchapter III of chapter 53 of such title relating to classification and General Schedule pay rates, to the extent the Chief Executive Officer determines that such a designation is appropriate and desirable to further the effective operation of the Corporation. The Chief Executive Officer may provide for appointments to such positions to be made on a limited term basis.

(2) Appointment in the competitive service after employment under alternative personnel system

The Director of the Office of Personnel Management may grant competitive status for appointment to the competitive service, under such conditions as the Director may prescribe, to an employee who is appointed under this subsection and who is separated from the Corporation (other than by removal for cause).

(3) Selection and compensation system

(A) Establishment of system

The Chief Executive Officer, after obtaining the approval of the Director of the Office of Personnel Management, shall issue regulations establishing a selection and compensation system for employees of the Corporation appointed under paragraph (1). In issuing such regulations, the Chief Executive Officer shall take into consideration the need for flexibility in such a system.

(B) Application

The Chief Executive Officer shall appoint and determine the compensation of employees in accordance with the selection and compensation system established under subparagraph (A).

(C) Selection

The system established under subparagraph (A) shall provide for the selection of employees--

(i) through a competitive process; and

(ii) on the basis of the qualifications of applicants and the requirements of the positions.

(D) Compensation

The system established under subparagraph (A) shall include a scheme for the classification of positions in the Corporation. The system shall require that the compensation of an employee be determined in part on the basis of the job performance of the employee, and in a manner consistent with the principles described in section 5301 of Title 5. The rate of compensation for each employee compensated under the system shall not exceed the annual rate of basic pay payable for level IV of the Executive Schedule under section 5315 of Title 5.

(c) Corporation representative in each State

(1) Designation of representative

The Corporation shall designate 1 employee of the Corporation for each State or group of States to serve as the representative of the Corporation in the State or States and to assist the Corporation in carrying out the activities described in the national service laws in the State or States.

(2) Duties

The representative designated under this subsection for a State or group of States shall serve as the liaison between--

(A) the Corporation and the State Commission that is established in the State or States;

(B) the Corporation and any subdivision of a State, Indian tribe, public or private nonprofit organization, or institution of higher education, in the State or States, that is awarded a grant under section 12571 of this title directly from the Corporation; and

(C) after the effective date of section 203(c)(2) of the National and Community Service Trust Act of 1993, the State Commission and the Corporation employee responsible for programs under the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. § 4950 et seq.] in the State, if the employee is not the representative described in paragraph (1) for the State.

(3) Member of State Commission

The representative designated under this subsection for a State or group of States shall also serve as a member of the State Commission established in the State or States, as described in section 12638(c)(3) of this title.

(4) Compensation

If the employee designated under paragraph (1) is an employee whose appointment was made pursuant to subsection (b) of this section, the rate of compensation for such employee may not exceed the maximum rate of basic pay payable for GS-13 of the General Schedule under section 5332 of Title 5.

(d) Consultants

The Chief Executive Officer may procure the temporary and intermittent services of experts and consultants and compensate the experts and consultants in accordance with section 3109(b) of Title 5.

(e) Details of personnel

The head of any Federal department or agency may detail on a reimbursable basis, or on a nonreimbursable basis for not to exceed 180 calendar days during any fiscal year, as agreed upon by the Chief Executive Officer and the head of the Federal agency, any of the personnel of that department or agency to the Corporation to assist the Corporation in carrying out the duties of the Corporation under the national service laws. Any detail shall not interrupt or otherwise affect the civil service status or privileges of the Federal employee.

(f) Advisory committees

(1) Establishment

The Chief Executive Officer, acting upon the recommendation of the Board, may establish advisory committees in the Corporation to advise the Board with respect to national service issues, such as the type of programs to be established or assisted under the national service laws, priorities and criteria for such programs, and methods of conducting outreach for, and evaluation of, such programs.

(2) Composition

Such an advisory committee shall be composed of members appointed by the Chief Executive Officer, with such qualifications as the Chief Executive Officer may specify.

(3) Expenses

Members of such an advisory committee may be allowed travel expenses as described in section 12651b(d) of this title.

(4) Staff

(A) In general

Except as provided in subparagraph (B), the Chief Executive Officer is authorized to appoint and fix the compensation of such staff as the Chief Executive Officer determines to be necessary to carry out the functions of the advisory committee, without regard to--

(i) the provisions of Title 5 governing appointments in the competitive service; and

(ii) the provisions of chapter 51 and subchapter III of chapter 53 of such title relating to classification and General Schedule pay rates.

(B) Compensation

If a member of the staff appointed under subparagraph (A) was appointed without regard to the provisions described in clauses (i) and (ii) of subparagraph (A), the rate of compensation for such member may not exceed the maximum rate of basic pay payable for GS-13 of the General Schedule under section 5332 of Title 5.

SEC. 196. [42 U.S.C. 12651g] Administration

(a) Donations

(1) Services

(A) Volunteers

Notwithstanding section 1342 of Title 31, the Corporation may solicit and accept the voluntary services of individuals to assist the Corporation in carrying out the duties of the Corporation under the national service laws, and may provide to such individuals the travel expenses described in section 12651b(d) of this title.

(B) Limitation

Such a volunteer shall not be considered to be a Federal employee and shall not be subject to the provisions of law relating to Federal employment, including those relating to hours of work, rates of compensation, leave, unemployment compensation, and Federal employee benefits, except that--

(i) for the purposes of the tort claims provisions of chapter 171 of Title 28, a volunteer under this subtitle shall be considered to be a Federal employee;

(ii) for the purposes of subchapter I of chapter 81 of Title 5 relating to compensation to Federal employees for work injuries, volunteers under this subtitle shall be considered to be employees, as defined in section 8101(1)(B) of Title 5 and the provisions of such subchapter shall apply; and

(iii) for purposes of the provisions of chapter 11 of part I of Title 18, such a volunteer (to whom such provisions would not otherwise apply except for this subsection) shall be a special Government employee.

(C) Inherently governmental function

(i) In general

Such a volunteer shall not carry out an inherently governmental function.

(ii) Regulations

The Chief Executive Officer shall promulgate regulations to carry out this subparagraph.

(iii) "Inherently governmental function" defined

As used in this subparagraph, the term "inherently governmental function" means any activity that is so intimately related to the public interest as to mandate performance by an officer or employee of the Federal Government, including an activity that requires either the exercise of discretion in applying the authority of the Government or the use of value judgment in making a decision for the Government.

(2) Property

(A) In general

The Corporation may solicit, accept, hold, administer, use, and dispose of, in furtherance of the purposes of the national service laws, donations of any money or property, real, personal, or mixed, tangible or intangible, received by gift, devise, bequest, or otherwise. Donations accepted under this subparagraph shall be used as nearly as possible in accordance with the terms, if any, of such donation.

(B) Status of contribution

Any donation accepted under subparagraph (A) shall be considered to be a gift, devise, or bequest to, or for the use of, the United States.

(C) Rules

The Chief Executive Officer shall establish written rules to ensure that the solicitation, acceptance, holding, administration, and use of property described in subparagraph (A)--

(i) will not reflect unfavorably upon the ability of the Corporation, or of any officer or employee of the Corporation, to carry out the responsibilities or official duties of the Corporation in a fair and objective manner; and

(ii) will not compromise the integrity of the programs of the Corporation or any official or employee of the Corporation involved in such programs.

(D) Disposition

Upon completion of the use by the Corporation of any property accepted pursuant to subparagraph (A) (other than money or monetary proceeds from sales of property so accepted), such completion shall be reported to the General Services Administration and such property shall be

disposed of in accordance with Title II of the Federal Property and Administrative Services Act of 1949 (40 U.S.C. 481 et seq.).

(3) Volunteer

As used in this subsection, the term "volunteer" does not include a participant.

(b) Contracts

Subject to the Federal Property and Administrative Services Act of 1949 [40 U.S.C.A. § 471 et seq.], the Corporation may enter into contracts, and cooperative and interagency agreements, with Federal and State agencies, private firms, institutions, and individuals to conduct activities necessary to assist the Corporation in carrying out the duties of the Corporation under the national service laws.

(c) Office of Management and Budget

Appropriate circulars of the Office of Management and Budget shall apply to the Corporation.

SEC. 196A. [42 U.S.C. 12651h] Corporation State offices

(a) In general

The Chief Executive Officer shall establish and maintain a decentralized field structure that provides for an office of the Corporation for each State. The office for a State shall be located in, or in reasonable proximity to, such State. Only one such office may carry out the duties described in subsection (b) of this section with respect to a State at any particular time. Such State office may be directed by the representative designated under section 12651f(c) of this title.

(b) Duties

Each State office established pursuant to subsection (a) of this section shall--

(1) provide to the State Commissions established under section 12638 of this title technical and other assistance for the development and implementation of national service plans under section 12638(e)(1) of this title;

(2) provide to community-based agencies and other entities within the State technical assistance for the preparation of applications for assistance under the national service laws, utilizing, as appropriate, information and materials provided by the clearinghouses established pursuant to section 12653a of this title;

(3) provide to the State Commission and other entities within the State support and technical assistance necessary to assure the existence of an effective system of recruitment, placement, and training of volunteers within the State;

(4) monitor and evaluate the performance of all programs and projects within the State that receive assistance under the national service laws; and

(5) perform such other duties and functions as may be assigned or delegated by the Chief Executive Officer.

SUBTITLE H--INVESTMENT FOR QUALITY AND INNOVATION

SEC. 198. [42 U.S.C. 12653] Additional Corporation activities to support national service

(a) Methods of conducting activities

The Corporation may carry out this section directly (except as provided in subsection (r) of this section) or through grants, contracts, and cooperative agreements with other entities.

(b) Innovation and quality improvement

The Corporation may undertake activities to improve the quality of national service programs, including service-learning programs, and to support innovative and model programs, including--

- (1) programs, including programs for rural youth, under subtitle B or C of this subchapter;
- (2) employer-based retiree programs;
- (3) intergenerational programs;
- (4) programs involving individuals with disabilities as participants providing service; and
- (5) programs sponsored by Governors.

(c) Summer programs

The Corporation may support service programs intended to be carried out between May 1 and October 1, except that such a program may also include a year-round component.

(d) Community-based agencies

The Corporation may provide training and technical assistance and other assistance to service sponsors and other community-based agencies that provide volunteer placements in order to improve the ability of such agencies to use participants and other volunteers in a manner that results in high-quality service and a positive service experience for the participants and volunteers.

(e) Improve ability to apply for assistance

The Corporation shall provide training and technical assistance, where necessary, to individuals, programs, local labor organizations, State educational agencies, State Commissions, local educational agencies, local governments, community-based agencies, and other entities to enable them to apply for funding under one of the national service laws, to conduct high-quality programs, to evaluate such programs, and for other purposes.

(f) National service fellowships

The Corporation may award national service fellowships.

(g) Conferences and materials

The Corporation may organize and hold conferences, and prepare and publish materials, to disseminate information and promote the sharing of information among programs for the purpose of improving the quality of programs and projects.

(h) Peace Corps and VISTA training

The Corporation may provide training assistance to selected individuals who volunteer to serve in the Peace Corps or a program authorized under Title I of the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4951 et seq.). The training shall be provided as part of the course of study of the individual at an institution of higher education, shall involve service-learning, and shall cover appropriate skills that the individual will use in the Peace Corps or VISTA.

(i) Promotion and recruitment

The Corporation may conduct a campaign to solicit funds for the National Service Trust and other programs and activities authorized under the national service laws and to promote and recruit participants for programs that receive assistance under the national service laws.

(j) Training

The Corporation may support national and regional participant and supervisor training, including leadership training and training in specific types of service and in building the ethic of civic responsibility.

(k) Research

The Corporation may support research on national service, including service-learning.

(l) Intergenerational support

The Corporation may assist programs in developing a service component that combines students, out-of-school youths, and older adults as participants to provide needed community services.

(m) Planning coordination

The Corporation may coordinate community-wide planning among programs and projects.

(n) Youth leadership

The Corporation may support activities to enhance the ability of youth and young adults to play leadership roles in national service.

(o) National program identity

The Corporation may support the development and dissemination of materials, including training materials, and arrange for uniforms and insignia, designed to promote unity and shared features among programs that receive assistance under the national service laws.

(p) Service-learning

The Corporation shall support innovative programs and activities that promote service-learning.

(q) National Youth Service Day

(1) Designation

April 19, 1994, and April 18, 1995, are each designated as "National Youth Service Day". The President is authorized and directed to issue a proclamation calling on the people of the United States to observe the day with appropriate ceremonies and activities.

(2) Federal activities

In order to observe National Youth Service Day at the Federal level, the Corporation may organize and carry out appropriate ceremonies and activities.

(3) Activities

The Corporation may make grants to public or private nonprofit organizations with demonstrated ability to carry out appropriate activities, in order to support such activities on National Youth Service Day.

(r) Assistance for Head Start

The Corporation may make grants to, and enter into contracts and cooperative agreements with, public or nonprofit private agencies and organizations that receive grants or contracts under the Foster Grandparent Program (part B of Title II of the Domestic Volunteer Service Act of 1973 [42 U.S.C.A. § 5011 et seq.]), for projects of the type described in section 211(a) of such Act [42 U.S.C.A. § 5011] operating under memoranda of agreement with the Corporation, for the purpose of increasing the number of low-income individuals who provide services under such program to children who participate in Head Start programs under the Head Start Act (42 U.S.C. 9831 et seq.).

(s) Martin Luther King, Jr., Service Day

(1) Assistance

The Corporation may make grants to eligible entities described in paragraph (2) to pay for the Federal share of the cost of planning and carrying out service opportunities in conjunction with the Federal legal holiday honoring the birthday of Martin Luther King, Jr. Such service opportunities shall consist of activities reflecting the life and teachings of Martin Luther King, Jr., such as cooperation and understanding among racial and ethnic groups, nonviolent conflict resolution, equal economic and educational opportunities, and social justice.

(2) Eligible entities

Any entity otherwise eligible for assistance under the national services laws shall be eligible to receive a grant under this subsection.

(3) Repealed. Pub.L. 105-354, § 2(b), Nov. 3, 1998, 112 Stat. 3244.

(4) Federal share

Grants provided under this subsection to an eligible entity to support the planning and carrying out of a service opportunity in conjunction with the Federal legal holiday honoring the birthday of Martin Luther King, Jr., together with all other Federal funds used to plan or carry out the service opportunity, may not exceed 30 percent of the cost of planning and carrying out the service opportunity.

(5) Calculation of entity contributions

In determining the non-Federal share of the costs of planning and carrying out a service opportunity supported by a grant under this subsection, the Corporation shall consider in-kind contributions (including facilities, equipment, and services) made to plan or carry out the service opportunity.

SEC. 198A. [42 U.S.C. 12653a] Clearinghouses

(a) Assistance

The Corporation shall provide assistance to appropriate entities to establish one or more clearinghouses, including the clearinghouse described in section 12551 of this title.

(b) Application

To be eligible to receive assistance under subsection (a) of this section, an entity shall submit an application to the Corporation at such time, in such manner, and containing such information as the Corporation may require.

(c) Function of clearinghouses

An entity that receives assistance under subsection (a) of this section may--

(1) assist entities carrying out State or local community service programs with needs assessments and planning;

(2) conduct research and evaluations concerning community service;

(3)(A) provide leadership development and training to State and local community service program administrators, supervisors, and participants; and

(B) provide training to persons who can provide the leadership development and training described in subparagraph (A);

(4) facilitate communication among entities carrying out community service programs and participants;

(5) provide information, curriculum materials, and technical assistance relating to planning and operation of community service programs, to States and local entities eligible to receive funds under this subchapter;

(6)(A) gather and disseminate information on successful community service programs, components of such successful programs, innovative youth skills curriculum, and community service projects; and

(B) coordinate the activities of the clearinghouse with appropriate entities to avoid duplication of effort;

(7) make recommendations to State and local entities on quality controls to improve the delivery of community service programs and on changes in the programs under this subchapter; and

(8) carry out such other activities as the Chief Executive Officer determines to be appropriate.

SEC. 198B. [42 U.S.C. 12653b] Presidential awards for service

(a) Presidential awards

(1) In general

The President, acting through the Corporation, may make Presidential awards for service to individuals providing significant service, and to outstanding service programs.

(2) Individuals and programs

Notwithstanding section 12511(19) of this title--

(A) an individual receiving an award under this subsection need not be a participant in a program authorized under this chapter; and

(B) a program receiving an award under this subsection need not be a program authorized under this chapter.

(3) Nature of award

In making an award under this section to an individual or program, the President, acting through the Corporation--

(A) is authorized to incur necessary expenses for the honorary recognition of the individual or program; and

(B) is not authorized to make a cash award to such individual or program.

(b) Information

The President, acting through the Corporation, shall ensure that information concerning individuals and programs receiving awards under this section is widely disseminated.

SEC. 198C. [42 U.S.C. 12653c] Military installation conversion demonstration programs

(a) Purposes

The purposes of this section are to--

(1) provide meaningful service opportunities for economically disadvantaged youth;

(2) fully utilize military installations affected by closures or realignments;

(3) encourage communities affected by such closures or realignments to convert the installations to community use; and

(4) foster a sense of community pride in the youth in the community.

As used in this section:

(1) Affected military installation

The term "affected military installation" means a military installation being closed or realigned under--

(A) the Defense Base Closure and Realignment Act of 1990 (part A of title XXIX of subtitle B of Public Law 101-510; 10 U.S.C. 2687 note); and

(B) title II of the Defense Authorization Amendments and Base Closure and Realignment Act (Public Law 100-526; 10 U.S.C. 2687 note).

(2) Community

The term "community" includes a county.

(3) Convert to community use

The term "convert to community use", used with respect to an affected military installation, includes--

(A) conversion of the installation or a part of the installation to--

(i) a park;

(ii) a community center;

(iii) a recreational facility; or

(iv) a facility for a Head Start program under the Head Start Act (42 U.S.C. 9831 et seq.); and

(B) carrying out, at the installation, a construction or economic development project that is of substantial benefit, as determined by the Chief Executive Officer, to--

(i) the community in which the installation is located; or

(ii) a community located within such distance of the installation as the Chief Executive Officer may determine by regulation to be appropriate.

(4) Demonstration program

The term "demonstration program" means a program described in subsection (c) of this section.

(c) Demonstration programs

(1) Grants

The Corporation may make grants to communities and community-based agencies to pay for the Federal share of establishing and carrying out military installation conversion demonstration programs, to assist in converting to community use affected military installations located--

(A) within the community; or

(B) within such distance from the community as the Chief Executive Officer may by regulation determine to be appropriate.

(2) Duration

In carrying out such a demonstration program, the community or community-based agency may carry out--

(A) a program of not less than 6 months in duration; or

(B) a full-time summer program.

(d) Use of funds

(1) Stipend

A community or community-based agency that receives a grant under subsection (c) of this section to establish and carry out a project through a demonstration program may use the funds made available through such grant to pay for a portion of a stipend for the participants in the project.

(2) Limitation on amount of stipend

The amount of the stipend provided to a participant under paragraph (1) that may be paid using assistance provided under this section and using any other Federal funds shall not exceed the lesser of--

(A) 85 percent of the total average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title; and

(B) 85 percent of the stipend established by the demonstration program involved.

(e) Participants

(1) Eligibility

A person shall be eligible to be selected as a participant in a project carried out through a demonstration program if the person is--

(A) an economically disadvantaged individual; and

(B)(i) a person described in section 12613(b) of this title;

(ii) a youth described in section 12614(a) of this title; or

(iii) an eligible youth described in section 1693 of Title 29 or an individual described in section 2884 of Title 29.

(2) Participation

Persons desiring to participate in such a project shall enter into an agreement with the service sponsor of the project to participate--

(A) on a full-time or a part-time basis; and

(B) for the duration referred to in subsection (f)(2)(C) of this section.

(f) Application

(1) In general

To be eligible to receive a grant under subsection (c) of this section, a community or community-based agency shall submit an application to the Chief Executive Officer at such time, in such manner, and containing such information as the Chief Executive Officer may require.

(2) Contents

At a minimum, such application shall contain--

(A) a description of the demonstration program proposed to be conducted by the applicant;

(B) a proposal for carrying out the program that describes the manner in which the applicant will--

(i) provide preservice and inservice training, for supervisors and participants, that will be conducted by qualified individuals or qualified organizations;

(ii) conduct an appropriate evaluation of the program; and

(iii) provide for appropriate community involvement in the program;

(C) information indicating the duration of the program; and

(D) an assurance that the applicant will comply with the nonduplication and nondisplacement provisions of section 12637 of this title and the grievance procedure requirements of section 12636(f) of this title.

(g) Limitation on grant

In making a grant under subsection (c) of this section with respect to a demonstration program to assist in converting an affected military installation, the Corporation shall not make a grant for more than 25 percent of the total cost of the conversion.

SEC. 198D. [42 U.S.C. 12653d] Special demonstration project

(a) Special demonstration project for the Yukon-Kuskokwim delta of Alaska

The President may award grants to, and enter into contracts with, organizations to carry out programs that address significant human needs in the Yukon-Kuskokwim delta region of Alaska.

(b) Application

(1) General requirements

To be eligible to receive a grant or enter into a contract under subsection (a) of this section with respect to a program, an organization shall submit an application to the President at such time, in such manner, and containing such information as the President may require.

(2) Contents

The application submitted by the organization shall, at a minimum--

(A) include information describing the manner in which the program will utilize VISTA volunteers, individuals who have served in the Peace Corps, and other qualified persons, in partnership with the local nonprofit organizations known as the Yukon-Kuskokwim Health Corporation and the Alaska Village Council Presidents;

(B) take into consideration--

(i) the primarily noncash economy of the region; and

(ii) the needs and desires of residents of the local communities in the region; and

(C) include specific strategies, developed in cooperation with the Yupi'k speaking population that resides in such communities, for comprehensive and intensive community development for communities in the Yukon-Kuskokwim delta region.

SUBTITLE I--AMERICAN CONSERVATION AND YOUTH SERVICE CORPS

SEC. 199. [42 U.S.C. 12501 nt] Short title

This subtitle may be cited as the "American Conservation and Youth Service Corps Act of 1990".

SEC. 199A. [42 U.S.C. 12655] General authority

The Corporation may make grants to States or local applicants and may transfer funds to the Secretary of Agriculture or to the Secretary of the Interior for the creation or expansion of full-time, part-time, year-round, or summer, youth corps programs. To the extent practicable, the Corporation shall apply the provisions of subtitle C of this subchapter in making grants under this section.

SEC. 199B. [42 U.S.C. 12655a] Limitation on purchase of capital equipment

Not to exceed 10 percent of the amount of assistance made available to a program agency under this subtitle shall be used for the purchase of major capital equipment.

SEC. 199C [42 U.S.C. 12655b] State application

(a) Submission

To be eligible to receive a grant under this subtitle, a State or Indian tribe (or a local applicant if section 12655 of this title applies) shall prepare and submit to the Corporation, an application at such time, in such manner, and containing such information as the Corporation may reasonably require.

(b) General content

An application submitted under subsection (a) of this section shall describe--

(1) any youth corps program proposed to be conducted directly by such applicant with assistance provided under this subtitle; and

(2) any grant program proposed to be conducted by such State with assistance provided under this subtitle for the benefit of entities within such State.

SEC. 199C. [42 U.S.C. 12655c] Focus of programs

(a) In general

Programs that receive assistance under this subtitle may carry out activities that--

(1) in the case of conservation corps programs, focus on--

(A) conservation, rehabilitation, and the improvement of wildlife habitat, rangelands, parks, and recreational areas;

(B) urban and rural revitalization, historical and cultural site preservation, and reforestation of both urban and rural areas;

(C) fish culture, wildlife habitat maintenance and improvement, and other fishery assistance;

(D) road and trail maintenance and improvement;

(E) erosion, flood, drought, and storm damage assistance and controls;

(F) stream, lake, waterfront harbor, and port improvement;

(G) wetlands protection and pollution control;

(H) insect, disease, rodent, and fire prevention and control;

(I) the improvement of abandoned railroad beds and rights-of-way;

(J) energy conservation projects, renewable resource enhancement, and recovery of biomass;

(K) reclamation and improvement of strip-mined land;

(L) forestry, nursery, and cultural operations; and

(M) making public facilities accessible to individuals with disabilities.

(2) in the case of youth service corps programs, include participant service in--

(A) State, local, and regional governmental agencies;

(B) nursing homes, hospices, senior centers, hospitals, local libraries, parks, recreational facilities, child and adult day care centers, programs serving individuals with disabilities, and schools;

(C) law enforcement agencies, and penal and probation systems;

(D) private nonprofit organizations that primarily focus on social service such as community action agencies;

(E) activities that focus on the rehabilitation or improvement of public facilities, neighborhood improvements, literacy training that benefits educationally disadvantaged individuals, weatherization of and basic repairs to low-income housing including housing occupied by older adults, energy conservation (including solar energy techniques), removal of architectural barriers to access by individuals with disabilities to public facilities, activities that focus on drug and alcohol abuse education, prevention and treatment, and conservation, maintenance, or restoration of natural resources on publicly held lands; and

(F) any other nonpartisan civic activities and services that the Corporation determines to be of a substantial social benefit in meeting unmet human, educational, or environmental needs (particularly needs related to poverty) or in the community where volunteer service is to be performed; or

(3) encompass the focuses and services described in both paragraphs (1) and (2).

(b) Limitation on service

No participant shall perform any specific activity for more than a 6-month period. No participant shall remain enrolled in programs assisted under this subtitle for more than 24 months.

SEC. 199E. [42 U.S.C. 12655d] Related programs

An activity administered under the authority of the Secretary of Health and Human Services, that is operated for the same purpose as a program eligible to be carried out under this subtitle, is encouraged to use services available under this subtitle.

SEC. 199F [42 U.S.C. 12655e] Public lands or Indian lands

(a) Limitation

To be eligible to receive assistance through a grant provided under this subtitle, a program shall carry out activities on public lands or Indian lands, or result in a public benefit.

(b) Review of applications

In reviewing applications submitted under section 12655b of this title that propose programs or projects to be carried out on public lands or Indian lands, the Corporation shall consult with the Secretary of the Interior.

(c) Consistency

A program carried out with assistance provided under this subtitle for conservation, rehabilitation, or improvement of any public lands or Indian lands shall be consistent with--

(1) the provisions of law and policies relating to the management and administration of such lands, and all other applicable provisions of law; and

(2) all management, operational, and other plans and documents that govern the administration of such lands.

(d) Participation by other conservation programs

Any land or water conservation program (or any related program) administered in any State under the authority of any Federal program is encouraged to use services available under this part to carry out its program.

SEC. 199G. [42 U.S.C. 12655f] Training and education services

(a) Assessment of skills

Each program agency shall assess the educational level of participants at the time of their entrance into the program, using any available records or simplified assessment means or methodology and shall, where appropriate, refer such participants for testing for specific learning disabilities.

(b) Enhancement of skills

Each program agency shall, through the programs and activities administered under this subtitle, enhance the educational skills of participants.

(c) Provision of pre-service and in-service training and education

(1) Requirement

Each program agency shall use not less than 10 percent of the assistance made available to such agency under this subtitle in each fiscal year to provide pre-service and in-service training and educational materials and services for participants in such a program. Program participants shall be provided with information concerning the benefits to the community that result from the activities undertaken by such participants.

(2) Agreements for academic study

A program agency may enter into arrangements with academic institutions or education providers, including--

- (A) local education agencies;
- (B) community colleges;
- (C) 4-year colleges;
- (D) area vocational-technical schools; and
- (E) community based organizations;

to evaluate the basic skills of participants and to make academic study available to participants to enable such participants to upgrade literacy skills, to obtain high school diplomas or the equivalent of such diplomas, to obtain college degrees, or to enhance employable skills.

(3) Counseling

Career and educational guidance and counseling shall be provided to a participant during a period of in-service training as described in this subsection. Each graduating participant shall be provided with counseling with respect to additional study, job skills training or employment and shall be provided job placement assistance where appropriate.

(4) Priority for participants without high school diplomas

A program agency shall give priority to participants who have not obtained a high school diploma or the equivalent of such diploma, in providing services under this subsection.

(d) Standards and procedures

(1) Consistency with State and local requirements

Appropriate State and local officials shall certify that standards and procedures with respect to the awarding of academic credit and the certification of educational attainment in programs conducted under subsection (c) of this section are consistent with the requirements of applicable State and local law and regulations.

(2) Academic standards

The standards and procedures described in paragraph (1) shall provide that an individual serving in a program that receives assistance under this subtitle--

(A) who is not a high school graduate, participate in an educational curriculum so that such individual can earn a high school diploma or the equivalent of such diploma; and

(B) may arrange to receive academic credit in recognition of the education and skills obtained from service satisfactorily completed.

SEC. 199H. [42 U.S.C. 12655h] Preference for certain projects

(a) In general

In the consideration of applications submitted under section 12655b of this title, the Corporation shall give preference to programs that--

- (1) will provide long-term benefits to the public;
- (2) will instill a work ethic and a sense of public service in the participants;
- (3) will be labor intensive, and involve youth operating in crews;
- (4) can be planned and initiated promptly; and
- (5) will enhance skills development and educational level and opportunities for the participants.

(b) Special rule

In the consideration of applications under this subtitle the Corporation shall ensure the equitable treatment of both urban and rural areas.

SEC. 199I. [42 U.S.C. § 12655i] Age and citizenship criteria for enrollment

(a) Age and citizenship

Enrollment in programs that receive assistance under this subtitle shall be limited to individuals who, at the time of enrollment, are--

(1) not less than 16 years nor more than 25 years of age, except that summer programs may include individuals not less than 14 years nor more than 21 years of age at the time of the enrollment of such individuals; and

(2) citizens or nationals of the United States or lawful permanent resident aliens of the United States.

(b) Participation of disadvantaged youth

Programs that receive assistance under this subtitle shall ensure that educationally and economically disadvantaged youth, including youth in foster care who are becoming too old for foster care, youth with disabilities, youth with limited English proficiency, youth with limited basic skills or learning disabilities and homeless youth, are offered opportunities to enroll.

(c) Special corps members

Notwithstanding subsection (a)(1) of this section, program agencies may enroll a limited number of special corps members over age 25 so that the corps may draw on their special skills to fulfill the purposes of this chapter. Programs are encouraged to consider senior citizens as special corps members.

(d) Joint projects with senior citizens organizations

Program agencies shall use not more than 2 percent of amounts received under this subtitle to conduct joint projects with senior citizens organizations to enable senior citizens to serve as mentors for youth participants.

(e) Construction

Nothing in subsection (a) of this section shall be construed to prohibit any program agency from limiting enrollment to any age subgroup within the range specified in subsection (a)(1) of this section.

SEC. 199J. [42 U.S.C. 12655j] Use of volunteers

Program agencies may use volunteer services for purposes of assisting projects carried out under this subtitle and may expend funds made available for those purposes to the agency, including funds made available under this subtitle, to provide for services or costs incidental to the utilization of such volunteers, including transportation, supplies, lodging, recruiting, training, and supervision. The use of volunteer services under this section shall be subject to the condition that such use does not result in the displacement of any participant.

SEC. 199K. [42 U.S.C. 12655l] Living allowance

(a) Full-time service

(1) Living allowance required

Subject to paragraph (3), each participant in a full-time youth corps program that receives assistance under this subtitle shall receive a living allowance in an amount equal to or greater than the average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title.

(2) Limitation on Federal share

The amount of the annual living allowance provided under paragraph (1) that may be paid using assistance provided under this subtitle, section 12571 of this title, and any other Federal funds shall not exceed 85 percent of the total average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title.

(3) Maximum living allowance

The total amount of an annual living allowance that may be provided to a participant in a full-time youth corps program that receives assistance under this subtitle shall not exceed 200 percent of the average annual subsistence allowance provided to VISTA volunteers under section 4955 of this title.

(4) Waiver or reduction of living allowance

The Corporation may waive or reduce the requirement of paragraph (1) with respect to such national service program if such program demonstrates that--

(A) such requirement is inconsistent with the objectives of the program; and

(B) the amount of the living allowance that will be provided to each full-time participant is sufficient to meet the necessary costs of living (including food, housing, and transportation) in the area in which the program is located.

(5) Exemption

The requirement of paragraph (1) shall not apply to any program that was in existence on September 21, 1993.

(b) Reduction in existing program benefits

(1) In general

Nothing in this section shall be construed to require a program in existence on November 16, 1990, to decrease any stipends, salaries, or living allowances provided to participants under such program so long as the amount of any such stipends, salaries, or living allowances that is in excess of the levels provided for in this section are paid from non-Federal sources.

(2) Fair Labor Standards Act of 1938

For purposes of the Fair Labor Standards Act of 1938 [29 U.S.C.A. § 201 et seq.], residential youth corps programs under this subtitle will be considered an organized camp.

(c) Health insurance

In addition to the living allowance provided under subsection (a) of this section, program agencies are encouraged to provide health insurance to each participant in a full-time youth corps program who does not otherwise have access to health insurance.

(d) Facilities, services, and supplies

(1) In general

The program agency may deduct, from amounts provided under subsection (a) of this section to a participant, a reasonable portion of the costs of the rates for any room and board that is provided for such participant at a residential facility. Such deducted funds shall be deposited into rollover accounts that shall be used solely to defray the costs of room and board for participants.

(2) Evaluation

The program agency shall establish the amount of the deductions and rates under paragraph (1) after evaluating the costs of providing such room and board to the participant.

(3) Duties of program agency

A program agency may provide facilities, quarters, and board and shall provide limited and emergency medical care, transportation from administrative facilities to work sites, accommodations for individuals with disabilities, and other appropriate services, supplies, and equipment to each participant.

(4) Other Federal agencies

(A) In general

The Corporation may provide services, facilities, supplies, and equipment, including any surplus food and equipment available from other Federal programs, to any program agency carrying out projects under this subtitle.

(B) Secretary of Defense

Whenever possible, the Corporation shall make arrangements with the Secretary of Defense to have logistical support provided by a military installation near the work site, including the provision of temporary tent centers where needed, and other supplies and equipment.

(5) Health and safety standards

The Corporation and program agencies shall establish standards and enforcement procedures concerning the health and safety of participants for all projects, consistent with Federal, State, and local health and safety standards.

SEC. 199L. [42 U.S.C. 12655m] Joint programs

(a) Development

The Corporation may develop, in cooperation with the heads of other Federal agencies, regulations designed to permit, where appropriate, joint programs in which activities supported with assistance made available under this subtitle are coordinated with activities supported with assistance made available under programs administered by the heads of such agencies (including the Job Training Partnership Act and title I of the Workforce Investment Act of 1998 [29 U.S.C.A. § 2801 et seq.]).

(b) Standards

Regulations promulgated under subsection (a) of this section shall establish standards for the approval of joint programs that meet both the purposes of this subchapter and the purposes of such statutes under which assistance is made available to support such projects.

(c) Operation of management agreements

Program agencies may enter into contracts and other appropriate arrangements with local government agencies and nonprofit organizations for the operation or management of any projects or facilities under the program.

(d) Coordination

The Corporation and program agencies carrying out programs under this subtitle shall coordinate the programs with related Federal, State, local, and private activities.

SEC. 199M. [42 U.S.C. 12655n] Federal and State employee status

(a) In general

Participants and crew leaders shall be responsible to, or be the responsibility of, the program agency administering the program on which such participants, crew leaders, and volunteers work.

(b) Non-Federal employees

(1) In general

Except as otherwise provided in this subsection, a participant or crew leader in a program that receives assistance under this subtitle shall not be considered a Federal employee and shall not be subject to the provisions of law relating to Federal employment.

(2) Work-related injury

For purposes of subchapter I of chapter 81 of Title 5, relating to the compensation of Federal employees for work injuries, a participant or crew leader serving in a program that receives assistance under this subtitle shall be considered an employee of the United States within the meaning of the term "employee" as defined in section 8101 of Title 5, and the provision of that subchapter shall apply, except--

(A) the term "performance of duty", as used in such subchapter, shall not include an act of a participant or crew leader while absent from the assigned post of duty of such participant or crew leader, except while participating in an activity authorized by or under the direction and supervision of a program agency (including an activity while on pass or during travel to or from such post of duty); and

(B) compensation for disability shall not begin to accrue until the day following the date that the employment of the injured participant or crew leader is terminated.

(3) Tort claims procedure

For purposes of chapter 171 of Title 28, relating to tort claims procedure, a participant or crew leaders assigned to a youth corps program for which a grant has been made to the Secretary of Agriculture, Secretary of the Interior, or the Director of ACTION, shall be considered an employee of the United States within the meaning of the term "employee of the government" as defined in section 2671 of such title.

(4) Allowance for quarters

For purposes of section 5911 of Title 5, relating to allowances for quarters, a participant or crew leader shall be considered an employee of the United States within the meaning of the term "employee" as defined in paragraph (3) of subsection (a) of such section.

(c) Availability of appropriation

Contract authority under this subtitle shall be subject to the availability of appropriations. Assistance made available under this subtitle shall only be used for activities that are in addition to those which would otherwise be carried out in the area in the absence of such funds.

**TITLE II--MODIFICATION OF EXISTING PROGRAMS
SUBTITLE B--PUBLICATION**

SEC. 201. INFORMATION FOR STUDENTS. [Omitted]

SEC. 202. EXIT COUNSELING FOR BORROWERS. [Omitted]

**SEC. 203. DEPARTMENT INFORMATION ON DEFERMENTS AND CANCELLATIONS.
[Omitted]**

SUBTITLE B--YOUTHBUILD PROJECTS

SEC. 211. Youthbuild projects

[See title VII of the Domestic Volunteer Service Act of 1973 (42 U.S.C. 5091 et seq.)]

TITLE III--POINTS OF LIGHT FOUNDATION

SEC. 301. [42 U.S.C. 12601] Short title

This title may be cited as the "The Points of Light Foundation Act".

SEC. 302. [42 U.S.C. 12661] Findings and purposes

(a) Findings

Congress finds that--

- (1) community service and service to others is an integral part of American tradition;
- (2) existing volunteers and volunteer programs should be praised for their efforts in helping and serving others;
- (3) the definition of a successful life includes service to others;
- (4) individuals should be encouraged to volunteer their time and energies in community service efforts;
- (5) if asked to volunteer or participate in community service, most Americans will do so;
- (6) institutions should be encouraged to volunteer their resources and energies and should encourage volunteer and community service among their members, employees, affiliates; and
- (7) volunteer and community service programs are intended to complement and not replace governmental responsibilities.

(b) Purpose

It is the purpose of this subchapter--

- (1) to encourage every American and every American institution to help solve our most critical social problems by volunteering their time, energies and services through community service projects and initiatives;
- (2) to identify successful and promising community service projects and initiatives, and to disseminate information concerning such projects and initiatives to other communities in order to promote their adoption nationwide; and
- (3) to discover and encourage new leaders and develop individuals and institutions that serve as strong examples of a commitment to serving others and to convince all Americans that a successful life includes serving others.

SEC. 303. [42 U.S.C. 12662] Authority

(a) In general

The President, acting through the Corporation, is authorized to designate a private, nonprofit organization (hereinafter referred to in this subchapter as the Foundation) to receive funds pursuant to section 12681(b) of this title in furtherance of activities under section 12661 of this title, upon the determination of the Corporation that such organization is capable of carrying out the undertakings described in section 12661 of this title. Any such designation by the Corporation shall be revocable.

(b) Construction

Nothing in this chapter shall be construed either--

- (1) to cause the Foundation to be deemed an agency, establishment, or instrumentality of the United States Government; or

(2) to cause the directors, officers or employees of the Foundation to be deemed officers or employees of the United States.

SEC. 304. [42 U.S.C. 12663] Grants to Foundation

(a) In general

Funds made available pursuant to sections 12662 and 12681(b) of this title shall be granted to the Foundation by a department or agency in the executive branch of the United States Government designated by the President--

(1) to assist the Foundation in carrying out the undertakings described in section 12661 of this title; and

(2) for the administrative expenses of the Foundation.

(b) Interest earned on accounts

Notwithstanding any other provision of law, the Foundation may hold funds granted to it pursuant to this subchapter in interest-bearing accounts, prior to the disbursement of such funds for purposes specified in subsection (a) of this section, and may retain for such purposes any interest earned on such deposits without returning such interest to the Treasury of the United States and without further appropriation by the Congress.

SEC. 305. [42 U.S.C. 12664] Eligibility of Foundation for grants

(a) Compliance

Grants may be made to the Foundation pursuant to this subchapter only if the Foundation agrees to comply with the requirements of this subchapter. If the Foundation fails to comply with the requirements of this subchapter, additional funds shall not be released until the Foundation brings itself into compliance with such requirements.

(b) Activities

The Foundation may use funds provided under this subchapter only for activities and programs consistent with the purposes described in sections 12661 and 12663 of this title.

(c) Limitation

The Foundation shall not issue any shares of stock or declare or pay any dividends.

(d) Compensation

No part of the funds available to the Foundation shall inure to the benefit of any board member, officer, or employee of the Foundation, except as salary or reasonable compensation for services or expenses. Compensation for board members shall be limited to reimbursement for reasonable costs of travel and expenses.

(e) Conflicts of interest

No director, officer, or employee of the Foundation shall participate, directly or indirectly, in the consideration or determination of any question before the Foundation that affects his or her financial

interests or the financial interests of any corporation, partnership, entity, or organization in which he or she has a direct or indirect financial interest.

(f) Political activity

The Foundation shall not engage in lobbying or propaganda for the purpose of influencing legislation, and shall not participate or intervene in any political campaign on behalf of any candidate for public office.

(g) Private sector contributions

During the second and third fiscal years in which funds are provided to the Foundation under this subchapter, the Foundation shall raise from private sector donations an amount equal to not less than 25 percent of any funds provided to the Foundation under this subchapter in such fiscal year. Funds shall be released to the Foundation during such fiscal year only to the extent that the matching requirement of the subsection has been met.

(h) Audit of accounts

The accounts of the Foundation shall be audited annually by independent certified public accountants or independent licensed public accountants certified or licensed by a regulatory authority of a State or other political subdivision of the United States in accordance with generally accepted auditing standards. The reports, of each such independent audit shall be included in the annual report required by subsection (l) of this section.

(i) Audits by agencies

In fiscal years in which the Foundation is receiving grants under this subchapter, the accounts of the Foundation may be audited at any time by any agency designated by the President. The Foundation shall keep such records as will facilitate effective audits.

(j) Congressional oversight

In fiscal years in which the Foundation is receiving grants under this subchapter, the Foundation shall be subject to appropriate oversight procedures of Congress.

(k) Duties

The Foundation shall ensure--

(1) that recipients of financial assistance provided by the Foundation under this subchapter, shall keep separate accounts with respect to such assistance and such records as may be reasonably necessary to disclose fully--

(A) the amount and the disposition by such recipient of the assistance received from the Foundation;

(B) the total cost of the project or undertaking in connection with which such assistance is given or used;

(C) the amount and nature of that portion of the cost of the project or undertaking supplied by other sources; and

(D) such other records as will facilitate effective audits; and

(2) that the Foundation, or any of its duly authorized representatives including any agency designated by the President pursuant to subsection (i) of this section shall have access, for the purpose of audit and examination, to any books, documents, papers, and records of the recipient that are pertinent to assistance provided from funds granted pursuant to this subchapter.

(1) Annual reports

The Foundation shall prepare and submit to the President and to the appropriate Committees of Congress an annual report, that shall include a comprehensive and detailed description of the Foundation's operations, activities, financial condition, and accomplishments for the fiscal year preceding the year in which the report is submitted. Such report shall be submitted not later than 3 months after the conclusion of any fiscal year in which the Foundation receives grants under this subchapter.

TITLE IV--REPEALED BY P.L. 104-210]

[Section 402 transferred to the Child Nutrition Act of 1966 and redesignated as section 22 by P.L. 104-210; 110 Stat. 3012.]

TITLE V--AUTHORIZATION OF APPROPRIATIONS

Sec. 501. [42 U.S.C. 12681] Authorization of appropriations

(a) Subchapter I

(1) Subtitle B

(A) In general

There are authorized to be appropriated to provide financial assistance under subtitle B of subchapter I of this chapter, \$45,000,000 for fiscal year 1994 and such sums as may be necessary for each of the fiscal years 1995 through 1996.

(B) Programs

Of the amount appropriated under subparagraph (A) for a fiscal year--

(i) not more than 63.75 percent shall be available to provide financial assistance under subpart A of part I of subtitle B of subchapter I of this chapter;

(ii) not more than 11.25 percent shall be available to provide financial assistance under subpart B of part I of such subtitle; and

(iii) not more than 25 percent shall be available to provide financial assistance under part II of such subtitle.

(2) Subtitles C, D, and H

(A) In general

There are authorized to be appropriated to provide financial assistance under subtitles C and H of subchapter I of this chapter, to provide national service educational awards under subtitle D of subchapter I of this chapter, and to carry out such audits and evaluations as the Chief Executive Officer or the Inspector General of the Corporation may determine to be necessary, \$300,000,000 for fiscal year 1994, \$500,000,000 for fiscal year 1995, and \$700,000,000 for fiscal year 1996.

(B) Programs

Of the amount appropriated under subparagraph (A) for a fiscal year, up to 15 percent shall be made available to provide financial assistance under section 12575 of this title, under subsections (b) and (c) of section 12576 of this title, and under subtitle H of subchapter I of this chapter.

(3) Subtitle E

There are authorized to be appropriated to provide financial assistance under subtitle E of subchapter I of this chapter, such sums as may be necessary for each of the fiscal years 1995 through 1996.

(4) Administration

(A) In general

There are authorized to be appropriated for the administration of this chapter \$40,000,000 for fiscal year 1994, \$60,000,000 for fiscal year 1995, and \$70,000,000 for fiscal year 1996.

(B) Corporation

Of the amounts appropriated under subparagraph (A) for a fiscal year--

(i) up to 60 percent shall be made available to the Corporation for the administration of this chapter; and

(ii) the remainder shall be available to provide financial assistance under section 12576(a) of this title.

(b) Subchapter II

There are authorized to be appropriated to carry out subchapter II of this chapter \$5,000,000 for each of the fiscal years 1994 through 1996.

(c) Availability of appropriations

Funds appropriated under this section shall remain available until expended.

(d) Specification of budget function

The authorizations of appropriations contained in this section shall be considered to be a component of budget function 500 as used by the Office of Management and Budget to cover education, training, employment, and social services, and, as such, shall be considered to be related to the programs of the Departments of Labor, Health and Human Services, and Education for budgetary purposes.

5.2A SERVE AMERICA ACT 2009

**Edward M. Kennedy Serve America Act
Public Law 111-13**

PROVISION	CURRENT LAW	SERVE AMERICA ACT
NCSA Purpose Statement	Lists 8 purposes, including meeting community needs, encouraging service, renewing ethic of civic responsibility, and expanding educational opportunity	Adds as purposes focusing national service on improving education, energy conservation, and the health status and economical opportunity for economically disadvantaged individuals; social entrepreneurs; increased public and private investment in nonprofit community organizations; leveraged Federal investments; expanded service learning; coordinated citizen service in emergencies or disasters; increased service opportunities for retiring professionals; continued service of national service alums; service by individuals age 55 or older; engagement of college students in community service; expanded veteran participation in national service.
Definitions		Adds definitions for the following terms: Approved Summer of Service position; Disadvantaged Youth; Community-based Entity; Hispanic-Serving Institution; Predominantly Black Institution; Historically Black College or University; Qualified Organization; Tribally Controlled College or University; Medically Underserved Population; Veteran; Alaska Native-Serving Institution; Approved Silver Scholar Position; Asian American and Native American Pacific Islander-Serving Institution; Native American-Serving, Nontribal Institution; Native Hawaiian-Serving Institution; Scientifically valid research; encore service program; principles of scientific research; Territory
Learn & Serve America	Learn & Serve America funding allocation: School-based (includes both formula and competitive) 63.75% Higher Education 25% Community-based 11.25%	School-based is reduced from 63.75% to 60% and includes only formula grants to State Education Agencies. Higher Education remains at 25%. Community-based folded into new Part III, Innovative Service-Learning Program and Research, funded at 15%.
Learn & Serve America: School-Based	No purpose statement for school-based funding under Part I	Adds a purpose statement for school-based funding under Part I, tying service-learning to demonstrating impact on community needs while enhancing student's academic and civic learning, and building infrastructure including the training and professional development of teachers, to expand service opportunities.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	School-based grants to State Education Agencies only.	School-based grants to State Education Agencies or to a statewide entity designated by the SEA.
		Adds civic engagement programs as eligible within school-based funding.
		Adds authority to conduct joint activities with the Department of Education in research and professional development of teachers
	Of total school-based funding roughly 3/4 provided to State education agencies under a formula allotment, with additional grants made on a competitive basis through several different application processes to national nonprofit organizations and others to support local partnerships of schools, colleges, and community-based organizations.	Formula grants are continued to state education agencies, with a wider variety of eligible applicants for subgrants. States must address needs of public, private, and home school students. If the overall Learn & Serve appropriation is at least \$50 million, the minimum allotment to each State is \$75,000, The bill repeals a requirement that school-based funds be distributed only on a competitive basis if the school-based allotment is less than \$20 million.
	Not more than 3 percent of school-based funds reserved for Indian Tribes and U.S. Territories.	Not less than 2 and not more than 3 percent of school-based funds reserved for Indian Tribes and U.S. Territories.
	Selection criteria for school-based grants set by CEO for sustainability, replicability, innovation, and program quality	CNCS shall give priority in selecting school-based grantees for innovation, sustainability, capacity building, involvement of disadvantaged youth, and program quality, as well as criteria approved by CNCS CEO.
	The Corporation share of school-based grants may not exceed 90% of the total cost for the first year of a grant, 80% for the second year, 70% for the third year, and 50% for the fourth and subsequent years.	The Corporation share of school-based grants may not exceed 80 % of the total cost for the first year of a grant, 65 % for the second year, and 50% for each remaining year, with continuation grants capped at a 50% Corporation share. Grantees may not use Title I of Elementary and Secondary Education Act or Individuals with Disabilities Education Act funds as match.
	School-based grant funds limited to 10-15% (waiver permitted up to 20%) on capacity-building (training, technical assistance, curriculum development, and coordination)	Removes statutory constraint on use of school-based funds for capacity-building.
Learn & Serve America: Higher Education		For higher educations grants, adds language to promote service-learning in elementary and secondary schools; to extend service to underserved urban and rural communities; to tie service projects to housing, economic development, infrastructure, health care, job training, education, crime prevention, urban planning transportation technology, and child welfare.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	No statutory relationship between higher education grantees and Federal Work Study.	Eligibility for higher education funds limited to institutions of higher education that meet the FWS minimum of 7 percent of funds expended on community service (unless waived)
	Selection of higher education grantees based on criteria ranked in weight	“Consideration” rather than priority to be given listed factors.
	No specific provision in current law.	Adds special consideration for Alaska Native-serving institutions; Asian American and Native American Pacific Islander-serving institutions; Hispanic-serving institutions; historically black colleges and universities; Native American-serving, nontribal institutions; Native Hawaiian-serving institutions; Predominantly Black Institutions; tribally controlled colleges and universities; and community colleges serving predominantly minority populations.
	No provision in current law.	In Higher Education, L&S Part II, authorizes Corporation, in consultation with the Secretary of Education, to designate up to 25 Campuses of Service each year from among institutions nominated by State Commissions. The Corporation is to provide awards to Campuses of Service to promote the dissemination of service-learning best practices.
	No provision in current law.	Creates separate part III entitled “Innovative Service-learning programs and research”, with focus on supporting Youth Engagement Zones to engage secondary school students; integrating service-learning into science, technology, engineering, and mathematics (STEM) curricula; energy conservation; emergency and disaster preparedness; reducing the digital divide; high school student mentors of middle school youth; and research and evaluation. Includes a semester of service program, under which high school students engage in service-learning for at least 70 hours in a semester to engage economically-disadvantaged students.
	No provision in current law.	Eligible entities under Part III include State education agencies, State Commissions, Territories, Indian tribes, institutions of higher education, a public or private nonprofit organization, grant-making entities, public or private elementary or secondary schools, local education agencies, or a consortia of such entities (including a consortia that includes a for-profit organization.) Priority for programs that involve students, community stakeholders, and adult volunteers, in program design; and low-income or rural communities. Authorizes grants, including fixed amount grants.
Learn & Serve America: Part III	No provision in current law.	Part III also authorizes a summer of service program providing a \$500 summer of service education award (up to \$750 education award for disadvantaged youth) for rising 6-12 graders who complete 100 hours in an approved position.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	No provision in current law.	Authorizes 10-year longitudinal service-learning impact study
	Authorized under subtitle B and funded under subtitle H of the NCSA, the Service-Learning Clearinghouse serves as a repository of best practices for service-learning programs.	Clearinghouse subsumed under more general clearinghouse authority in subtitle H (see below)
AmeriCorps State/National Grants	No provision in current law.	Directs the Corporation to develop a plan to increase AmeriCorps positions to 250,000 annually by fiscal year 2017, beginning with 88,000 positions in 2010, 115,000 in 2011, 140,000 in 2012, 170,000 in 2013, 200,000 in 2014, 210,000 in 2015, 235,000 in 2016, and 250,000 in 2017, with appropriate balance of full-time positions. Implementation tied to availability of appropriations and quality service opportunities.
	Federal agencies are eligible to receive AmeriCorps grants (although annual appropriations have prohibited for past 10 years)	Prohibits AmeriCorps S/N grants to Federal agencies but permits inter-agency agreements to support national service programs. The Corporation may approve national service positions as part of an interagency agreement.
	No provision.	CNCS must report to Congress on grantee (for other than fixed amount grants) use of non-CNCS Federal funds to pay member living allowances
	Statute authorizes national and community service programs that address unmet human, educational, environmental, and public safety needs.	Includes within subtitle C Service Corps in Education, Healthy Futures, Clean Energy, Veterans, and Opportunity, each with described activities and performance indicators. “National Service Programs” capture focus areas not addressed in first five corps, and service models are recognized as eligible.
	Statute includes illustrative list of types of AmeriCorps programs.	Illustrative list of AmeriCorps programs expanded to include programs focusing on access to technology, disaster services, mentoring (including provision of supportive services to direct mentoring service organizations as part of a partnership and mentoring of youth in foster care), disadvantaged youth, higher education service-learning, re-engaging court-involved youth and adults, financial literacy education, building affordable housing, access to health care, access to State and Federal programs, e-Corps, job-training, job-placement, reducing crime, and a musician and artists corps program.
	No provision.	Each year, Corporation to establish priorities for funding for two or more service corps.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
AmeriCorps State/National Grants	No provision.	Directs Corporation to make an effort to allocate not less than 10 percent of subtitle C financial assistance and approved national service positions to organizations proposing to involve a significant number of participants age 55 and older.
	No provision.	High school diploma required for AmeriCorps members serving as tutors, with standards set for curriculum and training.
	No provision.	Directs Corporation to establish guidelines to promote citizenship and civic engagement among participants in approved national service positions and summer of service positions.
	Training and technical assistance for AmeriCorps programs may be funded under subtitle C.	Eliminates authority to use subtitle C funds to support training and technical assistance, in favor of a separate subtitle for all CNCS training and technical assistance.
	Provides for up to up to one-third of AmeriCorps grants for National Direct (but appropriations laws have limited, in FY09 limit is \$55M) After set-aside for Indian tribes and U.S. territories (1 percent each) allocates 1/3 for State formula grants, up to 1/3 for National Direct, and balance to States on a competitive basis. No small state minimum in statute.	After set-aside for Indian tribes (at least one percent) and U.S. territories (one percent), merges State Competitive and National Direct funding at a combined 62.7%. National Direct applications must provide a description of their consultation and coordination with Commissions in States in which they propose to operate. Commissions are to confirm this to the Corporation. State Formula allocation is 35.3 percent, and minimum State formula grant is \$600K, or .5% of the amount allocated for the State formula portfolio, whichever is greater.
	No provision in current law.	Includes references to consultation with municipalities and county governments in application for AmeriCorps funding, as appropriate.
	No provision in current law.	Application for AmeriCorps funding must include measurable goals on one or more performance indicators, and related information.
	States must select subgrantees before submitting application to CNCS.	States may decide whether to select subgrantees before or after submitting application to CNCS.
	No provision in current law.	Codifies cost per member (calculation excludes child care and education award) ceiling for each grant at \$18,000, with waiver authority up to \$19,500 to meet compelling needs of programs, such as disadvantaged youth, individuals with disabilities, Tribal, Territory, and start-up. Ceiling to be adjusted for inflation in future years. Annual report to Congress required.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
AmeriCorps Grants	No specific provision in current law (recent annual appropriations permit funding EAP program with subtitle C funds).	Permits use of subtitle C funds to make Education Awards Only Program fixed amount grants of no more than \$800 per member, with authority to increase to \$1,000 per member for programs supporting at least 50% disadvantaged youth.
	No provision in current law.	Within AmeriCorps grants, directs CNCS to ensure equitable treatment of grant applicants that are urban, rural, States, national nonprofit organizations, and those that are diverse in terms of program size, as reflected in the number of members.
	In selecting AmeriCorps grantees, Corporation to give priority to national service programs that are carried out by another agency, conform to corporation priorities, are well-established, are innovative, are in support of other national service programs, or are professional corps programs.	Removes priority for programs carried out by another agency.
	Full-time term must be at least 9 months.	Eliminates this requirement.
	Member release for compelling personal circumstances, as demonstrated by participant.	Compelling personal circumstances determined by grantee.
	Federal Work Study: No specific statutory provision on relationship between FWS wage and AmeriCorps living allowance	Provides for adjustment of living allowance to members who also participate in Federal Work Study.
	Length of part-time AmeriCorps term may be up to three years if service is sponsored by an institution of higher education.	Limits length of part-time AmeriCorps term of service to no more than two years (conforms to current practice)
	No provision for pro-rating approved living allowance for full-time AmeriCorps member who serves less than 12 months.	Provides for downward adjustment of approved living allowance for full-time AmeriCorps member who serves less than 12 months.
	Prohibits use of federal funds to provide member benefits in a third term within subtitle C.	Eliminates prohibition on using federal funds to provide member benefits for a third term within subtitle C.
	Statute includes list of ineligible member service activities and prohibited use of grant funds.	<p>Expands list of activities prohibited by subtitle C AmeriCorps members to codify long-standing regulations and adds prohibition on abortion services or referrals.</p> <p>Disqualifies from receiving subtitle C assistance any organization that has been convicted of a Federal crime.</p> <p>Reinforces prohibition on duplicating, displacing, or supplanting employees or other volunteers.</p>

PROVISION	CURRENT LAW	SERVE AMERICA ACT
State Commissions	Administrative grants' range is \$125K and \$750K.	Authorizes administrative grants between at least \$250K and up to \$1M to support each Commission's operations.
	Federal share may not exceed 50% for the fifth and subsequent years..	Retains current law, except that the CEO may approve a less stringent match requirement for hardship or for new Commissions, as follows: 0-\$100K: 0%; \$100-250K-50%; and above \$250K -- 100%.
	State plans are required.	Specifies that State plan is subject to approval of Governor. Adds requirement that plan must include measurable outcomes. Plan may serve as basis for considering waivers of administrative (non-statutory) requirements a State identifies as impeding efficiency of service programs. Requires coordination with counties and municipal governments in developing plan.
	No provision in current law.	Eligibility for Learn & Serve and AmeriCorps grants is contingent upon a State submitting to CNCS a comprehensive state service plan for volunteer and paid service by adults age 55 and older.
	Statute directs State Commissions to include particular representative members.	Adds representative of volunteer sector to list of required Commission members.
Disaster Relief	Authorizes support for national service programs engaged in disaster relief.	Adds authority to support nonprofit organizations and public agencies, through FEMA mission assignments, in responding to disasters.
	No provision in authorizing statute.	Authorizes 90-day extension of terms for AmeriCorps members to respond to disasters.
	No provision in authorizing statute.	Authorizes a National Service Reserve Corps of former national service participants to be deployed by the Corporation, in coordination with FEMA, to address disaster needs.
	No specific provision in current law.	Disaster relief priority for Presidentially-declared major disasters.
Challenge Grants	\$1 for \$1 match, up to \$ 10 M authorized.	Adds authority to use non-private, non-federal funds for match at discretion of CEO. Increases match requirement after first grant period.
	Limited to subtitle C (AmeriCorps State/National)	Expands to all national service programs.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
Increasing Service Opportunities For Individuals With Disabilities	Disability placement funds are restricted to AmeriCorps subtitle C competitive programs. (But annual appropriations provisions extend eligibility to all AmeriCorps State/National programs.)	Expands use of placement funds to include participants with disabilities in any national service program assisted by the Corporation.
	At least one percent of combined appropriation for subtitles C, D, and H and up to \$5M, for this purpose	Ties to minimum of two percent of program grant funds and increases maximum amount available to \$20M, with authority to reallocate excess funds.
	No provision.	Nonprofit organizations promoting competitive and noncompetitive sporting events involving individuals with disabilities (including Special Olympics) are eligible for assistance under the national service laws.
National Service Trust	Funds recovered in connection with improperly certified education awards in most cases must be deposited as miscellaneous receipts in the U.S. Treasury.	Funds recovered in connection with improperly certified education awards may be returned to the National Service Trust.
	An individual may earn only two education awards regardless of the length of the term of service.	Allows an individual to receive up to the value of two full-time education awards.
	Amount of full-time education award is fixed at \$4,725.	Ties education award amount to maximum Pell grant level, currently \$5350.
	No authority for summer of service education award for individuals age 16 and under.	Authorizes \$500 summer of service education awards (\$750 for economically disadvantaged students) for rising 6-12 th graders based on 100 hours of service. Sets maximum of two summer of service education awards, neither of which affects an individual's eligibility for AmeriCorps education award. Recipients have 10 years to use award.
	No authority for silver scholar education award for individuals 55 and older.	Authorizes \$1,000 silver scholar education award for individuals 55 and older for 350 hours of service.
	For current educational expenses, education award limited to Title IV institutions of higher education.	Allows education award to be used at educational institutions eligible for GI Bill educational benefits.
	No provision in current law.	Excludes veteran's educational benefits from being considered in determining the amount of an education award that may be disbursed.
	Limits repayment to loans made, insured, or guaranteed by the United States. (Annual appropriations permit repayment of State student loans).	Allows education award to be used to repay loans made by State agencies and other lenders considered eligible under the Higher Education Act or otherwise approved by the Corporation.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
National Service Trust	Statute refers to both cost of attendance (a specific term under the Higher Education Act) as well as educational expenses generally at a Title IV school.	Codifies broader category of educational expenses (e.g., elder hostel) that may be paid with an education award.
	Transfer of education award not permitted.	Transfer of education award earned in a subtitle C position or as a silver scholarship is permitted for individuals 55 or older to the individual's child or grandchild who meets the citizenship eligibility requirements for AmeriCorps and attains a high school degree before using. Recipient must use the education award within 10 years of its being earned.
	Strengthen AmeriCorps Program is not an amendment to the National and Community Service Act.	Makes requirements of the Strengthen AmeriCorps Program Act (timing and recording of Trust obligations) amendments to the National and Community Service Act.
National Civilian Community Corps	Purpose provision describes NCCC as a demonstration program, does not focus specifically on disaster relief activities, and includes focus on demonstrating whether domestic national service programs can substitute for the traditional option of military service.	Strikes reference to "demonstration" and focuses on disaster relief along with infrastructure development, environment, energy conservation, and urban and rural development. Adds reference to residential and other service programs.
	NCCC, including summer program, must be residential.	Provides authority for non-residential program activities.
	Corps member age range is 16-24.	Increases Corps member minimum age to 18 while retaining upper limit of 24.
	NCCC shall endeavor to ensure that participants are from economically, geographically, and ethnically diverse backgrounds. To the extent practicable, at least 50 percent of participants shall be economically disadvantaged youths.	Reinforces goal of disadvantaged youth constituting at least 50 percent of NCCC.
	For summer program, to the extent practicable, at least 50 percent of participants shall be economically disadvantaged youths.	For summer program, to the extent practicable, at least 50 percent of participants shall be from economically and ethnically diverse backgrounds, including youth who are in foster care.
	No specific provision.	Directs NCCC to consult with State Commissions in developing projects.
	Corps member living allowances are capped at 100% of poverty line for family of two.	Authorizes team leaders with prior supervisory experience to receive a living allowance not to exceed 10 percent more than the cap on regular Corps member living allowance.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
National Civilian Community Corps	Authorizes campuses to be located on military installations.	Adds requirement that campuses be cost-effective and directs CNCS to complete feasibility study before locating a campus on a military installation.
	Directs placement of campuses in various regions throughout the U.S.	Directs that placement of campuses ensures ability for rapid deployment to emergencies in the region in which the campus is located.
	Authorizes NCCC Advisory Board to advise NCCC Director.	Focuses NCCC Advisory Board on coordinating Corps as first responders to disasters and mobilizing volunteers. Adds FEMA Administrator, Secretary of Transportation, Chief of U.S. Forest Service, and EPA Administrator.
	Authorizes within CNCS staff a “permanent cadre” of supervisors and training instructors, giving consideration to former members of the Armed Forces, former VISTA, Peace Corps, and youth corps personnel.	Directs that consideration for appointment to the permanent cadre also be given to former law enforcement, fire, rescue, and emergency personnel, and other individuals with backgrounds in disaster preparedness, relief, and recovery.
	Directs CNCS to conduct an annual evaluation of the NCCC.	Requires periodic evaluations of the NCCC program.
	No funds appropriated under CNCS authorization of appropriations are used to carry out NCCC.	Repealed (technical fix, as NCCC is included in the authorization of appropriations section referenced.)
Administrative Provisions	No specific provision in law.	Authorizes fixed amount grants for national service programs if the grant amount is significantly less than the reasonable and necessary costs of administering the program. Payment will be on the basis of a pre-determined amount and extent of service completed, rather than actual costs incurred. In fiscal year 2010, fixed amount grants may only be used for full-time positions (excluding Education Award Program, which already uses fixed amount grants).
	No specific provision in law.	Prohibits use of grant funds for <u>sole</u> purpose of referring individuals for other Federal assistance.
	Authorizes suspension of funding for emergency situations for 30 days	Authorizes suspension of funding for emergency situations for one or more 30 day periods not to exceed 90 days
	No specific provision in law.	In member grievance, specifies that remedies include the applicant’s selection or reinstatement and other changes in the terms and conditions of service.
	Prohibition on displacement of employees or jobs.	Extends prohibition to displacement of volunteers.
	No specific provision in law.	Adds requirement for national service programs to consult with parents in developing and operating programs that serve children; requires written permission from parents before transporting minor children.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	Directs CNCS to evaluate funded programs to measure their effectiveness, assess the impact if any of subtitle C programs on recruitment in VISTA, Senior Corps, the armed forces, and Peace Corps, and evaluate the structure of service delivery in CNCS programs.	In place of recruitment assessment, focus is on evaluation of performance measures, with more service delivery evaluation focus on effective use of participants' time and cost-effectiveness.
Administrative Provisions	Evaluation funding not tied to program funding levels.	In addition to funds appropriated under evaluation section 179, authorizes Corporation to reserve up to one percent of NCSA appropriations and DVSA program funds to support program accountability activities.
	No provision in current law.	Directs Corporation to (1) establish performance measures for each grantee, (2) require corrective plans for those not meeting goals, and (3) reduce or terminate assistance if correction is not made. New grantees must receive training and technical assistance relating to performance problems. Annual reports required, beginning two years after enactment.
	No provision in current law.	Authorizes CNCS to compile a Civic Health Assessment of indicators relating to volunteering, voting, charitable giving, interest in public service, among others.
	Directs Federal agencies to establish partnerships under which Federal employees volunteer at schools, with "periodic" reporting.	Directs each Federal agency to report to the Corporation on employee volunteer activities at schools, with the Corporation providing a compilation to Congressional committees.
	Provides for access to grantee and contractor records for Comptroller General, and Chief Financial Officer.	Provides access also for Inspector General.
	No specific provision in current law.	Authorizes CNCS, in collaboration with Commissions and in consultation with grantees, to set sustainability goals relating to grantees' acquiring and leveraging of non-Federal funds.
	Most, but not all, CNCS grants are specified to be up to 3 years.	Specifies that, unless otherwise provided, CNCS grants are up to 3 years.
	Board of Directors terms were initially staggered in length.	All Board of Directors terms five years.
	No Board Member "holdover" authority	Permits Board members to serve for one year beyond expiration of term while awaiting successor.
	Among other duties, Board of Directors approves agency strategic plan, evaluation plan, and proposals regarding grants, contracts, policies, and regulations.	Provides that Board has overall policy responsibility, retains current law operational authorities, and adds authority to review agency's annual budget submission and to review the CEO performance.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	Authorizes VISTA cost-share agreements with public agencies and nonprofit organizations.	Adds authority for CNCS to enter into cost-share agreements under which other Federal agencies support national service programs.
Administrative Provisions	No provision in current law.	Provides for a Strategic Advisor on Native American Affairs.
	CEO salary set at Executive Level III.	CEO salary set at Executive Level III, plus 3 percent (corresponds to IG salary set in 2008 amendments)
	No specific provision in current law.	Direct CEO to collaborate with State Commissions in preparing the agency's strategic plan.
	No provision in current law.	Directs CEO to include, as part of the strategic plan submitted to the Board of Directors for approval, a plan for achieving 50 percent full time AmeriCorps members (including S/N, NCCC, and VISTA). Directs CEO to submit an annual report to the Board and Congress on actions taken to achieve the 50 percent fulltime goal.
	No specific provision in current law.	Includes specific outreach in CEO duties, including public awareness and recruitment, increasing the diversity of sponsoring organizations, increasing awareness among Indian tribes of the availability of national service assistance, and ensuring the inclusion of economically disadvantaged individuals.
	No specific provision in current law.	Authorizes CNCS to consolidate application procedures and reporting requirements.
	No specific provision in current law.	CNCS may not endorse curriculum for elementary or secondary schools, and funding may not be conditioned on a State having its academic standards approved by the Federal government.
	No specific provision in current law.	Authorizes the CEO to assign to State Commissions specific programmatic functions to increase efficiency in the operation or oversight of national service programs, after consulting with stakeholders, with report to Congress within 2 years on consultative process and any actions taken.
	Chief Financial Officer is appointed by the President, confirmed by the Senate (PAS).	Chief Financial Officer is appointed by the CEO.
	Subtitle C grants subject to peer review.	Authorizes CEO to use peer reviewers in evaluating applications for assistance under title I of the NCSA (including L&S, AmeriCorps, Subtitle H grants)
Administrative Provisions	No specific authority for personal services contracts.	Authorizes personal services contracts for research, evaluation, and public awareness functions.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	Corporation may accept voluntary services of individuals as well as donations of money and property.	Makes explicit that Corporation may accept donated services from organizations or employed individuals.
	No provision.	No match requirements for any program in a severely economically distressed community.
	CNCS regulations require criminal history checks for AmeriCorps members who have recurring access to vulnerable populations, Senior Companions, Foster Grandparents, and any other individual with recurring access to vulnerable populations who receives a Corporation grant-funded living allowance, stipend, education award, salary, or other remuneration. Disqualifies any registered sex offender from any covered position.	<p>Requires national service programs to conduct, for each grant-supported participant or staff member, (1) a National Sex Offender Registry Check (NSOPR) and (2) <u>either</u> a State criminal registry check OR an FBI fingerprint check.</p> <p>In addition, requires that programs conduct all three checks (NSOPR, State, <u>and</u> FBI fingerprint checks) on individuals serving vulnerable populations (children under the age of 17, people over the age of 60, and individuals with disabilities). This additional requirement will come into effect two years after the enactment of the bill, but will not apply to:</p> <ul style="list-style-type: none"> • individuals whose access to vulnerable populations is episodic or for less than 1 day, • organizations that are not authorized by State or Federal law to conduct an FBI check, • organizations for whom the checks will be prohibitively expensive, or • organizations that the Corporation exempts for good cause. <p>Directs the Attorney General to conduct a feasibility study on the efficiency and effectiveness of criminal history checks with an interim report due in 6 months and a final report due within a year of enactment. The report would examine, among other things, the availability, accessibility, and cost of the checks.</p>
	No provision.	Directs Corporation to study the involvement of veterans in national service programs.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
Administrative Provisions	No provision.	Directs GAO to develop performance measures for each national service program and to make an assessment every five years.
	No provision.	Directs Corporation to study and submit a plan on how best to establish a Volunteer Management Corps under which individuals with experience as managers would participate.
		Directs Corporation to conduct a study on how national service programs could better serve displaced workers, with a report due to Congress one year after enactment. From amounts made available under this section, Corporation is to implement a pilot program based on the report's findings.
		Authorizes a study, in consultation with other agencies, to evaluate feasibility of electronic verification of AmeriCorps member citizenship status, and a pilot program based on the findings.
Subtitle H, Investment for Quality and Innovation	Authorizes H funds to support training and technical assistance to enable entities to apply for CNCS assistance, to conduct high-quality programs, to evaluate such programs, and for other purposes.	Drops authority to use funds for training and technical assistance, outreach, fellowships, intergenerational programming, planning. Authorizes subtitle H funds to address emergent needs, summer programs, service-learning, and other national service programs.
	No specific provision in current law.	Directs CNCS to conduct a nationwide Call to Service Campaign.
	No specific provision in current law.	Authorizes CNCS to organize and carry out ceremonies and activities in conjunction with September 11 th Day of Service, with authority to make grants in furtherance of related service, charity, and remembrance opportunities

PROVISION	CURRENT LAW	SERVE AMERICA ACT
Subtitle H	No specific authority in law.	Authorizes Serve America Fellowships to support individuals selected by State Commissions who serve at service sites that have registered with the Commission and who will receive a living allowance and, upon successful completion of a term of service, an education award. State Commissions are to make an effort to award one-third of the fellowships to support service at small service sponsors.
	Authorizes various demonstration programs.	Repeals several authorities (clearinghouse, military installation conversion, and Yukon-Kuskokwim Delta of Alaska demo).
	No provision in current law.	Authorizes a Social Innovation Funds Pilot program, \$1-10 million grants to expand effective initiatives and seed experimental initiatives and to leverage Federal investments to increase private and philanthropic resources in support of evidence-based programming.
	No provision in current law.	Authorizes a Silver Scholarship program providing a \$1,000 education award to an individual aged 55 or older who performs at least 350 hours of service
	No provision in current law.	Authorizes an Encore Fellowship program to allow Corporation-selected individuals aged 55 or older to serve at organizations on a Corporation-maintained list, supported by \$11K grants (under a \$1 for \$1 match). Organizational matching funds must be from non-federal sources.
	Service-learning clearinghouse authorized in subtitle B to be funded out of subtitle H. Other clearinghouse functions authorized in subtitle H.	Consolidates authority within subtitle H to disseminate information through clearinghouses on service-learning needs assessments, planning, research, evaluation, leadership training, communication, curriculum, accessibility to individuals with disabilities, best practices; mentoring.
	No provision in current law.	Authorizes a Volunteer Generation Fund to support volunteer programs and to support and create new local organizations to generate volunteers. Of the funds allocated, 50 percent to be provided as formula grants to States and 50 percent to be allotted on a competitive basis to State Commissions and nonprofits. 20% match required in first year, increasing to 50 percent for year 4 and thereafter.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
	No provision in current law.	Authorizes Corporation to spend up to \$5 million of subtitle H funds to support grants of not less than \$200,000 to provide training and technical assistance in organizational development to small and mid-size nonprofit organization. Federal share not to exceed 50 percent.
New Funding Streams	Training and technical assistance is authorized in subtitles C and H of NCSA and DVSA.	Authorizes a new subtitle J for Training and Technical Assistance for programs under the national service laws. Priority for programs where services are needed most, where programs don't currently exist or don't meet community needs, in underserved rural and urban communities, and programs developing a service component that combines students, out-of-school youth, and older adults as participants.
	No provision in current law.	2.5 percent reserved from program funds to fund dissemination of service-learning research and best practices, Civic Health Assessment, and training and technical assistance, with \$1M for Civic Health Assessment.
Points of Light Foundation	Authorizes noncompetitive annual grants to Points of Light Foundation.	Repeals Title III authority to make noncompetitive grants to Points of Light Foundation.
Authorization Levels for National and Community Service Act	No authorization provided after 1996.	L&S: \$97M for 2010, including up to \$10M for summer of service grants and up to \$10M for summer of service education awards, up to \$20M for youth engagement zones, \$7M for Campuses of Service, and such sums as may be necessary 2011-2014
	No authorization provided after 1996.	Subtitles C, D, & H, and audits/evaluations: Such sums as may be necessary 2010-2014.
	No authorization provided after 1996.	Subtitle E, NCCC: such sums as may be necessary for 2010- 2014
	No provision.	Serve America Fellowships, such sum as may be necessary for 2010-2104
	No provision.	Silver Scholars and Encore Fellows, \$12 million for 2010 and such sums 2011-2014
	No provision.	National Service Reserve Corps, such as may be necessary for 2010-2014
	No provision.	Social Innovation Funds Pilot, \$50 million for 2010, \$60 million for 2011, \$70 million for 2012, \$80 million for 2013, and \$100 million for 2014.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
Authorization of Appropriations, NCSA	No provision.	Volunteer Generation Fund, \$50 million for 2010, \$60 million for 2011, \$70 million for 2012, \$80 million for 2013, and \$100 million for 2014.
	No authorization provided after 1996 for Administration, with up to 60 percent for the Corporation and the balance to State Commissions administrative grants.	Such sums for 2010-2014 for Administration, a portion of which is for State Commission administrative grants.
AmeriCorps VISTA		In VISTA purpose statement, adds emphasis on long-term sustainability of projects and strengthening local agencies and community organizations.
		Includes additional programming models: re-entry; financial skills for low-income communities, before- and after-school programming, micro-enterprises, veterans, childhood obesity and other health issues
	No provision.	Adds priority in recruitment to disadvantaged youth.
	VISTA members not covered by Family & Medical Leave Act.	Provides for FMLA coverage for VISTA members (amendment to Subtitle F, Admin Provisions)
	Directs CNCS to undertake recruitment and placement of VISTA members, and specifies that Corporation is to maintain an office for volunteer placement.	Drops recruitment language and reference to placement office.
	VISTA assignments subject to Governor approval.	Eliminates this approval process.
	The Board of Directors has authority to enter into cost-share agreements under which public agencies and nonprofit organizations underwrite the costs of VISTA members.	Gives this authority to the Director of VISTA with minor changes in language.
	Post-service monthly stipend range between \$100-\$125, with up to \$200 for leaders.	Increase post-service monthly stipend to range of \$125-150, with up to \$250 for leaders.
	Authorizes VISTA Literacy Corps, VISTA Challenge Grants, and University Year for VISTA.	Repeals VISTA Literacy Corps, VISTA Challenge Grants, and University Year for VISTA.
Senior Corps	Title II is entitled "National Senior Volunteer Corps"	Changes to "National Senior Service Corps"
	Purpose of all three programs is to empower older individuals to contribute to their communities through volunteers service and enhance the lives of the volunteers and those whom they serve.	Purpose of all three programs is to provide opportunities for senior service to meet unmet needs, to empower people 55 years and older to contribute to their communities through service, enhancing the lives of those who serve and those whom they serve, and provide communities with valuable services.

PROVISION	CURRENT LAW	SERVE AMERICA ACT
Senior Corps	RSVP-specific purpose is to utilize talents of older individuals to respond to a wide variety of community needs.	RSVP-specific purpose is to provide opportunities for older volunteers to share their knowledge, experiences, abilities, and skills for the betterment of their communities and themselves.
	FGP-specific purpose is to afford low-income older individuals an opportunity to provide supportive, individualized services to children with exception or special needs.	FGP-specific purpose is to provide opportunities for older volunteers to have a positive impact on the lives of children in need.
	SCP-specific purpose is to afford low-income older individuals an opportunity to provide personal assistance and companionship to other older individuals through volunteer service.	SCP-specific purpose is to provide opportunities for older volunteers to provide critical support services and companionship to adults at risk of institutionalization and who are struggling to maintain a dignified independent life.
	Only RSVP has a minimum age of 55.	Lowers minimum age from 60 to 55 in FGP and SCP
	RSVP (and other DVSA grantees) are assured continued refunding unless the Corporation provides 75 days advance notice and other procedural protections.	For RSVP, institutes competition for new and existing programs beginning fiscal year 2013, provided that service areas maintain level volunteer service years, program distribution remains similar, and disruption of volunteers is minimized. Competition selections must incorporate performance measures, outcomes, and other criteria established in regulation by the Corporation. Implementation of this evaluation process may result in non-renewal of under-performing grantees prior to 2013. The Corporation must provide online resources for the RSVP program, including examples of high-performing programs, corrective actions for under-performing programs, and examples of meaningful outcome-based performance measures.
	FGP authorized to serve children “having special or exceptional needs.”	FGP authorized to serve children “having special or exceptional needs or with conditions or circumstances identified as limiting their academic, social, or economic development.”
	SCP and FGP stipends are set at a uniform rate (currently \$2.65 per hour).	Increases SCP and FGP stipend to \$3.00 (while retaining current law requirement that any increase take effect only if prior year volunteer levels are maintained)
	SCP and FGP stipend may be provided only to individuals at or below 125 percent of the poverty line.	Individuals up to 200 percent of poverty may be eligible for stipend.
	RSVP, FGP, and SCP have separate funding streams, and existing projects receive 1/3 set-aside out of any funding increases under “Programs of National Significance”.	At least 25 percent of grants under Programs of National Significance must be to organizations currently not receiving CNCS assistance and when possible in locations where no Senior Corps projects operate. Adds to list of programs: respite care, mentoring disadvantaged youth, before- and after-school programs serving low-income children, clean energy activities, prisoner re-entry

PROVISION	CURRENT LAW	SERVE AMERICA ACT
Senior Corps		Removes from list of programs: Boarder babies, child care, environmental needs, outreach to labor unions and other national organizations, criminal justice, augmenting State human service agency work
	Prohibits sponsors from receiving any compensation from volunteers or beneficiaries for services of volunteers	Sponsors may accept donations, except from beneficiaries.
	No provision in current law.	Directs CNCS to carry out DVSA in accordance with the DVSA and the relevant provisions of the NCSA, particularly section 122 (AmeriCorps grants) and subtitle F of title I (Administrative Provisions).
Authorization of Appropriations. DVSA	Authorizes appropriations at \$56M for 1994 and such sums through 1996	VISTA: \$100M for 2010 and such sums as may be necessary for 2011-2014
	Authorizes appropriations at such sums through 1996	Title I Special Volunteer Programs: Such sums as may be necessary for 10-2014
	RSVP: \$45M for 1994, such sums through 1996	RSVP: \$70M for 2010, such sums for 2011-2014
	FGP: \$85M for 1994, such sums through 1996	FGP: \$115M for 2010, such sums for 2011-2014
	SCP: \$40M for 1994, such sums through 1996	SCP: \$55M for 2010, such sums for 2011-2014
	Authorizes appropriations at such sums through 1996,	Senior Demo: such sums for 2010-2014
	DVSA Administration, such sums through 2006	DVSA Administration, such sums 2010-2014
Volunteers for Prosperity Program	Established through executive order 13317 – no specific statutory authority	Establishes within USAID a program to mobilize skilled American professionals to perform international volunteer service. Authorizes \$10M for 2010, and such sums as necessary 2011-2014
Sense of Senate	No provision.	Expresses a Sense of the Senate “that Congress should preserve the income tax deduction for charitable contributions through the Internal Revenue Code of 1986 and look for additional ways to encourage charitable giving.”
Effective Date		October 1, 2009

5.3 HISTORY OF NATIONAL SERVICE

When faced with challenges, our nation has always relied on the dedication and action of its citizens. The Corporation for National and Community Service (CNCS) carries on a long tradition of citizen involvement by providing opportunities for Americans of all ages to improve their communities through service.

The Civilian Conservation Corps

During the Great Depression of the 1930s, President Franklin D. Roosevelt created the Civilian Conservation Corps. Four million young people joined in response to his call to service, restoring the nation's parks, revitalizing the economy, and supporting their families and themselves. For 11 years the Civilian Conservation Corps provided billions of dollars in services and enabled millions of families to live in dignity.

The GI Bill

During the 1940's, the GI Bill linked wartime service to educational benefits, offering returning World War II veterans the opportunity to pursue higher education in partial compensation for service to their country. Veterans improved their own lives by attending college. They also contributed mightily to America's future. With the education they received, those citizens helped spark the economic boom that helped make America the world's leading economy.

Peace Corps

In the 1960s the call to service came from President John F. Kennedy, who challenged Americans in his inaugural address "Ask not what your country can do for you, ask what you can do for your country." In response to this challenge, the Peace Corps was born. The Peace Corps continues to engage thousands of volunteers who travel the world far and wide, building schools where none existed, helping farmers provide food for the hungry, and creating hospitals to care for the sick. After returning from overseas, Peace Corps volunteers put their new knowledge of others to work at home, in the spirit of citizenship, changing America for the better.

The War on Poverty

President Lyndon B. Johnson brought the spirit of the Peace Corps home to America by creating Volunteers in Service to America (VISTA) in 1964. VISTA, which is now part of AmeriCorps, continues to fund programs under the sponsorship of local public agencies or nonprofit organizations to improve the condition of people living in under-served, low-income communities throughout America. Other initiatives such as the Retired and Senior Volunteer Corps (RSVP), the Foster Grandparent Program, and the Senior Companion Program were developed in order to engage older Americans in the work of improving the nation.

Youth Service Movement

In 1970, Congress created the Youth Conservation Corps (YCC), a summer environmental employment program for youth ages 15-18. This was folded into the Comprehensive Employment and Training Act (CETA) in 1974. In 1978, a Young Adult Conservation Corps (YACC) became part of CETA, but was eliminated in 1982 by the Job Training Partnership Act (JTPA) which did not include national service programming. Some components of YCC and YACC remained active in several states, funded through public and private dollars, and, in 1976, California became the first state to create its own youth conservation program, the California Conservation Corps. Private funders helped create additional youth corps programs during the seventies, including the Youth Volunteer Corps of America, City Year, and YouthBuild. Associations such as Youth Service America (YSA) and the National Association of Service and Conservation Corps (NASCC) were formed to work with the various youth service movements. Youth service programming grew on college campuses, sponsored by such national programs as the Campus Outreach Opportunity League (COOL) and Campus Compact.

Revival of Interest in National and Community Service

President George H. W. Bush helped spark a revival of interest in national service when he instituted the White House Office of National Service in 1989. In 1990 Congress passed the National and Community Service Act, which created a Commission on National and Community Service whose mission was to “renew the ethic of civic responsibility in the United States.” Full implementation began in 1992, when the commission awarded \$64 million in grants to support four broad types of state and local community service efforts. These initiatives were the Serve-America programs (now Learn and Serve) which involved school-aged youth in community service and service-learning through a variety of school and community-based activities; Higher Education Innovative Projects aimed at involving college students in Community service and at promoting community service at educational institutions; American Conservation and Youth Service Corps, supporting summer and year-round youth corps initiatives that engage both in- and out-of-school youth in community service work; and the National and Community Service Demonstration Models, for programs that were potential models for large-scale national service. The National Civilian Community Corps (NCCC), a demonstration program to explore the possibility of using post-Cold War military resources to help solve problems here at home, was enacted later as part of the 1993 Defense Authorization Act. It is a residential service program modeled on the Depression-era Civilian Conservation Corps and the United States military.

National and Community Service Trust Act

President Bill Clinton sponsored the National and Community Service Trust Act, a revision of the National and Community Service Act of 1990, which was passed by a bipartisan coalition of members of Congress and signed into law on September 21, 1993. The legislation created a new federal agency, the Corporation for National and Community Service (CNCS), to administer federally-funded national service programs. The law created AmeriCorps, which was designed to support local, state, and national organizations across the nation that involves Americans in results-driven community service. Individual AmeriCorps participants, known as members, serve for a year, during which they receive a living allowance. After service, members receive an education award, administered by the National Service Trust, and paid as a voucher redeemable for current education costs at colleges, universities, other post-secondary institutions, and approved school-to-work programs, or to pay back qualified student loans already incurred. The legislation drew on the principles of both the Civilian Conservation Corps and the GI Bill, encouraging Americans to serve and rewarding those who do. The new agency also took over management of the programs of two previous agencies, ACTION, which was responsible for running VISTA and the National Senior Service Corps programs, and the more recent Commission on National and Community Service, including the NCCC, forming a new network of national service programs.

Service in the New Millennium

In his State of the Union address on January 29, 2002, President George W. Bush called on all Americans to serve their country for the equivalent of two years and announced the creation of the USA Freedom Corps, an umbrella network for volunteerism. A coordinating council housed at the White House and chaired by the President is working to expand and strengthen federal service programs like the Peace Corps, Citizen Corps, AmeriCorps, and Senior Corps, and to raise awareness of and break down barriers to service opportunities within all federal government agencies. Several bills have been introduced in Congress over the past three years to increase funding for national service and to reauthorize the National and Community Service Act.

(from: The Training Officer's Handbook, CNCS, May 2004.)

AmeriCorps*State and National

Pledge of Excellence

1. Return phone calls within 24 hours or the next business day.
2. Return your emails within 24 hours or the next business day.
3. When we are out of the office or unavailable, you will know our backup staff person and her/his contact information.
4. Inform you when we will have the information for you. We anticipate an average of 2 to 5 days depending on the nature of the issue.
5. **For CNCS state office staff** – Inform you as soon as possible whenever we are visiting your state.
6. Participate as regular members on your **cluster state conference calls**

5.4 CNCS HEADQUARTERS

CNCS HEADQUARTERS

As the primary federal source of funding for national volunteer activities, CNCS is obviously the most important player on the field. AmeriCorps operates in a decentralized manner that gives a significant amount of administrative responsibility to states and national and local nonprofit groups. CNCS realizes that the many organizations and individuals around the country with which it shares administrative responsibility for AmeriCorps will look to it for assistance on a broad range of issues and problems. The following table suggests some of the principal support functions that CNCS the office can provide:

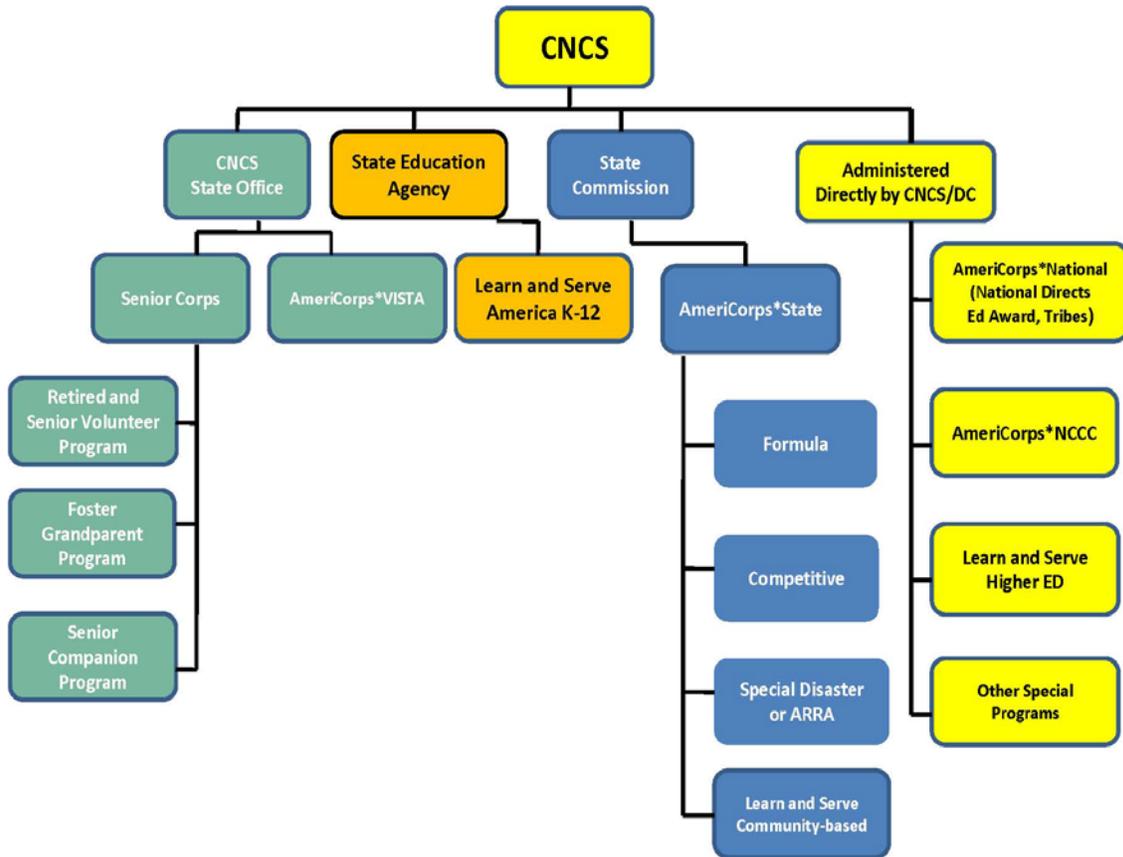
OFFICE	AmeriCorps SUPPORT FUNCTIONS
Program	Houses CNCS program officers, who support, respond to programmatic issues for, and serve as the primary liaisons with State Commissions and National Direct parent organizations.
Grants	Oversees financial aspects of grants and awards.
Training and Technical Assistance	Works with national technical assistance providers and with training and technical assistance coordinators in State Commissions.
Trust	Manages the education awards for AmeriCorps members.
Public Affairs	Oversees media relations, marketing and publications.
Public Liaison	Oversees national initiatives, national service days, and all AmeriCorps awards.
General Counsel	Provides legal counsel for CNCS and can answer legal questions related to AmeriCorps program management.
Office of the Inspector General	Detects and deters waste, fraud, abuse, and violations of law of CNCS funded programs.
Recruitment	Provides support for the online recruitment system and other national recruitment efforts.

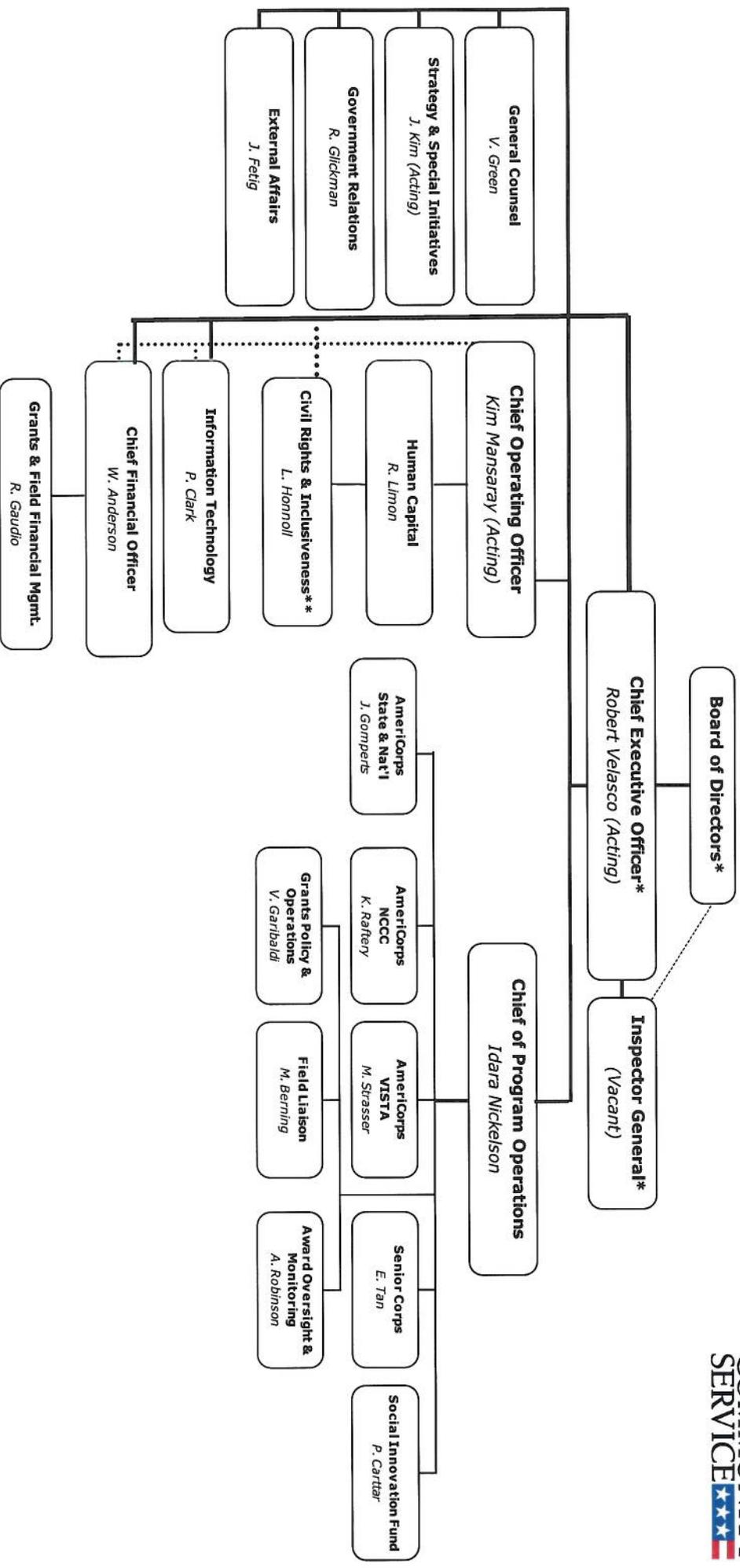
CNCS State Offices

CNCS also operates offices in each state. These offices are responsible for administering AmeriCorps*VISTA programs as well as the three Senior Corps programs. The CNCS employees in these locations assist with the monitoring of National Direct AmeriCorps programs, solicit and review Martin Luther King Jr. Day of Service grants in their states, and participate in cross-program planning initiatives, including Unified State Plan development. One of them, usually the state office director, serves as an ex-officio member of the State Commission.

<http://www.nationalservice.gov/about/contact/stateoffices.asp>

National Service Programs and Funding Flow





* Presidential Appointments with Senate confirmation
 ** The director has independent authority to advise the CEO on pre-complaint and complaint issues.

5.5 CNCS 2011-2015 STRATEGIC PLAN

Corporation for
**NATIONAL &
COMMUNITY
SERVICE** ★★☆☆

THE CORPORATION FOR NATIONAL
AND COMMUNITY SERVICE

Strategic Plan

2011-2015



How to Serve

If you are interested in joining or learning more about CNCS programs, go to nationalservice.gov.
Under the “For Individuals” menu, click on “Join Now” to discover which opportunity is right for you.



1201 New York Avenue, NW Washington, DC 20525
202-606-5000 • TTY 202-606-3472
NationalService.gov • info@cns.gov

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Executive Summary

People—diverse, passionate and committed—make America strong. Through national service and volunteering, Americans from all walks of life contribute to their communities and the nation. Today’s social and economic challenges are complex and require comprehensive, integrated and innovative approaches to shape solutions that work. Engaged citizens are at the center of these solutions.

The Corporation for National and Community Service (CNCS) empowers and supports Americans to tackle persistent challenges such as helping youth succeed in school, securing safe affordable housing for economically disadvantaged families, or helping communities respond to disasters. Through this work, CNCS achieves its mission of improving lives, strengthening communities and fortifying the civic health of our nation.

CNCS, a federal agency, brings leadership, resources, coordination, focus, and scale to America’s voluntary sector. Our programs unite the passion, commitment and talent of participants with the assets of community organizations and the funding from public and private sectors to build enduring community capacity to solve problems. CNCS supports a network of state service commissions, intermediary organizations, grantees and sponsors (the national service network) through which millions of Americans help the most vulnerable citizens, improve their neighborhoods, and transform their own lives. As a result of the network, citizen-centered solutions take root, are sustained, and transform communities and the nation.

For more than 45 years, successive Administrations of both parties have made investments in national service to engage citizens in solving problems and build the

capacity of America’s voluntary sector. Sixteen years ago, Congress created CNCS to engage Americans of all ages and backgrounds in service to meet pressing national and community needs, based on common-sense principles of local control, competition, accountability, leveraging of non-federal resources, and public-private partnership.

Through AmeriCorps, Learn and Serve America, Senior Corps and our other programs and activities, five million Americans serve with nearly 70,000 organizations in the national service network. These organizations use national service resources to develop innovative solutions across a broad spectrum of issues.

In recognition of this successful foundation, Congress in 2009 passed the Edward M. Kennedy Serve America Act (Serve America Act) to bring national service to higher levels of impact, innovation and effectiveness. This landmark law, which passed with strong bipartisan support, is an inflection point for CNCS and the foundation for our Strategic Plan. The law directs CNCS to expand opportunities to serve, build the capacity of individuals, nonprofits and communities, and encourage innovative approaches to addressing community challenges. The law puts a strong emphasis on focusing national service on a core set of priority issue areas and measuring the impact of service, and this directive is a guiding force for our Strategic Plan.

We have an opportunity to leverage the effective programs of the national service network to drive toward a specific set of results on critical national issues. We will produce these results by investing in effective local initiatives, engaging more Americans in service, supporting evidence-based programs, and leveraging public-private partnerships.

To focus our efforts, CNCS has the following four strategic goals. These goals are the foundation for our Strategic Plan. They also challenge us to lead and operate at the highest level of accountability, integrity and transparency.

1. Increase the impact of national service on community needs in communities served by CNCS-supported programs

CNCS invests in community programs and projects that achieve outcomes in Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families. Going forward, our new investments will focus on achieving a specific set of outcomes in these areas.

2. Strengthen national service so that participants engaged in CNCS-supported programs consistently find satisfaction, meaning and opportunity

CNCS supports the national service network in providing experiences that offer a unique combination of professional, educational and life benefits to service participants. The network also recruits a diversity of Americans, especially those from underrepresented populations. We will collaborate with the national service network to strengthen outreach efforts in underserved communities and to implement best practices that ensure a powerful service experience.

3. Maximize the value we add to grantees, partners and participants

To support our focus on a specific set of community outcomes and a powerful service experience, CNCS will develop a relevant and accessible knowledge base informed by research and rigorous evaluation, and conduct capacity building activities that advance the adoption of best practices.

4. Fortify management operations and sustain a capable, responsive and accountable organization

We will work across programs and enhance our operations to support evidence-based decision making and a culture of performance. We will build upon our current infrastructure to strengthen and enhance our information technology systems, workforce and financial and grants management efforts.

As the blueprint guiding our work, the Strategic Plan includes further details on the specific objectives, strategies and performance measures which determine how we will evaluate our success over the next five years.



Environmental Context

America's story is the story of service—people who step forward to change lives and strengthen our nation. The needs of communities are pressing and complex. They require comprehensive, integrated and innovative solutions. CNCS and the national service network are important elements of community solutions. Our work is informed by the following contextual factors:

Leaders at the local, state and national level are calling upon national service.

Governors and mayors are embracing the potential of service to address community needs. In 2011, Governors Nathan Deal of Georgia, Sam Brownback of Kansas and Deval Patrick of Massachusetts made “days of service” a centerpiece of their inaugurations. They asked citizens to join them in feeding the hungry, assisting the jobless, and helping their neighbors in a host of other ways. Some governors have elevated the role of state service commissions and others have made service a cabinet level position. More than 100 mayors of cities large and small are part of the Cities of Service coalition and have pledged to engage citizens to address local priorities.

Service is a cost-effective investment in community solutions.

In times of fiscal restraint and significant community challenges, leveraging and investing in the national service network is a smart strategy that taps the energy and ingenuity of our greatest resource—the American people—to help solve pressing problems. In FY 2009, participants in CNCS programs gave almost 263 million hours of service.¹

As the nation's largest funder of service and volunteering, CNCS plays a vital role in building the capacity of America's nonprofit community, expanding the impact of service participants in addressing problems, and strengthening the American culture of civic engagement.

Community organizations are in need of human capital and other resources.

Nonprofit organizations are often in the lead on delivering community solutions. Unfortunately, nonprofits—including those organizations that leverage national service resources—are struggling to keep up with an increasing demand for services during a time of steep decline in public and private giving. Many nonprofits have experienced and are expecting continuing cuts in revenue. To mitigate this trend, CNCS-supported participants can play a role in leveraging community volunteers to serve alongside them. In fact, in FY 2010, over 81,000 AmeriCorps members served in communities across the nation and mobilized an estimated 2.8 million additional volunteers—roughly 35 leveraged volunteers per AmeriCorps member.²

Americans throughout the country are volunteering their time and skills in record numbers.

In 2009, 63.4 million Americans volunteered to help their communities. This is an additional 1.6 million people who volunteered compared to 2008, making 2009 the largest single-year increase since 2003, according to CNCS' 2010 *Volunteering In America* report. Volunteering increased among all racial and ethnic groups.³ Baby boomers today are volunteering at rates as much as 50 percent greater

1. Compiled from grant applications and progress reports: State and National—budgeted member service years from grant applications; Senior Corps—actual hours served, from the supplemental progress reports; Learn and Serve—actual hours served, from LASSIE; VISTA—calculated from counts of enrolled members; NCCC—taken from project reports.

2. 2010 Annual Financial Report, http://www.nationalservice.gov/pdf/11_1115_final_fy_10_afr.pdf.

3. U.S. Bureau of Labor Statistics, *Volunteering in the United States* (2009).

than in past decades.⁴ Today's young people are serving at twice the rate of the generation before them. Last year more college freshmen than ever before reported that volunteering in the community is important to them.⁵

CNCS and the network of organizations we support are uniquely positioned to tap this growing demand for and supply of citizen service in the next five years. We plan to take the opportunity and focus our resources and efforts on a core set of challenges. As a result, we will strive to demonstrate tangible impact on beneficiaries of service, the lives of service participants, and on communities across the nation.

4. Foster-Bey, J, Grimm, R, & Dietz, N. Keeping Baby Boomers Volunteering. *Corporation for National and Community Service* (2007).

5. Pryor, J.H., Hurtado, S., DeAngelo, L., Palucki Blake, L., & Tran, S. *The American freshman: National norms fall 2009*. Los Angeles: Higher Education Research Institute, UCLA (2009).



CNCS Mission and Agency Overview

We are the federal agency that provides pathways and opportunities for Americans to engage in their communities. Our mission is to improve lives, strengthen communities and foster civic engagement through service and volunteering.

CNCS' primary role is to provide critical resources and leadership to support local initiatives that tackle community challenges. We do this by directing resources to those organizations and community programs that have proven to be effective in using service at the local level to address the key priorities of Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families. Through AmeriCorps, Learn and Serve America, Senior Corps and our other programs and activities, five million Americans serve with nearly 70,000 organizations in the national service network.

We implement direct service programs, make grants, provide capacity-building and support to nonprofits, conduct research and evaluation to inform best practices, provide

thought leadership,⁶ and foster collaboration with other federal agencies, foundations, community organizations, and state, local and tribal governments. CNCS adds further value through our focus on the quality of the service participant's experience and continued engagement.

Successive Administrations of both parties have recognized the importance of volunteers in addressing key issues and made investments in national service⁷ to build the capacity of America's voluntary sector. Most recently in April 2009, President Barack Obama signed into law the Serve America Act, which amended the national service laws to reauthorize CNCS and expand its scope and programs. This landmark bill, which passed with bipartisan support, is the foundation for our Strategic Plan. The legislation authorizes CNCS to focus on key issues, expand opportunities to serve, build the capacity of individuals, nonprofits and communities, and encourage innovative approaches to addressing community challenges.

6. *Thought leadership is defined as the content, speeches, publications and reports that provide our perspective on the context, challenges and opportunities facing CNCS, our grantees, sponsors and partners, and the national service field in order to inform and influence the action of others.*

7. *Throughout the remainder of this document, "national service" is used for brevity as a way to refer to the service activities carried out by individuals and organizations supported by CNCS.*



Our Programs

Our work is carried out through the following programs that engage people from all communities and of all ages in service and volunteering—from one-day or occasional volunteering to an intensive year-long commitment.

Senior Corps consists of three programs—RSVP, Foster Grandparent Program (FGP) and Senior Companion Program (SCP)—that use the experience, skills and talents of more than 450,000 volunteers age 55 and older to serve at-risk youth, help seniors live independently and meet other community needs. Senior Corps volunteers serve through more than 65,000 local nonprofits, public agencies, faith-based and other community organizations.

AmeriCorps provides opportunities for more than 80,000 Americans each year to provide intensive results-driven service to respond to natural disasters, expand economic opportunity, strengthen education, protect the environment, enable access to health services, support veterans and military families, and meet other critical needs. AmeriCorps members serve in thousands of nonprofit, faith-based and other local organizations through three programs: AmeriCorps State and National, AmeriCorps VISTA (Volunteers In Service To America) and AmeriCorps NCCC (National Civilian Community Corps). AmeriCorps members—and the nearly three million volunteers they recruit and supervise—tutor and mentor youth, build affordable housing, operate afterschool programs, help veterans readjust to civilian life, and help communities respond to disasters.

Learn and Serve America provides opportunities for more than 1.3 million students every year to strengthen communities, enhance education and develop an enduring

ethic of service for youth. We fund state education agencies, K-12 schools, community-based organizations, Indian tribes and U. S. territories, and institutions of higher education to develop, support and sustain high quality service-learning programs. This teaching and learning strategy integrates community service with classroom learning, enriching academic experiences and promoting civic engagement.

The Social Innovation Fund (SIF) targets public and private dollars to expand effective solutions across three issue areas: Economic Opportunity, Healthy Futures and Youth Development. The SIF is a competitive grant program that invests in innovative solutions with evidence of impact and that are ready to grow to meet the needs of more communities. This work will create a catalog of evidence-based approaches that can be replicated in communities across the country.

The Volunteer Generation Fund strengthens the role of volunteers in tackling pressing problems by expanding the capacity of state service commissions and volunteer connector organizations to recruit, manage, support and retain individuals to serve in high-quality volunteer assignments.

The Call to Service engages citizens in service opportunities that expand the impact of community organizations and encourage volunteers to develop their own “do-it-yourself” projects. Each year, annual service days, such as the MLK Day of Service and the 9/11 National Day of Remembrance and Service, mobilize millions of Americans to become active participants in community solutions.



Strategic Goals and Strategy

OVERVIEW OF OUR STRATEGIC FRAMEWORK

Moving forward on the course directed by the national service laws, CNCS has developed the following strategic goals and objectives illustrated in the figure below. Our four strategic goals are aligned with the key constituents whom we serve and through whom we accomplish results, namely:

MISSION STATEMENT

Improve lives, strengthen communities and foster civic engagement through service and volunteering.

GOAL 1

Increase the impact of national service on community needs in communities served by CNCS-supported programs

GOAL 2

Strengthen national service so that participants engaged in CNCS-supported programs consistently find satisfaction, meaning and opportunity

SERVE AMERICA ACT FOCUS AREAS

Disaster Services
Economic Opportunity
Education
Environmental Stewardship
Healthy Futures
Veterans and Military Families

CNCS PROGRAMS

GOAL 3

Maximize the value we add to grantees, partners and participants

GOAL 4

Fortify management operations and sustain a capable, responsive and accountable organization

- Service recipients, the Americans who directly benefit from the efforts of national service participants.
- National service participants, those individuals who are engaged in national service activities in communities across the country.⁸
- Effective nonprofits, including state service commissions, CNCS grantees and sponsors, those organizations through which we provide national service resources and to which we provide additional services including capacity building, training and technical assistance.⁹
- CNCS staff, CNCS employees who monitor and support the activities undertaken by national service participants engaged in programs and the organizations through which they serve.

CORE PRINCIPLES

Across our strategic goals, there is a set of core principles that shape and guide how we do our work, which are rooted in our collaboration with the national service network.

Core Principle #1: Identify and invest in community solutions.

CNCS believes that many of the best solutions come from outside Washington, D.C., where people are finding ways to solve problems in their communities. CNCS program participants serve through more than 70,000 organizations, from national nonprofits to small faith-based and community groups. In 2010 they mobilized more than 3.5 million volunteers to engage in results-driven service for these organizations.¹⁰

We work closely with state service commissions to support citizen-centered community solutions. For example, at least 35.3 percent of AmeriCorps State and National funds go to states through formula funds and an additional 30 percent is awarded through a national competition. We also work with national organizations, state education agencies and Indian tribes to identify and invest in local programs with place-based strategies that deliver tangible and measurable outcomes to the local community as well as service participants.

Core Principle #2: Engage Americans in service.

By engaging millions of Americans in service and volunteering, CNCS is strengthening civic engagement and democratic participation and building a diverse, committed network of engaged citizens. Through the AmeriCorps programs, individuals embark on a pathway to opportunity that engages them in year-long projects where they learn valuable skills, earn money for education and chart a course of lifelong citizen engagement. A longitudinal study has suggested that AmeriCorps alumni are more likely to be civically engaged; to go into public service careers such as teaching, public safety, social work and military service; and to volunteer in their communities.¹¹

The skills participants gain include both those specific to their service as well as general skills of leadership and problem-solving. Since 1994, AmeriCorps members have earned more than \$2 billion in Segal AmeriCorps Education Awards for training, to help pay for college or to pay back student loans.¹² Engaging Americans in service enables individuals to take action in their communities and contribute to solutions while developing skills and accessing new opportunities.

8. Our various programs refer to people who participate in national service in different ways, e.g., AmeriCorps members, Learn and Serve America participants and/or Senior Corps volunteers. In this document, we often use the broad term “participant” to encompass all programs.

9. Technical assistance includes creating a learning community, creating best practice toolkits and providing examples of what success will look like.

10. CNCS Performance Management Database System.

11. Corporation for National and Community Service, Office of Research and Policy Development, *Serving Country and Community: A Longitudinal Study of Service in AmeriCorps*. Washington, D.C. (2006).

12. 2010 Annual Financial Report, http://www.nationalservice.gov/pdf/11_1115_final_fy_10_afr.pdf.

Core Principle #3: Support evidence-based programs.

With guidance from Congress through the Serve America Act, we are targeting our programming to demonstrate impact on critical community issues and to build on the base of effective national service programming. By understanding how community solutions can be effective in responding to community needs—and where national service can make the biggest difference—CNCS can direct resources to support the most effective programs and encourage their growth and expansion to those areas that are under-resourced, such as rural and Native American communities.

We continue to work with the national service network to establish a collective understanding of what works and why, based on evidence from well-designed and well-implemented experimental or quasi-experimental studies that demonstrate impact. Where appropriate, we also work to reproduce these evidence-based approaches and expand them to other communities. For example, the SIF awards grants to and works with intermediaries to direct resources to community-based nonprofit organizations that can validate and grow promising approaches to challenges facing local communities.

Core Principle #4: Leverage public-private partnerships.¹³

National service was established as a public-private partnership, encouraging investment in the form of matching funds and other resources from businesses, foundations and state and local agencies. For example, AmeriCorps VISTA members help nonprofits expand services, raise funds, develop new collaborations, measure impact, and create innovative and sustainable programs. In 2010, we enabled grantees, sponsors and projects to leverage \$800 million in funds and in-kind donations.¹⁴ These resources—in addition to CNCS grants, training and research—help nonprofit, faith-based and community

organizations across the nation expand their reach and better achieve their missions. We also encourage collaboration among organizations in order to reduce duplication of effort and ensure more effective approaches to solving complex problems.

The nation is facing significant challenges and as Americans look for ways to give back, CNCS is more critical than ever. These core principles complement our specific strategies, which together inform how we will accomplish our strategic goals.

13. The use of the terms “partner” and “partnership” throughout this document are not intended to convey any legal relationship. Where there is a legal implication we use the term “formal partnership.”

14. Data extracted and analyzed from eGrants. Includes budgeted matching amounts from grant applications, actual cost share for AmeriCorps VISTA projects, and dollars and in-kind donations raised by AmeriCorps VISTA members.

GOAL 1

Increase the impact of national service on community needs in communities served by CNCS-supported programs

We will continue to focus on opportunities where national service can make the greatest difference in communities across the country. The Serve America Act amended the national service laws and expected CNCS to strengthen the service network and address areas of need that CNCS has the capacity to address, including Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families.

I. RATIONALE

Our belief is that Americans can effectively respond to challenges by getting involved in their local communities through service, and that citizen-centered action often can drive community solutions. CNCS' unique value is a triple "bottom line" return on investment in terms of benefits to service recipients, service participants and the community in general. By deploying people to work on the toughest community challenges, national service contributes to community needs, helps to develop future leaders of America and builds community capacity to respond to problems.

Improving the educational outcomes of children is a priority for communities across the country. Thus, we have historically made large investments in education with over 40 percent of all our program funds targeted to that work.¹⁵ Over the years, our grantees and sponsors have developed service-based approaches to address needs in education and supplement the work of schools. We can

build on our investment in education by targeting effective programs to increase and expand the impact of service on educational outcomes.

Meeting the needs of veterans and military family members is also a civic priority. Unemployment rates among veterans are greater than those for civilians, military service members and their families redeem food stamps at twice the civilian rate, and there is increasing evidence that a child's development and well-being is affected by a parent's active duty deployment.¹⁶ Our work with veterans and military families is a developing area of focus for us. Although a few national service programs have historically supported veterans and military families, our current veterans and military families portfolio makes up less than one percent of the total programmatic funds awarded by CNCS.¹⁷ Thus, we will continue to invest in programs that serve veterans and military families, grow our knowledge base of how national service can best meet the needs of veterans and military families, support efforts that engage veterans who want to continue their service in new ways at home, and promote effective collaboration with our veterans, military family members and veteran-serving organizations.

While we focus on the strategies for education and veterans and military families in this Plan, we will also continue to invest in effective solutions in the other focus areas of Disaster Services, Economic Opportunity, Environmental Stewardship and Healthy Futures. Performance measurement will continue to evolve with experience in new focus areas, through on-going data definitions and through modernizing information technology systems to enhance data capture and analysis. The overviews of strategies and priority performance measures for all of the focus areas are in the Appendix.

15. Program data extracted and analyzed from eGrants and current as of October 21, 2010. The dollar figures are based on the amount of service, measured in member service years, which can be classified by issues area. The dollar amounts are normalized so that they equal the appropriated dollar amount for each program.

16. Yonkman, Mary, and John Bridgeland. All Volunteer Force: From Military to Civilian Service. Washington, DC: Civic Enterprises, November (2009).

17. Ibid.

II. STRATEGIES AND OBJECTIVES

EDUCATION

Provide, support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged people, especially children.

Many economically disadvantaged children and youth have difficulty succeeding in school. The dropout process begins with young children entering school ill-prepared, and too many are unable to catch up and perform at grade level. With the right support, all children can succeed. Engaging children in the early years and throughout their academic career helps ensure more children, youth and adults develop essential skills and an appreciation for learning. Our education strategy is grounded in this challenge and in our unique role as a service provider and capacity-builder for schools and communities.

When we examine the education interventions that lead to the best education outcomes for students in most need—increased instructional time, family involvement, smaller student-teacher ratios, better teachers—we can identify a common element. These kinds of policies promote personal attention by caring, capable adults devoting time and attention to a student.¹⁸ Personal attention from caring and capable adults is the reason we have a remarkable opportunity to improve education outcomes for students.

Well-implemented national service-supported efforts can lead to critical outcomes such as improved attendance, improved engagement in coursework, improved course completion, performance at grade level, performance on standardized tests, high school graduation, and persistence in college and university. Academic achievement—performance on standardized tests, high school or

college graduation—is premised on strong academic engagement—high levels of attendance, positive behavior in class, or on-time course completion. Our education programs support both academic achievement and engagement, but the large majority of our education grants and expertise are focused on engagement. Thus, we don't propose to solve the dropout crisis, but we do propose to help strategically address what precipitates it.

A chart outlining the education focus area strategy can be found in the Appendix. Below is an overview of our objectives, strategies and performance measures.

OBJECTIVE 1: Improve school readiness¹⁹ for economically disadvantaged young children.

Strategy:

- Focus funding activities and other resources on programs in which CNCS-supported members, participants and volunteers develop or engage in proven or promising²⁰ activities that include teaching, tutoring and/or the provision of education-related supportive services for children or their families that improve school readiness.

Priority Measures:

- Percent of children demonstrating gains in school readiness in terms of social and emotional development.
- Percent of children demonstrating gains in school readiness in terms of literacy skills.
- Percent of children demonstrating gains in school readiness in terms of numeracy (math) skills.

18. Other critical supports that correlate with improved education outcomes include living in safe, supportive housing, access to preventive health care and family economic supports. Those supports will not be addressed here but may be supported through other CNCS programs and focus areas such as the SIF, Economic Opportunity or Healthy Futures.

19. School readiness refers to preparation for kindergarten which includes multiple indicators assessed across developmental and behavioral domains, including but not limited to physical wellbeing, health and motor development, social and emotional development, approaches to learning, language development, cognitive development, and age-appropriate skills and behaviors.

20. Promising practices have established a preliminary level of evidence to inform program interventions and strategies. Preliminary evidence is evidence that is based on a reasonable hypothesis supported by research findings (third-party or original). Proven practices have established at least a moderate level of evidence. Moderate evidence is evidence from independent evaluations of program impact that used an experimental or quasi-experimental research design. Both levels of evidence are further defined on page 25.

OBJECTIVE 2: Improve educational and behavioral outcomes of students in low-achieving elementary, middle and high schools.

Strategy:

- Focus funding and other resources on programs in which:
 - CNCS-supported members, participants and volunteers engage in proven or promising activities intended to improve learning and grade-level success in low-achieving schools, such as teaching, tutoring and/or mentoring of students; providing supportive services to assist staff; providing extended learning programs in cooperation with school systems (such as after school and summer learning); or providing other types of school improvement support to school systems;
 - CNCS-supported members, participants and volunteers engage in high quality service-learning projects in low-achieving schools;
 - CNCS provides assistance to higher education institutions and alternative certification programs to increase the number of teachers or teaching aids working in low-achieving schools or otherwise provide assistance to community-based learning centers in high poverty communities; and
 - CNCS-supported members, participants and volunteers provide proven or promising capacity-building services for state and local education agencies or community-based learning centers.

Priority Measures:

- Percent of students served by or serving in CNCS-supported programs²¹ who demonstrate improved

academic performance (including the percent meeting state proficiency levels in reading and math or whose scores on state standardized tests improved).

- Percent of students served by CNCS-supported programs, or engaged in CNCS-supported service-learning, who demonstrate improved academic engagement.

OBJECTIVE 3: Improve the preparation for, and prospects of success in, post-secondary education institutions for economically disadvantaged students.

Strategy:

- Focus funding activities and other resources on those programs in which:
 - CNCS-supported members, participants and volunteers engage in proven and promising counseling, academic, enrollment and retention support activities for economically disadvantaged students.

Priority Measures²²:

- Percent of students served by CNCS-supported members, participants and volunteers²³, or serving in CNCS-supported programs, who received counseling and guidance associated with skills needed for college preparation and success.
- Percent of students served by CNCS-supported members, participants and volunteers who applied for and enrolled in a postsecondary institution.
- Percent of students served by CNCS-supported members, participants and volunteers who continued to a second year of post-secondary education.

21. For purposes of performance measures, “CNCS-supported programs” include AmeriCorps, Learn and Serve America and/or Senior Corps. The agency is in the process of specifying which priority measures apply to each program. We will provide this information in a Performance Management Addendum to be released later in FY 2011.

22. We are currently working with Department of Education to establish a baseline for the higher education priority measures.

23. Refers to AmeriCorps members, Learn and Serve America participants and Senior Corps volunteers.

VETERANS AND MILITARY FAMILIES

Demonstrate the potential for CNCS-supported national service interventions to 1) positively impact the quality of life of veterans and 2) improve military family strength.

Over the next five years, we will seek to expand national service interventions that improve the quality of life of veterans and military family strength²⁴. We will invest in emerging and established programs to address the needs of veterans and military families. We will focus efforts on learning where service-based programs have the greatest potential to improve military family strength and facilitate the reintegration of service members back into civilian life. Our focus includes programs that engage veterans and military family members in service (described in Goal #2), as well as those that provide service to this important population.

Engaging veterans and military family members in programs that serve other veteran and military family members has the potential to be an effective approach. Veterans and military family members prefer to receive information about services from friends, family and neighbors.²⁵ There is extensive research that indicates peers delivering social and mental health services to other peers results in better outcomes. Research suggests that peers are: 1) more able to empathize with other consumers, 2) more able to help them access services, 3) more able to appreciate other consumers' strengths, and 4) more able to be tolerant, patient and responsive to consumers' needs and desires.²⁶ Finally, the use of peers in a mental health setting has been associated with improvement in illness management, larger social support networks, enhanced self-esteem and social functioning, improvement in skill

deficits and use of available resources to meet needs, and lower service costs overall.²⁷

Based on our work, CNCS will refine a theory of change and a logic model²⁸ to inform our veterans and military families' strategy in 2013. In 2014-2015, we will focus our work in implementing this strategy.

A chart outlining the veterans and military families focus area strategy can be found in the Appendix. Below is an overview of our objectives, strategies and performance measures.

OBJECTIVE 1: Increase the number of veterans and military service members and their families served by CNCS-supported programs.

Strategies:

- CNCS will provide information and technical assistance that encourage grantees and sponsors to develop established program responses tailored to veterans and military service members and their families.
- CNCS will encourage the national service network to consider and apply for support to implement and test innovative approaches that will benefit veterans and military service members and their families, particularly in rural and underserved areas.
- CNCS-supported members, participants and volunteers will engage in or develop proven or promising activities that provide, support and/or facilitate veterans and military service members and their families' access to:

24. Military families are defined as the spouse or unmarried dependent children (including stepchildren, adopted children and foster children) not more than 23 years of age when residing with the member of the U.S. Armed Forces. Family strength is defined as the ability of a family to successfully cope with the stresses associated with deployment. Veterans are former service members who qualify for benefits under programs of the Department of Veteran's Affairs which defines a veteran as person who served in the active military, naval or air service, and who was discharged or released under conditions other than dishonorable.

25. Department of Defense, Plans for the Department of Defense for the Support of Military Family Readiness.

26. Kathy Doboney. *The Power of Peers within a Mental Health Care System*. Presentation to Mental Health Staff at the Dallas VA Medical Center (April 18, 2008).

27. *Ibid.*

28. A theory of change is a strategy or blueprint for achieving large-scale, long-term goals. It identifies the preconditions, pathways and required outcomes and accomplishments for achieving the long-term goals. A logic model sets out how an intervention (such as a project, a program or a policy) is understood or intended to produce particular results. Some versions of a logic model present it as four components in a linear sequence: inputs, activities, outputs and outcomes.

- Services/benefits to which they are entitled;
- Workforce development resources and services (e.g., financial, computer and job-search and workforce skills training or job placement programs);
- Services that improve educational attainment (e.g., mentoring, tutoring, peer-to-peer counseling);
- Safe, affordable housing; and
- Other quality-of-life improvements.

Priority Measure:

- Number of veterans and military service members and their family members who are served by CNCS-supported programs.

SPECIAL FOCUS: INTERMEDIARY ORGANIZATIONS

Intermediary organizations—those that provide sub-grants to and place service participants with other organizations—have always been a critical part of the national service network. We work with an extensive network of intermediaries including state service commissions, state education agencies, consortia of higher education institutions and other regional and national organizations. They provide many faith-based and community-based organizations from small towns and rural communities with access to infrastructure support and national service resources, thereby helping these organizations better meet needs in their communities. Some intermediaries, due to their responsiveness to local needs, are multi-focused and address a variety of community needs from education to economic opportunity to disaster services. Intermediaries build the capacity of nonprofits and local education agencies to expand and improve services, foster collaboration among organizations, recruit volunteers, and engage community members as partners in creating sustainable solutions to local problems. Many intermediaries also invest in developing the leadership and life skills of service participants.

As intermediaries, state service commissions play an important role in capacity building, infrastructure development, program development, and training and technical assistance for service and volunteering programs in their states. They enhance service and volunteering in their states through the creation of a state service plan. These plans are developed through an open and public process that provides for maximum participation and input from diverse stakeholders resulting in improved coordination and effectiveness of federal, state and local resources. These key functions improve community outcomes.

Intermediaries also play a critical role in the SIF. In order to identify those community-based organizations with the greatest potential for generating increased impact, help them strengthen their evidence base, and proactively support the growth of their work in order to significantly improve the lives of more people in more economically disadvantaged communities, the SIF relies on intermediaries with strong skills and track records of success to do the critical work of selecting, validating and growing high-impact nonprofit organizations.

Given their distinct roles, collaboration with intermediary organizations is necessary to achieve both our community impact and participant experience goals. CNCS is working with our intermediary grantees and sponsors to develop performance measures that adequately capture their impact in communities and on service participants.

SPECIAL FOCUS: RURAL COMMUNITIES

Investment in community solutions is central to our Strategic Plan. One of our top priorities is to ensure that national service reaches all kinds of communities, including those in rural areas. National service provides the opportunity for people from rural communities to get involved in community solutions while reaping the benefits of service. In particular, state service commissions are instrumental in ensuring that national service reaches communities in rural areas.

The needs of rural communities align with the Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families priorities discussed in this Plan. They are also addressed through all of CNCS' programs.

In recent years, AmeriCorps has provided increasing grants to small and rural states such as Kansas, Mississippi, Iowa and Utah, all of which received an average increase of 51 percent in their state formula grant allocations in the AmeriCorps State and National program in FY 2010. Also, 67 percent of grantees that self-identified as having a rural programming focus received funding.²⁹

United Way of Northwest Georgia supports nine VISTA members who participate in activities related to early childhood education, parent enrichment, community-based educational opportunities, and adult assisted learning. VISTA members assist with helping maintain critical services that promote literacy, improve health and human services, and increase housing and supportive housing initiatives in rural counties in Northwest Georgia, specifically Whitfield, Murray, Gilmer, Pickens and Fannin Counties.

The Nevada Rural Counties RSVP annually engages over 900 volunteers in rural Nevada to provide more than 160,000 hours of volunteer service to over 160 public and nonprofit community agencies and to Nevada's elderly population. The activities of RSVP volunteers are far-ranging, from managing food distribution efforts to providing transportation services for seniors to offering respite for 24/7 care providers.

Many of these programs provide opportunities for residents in rural communities to become national service participants and therefore benefit from the economic opportunity and educational benefits of service while giving back to their communities.

29. Program data extracted and analyzed from eGrants, current as of February 1, 2011.

GOAL 2

Strengthen national service so that participants engaged in CNCS-supported programs consistently find satisfaction, meaning and opportunity

We will strengthen and enhance the national service experience so that we can continue to offer a unique combination of professional, educational and life benefits to service participants. We will continue to expand our reach to include more Americans of diverse backgrounds so that they can take full advantage of the distinct benefits of service and develop a sustained commitment to civic engagement and national service. Moreover, by engaging diverse citizens who possess a wide range of cultural competencies, we will achieve greater impact on community challenges.

In order to accomplish this goal, we have established the following objectives:

- Make national service opportunities accessible and attractive to Americans of all backgrounds;
- Help CNCS-supported participants find meaning in their service experience and remain highly engaged in their communities;
- Ensure that CNCS-supported participants are satisfied with the quality of their service experience;
- Ensure that CNCS-supported participants find professional, educational or civic growth opportunities in their service experience; and
- Help CNCS-supported veterans and participants 55 years of age and older experience the health benefits associated with service.

I. RATIONALE

Our rationale for continuing to engage a diverse base of citizens in service and for strengthening and enhancing the participant experience is based on the following factors:

Engaging a diversity of participants brings new perspectives and approaches, making our work better and strengthening the solutions accomplished by our partners. For example, health is a personal issue, and people view health care in varying ways. Hence, service participants need to be knowledgeable, culturally competent and persuasive in order to be effective in connecting people with health services. The specialized training, sustained commitment and immersion of CNCS-supported participants in local communities enable them to take an active leadership role in the communities in which they serve and develop a level of trust so they can work effectively with residents.

Outcomes for both the service participant and the communities in which they serve are improved when the participant has a positive service experience filled with opportunities for professional, educational and personal growth. National service offers the participant a unique combination of professional, educational and life benefits. CNCS-supported participants may receive an education award to pay education costs at qualified institutions of higher education, for educational training or to repay qualified student loans. Since 1994, over \$2 billion have been earned by over 600,000 AmeriCorps members.³⁰ In fact, nearly three-quarters (71 percent) of participants surveyed report that the education award was an incentive for them to join AmeriCorps.³¹

Another benefit is the wide range of skills that CNCS-supported participants develop during their experience, ranging from hard skills such as construction and weatherizing, disaster response planning and operations, to softer skills such as counseling, leadership, teamwork,

30. 2010 Annual Financial Report, http://www.nationalservice.gov/pdf/11_1115_final_fy_10_afr.pdf.

31. AmeriCorps: Changing Lives, Changing America, Washington, D.C. (2007). http://www.nationalservice.gov/pdf/07_0515_ac_memberimpact.pdf.

appropriate workplace behaviors and cultural competency. High percentages of AmeriCorps members report that they earned valuable skills that they used in later employment.³²

Promising research suggests that connecting with and serving one's community may be associated with an individual's improved physical health and emotional well-being. The research, which is primarily the result of observational studies, suggests that volunteering is correlated to physical and emotional health. For example, those who volunteer have lower mortality rates, greater functional ability and lower rates of depression later in life than those who do not volunteer.³³ Other research suggests that national service participants and volunteers themselves can gain greater self-confidence, enhanced ability to cope with their own illnesses and issues, greater self-esteem, and improved quality of life.³⁴ Future research will be needed to determine if the health benefits associated with being a volunteer can be attributed to volunteer activity.

Participants who have a meaningful service experience remain engaged in their communities and in national service. In addition to these more tangible benefits, informal interviews and testimonials from CNCS-supported participants indicate that participants gain an increased sense of purpose which can be directed into a lifelong commitment to civic engagement and service. CNCS-supported participants can experience a unique sense of empowerment that stems from the realization that they possess the ability to make a difference in communities, that they are part of an effort to solve issues of significance, and that with open minds and effort, they can be accepted by and connected to communities with which they have not interacted before.

We believe that the benefits of service and its transformative potential exist within all of our service programs including Senior Corps, AmeriCorps and Learn and Serve America. The powerful combination of benefits is a compelling reason for expanding the opportunity to serve to Americans of all backgrounds. Moreover, we believe that the greater the diversity of national service participants who bring new perspectives and new approaches to our grantees' and sponsors' work, the better national service is able to address community challenges. Finally, working in collaboration with the national service network, CNCS will continue on our path to reach the target of 50 percent full-time AmeriCorps positions by 2012.³⁵

II. STRATEGIES AND OBJECTIVES

In order to achieve the goal of expanding the opportunity to serve and strengthening the CNCS participant experience, CNCS will employ two overarching strategies:

a) An outreach strategy that involves:

- Increasing applications from rural and underserved communities for national service programs;
- Engaging the national service network in knowledge sharing about best practices for ensuring that participants find satisfaction, meaning and opportunity;
- Forming partnerships with organizations in the national service network that are working in alignment with our goals; and
- Connecting national service participants engaged in programs to each other to enhance the participant experience.

32. Corporation for National and Community Service, Office of Research and Policy Development, *Still Serving: Measuring the Eight-Year Impact of AmeriCorps on Alumni*, Washington, D.C. (2008).

33. Corporation for National and Community Service, Office of Research and Policy Development. *The Health Benefits of Volunteering: A Review of Recent Research*, Washington, D.C. (2007).

34. Kathy Dohoney. *The Power of Peers within a Mental Health Care System*. Presentation to Mental Health Staff at the Dallas VA Medical Center (April 18, 2008).

35. *Subject to the availability of appropriations and quality service opportunities.*

b) A targeted funding strategy that involves:

- Identifying, sharing and supporting the program models that best accomplish our goals in strengthening the participant experience or expanding the opportunity to serve.

OBJECTIVE 1: Make CNCS-supported national service opportunities accessible and attractive to Americans of all backgrounds.

Strategies:

- Prioritize funding to organizations that seek to recruit and engage traditionally underrepresented populations in service. We will prioritize funding through our grant competition processes to ensure that grantees and sponsors are provided incentives to engage underrepresented populations that may require innovative recruitment, training and retention strategies.
- Strengthen outreach and technical assistance efforts to ensure an expanded pool of grant applicants proposing specific programs and strategies that engage underrepresented populations in service to their communities.
- Conduct outreach to encourage existing CNCS-supported programs to collaborate with organizations with depth of experience in serving veterans, military service members and their families and/or traditionally underrepresented populations.
- Explore partnerships with other federal agencies that work directly with veterans, military families and Veterans Serving Organizations (VSOs).

Priority Measures:

- Percent of CNCS-supported participants who are members of underrepresented populations.

- Number of veterans and military family members engaged in providing services through CNCS-supported programs.

OBJECTIVE 2: CNCS-supported participants find meaning in their service experience and remain engaged in their communities.

OBJECTIVE 3: CNCS-supported participants have a high quality service experience.

OBJECTIVE 4: CNCS-supported participants find professional, educational or civic growth opportunities in their service experience.

Strategies (for Objectives 2-4):

- Collect best practices and promising program models that provide the “best in class” in terms of understanding and distinguishing “meaningful” and “satisfactory” participant experiences.
- Disseminate that knowledge to the national service network so that it can continue to improve the service experience it provides to CNCS-supported participants.
- Continue to study CNCS-supported participant satisfaction and develop a solid baseline measure for it.

Priority Measures:

- Percent of CNCS-supported participants who are aware of community needs and community driven solutions.³⁶
- Percent of CNCS-supported participants who report that they are connected to the national service community.
- Percent of CNCS-supported participants who report that they are satisfied with their service experience.

36. Data collection instruments will provide clear definitions of community, community needs, community driven solutions and other relevant terms.

- Percent of CNCS-supported participants who report gaining skills they can apply to future educational or professional endeavors.

OBJECTIVE 5: CNCS-supported participants age 55 and older and veterans experience health benefits associated with service.

Strategy:

- CNCS will measure the impact of service on veterans as well as participants age 55 and older, including Senior Corps and encore volunteers. The national service laws call for the inclusion of older adults in service. Congress set a goal that 10 percent of AmeriCorps competitive funding should support encore service programs. CNCS seeks to meet that 10 percent target and encourages programs that engage a significant number of participants age 55 or older to apply.³⁷ As we continue to engage veterans and older adults in service, we will measure the psychosocial health impacts that they experience.

Priority Measure:

- Percent of CNCS-supported participants 55 and older, or veterans, who report psychosocial health benefits associated with service.

37. Amended Notice of Federal Funding Opportunity AmeriCorps State and National Grants FY 2011.

GOAL 3

Maximize the value we add to grantees, partners and participants

We will strengthen the collective capacity of CNCS and the national service network to measure performance and conduct rigorous evaluations of program impacts.

In order to maximize the value we add to grantees, partners and participants, we will focus on three interrelated objectives:

- Build on the knowledge base of best practices and support efforts to measure results;
- Improve organizational capacity to conduct rigorous evaluation of programs to measure outcomes and/or impact; and
- Leverage community assets through public-private partnerships.

I. RATIONALE

CNCS will continually conduct research and evaluation projects to understand how national service can help solve pressing problems. This knowledge base of best practices will provide our grantees and sponsors with the necessary tools to better achieve their desired results and measure their performance. To accomplish this we need to work closely with national service network organizations that have the knowledge and skills to align their work with our goals, strategies and performance measures. The value to the network will be the relevance and accessibility of this knowledge base, and the extent to which organizations are able to improve their work by applying it.

II. STRATEGIES AND OBJECTIVES

OBJECTIVE 1: Build on the knowledge base of best practices and support efforts to measure results.

Strategies:

- Conduct research and evaluation activities to build knowledge in three specific areas:
 - How national service delivers effective solutions to community problems;
 - How engagement in national service programs and projects delivers benefits to participants; and
 - How to improve CNCS' effectiveness.
- Work with the national service network to develop targeted materials that will facilitate application of learning and thought leadership, specifically in the following content areas:
 - Best practices in using service in the six focus areas;
 - Performance management and measurement practices aligned with CNCS performance measures; and
 - Best practices in maximizing participant impact.
- Disseminate thought leadership and capacity building tools, publications and reports to those who have the potential to integrate service into community solutions and achieve results in the six focus areas (i.e., state service commissions, nonprofit leaders, policy makers, federal agencies and other actors). Depending on the content area and the targeted audience, the kinds of methods we might use include:
 - Website and media outlets (e.g., online courses, blogs and facilitated learning communities);
 - The National Conference on Volunteering and Service;
 - Meetings or convenings; and
 - Articles and reports.

Priority Measure:

- Percent of grantees and sponsors that opt into performance measures who participated in a specific capacity building activity.

OBJECTIVE 2: Improve organizational capacity to conduct rigorous evaluations of our programs to measure outcomes and/or impact.

While this objective and measures are specific to the SIF, in the future we plan to use the experience and knowledge gained through this work to disseminate best practices and support across all our programs to enhance evaluation capacity.

Strategies:

For the SIF:

- Require evaluation as a prerequisite to funding allocations;
- Conduct technical reviews of evaluations to inform investment decisions;
- Review grantee evaluation strategies;
- Provide training and technical assistance in support of grantee program and evaluation strategies; and
- Develop, implement and maintain active learning communities.

CNCS has established a learning community to maximize the individual and collective impact of the entities involved with the SIF. The Social Innovation Fund Knowledge Network provides opportunities to share protocols, ideas and promising practices, as well as a forum to discuss strategies, ask questions and solicit support. It is a prototype for establishing future learning communities among organizations working in each of our strategic focus areas.

Priority Measure:

- Percent of organizations³⁸ that implement evaluations that demonstrate stronger evidence of program effectiveness than in the year prior to receiving CNCS funding.

OBJECTIVE 3: Leverage community assets through public-private partnerships.

National service has always been a vehicle for public-private partnership through match requirements and strategies requiring local collaboration to receive our resources. The structure of the SIF reinforces CNCS' role as a catalyst for leveraging federal investments with private funding.

Strategies:

- Develop a plan for measuring the impact of capacity building activities that leverage private investment in community solutions. These capacity building activities may be provided by VISTA, state service commissions, intermediary grantees and others;
- Develop collaborations with national service network organizations for disseminating CNCS knowledge, expanding opportunities to serve and building capacity to use service at the local level; and
- Develop collaborations with the philanthropic community. We hope to supplement our investments in local communities by actively seeking opportunities for joint investment.

Priority Measure:

- To be determined—Outcomes of capacity building efforts initiated by CNCS activities on key indicators of nonprofit organization capacity.

38. In 2011 and 2012, this priority measure will only apply to the Social Innovation Fund. We are in the process of determining the applicability to other CNCS programs and the data collection method.

GOAL 4

Fortify management operations and sustain a capable, responsive and accountable organization

I. RATIONALE

The primary resources for our operations are human capital, grants funding and information technology (IT). Building upon our current infrastructure, we will strengthen and enhance our information technology systems, workforce and financial and grants management efforts so that CNCS is optimally positioned to meet the strategic goals and objectives detailed in Goals 1 through 3 of this Plan.

II. STRATEGIES AND OBJECTIVES

OBJECTIVE 1: Strengthen IT systems to enhance efficiencies, enable program effectiveness and improve accountability.

Strategies:

- Enhance data warehouse.³⁹

With our focus on results, we need to improve collection and analysis of grantees' and sponsors' performance measures. We will rely on an enhanced data warehouse that will provide the infrastructure needed to collect, analyze and report detailed performance measures. This work will continue to support the Open Government initiative to make data more readily available to the public.

- Modify our public facing systems and user interface.

The Strategic Plan public forums we conducted with the national service network identified key interfaces we need to modify (e.g., enhanced flexibility and ease of use in grant application and member management systems).

- Continue to improve the computing environment by shifting to modern software and cloud computing.

A recent government-wide plan requires federal agencies to move toward cloud computing solutions. Embracing cloud computing will lower IT costs, improve system access and stability, and enable IT staff to focus on supporting the needs of the programs.

- Enhance IT security.

As systems are enhanced and/or redesigned, we will prioritize security. There will be a concerted effort to reduce or eliminate privacy data and improve access controls while staying compliant with laws and regulations.

Priority Measure:

- Complete modernization of IT infrastructure.

OBJECTIVE 2: Develop and retain a talented, diverse and adaptive workforce that continues to promote organizational excellence and advance national service.

Strategy:

- Develop and implement a strategic human capital plan to achieve strategic work alignment.
 - CNCS will develop a human capital strategic plan reflecting workforce assessment, identification of new competencies and a baseline for recruitment and retention (including technical competency and leadership development). In order to foster innovation and responsiveness, we must also create an organizational culture that promotes adaptability and continuous learning through workforce engagement across program areas, cross-training and use of matrix management.
 - We will plan, recruit and place positions in the workforce in order to meet CNCS' current and projected work requirements. CNCS is committed to the strategic management of federal personnel. Additional experience in our six focus areas will be

39. A data warehouse is a central repository for all or significant elements of data that an organization's various information systems collect.

needed to advance our work, along with a working knowledge of program evaluation and results accountability.

- We will continually assess the key requirements of our work. An assessment will be used to align the competencies of the workforce with the work requirements. Accordingly, on-going assessment and monitoring of key human capital talent dimensions will be planned to ensure our workforce is properly supporting CNCS' goals.

Priority Measure:

- Implement strategic human capital plan.

OBJECTIVE 3: Ensure that financial and grants management systems and policies support CNCS' business infrastructure so that the objectives and goals of this Strategic Plan can be met.

Strategies:

- Maintain an optimal, secure, financial system environment.

CNCS will establish and maintain an environment for financial transaction integrity and internal controls because it is fundamental to our core grantmaking function and essential to providing fiscal accountability to the public. CNCS will continue efforts to achieve a grant payment processing environment that is convenient, efficient, automated, cost-effective, and secure, while ensuring transactions are processed at the highest level of security as demonstrated by preparing and publishing independently audited financial statements for the public.

- Promote adherence to internal controls.

We will implement and test controls over financial reporting required by law and public policy. CNCS will expand the use of internal control associates to promote a strong control environment, identify areas for improved operations and test agency compliance. These activities will have a specific focus on CNCS' grant processes and program operations, which collectively comprise a majority of CNCS' funding.

- Award grants and contracts and publish results within timelines prescribed by policy.

We will carry out our grant award activity in a timely and transparent manner, promote accountability by providing the public with information and improve program effectiveness by promoting a focus on results, service quality and customer satisfaction. CNCS will continue efforts to streamline grant award processes.

Priority Measures:

- Prepare and publish audited financial statements covering CNCS operations within 45 days of fiscal year end.
- Ensure that no internal control or compliance issues are identified in annual financial statements.
- Award and close grants and contracts within prescribed timeframes.
- Achieve acquisition cost savings and efficiencies.



Measuring Performance and Evaluation

The cross-cutting goals and objectives in CNCS' Strategic Plan align our programs and focus our work to achieve a specific set of results. Each goal describes the outcome that we aim to achieve with a defined set of objectives. For each objective, we have identified related strategies that define how we intend to accomplish those results. Finally, these strategies have specific performance measures that define how we will know that we are successful in achieving our goals.

Our ability to achieve the goals and objectives described in this Strategic Plan depends on the level and allocation of budgetary and human resources. We are committed to allocating resources efficiently by measuring performance, evaluating programs and monitoring the work of our grantees and sponsors.

We are also committed to strengthening our ability to report on performance results in achieving strategic goals and delivering value to the American public. Historically, we have held ourselves accountable for increasing the overall rates of volunteering in America and the types of individuals engaged in service. From FY 2006-2010, we increased the number of CNCS-sponsored volunteers by 50 percent—from 3.7 million to 5.6 million. We generated a 400 percent increase in the number of college students serving their communities. In some cases, we also tracked the population served. For example, during this period our programs mentored more than 110,000 children and youth of incarcerated parents, an increase of more than 300 percent.⁴⁰ Moving forward we will be more rigorous in measuring the success of national service in meeting critical community needs, as reflected in our performance measures.

The Strategic Plan focuses on 42 agency-level measures that reflect our top priorities. For some measures, there is a level of performance or 'target' assigned with the expectation that it will be met. In FY 2011 and FY 2012 we will establish the baselines for the measures where no targets have yet been established. Once the baselines are established, we will set annual performance targets to track and improve our progress. We will assess our performance against these targets annually. We will build operational and programmatic improvements into the agency to reinforce a culture of continuous improvement and operational excellence based on our learnings. Because much of our success is based on our grantees' and sponsors' ability to report their results, we will also encourage sharing across grantees and sponsors to support evidence-based decision making and program improvements. Because FY 2011 is the first year of the Plan, the majority of CNCS programs will begin tracking performance measures in FY 2012.

BUILDING AN EVIDENCE BASE

We continue to build an evidence base that seeks to bolster our ability to make informed decisions about our strategies and effective use of resources.

Projects include a balanced mix of rigorous, long-term evaluations that identify program and participant impacts and shorter-term policy and management studies that provide more timely information about administrative and policy matters that are important to the agency.

40. 2010 Annual Financial Report, http://www.nationalservice.gov/pdf/11_1115_final_fy_10_afr.pdf.

THE EVIDENCE CONTINUUM

The SIF, which requires funded organizations to conduct evaluations of program impact, has established a continuum of evidence to categorize a program's effectiveness. Over the next five years, CNCS will use this continuum as a starting point to inform an evidence continuum for service-based solutions.

STRONG IMPACT

Strong impact means an impact with a substantial likelihood of yielding a major change in life outcomes for individuals or improvements in community standards of living. This definition will vary with context. For example, a mentoring program that cut youth crime by two percent over a given period would not have a strong impact, but a program that cut such crime by 20 percent could.

STRONG EVIDENCE (PROVEN PROGRAM OR PRACTICE)

Strong evidence means evidence from previous studies whose designs can support causal conclusions (i.e., studies with high internal validity), and studies that in total include enough of the range of participants and settings to support scaling up to the state, regional or national level (i.e., studies with high external validity). An example of strong evidence is more than one well-designed and well-implemented experimental study that supports the effectiveness of the practice, strategy or program.

MODERATE EVIDENCE (PROVEN PROGRAM OR PRACTICE)

Moderate evidence means evidence from previous studies whose designs can support causal conclusions (i.e., studies with high internal validity) but have limited generalizability (i.e., moderate external validity), or studies with high external validity but moderate internal validity. An example of moderate evidence is at least one well-designed and well-implemented experimental or quasi-experimental study supporting the effectiveness of the practice strategy, or program, with small sample sizes or other conditions of implementation or analysis that limit generalizability.

PRELIMINARY EVIDENCE (PROMISING PROGRAM OR PRACTICE)

Preliminary evidence means evidence that is based on a reasonable hypothesis supported by research findings. Thus, research that has yielded promising results for either the program, or a similar program, will constitute preliminary evidence and will meet CNCS' criteria. An example of preliminary evidence is outcome studies that track program participants through a service 'pipeline' and measure participants' responses at the end of the program.



Conclusion

Americans can effectively respond to challenges by getting involved in their local communities through service. To realize this potential and fulfill our mission, we will work together with the national service network to invest in local solutions, engage Americans in service, support evidence based programs and leverage public-private partnerships. In executing this Strategic Plan, CNCS will help build enduring capacity to solve community problems at the local level. More economically disadvantaged young children will be ready for school, work and life; veterans and military families will be appreciated, supported and continue to serve their communities; economically disadvantaged people will have improved economic well-being and security of economically disadvantaged people will be improved. Citizens engaged, motivated, supported and linked together through a national service network will be the solution.



Appendix

Since its inception, CNCS has been authorized to focus on community needs throughout the nation in education, the environment, human needs and public safety. The Serve America Act increases the agency's focus specifically on Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families. It follows that the six strategic focus areas for Goal 1 of the Strategic Plan—to increase the impact of national service activities on community needs—will guide how CNCS' programs and initiatives benefit communities.

To ensure that CNCS programs support interventions that deliver results aligned with the objectives and strategies developed for each focus area, we have developed **Strategy Charts** for Goal 1 which are included in this document.

Each chart states the **overall goal** of the focus area at the top and lists the key objectives CNCS intends to achieve in that area over the next five years. For each **key objective**, the charts show the **strategies** CNCS will implement to achieve it through investments in programs that provide direct services to recipients and in collaboration with other national service network organizations.

The third column in the charts indicates the **performance measures** by which CNCS will measure and report our progress in meeting the strategic objectives for each focus area. **Priority measures** are agency-level performance measures intended to measure the impact of CNCS' collective activities in implementing the Strategic Plan. For the Goal 1 focus areas, priority measures represent the most important, end-state outcomes in that they measure actual changes in behavior or condition by aggregating a

series of supporting measures. Where it may not be feasible for CNCS grantees and sponsors to measure outcomes, the priority measures represent quantifiable results, or outputs, of key activities. Supporting measures are performance measures that CNCS grantees and sponsors (Goals 1 and 2) or CNCS management (Goals 3 and 4) collect and report on. These may be a combination of outputs, outcomes and process measures. The supporting measures are under development in 2011 and are therefore not included in the Strategy Charts.

The last column in the charts indicates when **baselines** for each priority measure will be established. For AmeriCorps, pilot measures from the 2010 Notice of Funding Availability, baselines will be established in the winter of 2011 when grantees submit their annual progress reports. For some new measures, baselines will be developed in 2012 after the 2011 grant competitions.

DISASTER SERVICES: Strategy Chart

Overall Goal: Build the capacity of national service network organizations to help their states and localities prepare, respond, recover and mitigate disasters and increase community resiliency.

Objectives	Strategies	Priority Measures	Baseline Availability
1. Increase the preparedness of states and communities through engagement and support of CNCS and its affiliates.	<p>1.1. Engage in planning with partners at the federal, state and local levels, and with NGOs, to identify the role that CNCS and its affiliates will fulfill.</p> <p>1.2. Build the knowledge base of CNCS and its grantees and sponsors about roles in the disaster readiness management cycle.</p> <p>1.3. Provide effective communication and outreach to partners, grantees, sponsors and states regarding available disaster services preparedness support.</p>	1.1. Pre-disaster partnerships developed with five national organizations active in disasters. These partnerships will serve as a venue to build public trust and confidence in CNCS as well as to integrate CNCS assets and resources in areas identified as underserved and vulnerable.	2012
2. Increase the assistance provided to help states and communities increase their readiness to respond.	<p>2.1. Provide support in advance of disasters, which will assist a community in responding, organizing, galvanizing and coordinating volunteer resources.</p> <p>2.2. Provide knowledge and training to increase the preparedness of individuals.</p>	2.1. Establish pre-disaster, early partnerships, planning and initiatives with federal agencies which support disaster readiness programs as an entry to maximize CNCS assets and resources in underserved and vulnerable communities.	TBD
3. Increase the assistance provided to help states and communities recover from disasters.	3.1. Support short and long term recovery activities in stricken areas.	3.1. Increased quality of training/outreach/direct service which provides long-term economic/environmental and/or social services support to individuals and families identified as unmet needs populations not supported through federal disaster assistance programs.	TBD
4. Increase the assistance provided to help states and communities mitigate disasters.	4.1. Target repetitive disaster prone and/or vulnerable communities, states and regions.	4.1. Number of organizations, grantees, sponsors and state service commissions partnering with CNCS to develop mitigate service projects and/or outreach activities.	TBD

ECONOMIC OPPORTUNITY: Strategy Chart

Overall Goal: Provide, support and/or facilitate access to services and resources that contribute to the improved economic well-being and security of economically disadvantaged people.

Objectives	Strategies	Priority Measures	Baseline Availability
1. Economically disadvantaged* people have improved access to services and benefits aimed at contributing to their enhanced financial literacy.	1.1. CNCS-supported members, participants and volunteers engage in proven or promising activities that provide, support and/or facilitate access to resources and services that improve financial literacy, stability and security. Such activities include: dissemination of financial education resources; tax preparation; provision of consumer counseling or financial fitness coaching; referrals to government programs like child support enforcement or unemployment insurance; connection to community resources, services or benefits; etc.	1.1. Percent of economically disadvantaged people receiving financial services-related assistance from CNCS-supported members, participants and volunteers who show improvement in their financial literacy.	2011
2. Economically disadvantaged people transition into or are able to remain in safe, healthy, affordable housing.	2.1. Emphasize programs involving CNCS-supported members, participants and volunteers serving: persons with HUD-defined “worst case” housing needs; persons who are homeless or at risk of becoming homeless; disabled persons; veterans and military families; seniors needing assistance to live independently; or other especially vulnerable populations. 2.2. CNCS-supported members, participants and volunteers engage in proven or promising activities that provide, support and/or facilitate access to or utilization of housing resources—including those involving wrap-around supportive services. Such activities include construction or repair of housing, provision of counseling or case management services, assistance with activities of daily living, etc.	2.1. Percent of economically disadvantaged people receiving housing-related assistance from CNCS-supported members, participants and volunteers who show improvement in their housing situation.	2011
3. Economically disadvantaged people have improved employability leading to increased success in becoming employed.	3.1. CNCS-supported members, participants and volunteers engage in proven or promising activities that provide, support and/or facilitate access to workforce development resources and services—including for veterans and military families—intended to lead to improved employability and, ultimately, to employment. Such activities include assisting in job training and job placement programs, etc. 3.2. Emphasize (prioritize) programs in which CNCS-supported service enhances the employment prospects for economically disadvantaged CNCS-supported members, participants and volunteers (Goal 2).	3.1. Percent of economically disadvantaged people receiving employment-related assistance from CNCS-supported members, participants and volunteers who become employed.	2011

* Must be receiving or meet the income eligibility requirements to receive: TANF, food stamps (SNAP), Medicaid, SCHIP, Section 8 housing assistance.

EDUCATION : Strategy Chart

Overall Goal: Provide, support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged people, especially children. CNCS will, throughout its activities, focus on the use of evidence-based and promising practices and will collaborate with other agencies, such as the U.S. Department of Education, the U.S. Department of Labor and the White House Office of Faith-based Initiatives. Priority in funding new grants will be given to applicants that provide evidence on the effectiveness of their programs.

Objectives	Strategies	Priority Measures	Baseline Availability
1. Improve school readiness for economically disadvantaged young children.	<p>1.1. CNCS-supported members, participants and volunteers develop or engage in proven or promising activities that include teaching, tutoring and/or the provision of education-related supportive services for children or their families that improve school readiness.</p> <p>1.2. CNCS will work with grantees and sponsors to understand where service can make the greatest impact among the supporting measures. Once more data is collected and analyzed, CNCS will promote a more specific priority measure.</p>	<p>1.1. Percent of children demonstrating gains in school readiness in terms of social and emotional development.</p> <p>1.2. Percent of children demonstrating gains in school readiness in terms of literacy skills.</p> <p>1.3. Percent of children demonstrating gains in school readiness in terms of numeracy (math) skills.</p>	2011
2. Improve educational and behavioral outcomes of students in low-achieving elementary, middle and high schools.	<p>2.1 CNCS-supported members, participants and volunteers engage in proven or promising activities intended to improve learning and grade-level success in low-achieving schools, such as: teaching, tutoring and/or mentoring of students; providing supportive services to assist staff; providing extended learning programs in cooperation with school systems (such as after school and summer learning); or providing other types of school improvement support to school systems.</p> <p>2.2. CNCS-supported members, participants and volunteers engage in high quality service-learning projects in low-achieving schools.</p> <p>2.3. CNCS provides assistance to higher education institutions and alternative certification programs to increase the number of teachers or teaching aids working in low-achieving schools or otherwise provide assistance to community-based learning centers in high poverty communities.</p> <p>2.4. CNCS-supported members, participants and volunteers provide proven or promising capacity-building services for state and local education agencies or community-based learning centers.</p>	<p>2.1. Percent of students* served by or serving in CNCS-supported programs**, who demonstrate improved academic performance (including the percent meeting state proficiency levels in reading and math or whose scores on state standardized tests improved).</p> <p>2.2. Percent of students* served by CNCS-supported programs, or engaged in CNCS-supported service-learning, who demonstrate improved academic engagement.</p>	2011
3. Improve the preparation for and prospects of success in post-secondary education institutions for economically disadvantaged students.	<p>3.1. CNCS-supported members, participants and volunteers engage in proven and promising counseling, academic, enrollment and retention support activities for economically disadvantaged students.</p>	<p>3.1. Percent of students* served by CNCS-supported members, participants and volunteers, or serving in CNCS-supported programs, who received counseling and guidance associated with skills needed for college preparation and success.</p> <p>3.2. Percent of students* served by CNCS-supported members, participants and volunteers who applied for and enrolled in a post-secondary institution.</p> <p>3.3. Percent of students* served by CNCS-supported members, participants and volunteers who continued to a second year of post-secondary education.</p>	2012

* Depending on the type of intervention delivered (teaching, tutoring, service-learning), CNCS anticipates different types of outcomes.

** For purposes of performance measures, "CNCS-supported programs" include AmeriCorps, Learn and Serve America and/or Senior Corps. The agency is in the process of specifying which priority measures apply to each program.

ENVIRONMENTAL STEWARDSHIP: Strategy Chart

Overall Goal: Provide direct services that contribute to increased energy and water efficiency, renewable energy use, or improving at-risk ecosystems, and support increased citizen behavioral change leading to increased efficiency, renewable energy use, and ecosystem improvements particularly for economically disadvantaged households and economically disadvantaged communities.

Objectives	Strategies	Priority Measures	Baseline Availability
1. Decrease energy and water consumption.	1.1. CNCS funds and supports projects engaged in physical construction activities on new beyond-code* housing units or community facilities, or improvements of existing housing units or community facilities, related to energy and water performance in economically disadvantaged households and for public facilities in economically disadvantaged communities.	1.1. Number of energy-efficient housing units constructed or retrofitted by CNCS-supported members, participants and volunteers.	2011
2. Improve at-risk ecosystems.	2.1. CNCS funds and supports projects engaged in direct sustained recycling and waste treatment activities, improving at-risk public lands, or improving at-risk public waterways.** This work may coincide with other national, state or local ecosystem improvement initiatives, like the Environmental Protection Agency's CARE or the U.S. Department of the Interior's America's Great Outdoors Initiative.	2.1. Number of total acres improved by CNCS-supported members, participants and volunteers.	2011
3. Increase behavioral changes that lead directly to Objectives 1 and 2.	3.1. CNCS funds and supports projects engaged in proven or promising activities that create awareness among economically disadvantaged households and economically disadvantaged communities of personal actions to benefit energy and water conservation and efficiency, solid waste recycling, and the environmental conditions of public lands and waterways leading to subsequent personal and community action. This includes engaging households in appropriate public services as well as potential private actions.	3.1. Number of individuals reached by outreach campaigns, events, workshops or similar awareness strategies launched by CNCS-supported members, participants and volunteers.	2012
4. Increase green training opportunities that may lead to Objectives 1 and 2.	4.1. CNCS funds and supports programs that provide formal and informal green job training for economically disadvantaged individuals (members and non-members) and economically disadvantaged communities.***	4.1. Percent of economically disadvantaged or unemployed individuals completing formal green job training programs provided or coordinated by CNCS-supported members, participants and volunteers.	2012

* *Beyond-code refers to energy-efficient reductions beyond what is required based on building code.*

** *"Improvement" in at-risk public lands, waterways or trails must be beyond general cleanup. Sample activities include removal of invasive species, natural storm water system restoration, fire fuel reduction and indigenous flora replanting.*

*** *"Formal" green job training is defined as a longer-term training program leading to a widely-accepted industry or academic credential. Most green job training programs are still not formal as the U.S. Department of Energy began defining credential standards recently and is expected to complete them in 2012. Therefore, we will track both formal and informal programs until more formal programs are available.*

HEALTHY FUTURES: Strategy Chart

Overall Goal: Provide direct services that enable seniors to remain in their own homes with the same or improved quality of life for as long as possible; increase physical activity and improve nutrition in youth with the purpose of reducing childhood obesity; and improve access to primary and preventive health care.

Objectives	Strategies	Priority Measures	Baseline Availability
1. Increase seniors' ability to remain in their own homes with the same or improved quality of life for as long as possible.	1.1. CNCS-supported members, participants and volunteers engage in proven or promising activities to provide services such as transportation services, nutrition services and social contact that promote the ability of older Americans to remain in their own homes (age in place).	1.1. Percent of homebound or older adults and individuals with disabilities receiving CNCS-supported services (or their families or caseworkers) who report that: the services have helped them to continue living at home and/or they have benefited from the social contact with volunteers.	TBD
2. Increase physical activity and improve nutrition in youth with the purpose of reducing childhood obesity.	<p>2.1. CNCS-supported members, participants and volunteers engage in proven or promising activities to provide school-based or after-school physical activity programs to increase awareness of the importance of physical activity and good nutrition and promote improved behaviors related to physical activity and nutrition with the purpose of reducing childhood obesity.</p> <p>2.2. CNCS-supported members, participants and volunteers engage in proven or promising activities to provide school-based or after-school nutrition education programs, including school or community gardens, to increase awareness of the importance of good nutrition and promote improved behaviors related to nutrition with the purpose of reducing childhood obesity.</p> <p>2.3. CNCS-supported members, participants and volunteers engage in proven or promising activities that provide, support and/or facilitate reliable access to food resources or services for children and families. Such activities include distributing or delivering food, providing food education counseling, referrals to government programs like SNAP and WIC, etc.</p>	<p>2.1. Number of children and youth who participated in in-school or after-school physical education activities provided through CNCS-supported members, participants and volunteers.</p> <p>2.2. Number of children and youth who received nutrition education including school or community gardens activities provided with the assistance of CNCS-supported members, participants and volunteers.</p> <p>2.3. Number of individuals who gain access to food resources provided with the assistance of CNCS-supported members, participants or volunteers.</p>	<p>2011</p> <p>2011</p> <p>2012</p>
3. Improve access to primary and preventive health care for communities served by CNCS-supported programs (access to health care).	<p>3.1. CNCS-supported members, participants and volunteers engage in proven or promising activities to provide uninsured, economically disadvantaged and medically underserved individuals with connections to preventive and primary health care services and programs.</p> <p>3.2. CNCS-supported members, participants and volunteers perform outreach, engagement and education services to provide uninsured and economically disadvantaged individuals with information on health insurance, health care access and health benefits.</p> <p>3.3. CNCS-supported members, participants and volunteers perform outreach, engagement and support to increase enrollment of uninsured and economically disadvantaged individuals in health insurance and health benefits programs.</p>	3.1. Number of uninsured and economically disadvantaged individuals connected to and utilizing preventive and primary health care services and programs, through support from CNCS-supported members, participants and volunteers.	2011

VETERANS & MILITARY FAMILIES: Strategy Chart

Overall Goal: Over the next five years, CNCS will demonstrate the potential for CNCS-supported, national service interventions to 1) positively impact the quality of life of veterans and 2) improve military family strength.

Objectives	Strategies	Priority Measures	Baseline Availability
1. Increase the number of veterans and military service members and their families served by CNCS-supported programs.	<p>1.1. CNCS will provide information and technical assistance that encourages grantees and sponsors to develop established program responses tailored to veterans and military service members and their families.</p> <p>1.2. CNCS will encourage the national service network to consider and apply for support to implement and test innovative approaches that will benefit veterans and military service members and their families, particularly in rural and underserved areas.</p> <p>1.3. CNCS-supported members, participants and volunteers will engage in or develop proven or promising activities that provide, support and/or facilitate veterans and military service members and their families' access to:</p> <ul style="list-style-type: none"> • Services/benefits to which they are entitled; • Workforce development resources and services (e.g., financial, computer, job-search and workforce skills training or job placement programs); • Services (e.g., mentoring, tutoring, peer-to-peer counseling) that improve educational attainment; • Safe, affordable housing; and • Other quality-of-life improvements. 	1.1. Number of veterans and military service members and their families who are served by CNCS-supported programs.*, **, ***	2012
2. Increase the number of veterans and military family members engaged in service provision through CNCS-supported programs.	<p>2.1. Conduct outreach to encourage existing programs to engage veterans and military family members and organizations with depth of experience serving veterans and/or traditionally underrepresented populations.</p> <p>2.2. Explore partnerships with other federal agencies that work directly with veterans, military family members and Veteran Serving Organizations (VSOs).</p>	2.1. Number of veterans and military family members engaged in providing services through CNCS-supported programs.	2011

* This objective measures the accomplishments/outcomes directly associated with CNCS-supported grantees/sponsors' activities (related to strategy 1.3), not the efforts undertaken by CNCS and the outputs from strategies 1.1 and 1.2.

** CNCS will ask grantees and sponsors to report the number/percentage of veterans separately from that of military families, and to report each of these by breaking down into the specific kinds of service focus the project offered (e.g., employment, educational, housing).

*** For some projects, grantees and sponsors may document client outcomes routinely using pre- and post-tests or by accessing related official records (e.g., school report cards to show improvement in attendance, grades or graduation to next level; certificates; and licensure); for other projects, it may be necessary for grantees and sponsors to collect brief post-service surveys that collect outcomes self-reported by clients.

5.6 CNCS MISSION AND VISION AND GUIDING PRINCIPLES

CNCS Mission and Guiding Principles

The mission of the Corporation for National and Community Service is to improve lives, strengthen communities, and foster civic engagement through service and volunteering.

CNCS Guiding Principles

As we pursue our goals, we are guided by the following principles:

- Put the needs of local communities first.
- Strengthen the public-private partnerships that underpin all of our programs.
- Use our programs to build stronger, more efficient, and more sustainable community networks capable of mobilizing volunteers to address local needs, including disaster preparedness and response.
- Measure and continually improve our programs' benefits to service beneficiaries, participants, community organizations, and our national culture of service.
- Build collaborations wherever possible across our programs and with other Federal programs.
- Help rural and economically distressed communities obtain access to public and private resources.
- Support diverse organizations, including faith-based and other community organizations, minority colleges, and disability organizations.
- Use service-learning principles to put volunteer and service activities into an appropriate context that stimulates life-long civic engagement.
- Support continued civic engagement, leadership, and public service careers for our programs' participants and community volunteers.
- Exhibit excellence in management and customer service.

CNCS envisions an organization that is:

- A catalytic, coordinating, and creative force in realizing this vision for service in America.
- A valuable resource to—and a partner with—national, state and local organizations that encourage community service and address community needs.
- Entrepreneurial, innovative, effective, and efficient in utilizing its resources, influence, and activities.
- A good steward of taxpayer dollars that operates programs in a cost-effective manner.
- An agency with a demonstrated history of nonpartisanship.

5.7 CNCS 2010 PERFORMANCE AND ACCOUNTABILITY REPORT



FOR IMMEDIATE RELEASE
Monday, November 15, 2010

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Annual Report Shows CNCS is Meeting Critical National Needs

Washington, DC – Today, the Corporation for National and Community Service (CNCS) released its Fiscal Year 2010 Annual Financial Report (AFR), an overall assessment of the agency's performance, including financial management and audit.

The report confirms that the agency's programs are effectively leveraging citizen service to meet critical needs in education, economic recovery, youth development, health and other areas in communities across the country. It also found that the agency is well-managed, has effectively implemented initiatives under the Serve America Act, and has met or exceeded the majority of the performance goals set in its 2006-2010 Strategic Plan. The agency received its 11th consecutive clean audit and its year-end budget close-out went as scheduled and all accounts came in on budget.

"This report shows that national service programs are meeting critical needs and transforming lives and communities across the country," said Patrick A. Corvington, the Corporation's CEO. "Our members and volunteers helped improve the lives of millions of people in need across this country, whether serving as tutors and mentors for the young, giving comfort to the elderly, or working shoulder to shoulder with people in communities rebuilding after a major disaster. As social needs continue to mount, and as Americans look for ways to give back, this report confirms that national service is a critical, cost-effective investment that engages citizens in tackling our most serious challenges."

The complete report is available on the Corporation's [Performance and Accountability](http://www.nationalservice.gov/about/role_impact/performance.asp) webpage. (http://www.nationalservice.gov/about/role_impact/performance.asp). The report represents a final accounting of the agency's accomplishments toward its five-year strategic plan, FY 2006-2010. Highlights of the report include:

- Increased the number of CNCS-sponsored volunteers by 50%, from 3.7 million to 5.6 million.
- Increased the number of disadvantaged youth serving their communities through the Corporation's programs by 50%, from 465,000 to nearly 700,000.
- Increased by 95%, from 413,000 to nearly 805,000, the number of seniors who received independent living services, including direct support and/or respite care for their informal caregivers through CNCS sponsored programs.
- Increased the number of college students serving their communities by 400%, from 108,000 to more than 540,000.
- Increased the number of children and youth of incarcerated parents mentored through CNCS's

programs by 300%, from 26,000 to more than 110,000.

For Fiscal Year 2010, the Corporation produced an alternative to the consolidated Performance and Accountability Report (PAR), as authorized under the Office of Management and Budget's Pilot Program. The alternative includes the AFR and the agency's forthcoming Fiscal Year 2010 Annual Performance Report, which will be provided in February 2011.

About the Corporation for National and Community Service

The Corporation for National and Community Service is a federal agency that engages more than five million Americans in service through Senior Corps, AmeriCorps, and Learn and Serve America, and leads President Obama's national call to service initiative, United We Serve. For more information, visit NationalService.gov.

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SECTION 6

AMERICORPS IN ALASKA

Contents:

- 6.1 AmeriCorps Fact Sheet
- 6.1a Key Differences Among the AmeriCorps Program
- 6.1b Summary of the Corporation's National Service Programs
- 6.2 State Commission Overview of AmeriCorps
- 6.3 State Commission Map with Program Sites
- 6.4 Vacant
- 6.5 State Commission current AmeriCorps Programs

6.1 AMERICORPS FACT SHEET



Fact Sheet

AmeriCorps



Annual Statistical Highlights

- Engages more than 80,000 members annually
- Members serve through 15,000 national and local organizations
- Mobilizes 3.4 million volunteers annually
- Leverages \$480 million in outside funding and donations each year

AmeriCorps engages more than 80,000 men and women in intensive service each year through more than 15,000 nonprofits, schools, public agencies, and community and faith-based groups across the country. AmeriCorps members help communities tackle pressing problems while mobilizing millions of volunteers for the organizations they serve. Members gain valuable professional, educational, and life benefits, and the experience has a lasting impact on the members and the communities they serve.

AmeriCorps consists of three main programs: AmeriCorps State and National, whose members serve with national and local nonprofit and community groups; AmeriCorps VISTA, through which members serve full time fighting poverty; and AmeriCorps NCCC (National Civilian Community Corps), a team-based residential program for young adults 18-24 who carry out projects in public safety, the environment, youth development, and disaster relief and preparedness.

Focus on Impact

The bipartisan Edward M. Kennedy Serve America Act focused AmeriCorps' efforts in six key areas: disaster services, economic opportunity, education, environmental stewardship, healthy futures, and veterans and military families. To strengthen accountability, AmeriCorps programs are required to demonstrate their impact using standard performance measures.

AmeriCorps members make our communities safer, stronger, healthier, and improve the lives of tens of millions of our most vulnerable citizens. AmeriCorps' impacts are proven and measurable.

Disaster services: From tornadoes and hurricanes to fires and floods, AmeriCorps members have responded to hundreds of natural disasters. In response to Hurricane Katrina, more than 17,000 AmeriCorps members have provided 8.5 million hours of service and managed more than 611,000 volunteers.

Economic opportunity: VISTA, AmeriCorps' poverty-fighting program, engages more than 7,000 members each year in fighting poverty by creating businesses, expanding access to technology, recruiting volunteers to teach literacy, and strengthening antipoverty groups.

Education: AmeriCorps places thousands of teachers, tutors, and mentors into low-performing schools, helping students succeed in school and gain skills necessary to get 21st century jobs.

Environmental stewardship: Members build trails, restore parks, protect watersheds, run recycling programs, and promote energy efficiency, weatherization, and clean energy.

Corporation for
**NATIONAL &
COMMUNITY
SERVICE** ★★☆☆

1201 New York Ave., NW
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Healthy futures: AmeriCorps members save lives through HIV/AIDS education and outreach, drug and alcohol prevention training, and connecting poor families to health clinics and services.

Veterans and military families: AmeriCorps supports the military community by engaging veterans in service, helping veterans readjust to civilian life, and providing support to military families.

Strengthening Nonprofits and the Volunteer Sector

Strengthening nonprofits: AmeriCorps members help faith-based and community groups expand services, build capacity, raise funds, develop new partnerships, and create innovative, sustainable programs.

Encouraging competition and local control: AmeriCorps pushes funding and decision-making to the state and local level. Most grantees are chosen by bipartisan state commissions appointed by the governor.

Advancing social innovation: AmeriCorps invests in entrepreneurial organizations that have been recognized for their innovative approaches to citizen problem-solving such as Teach for America, City Year, YouthBuild, JumpStart, Citizen Schools, and Experience Corps.

Expanding Educational Opportunity and Building Future Leaders

Expanding educational opportunity: In exchange for a year of full-time service, AmeriCorps members earn a Segal AmeriCorps Education Award (equal to the maximum Pell Grant) that helps pay for college or pay back student loans. AmeriCorps members have earned more than \$2.2 billion in these awards since 1994.

Preparing the 21st Century Workforce: AmeriCorps is a pathway to economic opportunity that provides

members with valuable skills specific to their service (construction, teaching, weatherization, etc.) as well as general skills of leadership and problem-solving that all employers are looking for.

Creating future leaders: AmeriCorps members gain new and useful skills, advance their education, and become more connected to their communities. A longitudinal study has shown that AmeriCorps alumni are more likely to be civically engaged, to go into public service careers—such as teaching, public safety, social work, and military service—and to volunteer in their communities.

Leveraging a Powerful Return on the Investment

Public private partnerships: AmeriCorps leverages substantial private investment—more than \$486 million in non-CNCS funds each year from businesses, foundations, and other sources. AmeriCorps has cut costs and become more efficient by supporting more members with fewer federal dollars.

Mobilizing volunteers: AmeriCorps is a powerful catalyst and force-multiplier for community volunteering. Last year AmeriCorps members recruited, trained, and supervised more than 3.4 million community volunteers for the organizations they serve.

AmeriCorps Fast Facts

775,000	Number of people who have served as AmeriCorps members since 1994.
1 billion	Total number of hours served by AmeriCorps members since 1994.
3.5 million	Number of disadvantaged youth tutored, mentored, or served by AmeriCorps members in fiscal 2011.
3.4 million	Number of community volunteers managed or mobilized by AmeriCorps members in fiscal 2011.
\$480 million	Value of cash and in-kind donations leveraged by AmeriCorps members in fiscal 2010.
15,000	Number of nonprofit, faith-based, and community organizations served by AmeriCorps members.
\$2.2 billion	Total amount of Segal AmeriCorps Education Awards earned by AmeriCorps members since 1994.
\$7.6 billion	Amount of AmeriCorps funds invested in nonprofit, educational, and faith-based and community groups since 1994.

6.1a KEY DIFFERENCES BETWEEN VISTA AND AMERICORPS PROGRAMS

Category	AmeriCorps VISTA Projects	AmeriCorps State Programs	AmeriCorps National Programs
Member term of service	Full-time only: 365 days	Full-time, Half-time, Reduced Half-time, Quarter-Time, Minimum-Time	Full-time, Half-time, Reduced Half-time, Quarter-Time, Minimum-Time
Member stipend/ living allowance payments	Administered by the Corporation for National and Community Service (unless VISTA project has a Program Grant)	Administered by the Grantee	Administered by the Grantee
Member support costs (stipend and benefits)	Covered by the Corporation (unless the VISTA project is a Cost-share)	Required for full-time members and optional for others. Programs can use Corporation grant funds or match funding to cover member support costs.	Required for full-time members and optional for others. Programs can use Corporation grant funds or match funding to cover member support costs.
Member Training	Corporation provides a Pre-service Orientation to all new VISTA members	Grantee is responsible for training members	Grantee is responsible for training members
Member Service	Capacity Building activities, incidental direct service only	Direct service and capacity building activities	Direct service and capacity building activities
Member Fundraising	No limit on % of time spent raising funds for the organization	cannot allot more than 10% of their time to fundraising for the AmeriCorps program	cannot allot more than 10% of their time to fundraising for the AmeriCorps program
Segal AmeriCorps Education award and end of term options	Members choose a Segal AmeriCorps education award of \$4725 OR a \$1200 cash stipend, paid upon successful completion of service.	Members receive a Segal AmeriCorps Education award appropriate for the term of service completed. There is NO choice of a cash option.	Members receive a Segal AmeriCorps Education award appropriate for the term of service completed. There is NO choice of a cash option.
Operational support costs	Projects contribute 100% of the operating costs in cash or in-kind; some training and support money may be available	New programs must contribute a minimum of 24% of the total program costs in cash or in-kind. Overall grantee share of total budget increases gradually to 50% overall share by the tenth year of funding and any year thereafter.	New programs must contribute a minimum of 24% of the total program costs in cash or in-kind. Overall grantee share of total budget increases gradually to 50% overall share by the tenth year of funding and any year thereafter.
Reporting Requirements	Program reports required quarterly in first year, often reduced to semi-annual thereafter; financial reports required only for programs receiving grants	Set by the State Commission, programs	Programs submit annual progress reports due the first Monday in December and semi-annual Financial Status reports directly to the Corporation
Application Submission process	Begins with a Concept Paper submitted to the Corporation State Office.	Begins with Commission issuing a Request for Proposals and applicants applying directly to the State Commission	Begins with submission of an application directly to the Corporation
Results Requirements	Member service must lift people out of poverty and be sustainable; program must address one or more CNCS strategic initiatives	Determined by State and CNCS priorities as well as program identified performance measures.	Determined by CNCS priorities as well as program identified performance measures.
Application Deadline	No set deadline; contact your CNCS State Office	One annual deadline for each grant competition. Check with State Commissions for specific deadlines.	Specific annual deadline for Planning Grant applicants and a separate annual deadline for all other grant competitions.

6.1b SUMMARY OF THE CORPORATION'S NATIONAL SERVICE PROGRAMS

Program	Focus	Eligibility	Skill Requirement	Term of Service
AmeriCorps				
<i>NCCC</i> (National Civilian Community Corps)	<i>NCCC</i> Assists communities with special projects in education, public safety, and environmental conservation, and mobilizes quickly to provide disaster relief	<i>NCCC</i> Applicants must be 18-24 years old while they serve and a U.S. citizen, U.S. national, or lawful permanent resident alien of the U.S.	<i>NCCC</i> All skills needed	<i>NCCC</i> Full time for one year (No part time service opportunities available)
<i>State and National</i>	<i>State and National</i> Provides a wide range of direct services to the nation's neediest citizens and communities	<i>State and National</i> Applicants must be 17 years old and a U.S. citizen, U.S. national, or lawful permanent resident alien of the U.S.	<i>State and National</i> All skills need	<i>State and National</i> Full time for one year (Some part time service opportunities available)
<i>VISTA</i> (Volunteers In Service To America)	<i>VISTA</i> Provides support to nonprofit organizations to help fight poverty by developing and mobilizing resources that create sustainable benefits at a community level	<i>VISTA</i> Applicants must be at least 18 years old and a U.S. citizen, U.S. national, or lawful permanent resident	<i>VISTA</i> A bachelor's degree or three years of related volunteer or job experience	<i>VISTA</i> Full time for one year (No part time service opportunities available)
Learn and Serve America	Engages young people in service projects to help their schools and communities		A willingness to volunteer and assist your community	
Senior Corps				
<i>RSVP</i>	<i>RSVP</i> Provides a wide range of direct services to the nation's neediest citizens and communities	<i>RSVP</i> Open to all people age 55 and over.	<i>RSVP</i> A willingness to volunteer and assist your community	<i>RSVP</i> Flexible
<i>Foster Grandparent Program</i> (FGP)	<i>FGP</i> Provides mentoring and other support to children with exceptional needs	<i>FGP and SCP</i> Volunteers must be age 60 or over. Volunteers who are income-eligible receive a stipend; other volunteers may serve but do not receive a stipend.	<i>FGP and SCP</i> All skills and talents needed.	<i>FGP and SCP</i> 15-40 hours per week. Up to a maximum of 2,044 hour per year
<i>Senior Companion Program</i> (SCP)	<i>SCP</i> Provides support services to frail and elderly adults to enable them to continue living independently			

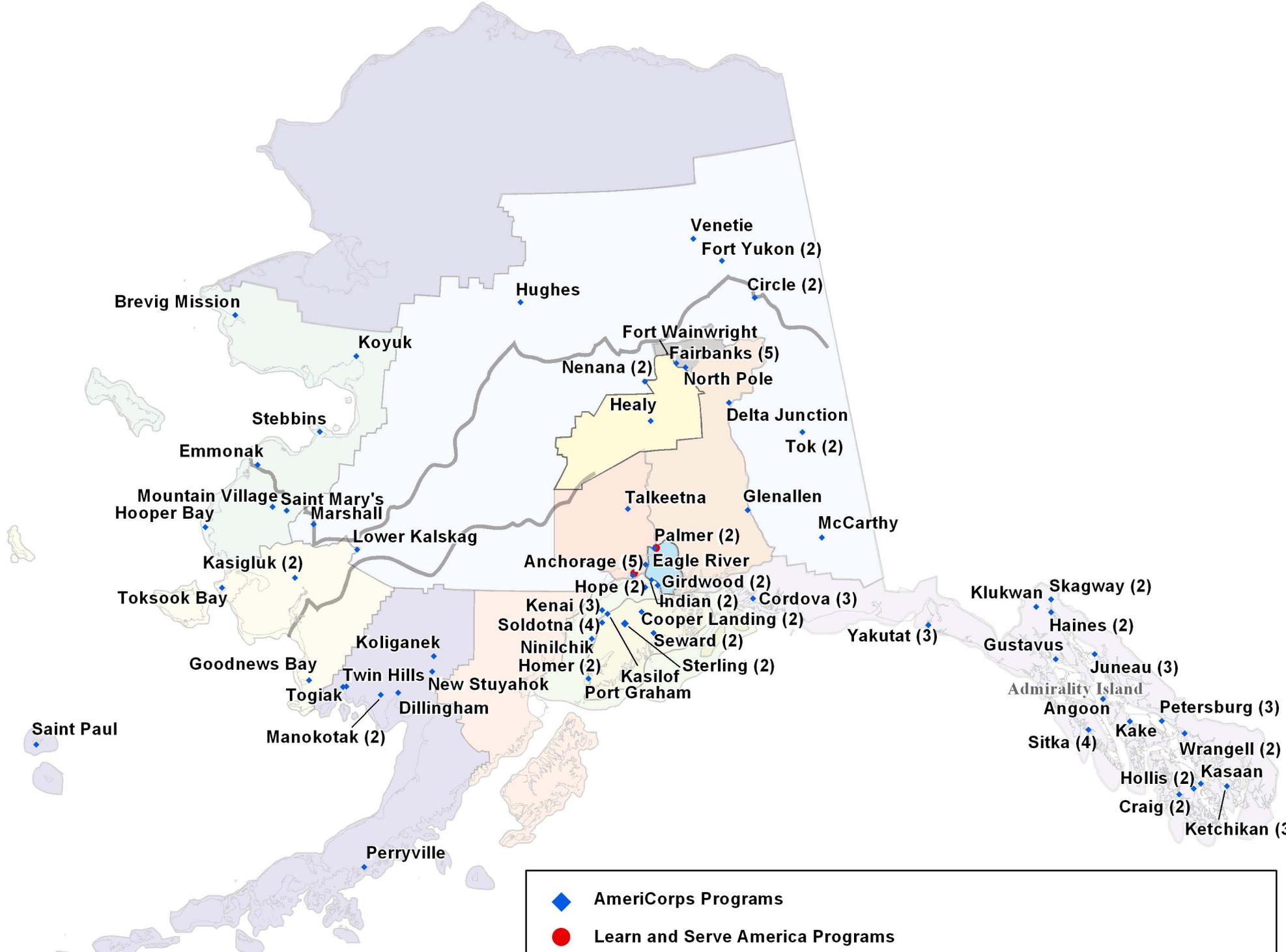
6.2 STATE COMMISSION AMERICORPS OVERVIEW

AmeriCorps

AmeriCorps will provide more individuals the opportunity to provide intensive, results-driven service to meet education, environmental, public safety and other pressing needs in communities across Alaska. Roughly three-quarters of the Corporation for National and Community Service AmeriCorps funding goes to State Commissions which in turn awards grants to nonprofit groups to respond to local needs. Most of the remainder of the grant funding is distributed by the Corporation for National and Community Service directly to multistate and national organizations through a competitive grants process.

Also in the State other individuals will serve through AmeriCorps*VISTA, whose members help bring individuals and communities out of poverty by serving full-time to fight illiteracy, improve health services, create businesses and increase housing opportunities, and AmeriCorps*NCCC (National Civilian Community Corps), a 10-month, full time residential program for men and women between the ages of 18 and 24.

6.3 STATE MAP WITH PROGRAMS



◆ AmeriCorps Programs
 ● Learn and Serve America Programs

Number in parenthesis indicates number of programs in that community.
 For information on applying to be an AmeriCorps Member visit: www.servealaska.alaska.gov

6.4 VACANT

6.5 STATE COMMISSION AMERICORPS PROGRAMS

AmeriCorps Programs

RurAL CAP AmeriCorps Programs

The **RAVEN** (Rural Alaska Village Environmental Network) AmeriCorps program serves Alaskan communities by promoting environmental education and energy conservation, encouraging recycling and waste reduction, and fostering community involvement in area-wide clean-up efforts. Each year, RAVEN AmeriCorps Members improve environmental conditions in their remote villages across Alaska.

RAVEN Members also host healthy activities for youth. They organize youth events, provide volunteer opportunities for youth and serve as local role models as they address local environmental issues with local solutions.

The **BIRCH** (Building Initiatives in Rural Community Health) AmeriCorps program supports AmeriCorps Members from rural communities across Alaska. Members work with health providers and community residents to identify the highest priority health issues to address. BIRCH AmeriCorps members design and support community-wide events for youth, families and Elders in the areas of health education, substance abuse prevention and wellness.

The BIRCH AmeriCorps program strengthens communities by expanding opportunities for people of all ages to be involved in community activities and decision-making, and in creating local solutions.

Students in Service: RurAL CAP works with the University of Alaska Anchorage and the University of Alaska Fairbanks to coordinate part-time Students in Service AmeriCorps Members each year. Members address a number of social and health issues including domestic violence, suicide, alcohol and drug abuse, employment and training, teen pregnancy, corrections and juvenile delinquency, child development, and child welfare. Students in Service AmeriCorps Members contribute valuable service to their communities and use their AmeriCorps experience to further their education while preparing themselves for professional human service careers.

The **Middle School Partnership** AmeriCorps Program, a new initiative of the Rural Alaska Community Action Program, Inc. (RurAL CAP), the State of Alaska Department of Education and Early Development (DEED), and community middle schools, is aimed at increasing the life skills, resiliency and connectedness of middle school students so that they are likely to succeed academically in high school and are well-equipped to achieve positive outcomes in adult life. Youth aged 11-14 who are attending the sixth, seventh and eighth grades will be targeted by this program to be piloted in eight rural and urban communities across Alaska.

Young adults need role models who understand the community, the families they serve, and the cultural traditions that are woven through the life of the community. Locally recruited AmeriCorps Members who implement culturally responsive and respectful programming for Alaska's youth are very important.

Many of our AmeriCorps Members are bilingual and have the advantage of being able to relate to the community through their first language. Local families are more likely to form trusting relationships with local people, and therefore are more likely to integrate information and support offered by AmeriCorps Members into their daily lives.

SAGA AmeriCorps Programs

The **SAYC** (Serve Alaska Youth Corps) is a summer program specifically designed to provide leadership experience, work readiness and life skills to young Alaskans (16-24 years of age) struggling with educational barriers and/or employment. Youth gain skills through the service projects performed and educational activities during evening and weekends. Project sites are located throughout Alaska, and projects are completed outdoors in all weather conditions. Projects commonly include trail work, stream restoration, cabin maintenance, water diversion, bridge building, and road safety projects which include tree-clearing, brush removal and clearing behind highway guardrails.

The **Connections** program is an AmeriCorps Individual Placement Program. Connections Members are full-time AmeriCorps Members who provide up to 11 months of service with governmental agencies, non-profit organizations and public school systems throughout the State of Alaska. Their efforts support programs that improve school success and encourage healthy lifestyle choices. Connections Members come from varying social, cultural and educational backgrounds. Many have college degrees and experience in community involvement and education.

The **Alaska Service Corps** (ASC) is SAGA's newest program that targets disconnected youth ages 16-24 provides opportunities to gain work readiness and life skills through the service projects performed and educational activities.

ASC AmeriCorps Members are organized into crews that complete service projects throughout Alaska for government agencies and community-based and faith-based organizations. Projects are selected that support program goals and provide relevant hands-on experience. Much of the Member service is to reduce deferred maintenance on public lands; obligation involves buildings, roads, trails, recreation sites and resource management. The primary focus of this program is on Member development.

Joel's Place AmeriCorps Program

Joel's Place **Seasons of Service** is dedicated to providing a compassionate community for agencies and youth to serve one another. The AmeriCorps Summer of Service operates September through December for primarily high school students to explore their passion through service. This summer AmeriCorps Members served in a variety of ways; painting picnic tables for Alaska State Parks, clearing land to create a seed garden for a local ecology center and serving at the World Eskimo Indian Olympics.

Nine Star Education & Employment Services AmeriCorps Program

The **Learn & Earn** Alaska AmeriCorps blends the former CPR and Learn and Earn program into one. Learn and Earn supports under and unemployed Alaskans as they seek to become financially self-sufficient through a variety of educational and work readiness services. Members serve in 18 different educational institutions, governmental agencies and non-profit, community organizations in eight Alaskan communities as instructors, case managers, coaches, and job developers, all of which prepare Alaskans for the workplace.

Alaska Sealife Center Program

The Alaska SeaLife Center (ASLC) is committed to promoting understanding and stewardship of Alaska's marine ecosystems while providing valuable and lasting experiences for AmeriCorps Members. Members from diverse backgrounds will serve as a team to promote community-based conservation and educational outreach programs to 150,000 ASLC guests and community Members that visit the ASLC annually. Member development includes professional certifications and community service projects.

Sitka Community Schools AmeriCorps Programs

The **Summer Youth Camp** is a youth focused program. Members are placed in an educational program that provides construction and maintenance training to the youth Members. Under the mentorship of the adult Member, the trained youth then provide services for the community, while developing job skills as future employees. Members will return to school, gain employment or enter apprenticeship positions which are measured in a six-month post-service survey. The service to the community of Sitka, provided by these Members in the ten-week program, encourage the public's physical activity choices, increase community volunteer recruitment and help provide a positive economical impact on the fishing industry.

The **Helping Hands** - Members are placed at host agencies; most providing in and out of school activities, which include tutoring, coaching, volunteer coordination, service-learning and other positive impact educational issues. Sitka Helping Hands AmeriCorps Members mentor these youth through a variety of activities as a way to keep young people in school and by preventing barriers to school, work and social success such as substance abuse. All Members work together on a community service project that will continue with support and maintenance from new AmeriCorps Members every year.

thread AmeriCorps Program

thread's AmeriCorps Members will support family engagement strategies as part of the Strengthening Families Initiative (SFI) in Anchorage early care and learning programs. They will also help to build capacity so that SFI can add more sites. SFI is a research-based, nationally developed framework to prevent child abuse and neglect and optimize early childhood development, using a strengths-based approach. In its first year in Anchorage, SFI has already improved early educator as well as parent practices.

SECTION 7

OTHER NATIONAL SERVICE PROGRAMS IN ALASKA

Contents:

7.1 Senior Corps Factsheet

7.2 VISTA Factsheet

7.3 Learn and Serve America Factsheet

7.4 Other National Programs

7.4.1 AmeriCorps *NCCC

7.4.2 Faith-based and Community Initiatives

7.4.3 National Service: A Resource for Volunteer Centers

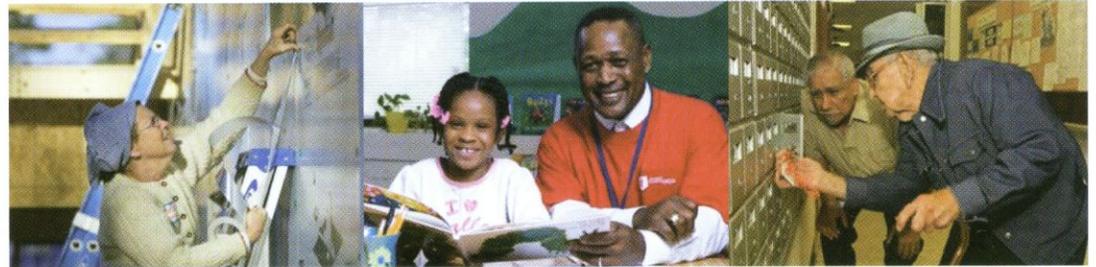
7.4.4 Social Innovation

7.4.5 United We Serve



Fact Sheet

Senior Corps



Annual Statistical Highlights*

- Volunteers 457,600
- Hours Served 98.2 million
- Local Organizations 65,000
- Frail Elderly Served 570,200
- Children Served 350,600

Senior Corps taps the skills, talents, and experience of nearly 500,000 Americans age 55 and over to meet a wide range of community challenges through three programs — RSVP, the Foster Grandparent Program, and the Senior Companion Program. RSVP volunteers recruit and manage other volunteers, participate in environmental projects, mentor and tutor children, and respond to natural disasters, among many other activities. Foster Grandparents serve one-on-one as tutors and mentors to young people with special needs. Senior Companions help frail seniors and other adults maintain independence primarily in the clients’ own homes.

RSVP

Established in 1971 and now one of the largest senior volunteer organizations in the nation, RSVP engages more than 400,000 people age 55 and older in a diverse range of volunteer activities. Volunteers tutor children, renovate homes, teach English to immigrants, assist victims of natural disasters, provide independent living services, recruit and manage other volunteers, and serve their communities in many other ways. RSVP volunteers choose how, where, and how often they want to serve, with commitments ranging from a few hours to 40 hours per week.

Eligibility: RSVP is open to all people age 55 and over. Volunteers do not receive monetary incentives, but sponsoring organizations may reimburse them for some costs incurred during service, including meals and transportation.

Annual RSVP Statistical Highlights*

■ Volunteers	414,000
■ Hours Served	62 million
■ Number of Projects	741
■ Organizations Supported	61,500
■ Children Mentored	103,600
■ Children of Prisoners Mentored	8,450
■ Frail Elderly Served	502,000
■ Annual Federal Funding	\$63 million
■ Non-Federal Support	\$43.5 million

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1201 New York Ave., NW
Washington, DC 20525
202-606-5000
SeniorCorps.gov

Foster Grandparent Program

The Foster Grandparent Program (FGP), which began in 1965, provides loving and experienced tutors and mentors to children and youth with special needs. Working one-on-one and serving between 15 and 40 hours a week, Foster Grandparents provide support in schools, hospitals, drug treatment centers, correctional institutions, and child care centers. Among other activities, they review schoolwork, reinforce values, teach parenting skills to young parents, and care for premature infants and children with disabilities. Foster Grandparents often maintain an ongoing, intensive relationship with the children and youth served for a year or longer.

Eligibility: Volunteers must be 55 years of age or over. Those who meet certain income guidelines receive a small stipend. All FGP volunteers receive accident and liability insurance and meals while on duty, reimbursement for transportation, and monthly training.

Annual FGP Statistical Highlights*

■ Volunteers	28,400
■ Hours Served	24 million
■ Young People Served	247,000
■ Children of Prisoners Served	5,400
■ Number of Projects	328
■ Annual Federal Funding	\$110.9 million
■ Non-Federal Support	\$29.5 million

Senior Companion Program

The Senior Companion Program (SCP), which began in 1974, helps frail seniors and other adults maintain independence primarily in the clients' own homes. Senior Companions serve between 15 and 40 hours a week and typically serve between two and four clients. Among other activities, they assist with daily living tasks, such as grocery shopping and bill paying; provide friendship and companionship; alert doctors and family members to potential problems, and provide respite to family caregivers.

Eligibility: Volunteers must be 55 years of age or over. Those who meet certain income guidelines receive a small stipend. All SCP volunteers receive accident and liability insurance and meals while on duty, reimbursement for transportation, and monthly training.

Annual SCP Statistical Highlights*

■ Volunteers	15,200
■ Hours Served	12.2 million
■ Clients Served	68,200
■ Caregivers Given Respite	9,000
■ Number of Projects	222
■ Annual Federal Funding	\$46.9 million
■ Non-Federal Support	\$18.6 million

Corporation for National and Community Service

The three Senior Corps programs were created by the federal government in the mid-1960s and early 1970s. Since 1993, they have been administered by the Corporation for National and Community Service, the federal agency that improves lives, strengthens communities and fosters civic engagement through service and volunteering. Each year the Corporation engages more than five million Americans of all ages and backgrounds in service to meet local needs through its Senior Corps, AmeriCorps, and Learn and Serve America programs, and leads President Obama's Call to Service initiative, United We Serve. For more information on the Corporation, **visit NationalService.gov**.

*STATISTICS NOTE: *Data from Fiscal Year 2009.

*Annual Federal Funding. FY2010 Enacted.

June 2010



Fact Sheet

AmeriCorps VISTA



Statistical Highlights* of VISTA Service

- Community Volunteers
Mobilized by VISTAs
1,126,000
- Youth Volunteers
Mobilized
343,900
- Hours Served by
Community Volunteers
14,202,500
- Children & Youth
Mentored
442,450

AmeriCorps VISTA (Volunteers In Service To America) taps the skills, talents, and passion of more than 8,000 Americans annually to support community efforts to overcome poverty. The program's nationwide corps of VISTAs commits full-time for a year at nonprofit organizations or local government agencies to build the capacity of these organizations to carry out programs that fight poverty. VISTAs recruit and manage community volunteers, raise funds, and help manage projects. VISTAs also support literacy programs, expand job opportunities, develop financial assets, reduce homelessness, improve health services, reduce unemployment, increase housing opportunities, reduce relapse into criminal behavior, and expand access to technology for those living in rural and urban areas of poverty across America.

Core Principles of AmeriCorps VISTA

Anti-Poverty Focus: AmeriCorps VISTA supports community efforts to overcome poverty. Any nonprofit organization, educational institution, or tribal or public agency with a project explicitly designed to alleviate poverty may sponsor a VISTA.

Community Empowerment: AmeriCorps VISTA values the inherent strengths and resources of the community. VISTA expects project sponsors to involve residents of the community in planning, developing, and implementing the VISTA project. This approach allows low-income individuals the freedom to speak for themselves in determining the projects that suit their specific needs.

AmeriCorps VISTA Statistical Highlights*

■ AmeriCorps VISTAs	8,075
■ Summer Associates	2,240
■ Number of VISTA projects	1,310
■ Value of cash and in-kind resources raised	\$187 million
■ Cash and in-kind resources raised per VISTA	\$34,710
■ Annual Federal Funding	\$99 million

* Federal funding level and all other statistics are for fiscal year 2010.

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1201 New York Ave., NW
Washington, DC 20525
202-606-5000
www.AmeriCorps.gov

Capacity Building: AmeriCorps VISTA expands the ability of sponsor organizations to fight poverty. VISTAs strengthen and support organizations by building infrastructure, expanding community partnerships, securing long-term resources, coordinating training for participants, and much more. These capacity-building activities enable organizations to provide better services to low-income individuals and communities.

Sustainable Solutions: VISTAs serve as a short-term resource to help sponsor organizations achieve lasting solutions to poverty.

Become an AmeriCorps VISTA

AmeriCorps VISTA is open to U.S. citizens or lawful permanent residents age 18 and older. VISTAs choose from projects throughout the country, based on their skills and interests, and serve full time for one year with community-based organizations. During their service, VISTAs receive a living allowance, as well as health care, child care, training, relocation expenses, and liability insurance. After a successful year of service, VISTAs receive either a \$1,500 stipend or a Segal AmeriCorps Education Award equal to the maximum amount of the federal Pell Grant. The award can be used to pay for educational expenses at qualified institutions of higher education, or to pay back qualified student loans. For VISTA service approved in fiscal year 2011, the education award is \$5,550.*

Find out more at AmeriCorps.gov

Or call 800.942.2677

TTY 800.833.3722

Sponsor a Project

Any nonprofit organization or public agency involved in alleviating poverty may partner with AmeriCorps VISTA to develop a project and host VISTAs. Potential sponsors must have the capacity and commitment to recruit, train, supervise, and support VISTAs.

Contact your local Corporation State Office

Or call 202.606.5000

TTY 202.565.2799

Email: vista@americorps.gov

Corporation for National and Community Service

AmeriCorps VISTA is an anti-poverty program created by the federal government in 1964. The first class of VISTAs began serving in 1965. In 1993, VISTA became part of AmeriCorps, a network of national and community service programs that engage annually more than 85,000 Americans in intensive service to meet critical needs in education, the environment, public safety, homeland security, and other areas. AmeriCorps is administered by the Corporation for National and Community Service, the federal agency that improves lives, strengthens communities, and fosters civic engagement through service and volunteering. Each year the Corporation engages more than five million Americans of all ages and backgrounds in service to meet local needs through its Senior Corps, AmeriCorps, and Learn and Serve America programs, and leads President Obama's national call to service initiative, United We Serve. For more information on the Corporation, visit www.NationalService.gov.

June 2011

* Check AmeriCorps.gov for the annual updated amount.

7.2 VISTA

Service is and always has been a vital force in American life. Throughout our history, our nation has relied on the dedication and action of citizens to tackle our biggest challenges.

In 1963, President John F. Kennedy spoke of a domestic volunteer program modeled after the newly established Peace Corps. The next year, President Lyndon B. Johnson declared a "war on poverty" and signed the Economic Opportunity Act of 1964. The Act created Volunteers In Service To America (VISTA) and fulfilled President Kennedy's dream.

The first VISTA members started in January 1965, and by the end of the year, more than 2,000 members were working in the Appalachian region, migrant worker camps in California, and poor neighborhoods in Hartford, Connecticut. By 1966, there were 3,600 VISTA members serving throughout the country. Throughout the 1960s, they helped develop some of the first Head Start programs and Job Corps sites. The first members started agricultural cooperatives, community groups, and small businesses that still thrive today.

In the 1970s, VISTA merged with Peace Corps and the senior service programs, and the ACTION agency was born. Early in the decade, VISTA recruited trained professionals to serve. Doctors helped develop health care facilities where none had existed before, architects helped renovate and build low-income housing and lawyers advocated for housing and health care reform.

During the 1980s, VISTA's focus changed to encouraging citizen participation and community self-help. Through their own initiatives, community members could increase awareness and participation in community issues. In 1986, the VISTA Literacy Corps was developed to create literacy councils and expand adult education. One-quarter of all VISTA members focused on increasing literacy rates throughout the United States.

The 1990s began a resurgence of national service. In 1990, President George Bush developed the Commission on National and Community Service. Further expansion of national service took place in 1993. With the signing of the National Community Service Trust Act, President William J. Clinton developed AmeriCorps and merged the programs to create AmeriCorps*VISTA. [Click here](http://www.americorps.org/vista/history.html) to see the AmeriCorps*VISTA of today.

Throughout the 1990s, AmeriCorps*VISTA members continued the long tradition of starting new and innovative programs. They helped develop tenant-owned cooperative low-income housing, expanded Individual Development Accounts to help people save, and focused on assisting people making the transition from welfare to work.

In 2000, VISTA marked its 35th year with 6,000 members serving, the largest number serving to date. Members are continuing initiatives began in the late 1990s to bridge the digital divide and promote welfare to work initiatives. According to a recent Accomplishment Study prepared by Westat, Inc. of Bethesda, Maryland, for every dollar spent on an AmeriCorps*VISTA member, \$3.33 is returned to the community in the form of financial and in-kind resources and local volunteer time.

(From: <http://www.americorps.org/vista/history.html>. Accessed June 20, 2005)

7.4 OTHER NATIONAL PROGRAMS

Contents:

- 7.4.1 AmeriCorps *NCCC
- 7.4.2 Faith-based and Community Initiatives
- 7.4.3 National Service: A Resource for Volunteer Centers
- 7.4.4 Social Innovation
- 7.4.5 United We Serve



AmeriCorps★NCCC

GENERAL BACKGROUND

*AmeriCorps*National Civilian Community Corps (NCCC) is a full-time residential program for men and women between the ages of 18 and 24. Working in teams of 10-14, approximately 1,100 AmeriCorps*NCCC members, based at five campuses across the country, take on a series of six- to eight-week projects throughout their respective regions. Because members are trained in first aid and can be assigned to new duties on short notice, they are particularly well-suited to meeting the nation's homeland security and disaster response needs. In response to Hurricanes Katrina and Rita, more than 2,200 AmeriCorps*NCCC members have served on more than 100 separate disaster services projects in the Gulf Coast region since August 2005 in coordination with such groups as the Red Cross, FEMA, and state service commissions.*



AMERICORPS★NCCC PROGRAM STATISTICS FOR 2005:

• Number of Members	1,152
• Hours Served by Members	1.8 million
• Community Volunteers Recruited/Managed	23,000
• Projects Completed	561
• Member Retention	89 percent
• Community and Faith Based Project Sponsors	60 percent
• Fiscal Year 2005 Budget	\$25.29 million
• Fiscal Year 2006	\$26.73 million

OTHER FACTS

- 87 percent of AmeriCorps*NCCC partner organizations report that their projects were successful.
- 92 percent of AmeriCorps*NCCC sponsoring organizations say members helped them increase the number of persons the groups served to a large or moderate extent.
- 95 percent of AmeriCorps*State and National members say their service experience was excellent or good.

(Continued)

FACT SHEET

- 90 percent of former AmeriCorps*NCCC members indicated that their service experience and training helped to a great or moderate extent in their job, educational pursuits, or community service activities.
- 60 percent of former AmeriCorps*NCCC members accepted public service employment (including governmental and nonprofit work) with three years after completing their AmeriCorps service.

ELIGIBILITY AND BENEFITS

AmeriCorps*NCCC membership is open to U.S. citizens or lawful permanent residents between the ages of 18 and 24. Members serve full time over a 10-month period. Upon successful completion of their service, members receive an AmeriCorps Education Award of up to \$4,725 to pay for college or graduate school or to pay back qualified student loans. During their service, members receive a modest living allowance, health coverage, training, and student loan deferment.

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

AmeriCorps*NCCC is part of AmeriCorps, a network of programs that each year supports the engagement of nearly 75,000 Americans in service to meet critical needs in education, the environment, public safety, homeland security, and other areas.

AmeriCorps is administered by the Corporation for National and Community Service, which also administers Senior Corps and Learn and Serve America. The mission of the Corporation is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. Together with USA Freedom Corps, the Corporation is working to foster a culture of citizenship, service, and responsibility in America. For more information, visit www.nationalservice.gov.

MORE INFORMATION

To learn more about AmeriCorps, visit www.americorps.gov or call 800-942-2677 or TTY 800-833-3722.

June 2006

ISSUE BRIEF:

Faith-Based and Community Organizations and Volunteering



“The indispensable and transforming work of faith-based and other charitable service groups must be encouraged. ... We must heed the growing consensus across America that successful government social programs work in fruitful partnership with community-serving and faith-based organizations.”

—President George W. Bush



The Corporation for National and Community Service recognizes the important role that faith-based organizations play in advancing a spirit of compassionate service among all Americans. As President Bush has often stated, faith-based organizations have distinct characteristics that make them successful partners with the government in providing social services to those in need. The following information highlights research findings on faith-based and community organizations and volunteering, and describes what the Corporation is doing to strengthen its commitment and to contribute to the success of its partnerships with faith-based and community organizations.



Religious Organizations Are Vital to Volunteering in America

- More than 23 million people, representing 34.8 percent of all volunteers, donate their time primarily through religious organizations—more than through any other type of organization.
- 45 percent of volunteers ages 65 and older volunteer primarily with religious organizations.
- 34 percent of teens who volunteer do so with congregations—more than with any other type of group, including schools (18 percent).
- One-third of American adults who volunteer learn about services through their congregation, and 72 percent of all volunteers say they attend weekly religious services.
- People who give to and volunteer for religious organizations are more likely than others to donate time and money to non-religious charities.
- Volunteers across all racial and ethnic groups are more likely to donate their time through religious organizations than through any other type of organization, with 45.5% of African-American volun-

teers, 37.1% of Latino volunteers, 33.8% of white volunteers, and 33.6% of Asian volunteers serving primarily through religious organizations.

Corporation Partnerships Can Enhance the Effectiveness of Faith-Based Volunteer Programs

- Nearly 50 percent of congregations with social service activities reported that the most helpful capacity-building tool for carrying out their volunteer programs would be a one-year, full-time volunteer with a stipend with the responsibility for volunteer recruitment and management.

*The Amachi program is a partnership of community and faith-based organizations, which work together to provide mentoring to children of incarcerated parents. The full-time AmeriCorps and AmeriCorps*VISTA members who are placed with Amachi serve as the Congregation Volunteer Coordinators at faith-based organizations to recruit, train, and monitor Amachi mentors.*

(Continued)

- While paid volunteer managers have been shown to enhance the effectiveness of social service programs, only 37 percent of congregations with social service outreach activities reported having a paid volunteer manager.
- Participants in Corporation-sponsored programs devote significant resources to recruiting and managing volunteers.

Partnerships with Faith-Based Programs Enhance Volunteer Opportunities

- Charities with ties to religious organizations have invested more in volunteer management than have those without such ties.

The Historic Minority College and University Consortium/North Carolina Central University Foundation, a Learn and Serve America grantee, runs a faith-based after-school program for low-performing and at-risk youth. University and high school students serve as mentors, focusing their efforts on character education, civic engagement, and increasing academic performance through tutoring and other skill-building activities.

- Among volunteers who mentor youth, the highest percentage—43 percent—volunteer in or through religious organizations.
- Most youth who attend religious services regularly volunteer primarily outside their congregation.

The Corporation's Commitment to Faith-Based and Community Organizations

- In fiscal year 2005, approximately \$371 million, or nearly 60 percent of the Corporation's available grant funding, was awarded to faith-based and other community organizations.
- The Corporation's Faith-Based and Community Initiative continues its efforts to reduce barriers for faith-based organizations to participate in the agency's programs, increase outreach to potential program participants, and establish pilot programs to act as models for future partnerships.

Research Funded by or Conducted by the Corporation

- "Current Population Survey Supplement on Volunteering in America," Bureau of Labor Statistics/U.S. Census Bureau, 2002-2005.
- "Volunteer Management Capacity in America's Charities and Congregations," Urban Institute, 2004.
- "Building Active Citizens: The Role of Social Institutions in Teen Volunteering," Youth Helping America series, Corporation for National and Community Service 2005.
- "Volunteers Mentoring Youth: Implications for Closing the Mentoring Gap," Corporation for National and Community Service 2006.

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

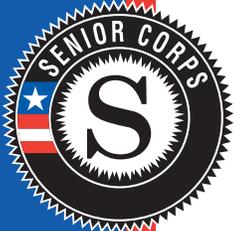
The Corporation for National and Community Service administers the Senior Corps, AmeriCorps, and Learn and Serve America programs, as well as a number of special initiatives. The mission of the Corporation is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. Together with USA Freedom Corps, the Corporation is working to foster a culture of citizenship, service, and responsibility in America. For more information, visit www.nationalservice.gov.

FOR MORE INFORMATION

- Join the FBCI ListServ. FBCILIST is an information resource and update forum created by the Corporation for National and Community Service Faith-Based and Community Initiative. To join, send a blank e-mail to join-fbcilist@lists.etr.org.
- Call the FBCI Hotline: 1-866-783-2237
- Visit Corporation for National and Community Service Web Site: www.nationalservice.gov

August 2006

A Resource for Volunteer Centers



The Corporation for National and Community Service and its three main programs – Senior Corps, AmeriCorps, and Learn and Serve America – have a long history of working with Volunteer Centers to meet the needs of nonprofit groups and to engage more Americans in service to their communities. Over the past six years, Volunteer Centers have received well over \$20 million in Corporation funding and have benefited from the contributions of more than 116,000 Senior Corps volunteers and 1,200 AmeriCorps members. In addition, a growing number of Volunteer Centers are connecting with Learn and Serve America programs.

SENIOR CORPS

Senior Corps taps the skills, talents, and experience of more than 500,000 Americans age 55 and older through three programs: **RSVP**, the **Foster Grandparent Program**, and the **Senior Companion Program**. Volunteer Centers have used Senior Corps resources in the following ways:

- Volunteer Centers received more than \$11.4 million in funds from Senior Corps from 1998-2003.
- Senior Corps funds supported between 18,000 and 22,500 each year at Volunteer Centers, or a total of 116,000 volunteers, from 1998-2003.
- 33 Volunteer Centers sponsored an RSVP program in 2003, with two of them also sponsoring a Senior Companion Program.
- Volunteer Centers received more than \$3.1 million in Senior Corps funds in 2003 to support more than 22,000 volunteers.

AMERICORPS

AmeriCorps helps nonprofit organizations, public agencies, and faith-based groups meet local needs through three main programs: **AmeriCorps*State and National**, **AmeriCorps*VISTA**, and **AmeriCorps*NCCC**.

AmeriCorps*VISTA is designed specifically to help build the capacity of nonprofit organizations through volunteer mobilization and other means. Volunteer Centers have used AmeriCorps resources in the following ways:

- Since 1998, Volunteer Centers have received at least \$10 million in AmeriCorps funding.
- From 1998-2003, the equivalent of more than 1,200 full-time AmeriCorps members served at or through Volunteer Centers, devoting more than 2 million hours of service.
- AmeriCorps*VISTA is supporting a new program in which 75 full-time VISTA members will promote volunteer recruitment and generation, non-profit capacity building, and faith-based and community outreach at 29 Volunteer Center locations across country.

(Continued)

LEARN AND SERVE AMERICA

Learn and Serve America provides an "on-ramp" to a lifetime of civic engagement for approximately 1.8 million students each year by making grants to support service-learning, an approach to education that links community service to the development of academic and civic skills. Comprehensive data are not available, but recent partnerships with Volunteer Centers include:

- Through the Points of Light Foundation, 10 Volunteer Centers across the country are using a \$336,000 grant to pilot a civic participation curriculum that will be used by 30 Volunteer Centers. The implementation of the civic participation program with the Volunteer Center National Network will enhance the civic knowledge, skills, and participation of 6,000 high school-aged youth.
- Learn and Serve America has just announced a \$400,000 grant to support Youth: Ready to Respond, a homeland security-related program to help young people plan for and respond to emergencies and disasters through service-learning project. The grant, awarded through the Points of Light Foundation, will involve 10 Local Education Agency/Volunteer Center partnerships.

MORE INFORMATION

For more information on how your Volunteer Center can partner with Senior Corps, visit www.seniorcorps.org/partners/index.html.

For more information on how your Volunteer Center can partner with AmeriCorps, including AmeriCorps*VISTA or AmeriCorps*NCCC, visit www.nationalservice.org/partners/become/ameri-corps.html.

For more information on how your Volunteer Center can partner with Learn and Serve America, visit www.learnandserve.org/about/index.html.

For general information about the Corporation for National and Community Service and its programs, visit www.nationalservice.org or call 202-606-5000.

“The bottom line is clear: Solutions to America's challenges are being developed every day at the grass roots and government shouldn't be supplanting those efforts, it should be supporting those efforts.”

– President Barack Obama

“By focusing on high-impact, results-oriented non-profits, we will ensure that government dollars are spent in a way that is effective, accountable and worthy of public trust.”

– First Lady Michelle Obama

Social Innovation Fund

The Social Innovation Fund (SIF), an initiative enacted under the Edward M. Kennedy Serve America Act, is a new way of doing business for the federal government that stands to yield greater impact on urgent national challenges. The SIF will target millions in public-private funds to expand effective community solutions to social challenges in the areas of: economic opportunity, healthy futures, and youth development and school support.

On July 22, 2010 the Corporation for National and Community Service awarded nearly \$50 million in SIF grants to 11 organizations. The grantees have strong track records of identifying and growing high-performing nonprofit organizations and represent the diversity of the social sector. Over the next six months, the SIF grantees will conduct open competitions across the U.S. to find the most promising nonprofit organizations.

Below is a description of the 11 inaugural SIF grantees and the work they will support.

Economic Opportunity

- **Jobs for the Future, Inc.** (\$7.7 million; 2 year grant) and the National Fund for Workforce Solutions (NFWS) will expand their targeted training and technical assistance to at least 23,000 low-income individuals over three years while also addressing the critical skill needs of more than 1,000 employers. The funds will dramatically increase economic opportunities for disadvantaged workers and job seekers through investments in regional workforce collaboratives that partner with employers to identify jobs and career pathways in high-growth industries.
- **Local Initiatives Support Corporation** (\$4.2 million; 1 year grant) will grow Financial Opportunity Centers - a workforce development and asset-building model that boosts earnings, reduces expenses and coaches low-income families on how to make better financial decisions - to five new cities and 7,500 total participants. The Centers are a core component of the organization's strategy to build sustainable communities.
- **Mayor's Fund to Advance New York City** (\$5.7 million; 1 year grant) and the NYC Center for Economic Opportunity (CEO) will replicate five effective anti-poverty programs originally piloted by CEO in eight urban areas. By advancing the education, employment and financial savings of low-income adults and families, the programs will

combat poverty across a diverse cross-section of America.

- **REDF** (\$3 million; 2 year grant) will create job opportunities for thousands of Californians with multiple barriers to employment - including dislocated youth, individuals who have been homeless or incarcerated, and those with severe mental illness - in sustainable nonprofit social enterprises in low-income communities throughout the state. The project includes testing to determine the potential of these enterprises as scalable employment vehicles.

Healthy Futures

- **Foundation for a Healthy Kentucky** (\$2 million; 2 year grant) will improve access to needed health services, reduce health risks and disparities, and promote health equity in 6-10 low-income communities in Kentucky. Subgrantees will focus on testing innovative strategies to increase physical activity, improve nutrition, curb smoking and other unhealthy habits, and, increase access to health services in underserved communities. *Competitively pre-selected subgrantee: Barren River District Health Department (\$250,000).*
- **Missouri Foundation for Health** (\$2 million; 2 year grant) will invest in 10-20 targeted low-income communities across the state to reduce risk factors and the prevalence of two preventable causes of chronic disease and

death: tobacco use and obesity. The project draws on an integrated community change model blending two transformative models of prevention on obesity and tobacco control.

- **National AIDS Fund** (\$3.6 million; 1 year grant) will support innovative strategies that increase access to care and improve health outcomes for at least 3,500 low-income individuals living with HIV/AIDS. The project will employ rigorous evaluation, informing the implementation of the White House National HIV/AIDS Strategy and offering lessons that reduce barriers to care for a broad range of people living with HIV/AIDS and other chronic diseases.

Youth Development and School Support

- **New Profit Inc.** (\$5 million; 1 year grant) will collaborate with five to six innovative youth-focused nonprofit organizations with existing evidence to yield significant improvements in helping young people navigate the increasingly complex path from high school to college and productive employment. The project will expand the reach of these nonprofits to improve the lives of nearly 8,000 young people in low-income communities throughout the country. *Competitively pre-selected subgrantees: College Summit (\$2 million); iMentor (\$750,000); Year Up (\$2 million).*

- **The Edna McConnell Clark Foundation** (\$10 million; 1 year grant) will combine large grants, strategic business planning, rigorous evaluation and capital aggregation to increase the scale and impact of up to 10 youth development organizations in communities of need across the U.S. The subgrantees will focus on improving economically disadvantaged young people's educational skills and workforce readiness as well as helping them to avoid high-risk behavior.
- **Venture Philanthropy Partners** (\$4 million; 2 year grant) will create a powerful network of effective nonprofit organizations in the Washington D.C. National Capital Region supporting an integrated approach to addressing the education and employment needs of low-income and vulnerable youth ages 14-24. *Competitively pre-selected subgrantees: College Summit National Capital Region (\$372,000); KIPP DC (\$656,000); Latin American Youth Center (\$500,000); Year Up National Capital Region (\$207,000).*

Multi-Issue

- **United Way of Greater Cincinnati** (\$2 million; 2 year grant) the Strive Partnership and other funders, will address the needs of low-income children and youth from "cradle to career" in the Greater Cincinnati-area through investments in early education, mentoring and literacy programs, college access, career pathways and other innovations.

EMBRACING INNOVATIVE COMMUNITY SOLUTIONS

- The SIF is a new way of doing business that encourages true collaboration between government and nonprofits, business and philanthropies in order to achieve real and lasting impact on urgent national challenges.
- The grant portfolio includes \$74 million in secured match funds, which combined with federal resources means \$123 million will be directed toward projects that train the

unemployed, increase access to health services for the underserved and prepare youth for academic and economic success.

- The SIF leverages a 3:1 private-public match, sets a higher standard for evidence and impact, empowers communities to identify and grow solutions, and creates incentives for grant making organizations to target funding in a new way.

ABOUT THE GRANT PROCESS

The Corporation implemented a rigorous application review process over a three-month period. Over 60 external experts provided input across three stages of the review, assessing applications against the full set of criteria published in the Notice of Funds Availability (NOFA). The applications were evaluated based on their program design, organizational capacity and budget.

For more information, visit the Corporation for National and Community Service's Social Innovation Fund website at www.NationalService.gov/Innovation

July 2010

United We Serve

SERVE.GOV

“Economic recovery is as much about what you’re doing in your communities as what we’re doing in Washington – and it’s going to take all of us, working together. I’m calling on all Americans to make volunteering and community service part of your daily life and the life of this nation.”

President Barack Obama

The President and First Lady launched United We Serve in partnership with the Corporation for National and Community Service. United We Serve is a nationwide initiative, beginning this summer, to create a sustained, collaborative, and focused effort to meet community needs and make service a way of life for all Americans. The online home of United We Serve is **Serve.gov**.

Confident that ordinary people can achieve extraordinary things when given the proper tools, President Obama has called on Americans to both expand the impact of existing organizations by engaging new volunteers in their work and encourage volunteers to develop their own "do-it-yourself" projects.

PURPOSE

United We Serve will take traditional calls to service further by:

- Putting volunteers on a path to sustained service.
- Asking volunteers to become volunteer organizers by identifying unmet needs in their community, developing their own service projects, and engaging others who are interested in the same issue area.
- Providing easy-to-use tools on **Serve.gov** for volunteers to set outcome-oriented goals and track their community impact.
- Calling upon Americans to form new community partnerships and join together across historical barriers of religion, race, and ethnicity.

FOCUS

United We Serve will empower Americans to participate this summer by:

- Promoting clean energy, energy efficiency, and public land restoration.
- Supporting education and literacy for all Americans.
- Increasing health care access, public health awareness, and prevention.
- Providing community renewal to areas hardest hit by the economic crisis.
- Ensuring our communities are safe from disasters and our veterans and military families are supported.

The summer initiative will culminate on September 11, 2009, a National Day of Service and Remembrance, but United We Serve is ongoing. The National Day of Service and Remembrance will recognize the summer's accomplishments, honor those who died on September 11, 2001 by serving in their memory, and encourage Americans to make an ongoing commitment to service.

If you want to volunteer, here's how you can search for volunteer opportunities.

1. Visit **Serve.gov**.
2. Enter some of the keywords of the kind of volunteer activity that interests you, as well as your city, state, or ZIP code.
3. Click "Find Opportunities Now."
4. You will be directed to the website of All for Good and it will list opportunities in your area that match your interests, along with a map of their location.
5. To ensure you have a quality experience, browse the different opportunities that show up. Visit organizations' websites and call to make a connection. Tell them you are a United We Serve volunteer answering the President's call to service, and look forward to helping them expand their community impact.
6. Tell us your Story of Service. We might feature it on **Serve.gov** this summer.

Register Your Project

Have a service opportunity of your own? Register it here and invite others to join.

Register Now

OR

Find a Volunteer Opportunity

What interests you?

Keywords

(Example: veterans, mentoring, or Habitat)

Where would you like to volunteer?

Location

(City, State, or ZIP Code)

Find Opportunities Now

POWERED BY
All for Good ALPHA

By clicking this button, you will exit the Serve.gov site and be redirected to the All For Good site where your search results will be displayed.

If you are an organization and want to recruit volunteers, here's how you can post your volunteer opportunities.

1. Visit **Serve.gov**.
2. Click "Register Now."
3. You will be directed to create an account.
4. This account registers you/your organization with **Serve.gov** so that you can post your volunteer opportunities and they will be searchable by visitors to the site. You can also track volunteer sign ups.
5. Make sure your posting includes all the key words that would come to mind when someone is searching for your volunteer opportunity (i.e., if you organize a park trail clean up, include the words "nature," "park," "trail," "environment," etc).
6. Please let us know about your service experience by clicking on "Share Your Story." We will feature stories on **Serve.gov** throughout the summer.

If you don't see a local volunteer opportunity that interests you, **Serve.gov** offers some toolkits to help you organize your own service projects.

America is made stronger when citizens come together with their friends, family, and neighbors to improve their local communities. We encourage you to visit our Toolkits section to get started.

SECTION 8

VACANT

Contents:

SECTION 9

AMERICORPS FUNDING

Contents:

- 9.1 Rule Making II and Federal Registry
- 9.2 Serve Alaska Funding Stream from the Corporation &
Serve Alaska AmeriCorps Programs Flow Chart

9.1 RULE MAKING II & FEDERAL REGULATIONS

Contents:

AmeriCorps Rulemaking II

Federal Register Vol. 73. No. 181 Rules and Regulations

AMERICORPS RULEMAKING II
SIDE BY SIDE OF SUBSTANTIVE CHANGES

TOPIC	CURRENT	FINAL PROPOSED RULE
Member evaluations	Grantees must evaluate members at mid- and end of term.	Removes the mid-term evaluation requirement for those members who leave service early. Adds language to preamble about the structure and documentation of the evaluation. Adds language stating that completion of service hours isn't necessary for satisfactory service and that release for cause is not a per se disqualification from serving a second term.
Performance measurement	Grantees are required to report on outputs at the end of the first year, outputs and intermediate outcomes at the end of the second year, and outputs, intermediate outcomes, and end outcomes by the end of year three.	Changes requirement so that grantees must report on outputs at the end of the first year and outputs and intermediate outcomes in years two or three, but are not required to report on end outcomes.
National service insignia	Restrictions are focused on grantees	Clarifies that the use of national service insignia is subject to Corporation approval.
False or misleading statements	Potential gaps in ability to recover funds improperly received.	Adds provision stating that an individual who makes a materially false or misleading statement is subject to having the benefit forfeited and the qualification revoked.
Inspector General access to grantee records	IG was not included in one government-wide regulation's list of those with access to grantee records.	Adds IG to list.
State service plans	Regulations include overlapping requirements that go beyond statute	Codifies one list of requirements streamlined to match statute.

In addition to these substantive changes, the proposed rule will also codify long-standing grant provisions or other practices, and make technical changes in the following areas:

TOPIC	FINAL PROPOSED RULE
Definition of Participant	Adds “member” to regulations as synonymous with “participant.”
Prohibited Activities	Codifies voter registration drives in regulatory list of prohibited activities (omitted in earlier rulemaking).
Living Allowance Disbursement	Codifies long-standing rules relating to the distribution of the living allowance (not a wage, regular payments, no lump sum payment)
Living Allowance Waiver	Codifies long-standing permission for an individual to waive receipt of the living allowance
Civil Rights	Codifies notice requirements and language on the right to file a complaint.
State Commission Membership	Aligns State Commission membership requirements to the statute.
Prohibition on Split-funded Project	Clarifies definition of “same project” and codifies current practice of allowing applicants to submit more than one applicant for the same project with the understanding that only one may be funded.
Small state minimum and timeframe for formula requests (non regulatory issue)	Beginning in FY 2008, the deadline will be earlier. Any unrequested funds remaining after the deadline will be reallocated to small states whose initial allocations are less than \$500,000 and for other authorized purposes, as appropriate.

State and county	Location and case No.	Date and name of newspaper where notice was published	Chief executive officer of community	Effective date of modification	Community No.
Harris	Unincorporated areas of Harris County (08-06-0268P).	August 18, 2008; August 25, 2008; <i>Houston Chronicle</i> .	The Honorable Ed Emmett, Harris County Judge, 1001 Preston Street, Suite 911, Houston, TX 77002.	December 23, 2008	480287
Utah: Davis	City of Kaysville (08-08-0369P).	August 21, 2008; August 28, 2008; <i>Standard Examiner</i> .	The Honorable Neka Roundy, Mayor, City of Kaysville, 23 East Center Street, Kaysville, UT 84037.	December 26, 2008	490046
Virginia: Fauquier	Unincorporated areas of Fauquier County (08-03-0544P).	August 13, 2008; August 20, 2008; <i>Fauquier Times Democrat</i> .	The Honorable Chester Stribling, Chairman, Board of Supervisors, Fauquier County, 10 Hotel Street, Warrenton, VA 20186.	July 31, 2008	510055

(Catalog of Federal Domestic Assistance No. 97.022, "Flood Insurance.")

Dated: September 10, 2008.

David I. Maurstad,

Federal Insurance Administrator of the National Flood Insurance Program, Department of Homeland Security, Federal Emergency Management Agency.

[FR Doc. E8-21689 Filed 9-16-08; 8:45 am]

BILLING CODE 9110-12-P

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

45 CFR Parts 2510, 2513, 2516, 2517, 2520, 2521, 2522, 2523, 2524, 2540, 2541, and 2550

RIN 3045-AA23

AmeriCorps National Service Program

AGENCY: Corporation for National and Community Service.

ACTION: Final rule.

SUMMARY: The Corporation for National and Community Service ("the Corporation") is issuing several amendments to existing provisions relating to the AmeriCorps national service program and adding rules to clarify the Corporation's prohibition on making false or misleading statements and requirements for participant evaluations, living allowance disbursements, multiple applications for the same project, use of national service insignia, and other requirements.

DATES: This final rule is effective November 17, 2008.

FOR FURTHER INFORMATION CONTACT: Amy Borgstrom, Docket Manager, Corporation for National and Community Service, (202) 606-6930, TDD (202) 606-3472. Persons with visual impairments may request this rule in an alternate format.

SUPPLEMENTARY INFORMATION:

List of Topics

- I. Background
- II. Public Comments
- III. Specifics of Final Rule and Analysis of Comments

- A. Definition of Participant
- B. Prohibited Activities: Voter Registration
- C. Participant Evaluations and Eligibility To Serve a Second Term of Service
- D. Living Allowance Disbursements
- E. Waiver of Living Allowance by a Participant
- F. Applications for the Same Project
- G. Performance Measures
- H. Civil Rights
- I. Use of National Service Insignia
- J. Disqualification and Forfeiture Based on False or Misleading Statements
- K. Inspector General Access to Grantee Records
- L. State Commission Composition Requirements
- M. State Plans
- IV. Summary of Redesignations
- V. Effective Dates
- VI. Rulemaking Analyses and Notices

I. Background

Under the National and Community Service Act of 1990 ("NCSA" or "the Act"), the Corporation makes grants to support national and community service through the AmeriCorps program. In addition, the Corporation, through the National Service Trust, provides educational awards to, and certain interest payments on behalf of, AmeriCorps participants who successfully complete a term of service in an approved national service position.

On May 20, 2003, the Corporation's Board of Directors ("the Board") approved a report issued by the Board's Grant-making Task Force in which the Task Force recommended that the Corporation undertake efforts to streamline and improve our current grant-making processes. Among other actions, the Task Force recommended that the Corporation update the grant-making review and selection criteria, simplify the application process, evaluate the Corporation's grant requirements and assess whether requirements should and could be changed, and eliminate or streamline annual guidance.

On February 27, 2004, President Bush issued Executive Order 13331 aimed at making the national and community service program better able to engage

Americans in volunteering, more responsive to State and local needs, more accountable and effective, and more accessible to community organizations, including faith-based organizations. The Executive Order directed the Corporation to review and modify its policies as necessary to accomplish these goals.

This rulemaking is the second of two, originally initiated in 2004. The first rulemaking focused on sustainability and the limitation on the Federal share of program costs. The first rulemaking was completed in July, 2005, and became effective September, 2005. This rulemaking is intended chiefly to clarify several changes made in the first rulemaking, streamline and improve our current grant-making processes, strengthen accountability, and otherwise improve upon the operations of the AmeriCorps State and National program.

II. Public Comments

The Corporation published a proposed rule in the **Federal Register** of November 19, 2007 (72 FR 64970) with a 60-day comment period. In addition to accepting comments in writing, the Corporation held two conference calls. During the public comment period, the Corporation received 3 written comments and 5 oral comments from grantees, the Corporation's Inspector General, and other interested parties.

The comments expressed views on the merits of particular sections of the proposed regulations, as well as some broader policy statements and issues. Acknowledging that there are strong views on, and competing legitimate public policy interests relating to, the issues in this rulemaking, the Corporation has carefully considered all of the comments on the proposed regulations.

The Corporation has summarized below the major comments received on the proposed regulatory changes, and has described the changes we made in the final regulatory text in response to the comments received. In addition to the more substantive comments below,

the Corporation received some editorial suggestions, some of which we have adopted. The Corporation has also made minor editorial changes to better organize the regulatory text. Finally, the Corporation received some comments on issues outside the scope of the proposed rule which the Corporation does not address in the discussion that follows.

III. Specifics of the Final Rule and Analysis of Comments

As discussed in more detail below, the final rule:

- Amends the definition of the term *participant* to acknowledge the frequently-used term *member* as synonymous;
- Adds voter registration to the list of prohibited activities for AmeriCorps members and staff while attributing time to the AmeriCorps program;
- Removes the requirement that grantees conduct mid-term evaluations on AmeriCorps members who leave service early;
- Changes the requirements surrounding end-of-term evaluations to clarify that completion of service hours is not necessarily required in order for a member's service to be considered satisfactory;
- Clarifies that a release "for cause" is not a *per se* disqualification for serving a second term of service;
- Specifies the manner in which grantees must disburse living allowances to members;
- Clarifies a member's ability to waive the living allowance;
- Codifies the circumstances under which a program may submit more than one application to the Corporation for the same project;
- Removes the requirement that grantees individually report on end-outcomes;
- Codifies the Civil Rights notice requirements for grantees;
- Specifies penalties for using the Corporation's national service insignia without the Corporation's authorization;
- Specifies the consequences for making a false or misleading statement to the Corporation;
- Reinforces the Inspector General's access to grantee records;
- Amends the State Commission composition requirements to conform them to statutory requirements; and
- Consolidates the requirements for State Plans.

A. Definition of "Participant" (§ 2510.20)

This rule amends the definition of the term *participant* to acknowledge the frequently-used term *member* as synonymous.

B. Prohibited Activities: Voter Registration (§ 2520.65)

In 1994, the Corporation issued regulations in part 2520 regarding prohibited activities for AmeriCorps members. In 2002, the Corporation strengthened the list of prohibited activities by adding items from sub-regulatory grant provisions. At that time, the Corporation inadvertently omitted the sub-regulatory prohibition on AmeriCorps members engaging in voter registration in rulemaking. This rule adds this longstanding prohibition to our regulations.

C. Participant Evaluations and Eligibility To Serve a Second Term of Service (§ 2522.220)

Mid-term Evaluations

Our regulations formerly required programs to conduct end-of-term and mid-term evaluations on AmeriCorps participants. Due to the fact that participants occasionally leave service early, either for cause or for compelling personal circumstances, the Corporation has determined that it is not always practicable or possible for a program to perform an official review of a participant's performance in the middle of the term. This rule removes the requirement that programs conduct mid-term evaluations for those participants who leave AmeriCorps service early. Please note that end-of-term evaluations are required for all participants, regardless of whether they leave early or on time.

One commenter asked for clarification on the timing of and reason for leaving early that would result in a program not being required to conduct a mid-term evaluation. Essentially, programs are not required to conduct a mid-term evaluation if the member leaves before the mid-term evaluation would have otherwise reasonably occurred. The reason for the member's departure is not relevant.

Another commenter asked, in a situation in which a member transfers from one program to another, whether the second program is obligated to obtain the mid-term evaluation from the first program, if there was one. The Corporation will address this question in sub-regulatory guidance.

The Corporation also wishes to clarify its intent with regard to the documentation of mid-term evaluations. We require programs to engage in mid-term evaluations, but have not provided guidance as to the structure or content of these reviews. We expect programs to tailor mid-term evaluations to fit the particular needs of the individual program. Likewise, while we require

that a program document that a mid-term evaluation occurred, there is no specific required format for this documentation. Rather, the grantee should maintain documentation for each member that it has determined to be helpful to the program in conducting the end-of-term evaluation, whether that be a rating system, a narrative, notes from the mid-term evaluation interview, or other documentation.

End-of-Term Evaluations and Eligibility To Serve a Second Term of Service

The Corporation's regulations require grantees to conduct an end-of-term evaluation for each AmeriCorps participant. The purpose of this evaluation is to answer two questions: (1) Whether the participant is eligible to receive an education award; and (2) Whether the participant is eligible to serve a subsequent term of service.

To answer the first question, we look to Section 146(a) of the Act, which states that a participant is eligible to receive an education award only if the participant "successfully completes the required term of service" and Section 147(c), which states that a participant released for compelling personal circumstances is eligible to receive "that portion of an education award * * * that corresponds to the quantity of the term of service actually completed."

The second question is governed by Section 138(c) of the Act, which states that a participant is only eligible to serve a subsequent term of service if the participant "performed satisfactorily in [the] first term of service." Section 138(f) of the Act directs the Corporation to "issue regulations regarding the manner and criteria by which the service of a participant shall be evaluated to determine whether the service is satisfactory and successful for purposes of eligibility for a second term of service."

Pursuant to this section, the Corporation previously issued regulations stating that, in determining whether a participant's performance was satisfactory, the program must assess, among other things, whether the participant satisfactorily completed assignments, tasks, or projects and whether the participant completed the required number of hours for the term of service. (45 CFR 2522.220(d)).

The Corporation did not intend to suggest that completion of service hours is a prerequisite for a determination that a participant served satisfactorily. On the contrary, an individual released for cause may, under some circumstances, be considered to have served satisfactorily and thereby be eligible to serve a subsequent term. As we stated

in the preamble to the proposed rule in 1999, "a release for cause may cover a wide variety of circumstances and does not necessarily mean that a participant has engaged in wrongdoing or misconduct." (64 FR 17302). Furthermore, as provided in our long-standing AmeriCorps grant provisions, "a member who is released for cause from a first term for personal reasons * * * but who, otherwise, was performing well up until the time [the member] decided to leave, would not be disqualified for a second term so long as [the member] received a satisfactory performance evaluation for the period * * * served." (2007 AmeriCorps Grant Provisions, IV.G.1).

The final rule amends the Corporation's regulations to clarify that those participants who are released for cause but who nonetheless receive a satisfactory performance review may be eligible to serve a second term of service in AmeriCorps. To make this clear, this rule makes three significant changes. First, it separates the end-of-term evaluation into two parts: (1) A determination of whether the

participant is eligible to receive an education award; and (2) a participant performance and conduct review to determine whether the participant is eligible to serve a subsequent term. Second, it changes the regulatory language relating to the participant performance and conduct review to be inclusive of participants who are released from service early. Lastly, it makes clear that a release for cause is not a per se disqualification from serving a second term of service. Regarding the eligibility of a participant released for cause to serve a second term, it modifies the language relating to the participant performance and conduct review to ensure that programs are able to consider the participant's conduct in assessing whether the service was satisfactory.

The partition of the end-of-term evaluation will enable a program to consider a member's eligibility to serve a second term separately from a member's eligibility to receive an education award. An individual who serves satisfactorily may be eligible for a second term, regardless of whether the

individual earned an education award. For example, an AmeriCorps member who decides to leave early to take advantage of a unique scholarship opportunity would not be eligible to receive an education award, but may be eligible to serve a second term of service if the member served satisfactorily prior to leaving early. Contrarily, an AmeriCorps member who did not serve satisfactorily and who exited early for the same reason would not earn an education award and would also be ineligible to serve a second term of service.

It is not necessary to successfully complete a term of service for a member's service to be considered satisfactory. However, a determination that a member is eligible to receive an education award based on successful completion of the agreed upon term of service necessarily encompasses a determination that the member served all the required hours, performed satisfactorily, and fulfilled all other requirements set by the program. The table below illustrates this rule in a simplified form:

	And...	Eligible for an education award?	Eligible for a second term?
If a member performs satisfactorily	Completes service hours	Yes	Yes.
	Does not complete service hours	No	Yes.
If a member does not perform satisfactorily	Completes service hours	No	No.
	Does not complete service hours	No	No.

The final rule modifies the language of the participant performance and conduct review to ensure it incorporates those participants who are released early. In the proposed rule, we proposed a requirement for programs to assess whether a participant satisfactorily completed assignments, tasks, or projects, or, for those participants released from service early, whether the participant completed those assignments, tasks, or projects that the participant could reasonably have completed in the time the participant served. (72 FR 64970, November 19, 2007).

One commenter noted that the use of the word "completed" in the proposed rule may have unintended negative consequences as an individual who left early may not have been able to complete anything in the time served. The Corporation agrees that the phrase "reasonably could have completed" is not consistent with our intent. Thus, in the final rule, the performance and conduct review will assess, in addition to any criteria developed by the program, whether the participant has satisfactorily completed assignments,

tasks, or projects, or, for those participants released from service early, whether the participant "made a satisfactory effort to complete those assignments, tasks, or projects the participant could reasonably have addressed in the time the participant served."

The rule also changes the language so that the evaluation of the participant will henceforth occur "at the end" of the term of service, as opposed to "upon completion" of the term. By changing the language from "completion" to "end," the Corporation intends that programs should evaluate all members, even those who do not technically complete the originally agreed-upon number of service hours.

During the public comment period, we received several comments on the eligibility of participants released for cause to serve second terms of service. One commenter expressed concern that the proposed rule would broaden the eligibility for a second term of service. In particular, the commenter noted that individuals who are released for misconduct, conviction of a felony, or for the sale or distribution of a

controlled substance, may be eligible to serve a second term of service. The Corporation does not agree that the rule broadens eligibility for a second term. This rule codifies a practice supported by existing law; there is nothing in our current regulations or authorizing legislation to prohibit an individual who is released for cause but who serves satisfactorily in the first term of service from serving a subsequent term of service.

However, the Corporation does agree that a member's good conduct is a component of satisfactory service. As stated in Section 177(e) of the Act, AmeriCorps programs must "establish and stringently enforce standards of conduct at the program site to promote proper moral and disciplinary conditions." Our proposed rule required programs to examine whether the participant "has met any other performance criteria" communicated by the program. To ensure that programs do not misinterpret this language to mean that the participant's performance of duties is the only factor to consider in determining whether service was satisfactory, the Corporation has

changed the rule from the proposed version by removing the word “performance” to clarify our intent that programs assess whether the participant has met any criteria—including performance criteria and standards of conduct—established and communicated by the program. In addition, we have changed the name of the review to a participant performance and conduct review.

For example, consider a program whose criteria include standards of conduct prohibiting members from engaging in any activity that may physically injure other members of the program and which require immediate release for cause for any member that violates this particular prohibition. Under the final rule, the program would give a member who violated this provision an unsatisfactory performance and conduct review upon release regardless of how impressive the member’s service was up to that point.

One commenter suggested that the Corporation hold ineligible for subsequent service those members who were found to have engaged in misconduct, or who have had a detrimental effect on others, and to establish this standard through regulation. This commenter recommended that the Corporation develop a list such as that provided in the sample rules of conduct set out in the sample member contract distributed by the Corporation.

As stated above, programs are required, by statute, to establish and enforce standards of conduct. Because member selection and release are the responsibilities of the grantee, and not the Corporation, we generally defer to the individual programs to establish these standards. The only offenses that the Corporation has mandated will render an individual ineligible to serve a term of service in AmeriCorps at this time are those that result in the individual being subject to a State sex offender registration requirement. As stated in the Corporation’s final rule on criminal background checks, the Corporation intends to consider, at a later date, adding other disqualifying factors, including specific offenses. (72 FR 48574, August 24, 2007).

Notably, individuals who were released for cause from the first term of service are required under our regulations to disclose this fact on any subsequent application for service with an AmeriCorps program. (45 CFR 2522.230(b)(2)). Consequently, the Corporation anticipates that programs will consider the facts surrounding the prior release when determining whether to select the individual for service.

One commenter stated that the proposed rule should provide that a release for cause from a term of service counts as one of the two terms of service that may be subsidized with federal funds. We agree that our regulations need to clarify this point. Our regulations state that an AmeriCorps participant may only receive an education award, a living allowance, health care, and child care benefits supported with federal funds for the first two successfully-completed terms of service. (45 CFR 2522.220(b)). Clearly, a term in which a member exits for cause is not a successfully completed term. Section 140(h) of the Act limits the number of terms of service which can be supported with federal funds to two, but does not require that those terms be successfully completed. The final rule amends section 2522.220(b) by removing the words “successfully completed.” In addition, the final rule adds language to clarify that a release for cause counts as one of the two terms of service for which an individual may receive benefits supported with federal funds.

In making this change, the final rule also adds language to clarify that if a participant is released for cause for reasons other than misconduct prior to completing fifteen percent of a term of service, the term will not be considered one of the two terms of service for which an individual may receive benefits supported with federal funds.

One commenter expressed concern that our proposed section 2522.230(b)(6), which states that a release for cause is not a *per se* disqualification from serving a second term of service, would allow an individual to serially start programs and leave for cause prior to completing 15% of the term of service. The rule that a release for misconduct prior to serving 15% of a term counts as one of the two terms of service will prevent any person who is released for misconduct from serially starting and exiting programs. While there is no prohibition on an individual making repeated efforts to serve in AmeriCorps and leaving prior to serving 15% so long as the cause for exiting the program is not misconduct, the My AmeriCorps portal will enable programs to see each program with which an applicant has served, regardless of the length of the service. Thus, programs will be able to identify an individual who habitually enters and leaves AmeriCorps service prior to serving 15% of the term, and take that fact into account in making their selection decisions.

One commenter recommended that the Corporation establish a third

category for release in addition to releases for cause or for compelling personal circumstances because a release for cause seems to indicate a release for disciplinary reasons. The Corporation cannot create a third or additional category of release, as section 139(c) of the Act identifies only two types of release: for cause and for compelling personal circumstances. However, as discussed above, participants who are released because they engaged in misconduct should be treated differently than participants who are released for a cause the program feels is reasonable (such as, for example, taking advantage of a limited time scholarship opportunity); as a release for cause covers both of these types of situations, the final rule requires programs to consider the circumstances surrounding an individual’s release in determining whether a participant served satisfactorily.

One commenter suggested that the Corporation’s premise that the statute limits the ability of a participant to leave service either for cause or for compelling personal circumstances is erroneous because a participant may resign. The same commenter noted that a release “for cause” should be for reasons that are sufficient to warrant removal. While this interpretation of “for cause” is accurate in other legal contexts, it is used in our authorizing statute as one of two possible characterizations of a release for determining whether a participant may receive an education award. While participants may resign from service, each resignation must be characterized as a release for cause or for compelling personal circumstances in order to determine whether the participant will receive a portion of the education award. As stated above, a release “for cause” covers all circumstances that do not meet the definition of “compelling personal circumstances,” including some circumstances that would not necessarily warrant removal in another legal context.

D. Living Allowance Disbursement (§ 2522.245)

The Corporation is in the process of revising the AmeriCorps grant provisions and moving requirements with program-wide applicability to regulation. This final rule codifies the requirements previously articulated in the sub-regulatory grant provisions on how living allowances are to be treated and disbursed. There is no new requirement for how the living allowances must be disbursed; only the location of the requirement has changed.

The intent of this regulation is to ensure that the living allowance is distributed in a manner that fulfills its purpose. AmeriCorps participants are not employees of the programs with which they serve and the living allowance is not considered to be an hourly wage. Rather, the living allowance is intended to be a means to support participants' basic costs of living to ensure that they are able to secure food, clothing, and shelter while performing national service. For this reason, it is important that programs not treat the living allowance as a wage, and not adjust the distribution of the living allowance based on the number of hours a participant serves during a given period of time. For example, a participant who serves for 50 hours one week and 25 the next should receive the same living allowances as if the participant had served 50 hours (or 25 hours) in both weeks. Generally, the living allowance must not increase or decrease but should remain steady just as a participant's living expenses are continuous. However, because the living allowance is intended to support a participant's costs of living, if the cost of food, housing, transportation, or other necessities in a particular area increases, the program may adjust the living allowance accordingly within the overall approved grant amount.

Just as the amount of the living allowance should not fluctuate, the frequency of distribution of the living allowance should be steady and reliable. Programs must provide living allowances at regular intervals, such as weekly or bi-weekly, so that a participant can have regular access to financial support.

The final rule also codifies the existing policy prohibiting the payment of a "lump sums" to a participant who completes the term of service in a shorter period of time than originally anticipated. If a participant starts service later than other participants, the program may not pay the participant an additional sum to "make up" payments missed before the participant began. Likewise, if a participant completes the term of service ahead of schedule, the program may not pay the participant a lump sum equivalent to what the participant would have received.

E. Waiver of Living Allowance by a Participant (§ 2522.240(b)(5))

The Corporation's grant provisions have long provided that an AmeriCorps participant may waive all or part of the living allowance. The final rule adds this provision to regulation. A participant who waives the living allowance may revoke the waiver at any

time and may begin receiving a living allowance again prospective from the date the waiver is revoked. The participant may not receive any part of the living allowance attributable to the time period during which the living allowance was waived.

F. Applications for the Same Project (§ 2522.320)

Section 130(g) of the Act states that "the Corporation shall reject an application submitted under this section if a project proposed to be conducted using assistance requested by the applicant is already described in another application pending before the Corporation."

Under the proposed rule, an organization submitting more than one application for the same project must disclose that fact in each application. If the Corporation approves one application for a project, the organization will be deemed to have withdrawn any other application for the same project. In addition, the proposed rule included characteristics that the Corporation will assess in determining whether two projects are the same for purposes of section 130(g).

One commenter expressed concern that the proposed rule would result in further concentration of funding to programs operated by National Direct grantees in large cities, thereby disadvantaging single-state, small non-profits, rural, and faith-based organizations. The Corporation does not agree that the rule will disadvantage single-state and local applicants. Such organizations are free to engage with State Commissions and National Direct grantees in developing programmatic collaborations. Moreover, States have the authority to choose not to put forward programs that could otherwise be funded through the National Direct competition, and the Corporation respects programmatic prerogatives of States.

The same commenter asserted that the proposed rule contradicts Section 130(g) of the Act. In particular, the commenter suggested that there is a contradiction between the language of section 130(g) and the proposed language describing the multiple applications as "pending before the Corporation." We construe "pending" to mean the period of time between selection by the Corporation and execution of a grant award. To avoid confusion on this point, we have revised the language in the final rule to focus on the conditions placed on submission of an application.

To clarify the definition of "same project," the final rule lists the characteristics the Corporation

considers in determining whether two projects are the same. The Corporation will consider two projects to be the same for the purposes of Corporation funding if the Corporation cannot find a meaningful difference between the two projects based on a comparison of identifying characteristics. The Corporation may determine that two or more projects are sufficiently different based upon clear distinctions in one or more of the criteria considered. Notably, the characteristics listed in regulation are not exhaustive, as the Corporation may consider additional factors in determining a project's specific, identifiable activities.

For the purpose of determining whether two applications describe the same project, geographic location will be identified as narrowly as possible in order to specify the population served. For example, the operation of a homeless shelter in Brooklyn might—depending on the proposed activities and identifying characteristics—be considered a different project than the operation of a homeless shelter in the Bronx.

The proposed rule stated the Corporation would "consider, among other characteristics: (a) The objectives and priorities of the project; (b) the nature of the service provided; (c) the program staff, volunteers, and participants involved; (d) the geographic location in which the service is provided; (e) the population served; and (f) the proposed community partnerships."

One commenter noted that the language of the proposed rule was unclear, as it did not specify what the Corporation would do with the information considered. The Corporation agrees that the language was not specific, and has clarified the language in the final rule. The final rule reflects the Corporation's intent to compare identifying characteristics of the two projects to determine whether they are the same for the purposes of Corporation funding.

G. Performance Measures (§ 2522.620)

CNCS will continue to require each grantee to submit measures of outputs, intermediate outcomes, and end outcomes, all of which capture the results of its program's primary activity, in the application for funding. It will also continue to require grantees to report on outputs at the end of year one and outputs and intermediate outcomes at the end of years two and three.

Previously, CNCS also required grantees to report on end outcomes at the end of year three. Because end outcomes do not always become evident

until more than three years after the initial intervention, the final rule eliminates the requirement to report separately on end outcomes. The Corporation believes that there is significant value in having a grantee articulate an end outcome for at least one performance measure; end outcomes provide long-term context for the grantee's work. Additionally, the inclusion of end outcomes results in recompleting applications informs the competitive grant process.

H. Civil Rights (§§ 2540.210 and 2540.215)

The Corporation requires all recipients of Corporation grants to abide by applicable federal non-discrimination laws, including relevant provisions of the national service legislation, implementing regulations, and Corporation-distributed policies. It is essential that all participants, staff, and beneficiaries of programs supported by Corporation grants are aware of their rights under these laws and of the availability of the Corporation's impartial discrimination complaint process.

Previously, the Corporation's civil rights notification requirements were included in the annual grant provisions. The final rule has relocated these requirements to regulation. There is no change in the requirements, only in the location of the requirements.

The final rule requires grantees to notify participants, staff, and beneficiaries of the civil rights requirements and available complaint procedures by including this information in materials commonly distributed to members and potential members, including recruitment materials, member contracts, handbooks, manuals, pamphlets, and also by posting it in conspicuous locations, as appropriate. Grantees should ensure that this information is accessible to those participants, staff, and beneficiaries who have limited English proficiency, or who are hearing or visually impaired, by providing it in alternative formats when necessary.

Grantees may obtain sample notification language and other guidance on notification, the Corporation's discrimination complaint procedure, and other general information on prohibited discrimination by contacting the Corporation's Office of Civil Rights and Inclusiveness by mail at Office of Civil Rights and Inclusiveness, Corporation for National and Community Service, 1201 New York Ave., NW., Washington, DC 20525, by e-mail at eo@cns.gov, or

by calling (202) 606-7503 or (202) 606-3472 (TTY).

I. Use of National Service Insignia (§§ 2540.500-560)

Currently, grant recipients and other entities engaged in providing national and community services in cooperation with the Corporation are approved to use the national service insignia in accordance with the terms and conditions of their agreements with the Corporation. The Corporation anticipates continuing to administer approvals to use the national service insignia in this manner.

From time to time, however, the Corporation's insignia, including the AmeriCorps logo and other logos associated with the Corporation's programs, have been used without authorization, including by individuals and entities having no relationship with the Corporation. In some cases, the unauthorized use was for commercial purposes that would not have been approved by the Corporation. To better protect the image and integrity of the Corporation's programs, ensure compliance with government-wide rules against improper endorsement of non-Federal entities, and protect the public from possible deception, the final rule adds a new subpart E to part 2540 of Title 45 of the Code of Federal Regulations. The rule provides notice regarding the restrictions on using the Corporation's various insignia and the possible civil and criminal penalties that may incur for unauthorized use of the insignia. Depending upon the nature of the violation, under section 425 of the Domestic Volunteer Service Act of 1973 and 18 U.S.C. 506, 701, and 1017, enforcement of the restriction could result in an injunction on the unauthorized use, a monetary fine, or imprisonment.

J. Disqualification and Forfeiture Based on False or Misleading Statements (§§ 2540.600-670)

The final rule adds a new subpart F to part 2540 to address individuals who are admitted to a program or who receive program benefits on the basis of false or misleading statements. Occasionally, a member or volunteer in a Corporation-funded program is discovered to have been admitted to the program or accorded a benefit from the program on the basis of false or misleading statements. The final rule provides a means for the Corporation to revoke the eligibility of a person for participation in or a benefit from a national service program if the person was admitted to a program or seeks a

benefit from a program on the basis of a false or misleading statement.

In most cases the criteria for qualification to participate in a program or eligibility for a program benefit are set out in the NCSA or the Domestic Volunteer Service Act of 1973, or related appropriations acts. If it is discovered that facts connected to qualification to participate or eligibility for a benefit were false or misleading, the Corporation has an obligation to revoke the person's eligibility and refrain from providing a related benefit to that person. Additionally, the Corporation is legally obligated to recover funds from the person if funds were received on the basis of a false or misleading statement.

The final rule gives individuals suspected of making false or misleading statements the opportunity to respond under a two-tier review process before their eligibility is revoked. Where there are genuine facts in dispute, a telephonic or face-to-face meeting may be included in the second level of review.

The intent of the regulation is to provide a mechanism for revoking the eligibility of individuals who make a false or misleading statement in connection with their application to or enrollment in a national service program and for forfeiting eligibility for a related benefit.

The action and procedures set out in the final rule are intended to supplement, not replace, remedies against offending parties that are available under other laws. Depending upon the nature and scope of a false or misleading statement, other legal action may be taken against the offending party under the False Claims Act, Program Fraud Civil Remedies Act of 1986, Suspension and Debarment regulations under 2 CFR parts 180 and 2200, and other applicable laws and regulations.

One commenter noted that the Corporation included language in the preamble to the proposed rule regarding the materiality of the false or misleading statement, while the rule itself did not address materiality. We have removed any language regarding materiality in the preamble to maintain consistency with our rule language.

K. Inspector General Access to Grantee Records (§ 2541.420)

Section 2541.420(e) is amended to specifically add the Inspector General among the authorities having access to pertinent grantee records. While it has always been understood that the Office of the Inspector General is a component of the awarding agency, the rule is being amended to match the access to records

language in § 2543.53, which specifically names the Inspector General among the authorities having access to grantee records.

L. State Commission Composition Requirements (§ 2550.50)

Section 178(d)(1) of the Act states that “the Chief Executive Officer of a State shall ensure, to the maximum extent practicable, that the membership for the State Commission for the State is diverse with respect to race, ethnicity, age, gender, and disability characteristics. Not more than 50 percent of the voting members, plus one additional member, may be from the same political party.” Section 178(c)(5) of the Act states that “[t]he number of voting members of a State Commission * * * who are officers or employees of the State may not exceed 25 percent * * * of the total membership of the State Commission.”

The final rule conforms 45 CFR 2550.50 to the specific language in the statute, including a clarification that the political affiliation provision applies only to voting members of the State Commission.

M. State Plans (§§ 2550.80–85)

Section 178(e) of the Act requires a State Commission to prepare and annually update a national service plan covering a three-year period. This Plan, previously referred to as a “Unified State Plan,” a “State Service Plan,” and, presently, a “State Plan,” is a document that sets forth the State’s goals, priorities, and strategies for promoting national and community service. The Act specifies several components that must be present in the Plan, including the State’s efforts to convene, collaborate, or otherwise coordinate with diverse national and community service groups and agencies to accomplish the State’s national and community service goals.

The Act gives latitude to the Corporation to establish additional requirements for the contents of the State Plan. Over time, we have found that the State’s submission of certain information is mutually beneficial. For example, to enhance communication and coordination between the Corporation and the State, it is useful for us to know how the State is utilizing statewide networks of national and community service groups to achieve its goals and priorities. In addition, the availability of such information serves as a resource for identifying best practices to be shared with other States. By including these elements with the description of a State Commission’s duties we eliminated the need to

publish State Plan requirements as a separate part; therefore, the final rule strikes part 2513 of Title 45.

Section 2550.80 lists the duties of State entities. The final rule conforms paragraph (a) of this section to the statutory list of responsibilities of State entities with regard to preparation of a State Plan. In addition, the final rule amends this section to include the requirement, previously located in part 2513, that the State Plan incorporate the State’s “goals, priorities, and strategies for promoting national and community service and strengthening its service infrastructure, including how Corporation-funded programs fit into the plan.” This groups together relevant information and consolidates the regulatory required components of the State Plan. The final rule imposes no new requirements for the contents of the State Plan, while reserving the Corporation’s right to request submission of the State Plan in its entirety, in sum, or in part.

The Corporation uses State Plans principally in understanding the State’s national and community service goals, priorities, and strategies, not in making future funding decisions or monitoring determinations, risk-based assessments, or State Standards process evaluations.

IV. Summary of Redesignations

The proposed rule will change the location of a number of regulations. The following table is a guide to the current location of a provision and its new location under the proposed rule.

Current location	Proposed location
2520.65(a)(9)	2520.65(a)(10)
2522.240(b)(5)	2522.240(b)(6)
2550.80(a)(3)	2550.80(a)(4)

V. Effective Dates

This final rule will take effect November 17, 2008.

VI. Rulemaking Analyses and Notices

Regulatory Flexibility Act

The Corporation has determined that the regulatory action will not result in (1) an annual effect on the economy of \$100 million or more; (2) a major increase in costs or prices for consumers, individual industries, Federal, State, or local government agencies, or geographic regions; or (3) significant adverse effects on competition, employment, investment, productivity, innovation, or on the ability of United States-based enterprises to compete with foreign-based enterprises in domestic and export markets. Therefore, the

Corporation has not performed the initial regulatory flexibility analysis that is required under the Regulatory Flexibility Act (5 U.S.C. 601 *et seq.*) for major rules that are expected to have such results.

Other Impact Analyses

Under the Paperwork Reduction Act, information collection requirements which must be imposed as a result of this regulation have been reviewed by the Office of Management and Budget under OMB nos. 3045–0047, 3045–0117, and 3045–0099.

For purposes of Title II of the Unfunded Mandates Reform Act of 1995, 2 U.S.C. 1531–1538, as well as Executive Order 12875, this regulatory action does not contain any Federal mandate that may result in increased expenditures in either Federal, State, local, or tribal governments in the aggregate, or impose an annual burden exceeding \$100 million on the private sector.

List of Subjects

45 CFR Part 2510

Grant programs—social programs, Volunteers.

45 CFR Part 2513

Grant programs—social programs, Reporting and recordkeeping requirements, Volunteers.

45 CFR Part 2516

Grants administration, Grant programs—social programs.

45 CFR Part 2517

Grants administration, Grant programs—social programs.

45 CFR Part 2520

Grant programs—social programs, Volunteers.

45 CFR Part 2521

Grants administration, Grant programs—social programs.

45 CFR Part 2522

Grants administration, Grant programs—social programs, Volunteers.

45 CFR Part 2523

Grant programs—social programs.

45 CFR Part 2540

Civil rights, Fraud, Grants administration, Grant programs—social programs, Trademarks—signs and symbols, Trust, Volunteers.

45 CFR Part 2541

Grant programs—social programs, Reporting and recordkeeping requirements, Investigations.

45 CFR Part 2550

Grants administration, Grant programs—social programs.

■ For the reasons stated in the preamble, under the authority 42 U.S.C. 12651d, the Corporation for National and Community Service amends chapter XXV, title 45 of the Code of Federal Regulations as follows:

PART 2510—OVERALL PURPOSES AND DEFINITIONS

■ 1. The authority citation for part 2510 continues to read as follows:

Authority: 42 U.S.C. 12501 *et seq.*

■ 2. Amend § 2510.20 by adding a new paragraph (3) to the definition of “participant” to read as follows:

§ 2510.20 Definitions.

* * * * *

Participant.

* * * * *

(3) A participant may also be referred to by the term *member*.

* * * * *

PART 2513—[REMOVED]

■ 3. Remove and reserve part 2513.

PART 2516—SCHOOL-BASED SERVICE-LEARNING PROGRAMS

■ 4. The authority citation for part 2516 is revised to read as follows:

Authority: 42 U.S.C. 12521–12551.

§ 2516.400 [Amended]

■ 5. Amend § 2516.400 introductory text by removing “part 2513” and adding “§ 2550.80(a) of this chapter” in its place.

§ 2516.410 [Amended]

■ 6. Amend § 2516.410(a)(1) by removing “part 2513” and adding “§ 2550.80(a)” in its place.

§ 2516.500 [Amended]

■ 7. Amend § 2516.500(a)(3)(i) by removing “part 2513” and adding “§ 2550.80(a)” in its place.

PART 2517—COMMUNITY-BASED SERVICE-LEARNING PROGRAMS

■ 8. The authority citation for part 2517 is revised to read as follows:

Authority: 42 U.S.C. 12541–12547.

§ 2517.400 [Amended]

■ 9. Amend § 2517.400(a)(3) by removing “part 2513” and adding “§ 2550.80(a)” in its place.

§ 2517.500 [Amended]

■ 10. Amend § 2517.500(c)(3) by removing “part 2513” and adding “§ 2550.80(a)” in its place.

PART 2520—GENERAL PROVISIONS: AMERICORPS SUBTITLE C PROGRAMS

■ 11. The authority citation for part 2520 continues to read as follows:

Authority: 42 U.S.C. 12571–12595.

■ 12. Amend § 2520.65 by redesignating paragraph (a)(9) as (a)(10) and adding a new paragraph (a)(9) to read as follows:

§ 2520.65 What activities are prohibited in AmeriCorps subtitle C programs?

(a) * * *

(9) Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive;

* * * * *

PART 2521—ELIGIBLE AMERICORPS SUBTITLE C PROGRAM APPLICANTS AND TYPES OF GRANTS AVAILABLE FOR AWARD

■ 13. The authority citation for part 2521 continues to read as follows:

Authority: 42 U.S.C. 12571–12595.

■ 14. In § 2521.30, revise paragraph (a)(4) to read as follows:

§ 2521.30 How will AmeriCorps subtitle C program grants be awarded?

* * * * *

(a) * * *

(4) In making subgrants with funds awarded by formula or competition under paragraphs (a)(2) or (3) of this section, a State must ensure that a minimum of 50 percent of funds going to States will be used for programs that operate in the areas of need or on Federal or other public lands, and that place a priority on recruiting participants who are residents in high need areas, or on Federal or other public lands. The Corporation may waive this requirement for an individual State if at least 50 percent of the total amount of assistance to all States will be used for such programs.

* * * * *

PART 2522—AMERICORPS PARTICIPANTS, PROGRAMS, AND APPLICANTS

■ 15. The authority citation for part 2522 continues to read as follows:

Authority: 42 U.S.C. 12571–12595; 12651b–12651d; E.O. 13331, 69 FR 9911.

■ 16. Amend § 2522.220 by

- a. Revising paragraph (a) introductory text and paragraph (d); and
- b. Removing the phrase “successfully-completed” from paragraph (b).

The revisions will read as follows:

§ 2522.220 What are the required terms of service for AmeriCorps participants, and may they serve more than one term?

(a) *Term of Service.* A term of service may be defined as:

* * * * *

(d) *Participant evaluation.* For the purposes of determining a participant’s eligibility for an educational award as described in § 2522.240(a) and eligibility to serve a second or additional term of service as described in paragraph (c) of this section, each AmeriCorps grantee is responsible for conducting a mid-term and end-of-term evaluation. A mid-term evaluation is not required for a participant who is released early from a term of service or in other circumstances as approved by the Corporation. The end-of-term evaluation should consist of:

(1) A determination of whether the participant:

(i) Successfully completed the required term of service described in paragraph (a) of this section, making the participant eligible for an educational award as described in § 2522.240(a);

(ii) Was released from service for compelling personal circumstances, making the participant eligible for a pro-rated educational award as described in § 2522.230(a)(2); or

(iii) Was released from service for cause, making the participant ineligible to receive an educational award for that term of service as described in § 2522.230(b)(3); and

(2) A participant performance and conduct review to determine whether the participant’s service was satisfactory, which will assess whether the participant:

(i) Has satisfactorily completed assignments, tasks, or projects, or, for those participants released from service early, whether the participant made a satisfactory effort to complete those assignments, tasks, or projects that the participant could reasonably have addressed in the time the participant served; and

(ii) Has met any other criteria which had been clearly communicated both orally and in writing at the beginning of the term of service.

* * * * *

■ 17. Amend § 2522.230 by adding new paragraphs (b)(6), (b)(7), and (e) to read as follows:

§ 2522.230 Under what circumstances may AmeriCorps participants be released from completing a term of service, and what are the consequences?

* * * * *

(b) * * *

(6) An individual's eligibility for a second term of service in AmeriCorps will not be affected by release for cause from a prior term of service so long as the individual received a satisfactory end-of-term performance review as described in § 2522.240(d)(2) for the period served in the first term.

(7) Except as provided in paragraph (e) of this section, a term of service from which an individual is released for cause counts as one of the two terms of service described in § 2522.220(b) for which an individual may receive the benefits described in §§ 2522.240 through 2522.250.

* * * * *

(e) *Release prior to serving 15 percent of a term of service.* If a participant is released for reasons other than misconduct prior to completing 15 percent of a term of service, the term will not be considered one of the two terms of service described in § 2522.220(b) for which an individual may receive the benefits described in §§ 2522.240 through 2522.250.

- 18. Amend § 2522.240 by:
 - a. Revising the heading of paragraph (b)(4);
 - b. Redesignating paragraph (b)(5) as (b)(6); and
 - c. Adding a new paragraph (b)(5).

The revisions and additions will read as follows:

§ 2522.240 What financial benefits do AmeriCorps participants serving in approved AmeriCorps positions receive?

* * * * *

(b) * * *

(4) *Waiver or reduction of living allowance for programs.* * * *

(5) *Waiver or reduction of living allowance by participants.* A participant may waive all or part of the receipt of a living allowance. The participant may revoke this waiver at any time during the participant's term of service. If the participant revokes the living allowance waiver, the participant may begin receiving his or her living allowance prospective from the date of the revocation; a participant may not receive any portion of the living allowance that may have accrued during the waiver period.

* * * * *

- 19. Add a new § 2522.245 to read as follows:

§ 2522.245 How are living allowances disbursed?

A living allowance is not a wage and programs may not pay living allowances on an hourly basis. Programs must distribute the living allowance at regular intervals and in regular increments, and may increase living allowance payments only on the basis of increased living expenses such as food, housing, or transportation. Living allowance payments may only be made to a participant during the participant's term of service and must cease when the participant concludes the term of service. Programs may not provide a lump sum payment to a participant who completes the originally agreed-upon term of service in a shorter period of time.

- 20. Revise § 2522.320 to read as follows:

§ 2522.320 Under what conditions may I submit more than one application for the same project?

You may submit more than one application for the same project only if:

- (a) You submit the applications in separate competitions (i.e., National Direct, State, Education Award Program); and
 - (b) You disclose in each application that you have submitted another application for the same project to the Corporation.
- 21. Add new §§ 2522.330 and 2522.340 to subpart C to read as follows:

§ 2522.330 What happens to additional applications for the same project if the Corporation approves one application?

If the Corporation approves one application for a project, you will be deemed to have withdrawn any other application (or part thereof) for the same project.

§ 2522.340 How will I know if two projects are the same?

The Corporation will consider two projects to be the same if the Corporation cannot identify a meaningful difference between the two projects based on a comparison of the following characteristics, among others:

- (a) The objectives and priorities of the projects;
- (b) The nature of the services provided;
- (c) The program staff, participants, and volunteers involved;
- (d) The geographic locations in which the services are provided;
- (e) The populations served; and
- (f) The proposed community partnerships.

- 22. Amend § 2522.620 by revising paragraph (c) to read as follows:

§ 2522.620 How do I report my performance measures to the Corporation?

* * * * *

(c) At a minimum you are required to report on outputs at the end of year one and outputs and intermediate outcomes at the end of years two and three. We encourage you to exceed these minimum requirements.

PART 2523—AGREEMENTS WITH OTHER FEDERAL AGENCIES FOR THE PROVISION OF AMERICORPS PROGRAM ASSISTANCE

- 23. The authority citation for part 2523 is revised to read as follows:

Authority: 42 U.S.C. 12571–12595.

§ 2523.90 [Amended]

- 24. Amend § 2523.90 by removing “§ 2522.240(b)(5)” and adding “§ 2522.240(b)(6)” in its place.

PART 2524—AMERICORPS TECHNICAL ASSISTANCE AND OTHER SPECIAL GRANTS

- 25. The authority citation for part 2524 is revised to read as follows:

Authority: 42 U.S.C. 12571–12595.

§ 2524.30 [Amended]

- 26. Amend § 2524.30(b)(4) by removing “2522.240(b)(5)” and adding “2522.240(b)(6)” in its place.

PART 2540—GENERAL ADMINISTRATIVE PROVISIONS

- 27. The authority citation for part 2540 is revised to read as follows:

Authority: E.O. 13331, 69 FR 9911; 18 U.S.C. 506, 701, 1017; 42 U.S.C. 12653; 42 U.S.C. 5065.

- 28. Amend § 2540.210 by adding a new paragraph (d) to read as follows:

§ 2540.210 What provisions exist to ensure that Corporation-supported programs do not discriminate in the selection of participants and staff?

* * * * *

(d) Grantees must notify all program participants, staff, applicants, and beneficiaries of:

- (1) Their rights under applicable federal nondiscrimination laws, including relevant provisions of the national service legislation and implementing regulations; and
- (2) The procedure for filing a discrimination complaint with the Corporation's Office of Civil Rights and Inclusiveness.

- 29. Add a new § 2540.215 to read as follows:

§ 2540.215 What should a program participant, staff members, or beneficiary do if the individual believes he or she has been subject to illegal discrimination?

A program participant, staff member, or beneficiary who believes that he or she has been subject to illegal discrimination should contact the Corporation's Office of Civil Rights and Inclusiveness, which offers an impartial discrimination complaint resolution process. Participation in a discrimination complaint resolution process is protected activity; a grantee is prohibited from retaliating against an individual for making a complaint or participating in any manner in an investigation, proceeding, or hearing.

■ 30. Add a new Subpart E (consisting of §§ 2540.500 through 2540.560) to read as follows:

Subpart E—Restrictions on Use of National Service Insignia

Sec.

- 2540.500 What definition applies to this subpart?
- 2540.510 What are the restrictions on using national service insignia?
- 2540.520 What are the consequences for unauthorized use of the Corporation's national service insignia?
- 2540.530 Are there instances where an insignia may be used without getting the approval of the Corporation?
- 2540.540 Who has authority to approve use of national service insignia?
- 2540.550 Is there an expiration date on approvals for use of national service insignia?
- 2540.560 How do I renew authority to use a national service insignia?

Subpart E—Restrictions on Use of National Service Insignia**§ 2540.500 What definition applies to this subpart?**

National Service Insignia. For this subpart, *national service insignia* means the former and current seal, logos, names, or symbols of the Corporation's programs, products, or services, including those for AmeriCorps, VISTA, Learn and Serve America, Senior Corps, Foster Grandparents, the Senior Companion Program, the Retired and Senior Volunteer Program, the National Civilian Community Corps, and any other program or project that the Corporation administers.

§ 2540.510 What are the restrictions on using national service insignia?

The national service insignia are owned by the Corporation and only may be used as authorized. The national service insignia may not be used by non-federal entities for fundraising purposes or in a manner that suggests Corporation endorsement.

§ 2540.520 What are the consequences for unauthorized use of the Corporation's national service insignia?

Any person who uses the national service insignia without authorization may be subject to legal action for trademark infringement, enjoined from continued use, and, for certain types of unauthorized uses, other civil or criminal penalties may apply.

§ 2540.530 Are there instances where an insignia may be used without getting the approval of the Corporation?

All uses of the national service insignia require the written approval of the Corporation.

§ 2540.540 Who has authority to approve use of national service insignia?

Approval for limited uses may be provided through the terms of a written grant or other agreement. All other uses must be approved in writing by the director of the Corporation's Office of Public Affairs, or his or her designee.

§ 2540.550 Is there an expiration date on approvals for use of national service insignia?

The approval to use a national service insignia will expire as determined in writing by the director of the Office of Public Affairs, or his or her designee. However, the authority to use an insignia may be revoked at any time if the Corporation determines that the use involved is injurious to the image of the Corporation or if there is a failure to comply with the terms and conditions of the authorization.

§ 2540.560 How do I renew authority to use a national service insignia?

Requests for renewed authority to use an insignia must follow the procedures for initial approval as set out in § 2540.540.

■ 31. Add a new Subpart F (consisting of §§ 2540.600 through 2540.670) to read as follows:

Subpart F—False or Misleading Statements

Sec.

- 2540.600 What definitions apply to this subpart?
- 2540.610 What are the consequences of making a false or misleading statement?
- 2540.620 What are my rights if the Corporation determines that I have made a false or misleading statement?
- 2540.630 What information must I provide to contest a proposed action?
- 2540.640 When will the reviewing official make a decision on the proposed action?
- 2540.650 How may I contest a reviewing official's decision to uphold the proposed action?
- 2540.660 If the final decision determines that I received a financial benefit improperly, will I be required to repay that benefit?

2540.670 Will my qualification to participate or eligibility for benefits be suspended during the review process?

Subpart F—False or Misleading Statements**§ 2540.600 What definitions apply to this subpart?**

You. For this subpart, *you* refers to a participant in a national service program.

§ 2540.610 What are the consequences of making a false or misleading statement?

If it is determined that you made a false or misleading statement in connection with your eligibility for a benefit from, or qualification to participate in, a Corporation-funded program, it may result in the revocation of the qualification or forfeiture of the benefit. Revocation and forfeiture under this part are in addition to any other remedy available to the Federal Government under the law against persons who make false or misleading statements in connection with a Federally-funded program.

§ 2540.620 What are my rights if the Corporation determines that I have made a false or misleading statement?

If the Corporation determines that you have made a false or misleading statement in connection with your eligibility for a benefit from, or qualification to participate in, a Corporation-funded program, you will be hand delivered a written notice, or sent a written notice to your last known street address or e-mail address or that of your identified counsel at least 15 days before any proposed action is taken. The notice will include the facts surrounding the determination and the action the Corporation proposes to take. The notice will also identify the reviewing official in your case and provide other pertinent information. You will be allowed to show good cause as to why forfeiture, revocation, the denial of a benefit, or other action should not be implemented. You will be given 10 calendar days to submit written materials in opposition to the proposed action.

§ 2540.630 What information must I provide to contest a proposed action?

Your written response must include specific facts that contradict the statements made in the notice of proposed action. A general statement of denial is insufficient to raise a dispute over the facts material to the proposed action. Your response should also include copies of any documents that support your argument.

§ 2540.640 When will the reviewing official make a decision on the proposed action?

The reviewing official will issue a decision within 45 days of receipt of your response.

§ 2540.650 How may I contest a reviewing official's decision to uphold the proposed action?

If the Corporation's reviewing official concludes that the proposed action, in full or in part, should still be implemented, you will have an opportunity to request an additional proceeding. A Corporation program director or designee will conduct a review of the complete record, including such additional relevant documents you submit. If deemed appropriate, such as where there are material facts in genuine dispute, the program director or designee may conduct a telephonic or in person meeting. If a meeting is conducted, it will be recorded and you will be provided a copy of the recording. The program director or designee will issue a decision within 30 days of the conclusion of the review of the record or meeting. The decision of the program director or designee is final and cannot be appealed further within the agency.

§ 2540.660 If the final decision determines that I received a financial benefit improperly, will I be required to repay that benefit?

If it is determined that you received a financial benefit improperly, you may be required to reimburse the program for that benefit.

§ 2540.670 Will my qualification to participate or eligibility for benefits be suspended during the review process?

If the reviewing official determines that, based on the information available, there is a reasonable likelihood that you will be determined disqualified or ineligible, your qualification or eligibility may be suspended, pending issuance of a final decision, to protect the public interest.

PART 2541—UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS

■ 32. The authority citation for part 2541 continues to read as follows:

Authority: 42 U.S.C. 4950 *et seq.* and 12501 *et seq.*

■ 33. Amend § 2541.420 by revising paragraph (e)(1) to read as follows:

§ 2541.420 Retention and access requirements for records.

* * * * *

(e) Access to records.—(1) Records of grantees and subgrantees. The awarding agency, the Inspector General, and the Comptroller General of the United States, or any of their authorized representatives, shall have the right of access to any pertinent books, documents, papers, or other records of grantees and subgrantees which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts.

* * * * *

PART 2550—REQUIREMENTS AND GENERAL PROVISIONS FOR STATE COMMISSIONS AND ALTERNATIVE ADMINISTRATIVE ENTITIES

■ 34. The authority citation for part 2550 continues to read as follows:

Authority: 42 U.S.C. 12638.

■ 35. Amend § 2550.50 by revising paragraph (e) to read as follows:

§ 2550.50 What are the composition requirements and other requirements, restrictions or guidelines for State Commissions?

* * * * *

(e) *Other composition requirements.* To the extent practicable, the chief executive officer of a State shall ensure that the membership for the State commission is diverse with respect to race, ethnicity, age, gender, and disability characteristics. Not more than 50 percent plus one of the voting members of a State commission may be from the same political party. In addition, the number of voting members of a State commission who are officers or employees of the State may not exceed 25% of the total membership of that State commission.

* * * * *

■ 36. Amend § 2550.80 by revising paragraph (a) to read as follows:

§ 2550.80 What are the duties of the State entities?

* * * * *

(a) *Development of a three-year, comprehensive national and community service plan and establishment of State priorities.* The State entity must develop and annually update a Statewide plan for national service covering a three-year period that is consistent with the Corporation's broad goals of meeting human, educational, environmental, and public safety needs and meets the following minimum requirements:

(1) The plan must be developed through an open and public process (such as through regional forums or hearings) that provides for the maximum participation and input from

a broad cross-section of individuals and organizations, including national service programs within the State, community-based agencies, organizations with a demonstrated record of providing educational, public safety, human, or environmental services, residents of the State, including youth and other prospective participants, State Educational Agencies, traditional service organizations, labor unions, and other interested members of the public.

(2) The plan must ensure outreach to diverse, broad-based community organizations that serve underrepresented populations by creating State networks and registries or by utilizing existing ones.

(3) The plan must set forth the State's goals, priorities, and strategies for promoting national and community service and strengthening its service infrastructure, including how Corporation-funded programs fit into the plan.

(4) The plan may contain such other information as the State commission considers appropriate and must contain such other information as the Corporation may require.

(5) The plan must be submitted, in its entirety, in summary, or in part, to the Corporation upon request.

* * * * *

■ 37. Add a new § 2550.85 to read as follows:

§ 2550.85 How will the State Plan be assessed?

The Corporation will assess the quality of your State Plan as evidenced by:

(a) The development and quality of realistic goals and objectives for moving service ahead in the State;

(b) The extent to which proposed strategies can reasonably be expected to accomplish stated goals; and

(c) The extent of input in the development of the State plan from a broad cross-section of individuals and organizations as required by § 2550.80(a)(1).

Dated: September 10, 2008.

Frank R. Trinity,
General Counsel.

[FR Doc. E8-21634 Filed 9-16-08; 8:45 am]

BILLING CODE 6050--SS-P

9.2 STATE AMERICORPS FUNDING STREAM & PROGRAM FLOW CHART

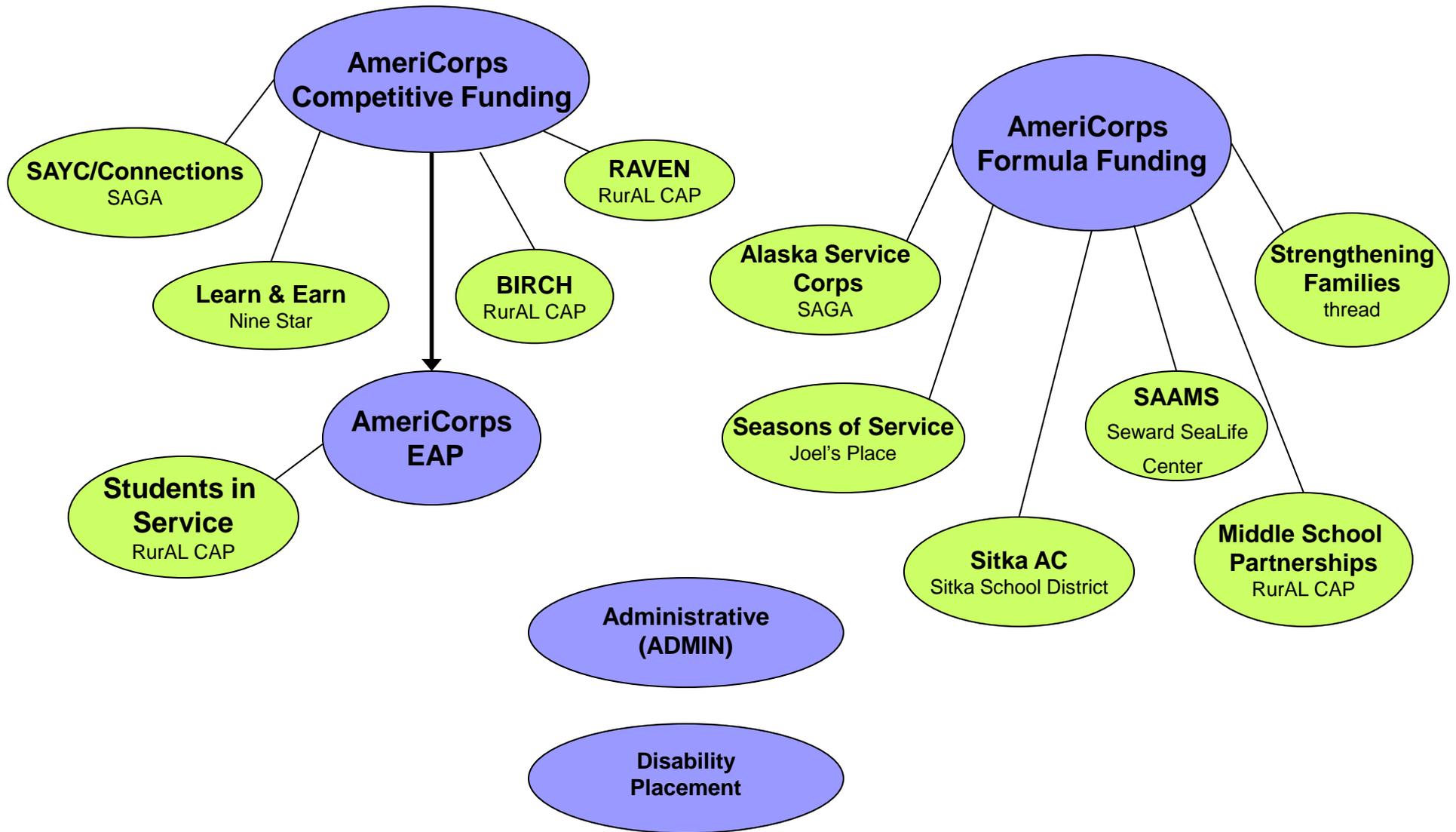
Contents:

Serve Alaska Funding Stream from the Corporation

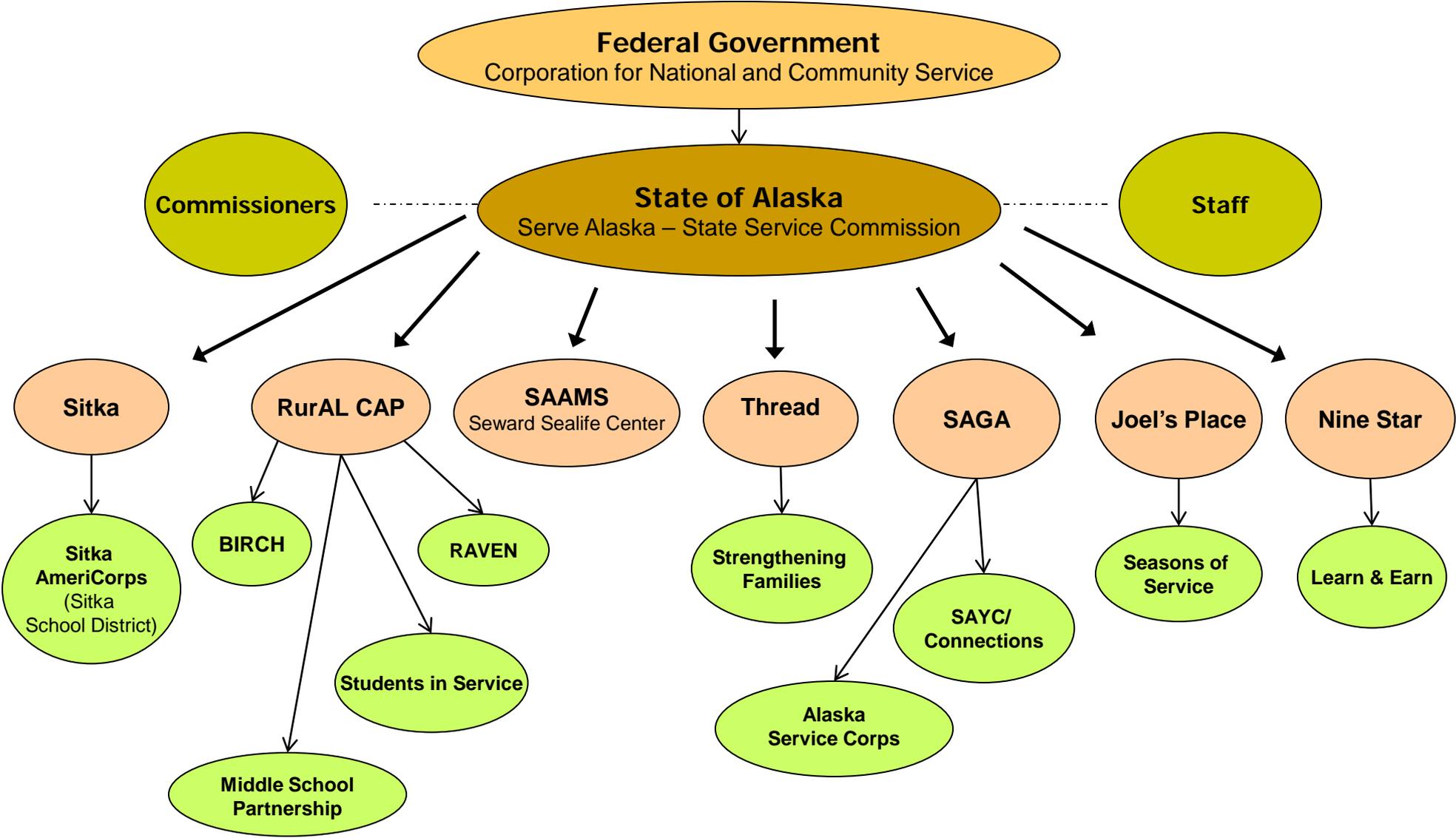
Serve Alaska AmeriCorps Programs Flow Chart

Serve Alaska Funding Stream

from the Corporation for National and Community Service



Serve Alaska AmeriCorps Flow Chart



SECTION 10

COMMISSION POLICIES AND PROCEDURES

Contents:

- 10.7 Serve Alaska Grievance Policy
- 10.8 Suspension of AmeriCorps Members

10.7 GRIEVANCE POLICY

Serve Alaska Grievance Policy

Serve Alaska State Service Commission in accordance with the Corporation for National and Community Service requirements will confirm sub-grantees have a grievance process in place for their members that meets or exceeds the minimum requirements by the Corporation which are stated below (45 CFR 2540.230).

§ 2540.230 What grievance procedures must recipients of Corporation assistance establish?

State and local applicants that receive assistance from the Corporation must establish and maintain a procedure for the filing and adjudication of grievances from participants, labor organizations, and other interested individuals concerning programs that receive assistance from the Corporation. A grievance procedure may include dispute resolution programs such as mediation, facilitation, assisted negotiation and neutral evaluation. If the grievance alleges fraud or criminal activity, it must immediately be brought to the attention of the Corporation's inspector general.

(a) *Alternative dispute resolution.* (1) The aggrieved party may seek resolution through alternative means of dispute resolution such as mediation or facilitation. Dispute resolution proceedings must be initiated within 45 calendar days from the date of the alleged occurrence. At the initial session of the dispute resolution proceedings, the party must be advised in writing of his or her right to file a grievance and right to arbitration. If the matter is resolved, and a written agreement is reached, the party will agree to forego filing a grievance in the matter under consideration.

(2) If mediation, facilitation, or other dispute resolution processes are selected, the process must be aided by a neutral party who, with respect to an issue in controversy, functions specifically to aid the parties in resolving the matter through a mutually achieved and acceptable written agreement. The neutral party may not compel a resolution. Proceedings before the neutral party must be informal, and the rules of evidence will not apply. With the exception of a written and agreed upon dispute resolution agreement, the proceeding must be confidential.

(b) *Grievance procedure for unresolved complaints.* If the matter is not resolved within 30 calendar days from the date the informal dispute resolution process began, the neutral party must again inform the aggrieving party of his or her right to file a formal grievance. In the event an aggrieving party files a grievance, the neutral may not participate in the formal complaint process. In addition, no communication or proceedings of the informal dispute resolution process may be referred to or introduced into evidence at the grievance and arbitration hearing. Any decision by the neutral party is advisory and is not binding unless both parties agree.

(c) *Time limitations.* Except for a grievance that alleges fraud or criminal activity, a grievance must be made no later than one year after the date of the alleged occurrence. If a hearing is held on a grievance, it must be conducted no later than 30 calendar days after the filing of such grievance. A decision on any such grievance must be made no later than 60 calendar days after the filing of the grievance.

(d) *Arbitration—(1) Arbitrator—(i) Joint selection by parties.* If there is an adverse decision against the party who filed the grievance, or 60 calendar days after the filing of a grievance no decision has been reached, the filing party may submit the grievance to binding arbitration before a qualified arbitrator who is jointly selected and independent of the interested parties.

(ii) *Appointment by Corporation.* If the parties cannot agree on an arbitrator within 15 calendar days after receiving a request from one of the grievance parties, the Corporations Chief Executive Officer will appoint an arbitrator from a list of qualified arbitrators.

(2) *Time Limits*—(i) *Proceedings*. An arbitration proceeding must be held no later than 45 calendar days after the request for arbitration, or, if the arbitrator is appointed by the Chief Executive Officer, the proceeding must occur no later than 30 calendar days after the arbitrator's appointment.

(ii) *Decision*. A decision must be made by the arbitrator no later than 30 calendar days after the date the arbitration proceeding begins.

(3) *The cost*. The cost of the arbitration proceeding must be divided evenly between the parties to the arbitration. If, however, a participant, labor organization, or other interested individual prevails under a binding arbitration proceeding, the State or local applicant that is a party to the grievance must pay the total cost of the proceeding and the attorney's fees of the prevailing party.

(e) *Suspension of placement*. If a grievance is filed regarding a proposed placement of a participant in a program that receives assistance under this chapter, such placement must not be made unless the placement is consistent with the resolution of the grievance.

(f) *Remedies*. Remedies for a grievance filed under a procedure established by a recipient of Corporation assistance may include—

(1) Prohibition of a placement of a participant; and

(2) In grievance cases where there is a violation of nonduplication or nondisplacement requirements and the employer of the displaced employee is the recipient of Corporation assistance—

(i) Reinstatement of the employee to the position he or she held prior to the displacement;

(ii) Payment of lost wages and benefits;

(iii) Re-establishment of other relevant terms, conditions and privileges of employment; and

(iv) Any other equitable relief that is necessary to correct any violation of the nonduplication or nondisplacement requirements or to make the displaced employee whole.

(g) *Suspension or termination of assistance*. The Corporation may suspend or terminate payments for assistance under this chapter.

(h) *Effect of noncompliance with arbitration*. A suit to enforce arbitration awards may be brought in any Federal district court having jurisdiction over the parties without regard to the amount in controversy or the parties' citizenship.

10.8 SUSPENSION OF AMERICORPS MEMBERS

Any full time AmeriCorps member is Allowed/limited to a cumulative two weeks suspension (financial or otherwise) per service year. A Member suspension longer than two cumulative weeks, but no more than four cumulative weeks must include a doctor's note if applicable. Programs must notify Serve Alaska for any Member suspensions over two cumulative weeks, including the cause of the suspension(s). Members needing more than four cumulative week's worth of suspension(s) must be exited, and can be exited with cause if it falls under the Corporation's Regulations.

Less than full time member's cumulative suspensions are as follows:

Allowed	Maximum
One week	Two weeks

Anything over the Allowed suspension will require a Doctor's note and the program must notify Serve Alaska. Anything over the Maximum Suspension time will require an exit.

These limits are for Suspensions only, and do NOT include sick or 'vacation' days.
Policy and Procedure for Suspension of AmeriCorps Members

This policy is effective immediately for ALL Members. Any current Member that is, or will be, over the Allowed cap, please contact Serve Alaska.

SECTION 11

RESOURCES

Contents:

- 11.1 Terms and Acronyms
- 11.2 Commission Information from the web
- 11.3 Vacant
- 11.4 Contact List of Alaska Legislators – House and Senate

11.1 NATIONAL SERVICE TERMS AND ACRONYMS

America's Promise – The Alliance for Youth – The organization led by General Colin Powell to carry out the goals of the President's Summit for America's Future, convened by President Clinton and Former President Bush in April 1997.

AmeriCorps – An umbrella term that refers to programs that are designated by the Corporation as national service programs and the participants in them. AmeriCorps includes AmeriCorps*State/National, AmeriCorps*VISTA, and AmeriCorps*NCCC (National Civilian Community Corps).

AmeriCorps*NCCC (National Civilian Community Corps) – A residential AmeriCorps program in which 18-24-year-old-members are housed and trained together on military bases and deployed in teams to service sites throughout the surrounding region.

AmeriCorps*State and National – Used only when referring to grants or funding. AmeriCorps*State grants are distributed through the state commissions; AmeriCorps*National grants are distributed to organizations directly from the national office of the Corporation for National Service.

AmeriCorps*VISTA (Volunteers in Service to America) – Full-time, national service program for men and women ages 18 and older interested in developing lasting solutions to the problems of poverty in America. AmeriCorps*VISTA members serve nonprofit, faith-based, and community organizations and agencies to develop permanent infrastructure that aids and expands services, strengthens programs, and empowers low income individuals. AmeriCorps*VISTA is under the AmeriCorps umbrella and is administered out of the Corporation's State Offices.

Campus Compact – A national organization of college and university presidents with numerous state affiliates committed to advancing service on their campuses.

Corporation for National and Community Service (CNCS) – The independent federal agency that encompasses the work and staff of two previously existing agencies, the Commission on National and Community Service and ACTION. The Corporation was created by the National and Community Service Trust Act of 1993.

Domestic Volunteer Service Act of 1973 – The Domestic Volunteer Service Act authorizes AmeriCorps*VISTA, the Foster Grandparent Program, the Senior Companion Program, and the RSVP program. The legislation was last amended in 1993 as part of the creation of the Corporation for National Service.

Education Award/Segal AmeriCorps Education Award – A post-service benefit; the amount of the award is determined on the basis of the Pell Grant award and is earned by all AmeriCorps successfully completing a term of service. The award is paid directly

to a lending or educational institution and may be used to pay off education loans or to finance college, graduate school, or approved vocational training.

Evaluation – A formal external assessment of program effectiveness and outcomes at the end of a given period of time. Evaluation is primarily the responsibility of the Corporation and is conducted by the Corporation with the cooperation of state commissions and programs.

Faith-Based – There is no clear definition at the point, though faith-based organizations are generally believed to be religious organizations. The debate continues on whether to include “non-traditional” groups of faith such as the Hare Krishnas and the Church of Scientology.

Foster Grandparent Program (FGP) – One of the three National Senior Service Corps programs. Foster Grandparents devote their service to children with special or exceptional needs.

Formula Funding – The annual allotment given to each state against which the state commissions solicits proposals for AmeriCorps funding.

FTE (full-time equivalent) – In AmeriCorps, a full time member is an individual who is expected to serve a minimum of 1,700 hours over a 9-12 month period.

Goal Five – The Summit goal calling for all young people to have an opportunity to give back to their communities through their own service. The Corporation for National and Community Service is the lead organization in meeting this goal. (*See Presidents’ Summit for America’s Future.*)

Learn and Serve America – Service-learning programs that are designed to enrich academic learning and promote growth in participants while meeting community needs. There are two categories of Learn and Serve America programs: K-12 and Higher Education. Learn and Serve America: K-12 has two main components: *school-based*, which includes formula allotment grants to State Education Agencies, and *community-based*, which are distributed on a competitive basis to state commissions, grantmaking entities, and other qualified organizations. (*See service-learning.*)

Living Allowance – AmeriCorps members receive a modest living allowance during their term of service. This is a benefit in addition to the education award available to members who successfully complete their term of service (*See stipend.*)

Matching Funds – State commissions themselves, as well as the programs they fund, are required to meet certain specified match requirements as a condition for receipt of federal funding. For every dollar of federal funds, there is a designated percentage of case of in-kind funds that the state commission or other organizations must provide (this is the “match”).

Members – Participants in AmeriCorps (including AmeriCorps*NCCC, AmeriCorps*VISTA, and AmeriCorps*State and National programs) are referred to as members – not volunteers.

Mission Statement – A mission statement expresses the program’s vision with regard to national service and indicates the ultimate impacts to be achieved. A program’s annual objectives are derived from the program’s mission statement.

National and Community Service Trust Act of 1993 – The National and Community Service Trust Act of 1993 created AmeriCorps and the Corporation for National Service. The act authorizes appropriations for AmeriCorps*State and National, AmeriCorps*NCCC, Learn and Serve America, the National Service Trust, and the Points of Light Foundation. The 1993 legislation amended the National and Community Service Act of 1990.

National Competitive Funding – An annual pool of funds against which state commissions may compete to fund additional AmeriCorps programs in their states.

National Directs (AmeriCorps*National) – AmeriCorps programs funded directly by the Corporation through multi-state non-profit organizations.

National Senior Service Corps (NSSC) – The umbrella term that encompasses the three senior service programs. Foster Grandparents, Senior Companions, and the Retired Senior Volunteer Program (RSVP).

National Service – Results-oriented service by an individual or group of individuals that helps meet the nation’s needs in the areas of education, public safety, the environment, and other human needs.

National Service-Learning Leader School Program – Recognizes middle schools and high schools that have effectively incorporate service-learning into their curriculum. The selected schools are referred to as National Service-Learning Leader Schools.

NCCC – See AmeriCorps*NCCC

Notice of Funding Availability (NOFA) – A legal notification, published in the Federal Register, describing the availability of funds for a new federal program.

Participant – The generic term used to describe any individual enrolled in a program funded by the Corporation, as opposed to the more specific term “member,” which refers to individuals enrolled in an AmeriCorps program.

Points of Light Foundation (POLF) – Established in 1990, POLF is a non-profit organization whose mission it is to engage more people more effectively in volunteer community service that helps solve serious social problems. The foundation, funded in part by appropriations made under the authority of the National and Community Service Trust Act of 1993, works with a national network of volunteer center, corporate employee volunteer programs, non-profits, youth and family organization, and the media.

Presidents’ Summit for America’s Future – This historic gathering in Philadelphia in April 1997 at which former Presidents Clinton, Bush , Carter, and Ford, and Secretary of

State Colin Powell called for all Americans to find ways to ensure that all children have access to the fundamental resources they need:

- caring adults in their lives, as parents, mentors, tutors, and coaches;
- safe places with structured activities in which to learn and grow;
- a healthy start and healthy future;
- an effective education that equips them with marketable skills; and
- an opportunity to give back through their communities through their own service.

Program – A coordinated group of activities linked by common elements such as recruitment, selection, and training of participants, and staff, regular group activities, and assignment to projects organized for the purpose of achieving the mission and goals of national service, and carried out with the assistance provided under the Act.

Program Development Assistance and Training (PDAT) – Funds provided to state commissions to enable them to provide training and technical assistance support to their programs.

Program Sponsor – An entity responsible for recruiting, selecting and training members, providing them benefits and support services, engaging them in regular group activities and placing them in projects.

Project – An activity, or set of activities, carried out through a program that receives assistance under the Act, that results in a specific identifiable service or improvement that otherwise would not be done with existing funds, and that does not duplicate the routine services or functions of the employer to whom participants are assigned.

Project Sponsor – An organization, or other entity, that has been selected to provide a placement for a participant or participants.

Request for Proposals (RFP) – A term which some states or organizations use to describe the document which they solicit proposals from other organizations. Others may call such a document a grant application or bid. State commissions will use RFP's for AmeriCorps programs from non-profit organizations, local governments, higher education institutions, Indian Tribes, and state agencies.

Retired and Senior Volunteer Program (RSVP) - One of the three National Senior Service Corps programs that was created 1972.

SEA – State Education Agency. (*See Learn and Serve America.*)

Senior Companion Program (SCP) - One of three National Senior Service Corps programs. Senior Companions help other seniors live independently in their own homes and receive a stipend.

Service-Learning – A method by which students improve academic learning and develop personal skills through structured service projects that meet community needs. Service-learning builds upon students' service activities by providing them with

opportunities to learn by preparing, leading, and reflecting upon their service experiences.

(See *Learn and Serve America*.)

Signature Service – A project undertaken by a large group of participants often from many different programs and usually in conjunction with a special day to highlight service programs and their participants, such as Martin Luther King Day or National Youth Service Day.

State Commission – A 15-25 member, independent, bipartisan body appointed by a Governor to implement service programs. Duties of a State Commission include development of a comprehensive Unified State Plan for service and volunteering in the state; submission of the state's application to the Corporation for AmeriCorps and community-based Learn and Serve funding; administration of the competition for AmeriCorps*State programs; oversight and monitoring of funded AmeriCorps and community-based Learn and Serve programs, and reporting accomplishments to the Corporation.

Stipend – A cash benefit that is an alternative to the education award – an option only for AmeriCorps*VISTA members. The term is not synonymous with living allowance. (See living allowance.)

Streams of Service – A term used to refer to the many types of service programs, for example, the “K-12 service stream,” or the “full time service stream.”

Student Ownership – The notion that students can make important contributions to their schools and communities.

Technical Assistance to State Commissions (TASC) – The TASC project is funded by the Corporation to assist state commissions achieve their goals through providing or arranging for needed technical assistance for them.

Unified State Plan (USP) – A three-year plan developed by each state commission in partnership with the Corporation State Office, the State Education Agency, and other appropriate organizations in the state. The Unified State Plan should describe the broad vision for promoting national service and volunteering and for building a solid infrastructure of high quality programs and support services in the state.

VISTA – See AmeriCorps*VISTA.

Youth/Adult Partnerships – Efforts that involve young people and adults working together, sharing power, and learning from each other to build stronger communities.

Youth as Decision-Makers – Refers to a variety of efforts to engage young people in any level of decision-making, which can be related to an issue, a project, a program, or an organization.

Youth as Resource – The result of young people who provide service. They are seen as valued partners and contributors – “resources” – to their communities.

Youth Civic Engagement – The process of engaging youth in affecting policy and taking action on issues in their communities.

Youth Service – The involvement of young people in providing services to their schools and/or communities. This term should not be confused with “youth services,” which typically refers to programs where youth are the recipients of service.

Youth Voice – The ideas, opinions, involvement, and initiatives of people considered “young” (ages 2 – 25). These voices often go unheard or involvement of this group has often been marginal.

Other Useful Terms

Audit – To examine with intent to verify, usually regarding financial accounts.

Citizen – A person who owes allegiance to and is entitled to the enjoyment of full rights in the United State, either by birth or naturalization.

Community-based Organization (CBO) – Any private non-profit organization (including a church or other religious entity) that is representative of a community or a significant segment of a community; and is engaged in meeting, human, environmental, or public safety community needs.

(Tele)Conference Call – A telephone call involving more than two people in which the participants are often in different locations.

Consortia – A group of organizations whose purpose is to collectively facilitate and support the work of a service program in ways that add material and human resources beyond those available to each organization individually.

Fiscal Year – A period of 12 months during which a particular budget is to be spent and accounted for. The “government” year begins on October 1 and ends on September 30. Another commonly used period is July 1 to June 30.

In-kind – Contributions and donations made in services and projects, not cash.

National – Applies to a person residing away from the nation of which he or she is a citizen, or to a person under the protection of a specified nation.

NGO – Non-governmental organization

Partnership – Two or more entities that have entered into a written agreement specifying the goals and activities of the relationship as well as the responsibilities, goals, and activities of each partner.

PSA – Public Service Announcement

11.2 COMMISSION INFORMATION FROM THE WEB

Corporation National and Community Service –

www.cncs.gov

Serve Alaska, State Service Commission –

www.servealaska.alaska.gov

Serve America Act 2009 –

<http://www.nationalservice.gov/about/serveamerica/index.asp>

United We Serve –

www.serve.gov

11.3 VACANT

11.4 CONTACT LIST OF ALASKA LEGISLATORS – HOUSE AND SENATE

SENATE

State Capitol, Juneau, AK 99801-1182
 (Interdepartmental Mail Stop: 3100)
 Email Address: Sen.First Name.Last Name@legis.state.ak.us

NAME	PHONE NUMBER	FAX NUMBER	CAPITOL OFFICE LOCATION
COGHILL, John.....	465-3719	465-3258	Room 504
DAVIS, Bettye	465-3822 (HSS)	465-3756	Room 30
DYSON, Fred	465-2199	465-4587	Room 121
EGAN, Dennis	465-4947 (L&C)	465-2108	Room 510
ELLIS, Johnny	465-3704 (RULES).....	465-2529	Room 119
FRENCH, Hollis.....	465-3892 (JUD).....	465-6595	Room 417
GIESSEL, Cathy.....	465-4843	465-3871	Room 7
HOFFMAN, Lyman.....	465-4453 (FIN, BUD)	465-4523	Room 518
HUGGINS, Charlie	465-3878	465-3265	Room 423
KOOKESH, Albert.....	465-3473 (TRA)	465-2827	Room 11
McGUIRE, Lesil.....	465-2995	465-6592	Room 125
MENARD, Linda K.	465-6600 (LEG COUNCIL, BUD)	465-3805	Room 9
MEYER, Kevin.....	465-4945 (Majority Leader, EDC).....	465-3476	Room 103
OLSON, Donald	465-3707 (CRA)	465-4821	Room 508
PASKVAN, Joe.....	465-3709 (RESOURCES).....	465-4714	Room 115
STEDMAN, Bert	465-3873 (FINANCE, BUD).....	465-3922	Room 516
STEVENS, Gary.....	465-4925 (President, WTI, ETHICS).....	465-3517	Room 111
THOMAS, Joe.....	465-2327(EDC)	465-5241	Room 514
WAGONER, Thomas.....	465-2828 (RESOURCES).....	465-4779	Room 427
WIELECHOWSKI, Bill	465-2435 (STA, ASC).....	465-6615	Room 101
SENATE SECRETARY	465-3701	465-2832	Capitol, Rm. 211
SERGEANT-AT-ARMS	465-4987		Senate Chambers
SENATE RECORDS	465-2870	465-2931	TSLOB 100
SENATE FINANCE SECRETARY	465-6814	465-2187	Capitol, Rm. 506
LEGISLATIVE AFFAIRS AGENCY: State Capitol, Juneau, AK 99801-1182 (Interdepartmental Mail Stop: 3100)			
Executive Director	465-3800	465-3234	Terry Miller Bldg., Rm. 217
Accounting.....	465-3852	465-1772	Terry Miller Bldg., Rm. 222
Documents	465-3737	465-3530	Capitol, Rm. 5
Information & Teleconferencing.....	465-4648	465-2864	Terry Miller Bldg., Rm. 111
Information Services.....	465-2419	465-8503	Terry Miller Bldg., Rm. 110
HELP DESK	465-4357	465-5537	Terry Miller Bldg., Rm. 117
Legal Services.....	465-2450	465-2029	Terry Miller Bldg., 3rd Floor
Maintenance.....	465-3708	465-3724	Capitol, Rm. 12
Mailroom.....	465-3736	465-2918	Capitol, Rm. 3
Personnel	465-3854	465-6557	Terry Miller Bldg., Rm. 216
Print Shop.....	465-3806	465-3530	Basement, Comm. Bldg.
Research Services	465-3991	465-3908	Terry Miller Bldg., 3rd Floor
Reference Library	465-3808	465-4844	Terry Miller Bldg., Rm. 102
Security	465-6227/465-1414 (Lobby).....		Capitol, Rm. 24
Supply	465-3853	465-2918	Capitol, Rm. 3
LEGISLATIVE AUDIT: PO Box 113300, Juneau, AK 99811-3300 (Interdepartmental Mail Stop: 3300)			
Legislative Auditor	465-3830	465-2347	SOB, 6th Floor
LEGISLATIVE FINANCE: PO Box 113200, Juneau, AK 99811-3200 (Interdepartmental Mail Stop: 3200)			
Legislative Fiscal Analyst	465-3795	465-1327	SOB, 6th Floor
OMBUDSMAN: PO Box 1011140, Anchorage, AK 99510-1140 (Interdepartmental Mail Stop: 3000)			
Ombudsman.....	269-5290	269-5291	333 W 4 th Ave Ste 305
SELECT COMMITTEE ON LEGISLATIVE ETHICS: PO Box 101468, Anchorage, AK 99510-1468			
Professional Staff	269-0150	269-0152	716 W 4 th Ave Ste 230
OFFICE OF VICTIMS' RIGHTS			
Victims' Advocate	272-2620 (866-274-2620)	272-2640	1007 W 3 rd Ave Ste 205

To make changes to this list, call 465-4648

HOUSE OF REPRESENTATIVES

State Capitol, Juneau, AK 99801-1182

(Interdepartmental Mail Stop: 3100)

Email Address: Rep.First Name.Last Name@legis.state.ak.us

NAME	PHONE NUMBER	FAX NUMBER	CAPITOL OFFICE LOCATION
AUSTERMAN, Alan	465-2487 (Majority Leader)	465-4956	Room 204
CHENAULT, Mike	465-3779 (Speaker)	465-2833	Room 208
CISSNA, Sharon	465-3875	465-4588	Room 420
COSTELLO, Mia	465-4968	465-2040	Room 412
DICK, Alan	465-4527(EDU)	465-2197	Room 104
DOOGAN, Mike.....	465-4998	465-4419	Room 400
EDGMON, Bryce	465-4451	465-3445	Room 416
FAIRCLOUGH, Anna	465-3777	465-2819	Room 501
FEIGE, Eric	465-4859 (RES)	465-3799	Room 126
FOSTER, Neal	465-3789(ENE)	465-3242	Room 434
GARA, Les	465-2647	465-3518	Room 500
GARDNER, Berta.....	465-4930	465-3834	Room 424
GATTO, Carl	465-3743 (JUD)	465-2381	Room 118
GRUENBERG, Max	465-4940	465-3766	Room 110
GUTTENBERG, David	465-4457	465-3519	Room 418
HAWKER, Mike	465-4949 (BUD).....	465-4979	Room 502
HERRON, Bob	465-4942 (EDT)(LEC)	465-4589	Room 411
HOLMES, Lindsey	465-4919	465-2137	Room 405
JOHANSEN, Kyle	465-3424	465-3793	Room 114
JOHNSON, Craig	465-4993 (RULES).....	465-3872	Room 216
JOULE, Reggie	465-4833 (BUSH)	465-4586	Room 410
KAWASAKI, Scott	465-3466	465-2937	Room 430
KELLER, Wes	465-2186 (HSS)	465-3818	Room 432
KERTTULA, Beth	465-4766 (Minority Leader).....	465-4748	Room 404
LYNN, Bob	465-4931 (STA)	465-4316	Room 108
MILLER, Bob.....	465-4976	465-3883	Room 112
MILLETT, Charisse E.	465-3879	465-2069	Room 13
MUÑOZ, Cathy	465-3744 (CRA).....	465-2273	Room 403
NEUMAN, Mark	465-2679	465-4822	Room 513
OLSON, Kurt	465-2693 (L&C)(ARR).....	465-3835	Room 24
PETERSEN, Pete	465-4939	465-2418	Room 422
PRUITT, Lance.....	465-3438(ENE)	465-4565	Room 421
SADDLER, Dan	465-3783(MVA)(ASC)	465-2293	Room 409
SEATON, Paul	465-2689 (RES)	465-3472	Room 102
STOLTZE, Bill	465-4958 (FINANCE)	465-4928	Room 515
THOMAS, JR., William 'Bill'	465-3732 (FINANCE).....	465-2652	Room 505
THOMPSON, Steve	465-3004 (FSH)(MVA)	465-2070	Room 428
TUCK, Chris	465-2095	465-3810	Room 426
WILSON, Peggy	465-3824 (TRA)	465-3175	Room 406
WILSON, Tammie	465-4797	465-3884	Room 415
CHIEF CLERK	465-3725.....	465-5334	TSLOB, Rm. 202
SERGEANT-AT-ARMS	465-3869.....		House Chambers
HOUSE RECORDS	465-2214.....	465-2267	TSLOB, Rm. 101 & 200
HOUSE FINANCE SECRETARY	465-6258.....	465-6813	Capitol, Rm. 519

SECTION 12

CONTACTS

Contents:

- 12.1 State Commissioner Directory & Terms of Service
- 12.2 State Commission Staff

12.1 STATE COMMISSIONER DIRECTORY

Contents

- Commissioner's Term of Service
- Commissioner Directory

**Serve Alaska Commissioner Directory
Effective May 21, 2012**

First Name	Last Name	Statutory Representative	Address	City	ST	Zip	Home or Message	Cell	Work	Fax	Email Address
Barb	Nickels	Community Based	PO Box 250	Nome	AK	99762		434-1833	443-3879	443-5832	director@nomechamber.com
Becky	Judd	Youth Development	3601 C St #934	Anchorage	AK	99524	345-3619	301-9725	269-3425	269-3786	becky.judd@alaska.gov bjudd-h@ak.net
Dawn	Grossmann, Chair	Local Government	PO Box 766	Delta Junction	AK	99737	310-804-0412				degrossmann@gmail.com
Denise	Morris	Indian Tribes	PO Box 670183	Chugiak	AK	99567	688-1050				drmorris@gci.net
Elaine	Dahlgren	Older Adults Service	1675 C St #201	Anchorage	AK	99501	338-5398	229-9409	279-9650	279-0148	emdahlgren@voaak.org
Jeff	Wheaton	Local Educator	1471 Cedrus Ct	Anchorage	AK	99507		351-5322	562-4332		jeff.wheaton@ideafamilies.org
Joelle	Hall	Local Labor	3333 Denali St #125	Anchorage	AK	99503	777-7262	229-3445			joelle@akaficio.org
Justin	Fantasia	National Service	19200 Williwaw Way	Juneau	AK	99801	957-2860				justinfantasia@hotmail.com
Kathryn	Dodge	DVS Act Of 1973	665 8th Ave	Fairbanks	AK	99701		978-7718	450-1766	457-3454	kathryn.dodge@gmail.com kathryn@cchrc.org
Kirsten	Franklin-Temple	CNCS Representative	915 2nd Ave Ste 3190	Seattle	WA	98174		202-489-8902	206-607-2603	206-553-4415	kfranklin-temple@cns.gov
Kirsten	Vesel, Vice Chair	Community Based	PO Box 669	Seward	AK	99664	224-8907	362-2907			vesel@ak.net
Lebron	McPhail	Local Educator	PO Box 449	Palmer	AK	99645		354-7863	746-9212	746-9292	lebron.mcphail@matsuk12.us
Leona	Grishkowsky	Business	PO Box 38	Unalakleet	AK	99684	624-3352			624-3352	leonalea@gci.net
Linda	McDevitt	Volunteer Sector	741 High View Drive	Anchorage	AK	99515	345-6940	250-1788	212-8415		Linda.mcdevitt@providence.org lindamm@gci.net
Melora	Gaber	Dept of Education Designee	801 W 10th St# 200	Juneau	AK	99811	209-9211	209-9211	465-8707	465-2989	melora.gaber@alaska.gov
Steve	Ricci	Community Based	PO Box 35692	Juneau	AK	99803	321-2646				steven.d.ricci@gmail.com
Tracey	Burke	Higher Education	6741 Baxter Terrace Cir	Anchorage	AK	99504	929-1101		786-6905	786-6912	aftkb1@uaa.alaska.edu

Serve Alaska Commissioner Membership Roster

Sources of Required Voting Members – Administrative Order #259: Membership B1

Business	Leona Grishkowsky	Term Expires: March 10, 2013
Community Based Organizations	Kirsten Vesel	Term Expires: March 10, 2014
	Barbara Nickels	Term Expires: March 10, 2014
	Steven Ricci	Term Expires: March 10, 2015
Department of Education & Early Development	Melora Gaber	*
Individuals Aged 16-25	Vacant	Term Expires:
Local Government Specialist	Dawn Grossmann	Term Expires: March 10, 2014
Local Labor Organization	Joelle Hall	Term Expires: March 10, 2013
National Service Program	Justin Fantasia	Term Expires: March 10, 2014
Older Adults Service Program	Elaine Dahlgren	Term Expires: March 10, 2015
Volunteer Sector	Linda McDevitt	Term Expires: March 10, 2015
Youth Development	Rebecca Judd	Term Expires: March 10, 2015

Sources of Other Voting Members – Administrative Order #259: Membership: B2

Domestic Volunteer Service Act of 1973	Kathryn Dodge	Term Expires: March 10, 2014
Higher Education	Tracey Burke	Term Expires: March 10, 2015
Local Educator	Jeffrey Wheaton	Term Expires: March 10, 2014
	Lebron McPhail	Term Expires: March 10, 2013
Indian Tribes	Denise Morris	Term Expires: March 10, 2015

Ex-Officio Nonvoting Members – Administrative Order #259: Membership: B3 & B4

CNCS Representative	Kirsten Franklin-Temple	**
---------------------	-------------------------	----

*Member appointed by the Department Commissioner

**Member designated under 42 U.S.C. 12651f(c)

12.2 STATE COMMISSION STAFF

Nita Madsen, Executive Director
(907) 269-6720
nita.madsen@alaska.gov

Margy Hughes, Program Coordinator
(907) 269-4674
margaret.hughes@alaska.gov

Patricia O'Neil, Grants Administrator II
(907) 269-4190
Patricia.oneil@alaska.gov

Colleen Stuvick, Administrative Assistant II/Disability Coordinator
(907) 269-4637
colleen.stuvick@alaska.gov

Fax: (907) 269-5666

Mailing Address:

Serve Alaska, State Service Commission
550 West Seventh Avenue, Suite 1770
Anchorage, Alaska 99501

Email: serve.alaska@alaska.gov

Web: www.servealaska.alaska.gov

SECTION 13

CALENDAR

~ May 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9 Commission Call 1-4PM Program Director Training	10 Program Director's Training	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 HOLIDAY Memorial Day	29	30	31	Older Americans Month	

~ June 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
	National Conference on Volunteerism and Service					
24	25	26	27	28	29	30

~ July 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 HOLIDAY Independence Day	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20 Governor's Picnic Glennallen 4:30-7pm	21
22 Governor's Picnic Fairbanks Noon-3pm	23	24	25	26	27 Governor's Picnic Juneau 4:30- 7pm	28
29	30	31				

~ August 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
		Commission Meeting Atwood Bldg Anchorage Suite 240 Suite 1860		Sub-grantee Meeting Atwood Bldg Anchorage Suite 1860		Governor's Picnic Anchorage Noon-3pm
					Governor's Picnic Mat-Su 4:30-7pm	
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

~ September 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 HOLIDAY Labor Day	4	5	6	7	8
9	10	11 911 National Day of Service and Remembrance	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	Senior Corps Week Grantee Meeting - D.C.					

~ October 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18 HOLIDAY Alaska Day	19	20
21	22	23	24	25	26	27 Make A Difference Day
28	29	30	31			

~ November 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
			Alaska Municipal League			
11	12 HOLIDAY Veterans Day	13	14 Commission Meeting Anchorage	15	16	17
	National Grants & Financial Management Training					
18	19	20	21	22 HOLIDAY Thanksgiving Day	23	24
25	26	27	28	29	30	

~ December 2012 ~

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25 HOLIDAY Christmas	26	27	28	29
30	31	National Inclusion Conference				

SECTION 15

PUBLIC RELATIONS MATERIALS

Contents:

Serve Alaska Briefing Page

Serve Alaska Highlights (talking points)

Serve Alaska Bookmark

Serve Alaska Brochure

Legislative District Map of Communities Served

AmeriCorps Readiness Self Assessment

AmeriCorps 101 Power Point notes

AmeriCorps 201 Power Point notes



Serve Alaska

National Service as a Strategy to Getting Things Done

Goals

Create innovative solutions to address the unmet needs of underserved communities with a specific focus on violence prevention and educational programs promoting service learning

Coordinate and collaborate with partners to promote national service and volunteerism in Alaska

Mission

To foster, support and promote the ethic of service and volunteerism for all Alaskans



Contact

Serve Alaska
State Service Commission
Nita Madsen, Director
550 W. 7th Avenue, Suite 1770
Anchorage, Alaska 99501

Phone: 907-269-4637
Fax: 907-269-5666
serve.alaska@alaska.gov
www.servealaska.alaska.gov

Serve Alaska 2011 Annual Report is available on line at www.servealaska.alaska.gov

Serve Alaska, the State Service Commission is comprised of a 15-25 member Governor-appointed nonpartisan board. The purpose of the Commission is to engage Alaskans of all ages and backgrounds in community-based service and volunteerism. These service projects are used to address community and state issues. This is achieved through participation in the National AmeriCorps program and the Learn and Serve America program as required for the receipt of federal financial assistance.

Benefits . . .

...to Alaska's Citizens

During the 2010 – 2011 program year Serve Alaska's AmeriCorps funded programs served 286,195 hours in meeting critical community needs in education, public safety, health and the environment.



HELPING OUT ON KID'S DAY AT THE CARDS FOR TROOPS TABLE

...to Alaska's Communities

AmeriCorps Members recruited and engaged 8,548 volunteers for numerous community activities related to education, public safety, health and the environment.

...to Alaska's Economy

Alaska's AmeriCorps Members have collectively performed 286,195 hours of service, critical work valued at over \$6 million.

Since 1994 more than 35,000 Alaska residents have served more than 4 million hours and have qualified for the Segal AmeriCorps Education Awards totaling more than \$8,800,000. Over \$3,795,000 has been used for furthering education at institutions in Alaska.

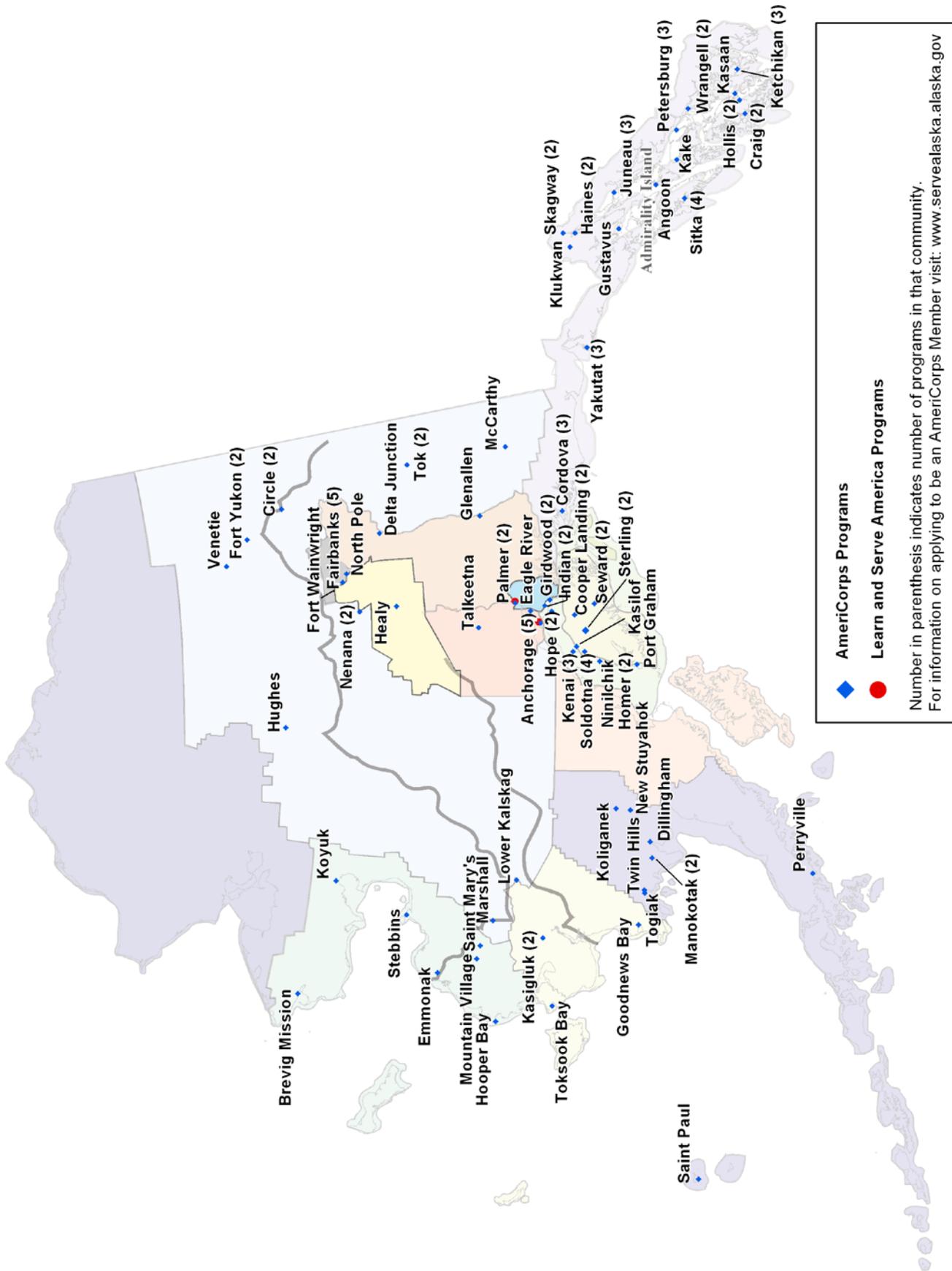
Serve Alaska Grantees:



Alaska Sealife Center, Joel's Place, RurAL CAP, SAGA, Sitka AmeriCorps, *thread* and Nine Star Education & Employment Services



Anchorage Begich Middle School and LINKS/Mat Su Parent Resource Center





Serve Alaska Highlights

Solutions Through Service

1. The mission of SERVE ALASKA, State Service Commission is to foster, support and promote the ethics of service and volunteerism to all Alaskans.
2. The purpose of the Commission is to engage Alaskans of all ages and backgrounds in community based service and civic engagement as a strategy for strengthening communities.
3. SERVE ALASKA has a staff that oversees the day to day business of the Commission and they report to a Board of Commissioners that is appointed by the Governor.
4. SERVE ALASKA is the recipient of federal funds from the Corporation for National and Community Service (CNCS) to fund the AmeriCorps and Learn and Serve programs in Alaska.
5. AmeriCorps is a network of local, state and national service programs which serve as the Domestic Peace Corps that address education, public safety, health, environment, public safety and other critical needs in communities across the state.
6. Learn and Serve programs combine classroom learning and community service activities to engage students in service through community partnerships and to promote an ethic of service that will develop students, leadership skills and character.
7. The AmeriCorps and Learn and Serve America programs do not take the place of paid positions as they are not allowed to compete with the private sector. Our Members do not work, they SERVE.
8. Members' term of service varies from full time 1700 hours to less than full time. Full time Members typically serve for one year. AmeriCorps Members are allowed to serve in public agencies, non-profits and faith based organizations only they do not serve in for profit companies.
9. Currently there are over 350 AmeriCorps Members serving throughout the state.
10. We have seven sub-grantees that receive funding for these programs which include Joel's Place, RurAL CAP, Nine Star, SAGA, *thread*, Alaska Sealife Center and Sitka AmeriCorps.
11. Tangible benefits to Members who serve in the program include experience, training and an education award to finance their education. Members who are 55 at the start of their term may transfer their education award to their child, grandchild, or foster child.
12. Outreach to members of our senior, disabled and veteran population is a focus of the commission currently. All sectors of the public are invited to participate.
13. AmeriCorps Week and the National Day of Remembrance on September 11th annually highlight SERVE ALASKA programs.



**National
Service as a
Strategy to
Getting
Things Done**



Serve Alaska
www.servealaska.alaska.gov
serve.alaska@alaska.gov



AmeriCorps
www.americorps.gov



**National Service
Inclusion Project**
www.serviceandinclusion.org



Learn and Serve America
www.learnandserve.gov



State Commissions

Each state has a governor-appointed commission to coordinate community service programs, provide support to national service programs and administer AmeriCorps* State grants. **Serve Alaska**, State Service Commission assumes this responsibility for Alaska.

Persons with Disabilities

Serve Alaska and AmeriCorps actively encourage individuals with disabilities to share in the spirit of volunteerism and community service by becoming an AmeriCorps Member and participating in AmeriCorps programs throughout Alaska. Members with disabilities are an integral part of "getting things done" in service programs throughout the State of Alaska.



AmeriCorps provides training and technical assistance for people with disabilities and reasonable accommodations are happily provided by request.

As an AmeriCorps Member you will earn new income and your other disability benefits may be changed. It depends on how much you earn and what kind of benefits you receive. To find out about your personal benefits and if they will be affected contact a benefits specialist or caseworker. Other benefits, such as food stamps, WIC, subsidized housing, and veteran's benefits are not affected.

The HEART Act, SSI and AmeriCorps

The Heroes Earnings Assistance and Relief Tax Act of 2008 ("HEART Act") makes AmeriCorps more accessible to people with disabilities.

Supplemental Security Income (SSI) recipients who enroll in AmeriCorps will no longer risk the loss of SSI benefits or eligibility as a result of participating in AmeriCorps.

The allowances you earn from AmeriCorps participation will not be used to calculate your financial eligibility for any future SSI benefits after your AmeriCorps term of service has been completed.

AmeriCorps Is...

- the domestic Peace Corps.
- a national community service program.
- committed to helping improve the lives of all Americans.

Purpose

The purpose of AmeriCorps is to address unmet community needs by engaging AmeriCorps members in direct service. Local programs design service activities for members serving full or part time positions.

Learn More

For more information about AmeriCorps programs in Alaska, visit our web site at www.servealaska.alaska.gov

For more information about disabilities inclusion, call 888-491-0326 or visit www.serviceandinclusion.org

For more about the Corporation for National and Community Service, visit their web site at www.nationalservice.org

To find out more about AmeriCorps, visit their web site at www.americorps.org

Serve Alaska

State Service Commission

66 To foster, support and promote the ethics of service and volunteerism for all Alaskans.

Paid for with state and federal funds



*Be a part of
the solution,
become a Member!*



Serve Alaska
State Service Commission

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What Members Do!

- train volunteers
- tutor and mentor at-risk youth
- build affordable housing through programs similar to Habitat for Humanity
- clean up rivers and streams
- assist the elderly with home repairs
- help provide disaster preparedness training

Other Members Serve in

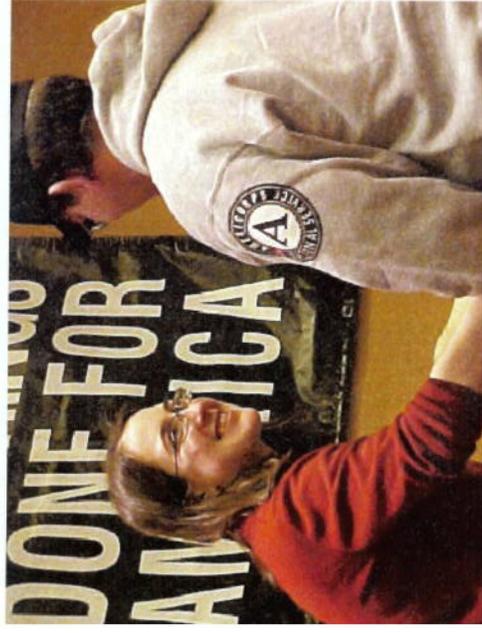
- AmeriCorps*VISTA - Volunteers In Service To America
- AmeriCorps*NCCC - National Civilian Community Corps

Service Locations

Members serve in AmeriCorps* state and national projects in every U.S. state, territory and tribal reservation. Each area offers a variety of programs and services providing a range of service opportunities.

Involvement

AmeriCorps offers several ways to get involved, from part-time local service programs to full-time residential programs. Members receive guidance and training and program assignments to enhance and complete their talents, interests, abilities and availability.



Benefits

AmeriCorps Members receive

- a modest living allowance
- monetary education award after successfully completing a term of service
- reasonable accommodations for persons with disabilities
- health insurance if a fulltime Member
- child care subsidy, if eligible

plus

- development of leadership skills
- satisfaction for directly affecting people's lives
- professional development

Eligibility

To qualify, AmeriCorps Members

- are 17 years of age and older
- are U.S. citizens or lawful permanent residents
- have obtained a high school diploma or GED within the year served
- serve full or part time over a nine to twelve month period

AmeriCorps* State Programs

Joel's Place - Summer of Service

907-452-2621
www.wellspringrevivalministries.org

Nine Star Education & Employment Services

907-279-7827
www.ninestar.com

Rural Alaska Community Action Program (RURAL CAP)

907-865-7357
www.ruralcap.com

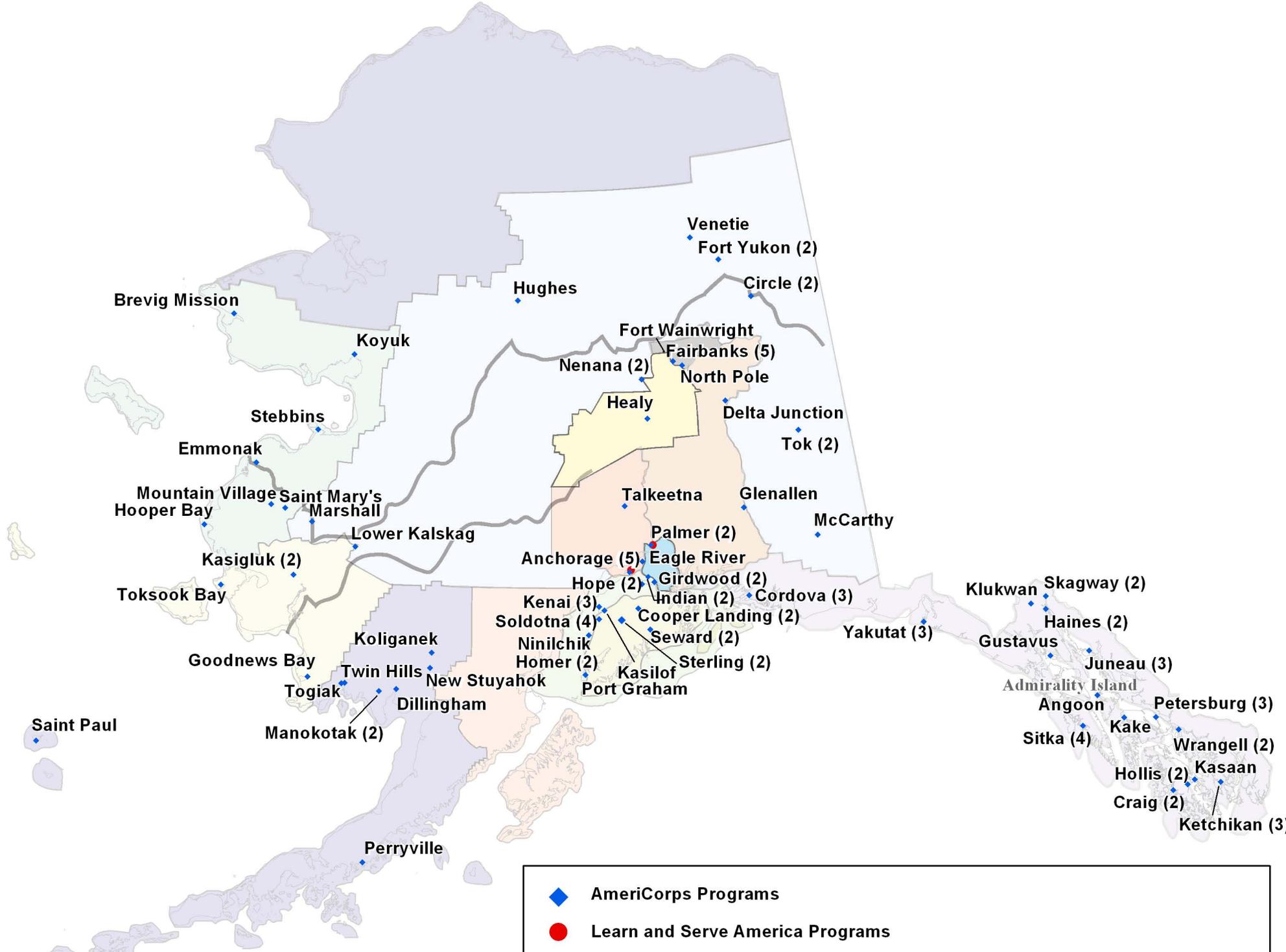
Southeast Alaska Guidance Association (SAGA)

907-789-6172
www.servealaska.org

Siitka AmeriCorps

907-747-8670
www.ssd.k12.ak.us/CommSchool/index.html





◆ AmeriCorps Programs
 ● Learn and Serve America Programs

Number in parenthesis indicates number of programs in that community.
 For information on applying to be an AmeriCorps Member visit: www.servealaska.alaska.gov



Alaska AmeriCorps Readiness Self Assessment

IS MY ORGANIZATION READY FOR AN AMERICORPS* STATE GRANT?

Successful completion of the assessment does not guarantee funding from the State Service Commission or any other organization. This assessment is intended only as a general guide to help organizations to assess their capacity to operate a high quality AmeriCorps*State program.

The questionnaire asks the reader to score the organization on elements necessary to run a quality program, by selecting the answer that best describes the organization's current status or performance.

Serve Alaska AmeriCorps*State specific questions

- Does the organization have the ability to effectively utilize at least ten full time equivalent AmeriCorps members?
- Does the organization have sufficient workspace and equipment for the AmeriCorps members?
- Does the organization have non-AmeriCorps revenue of over \$200,000 per year?

If the answer to any of these questions is no, consideration should be given to becoming part of an AmeriCorps consortium or serving as an AmeriCorps host site, rather than a primary grant applicant is often a better choice for smaller organizations.

Organization Mission

1. Does the organization have a written mission statement? (if no, skip to question #5)
 Yes **No** **Unsure**
2. Does the mission statement provide a clear expression of the organization's reason for existence?
 Yes **No** **Unsure**
3. Is the mission understood by ALL stake holders within the organization?
 Yes **No** **Unsure**

4. Is the mission frequently referred to (e.g. in meetings in annual planning)?
 Yes **No** **Unsure**
5. Does the organization have a clear and coherent written plan for the future (i.e. 3-10 year strategic plan)? (if No, skip to question #11)
 Yes **No** **Unsure**

Strategic Planning and Operations

6. Does the strategic plan have well defined goals and action steps with timeframes?
AND are the goals measurable and achievable?
 Yes **No** **Unsure**
7. Is the strategic plan linked to the overall mission, vision, and overarching goals of the organization?
 Yes **No** **Unsure**
8. Is the strategic plan well known and understood by the staff and board?
 Yes **No** **Unsure**
9. Has the strategic plan been supported with a realistic and detailed annual plan that outlines the specific work to be accomplished?
 Yes **No** **Unsure**
10. Is this annual plan consistently used at all levels of the organization to direct operations?
 Yes **No** **Unsure**

Needs Assessment, Program Design and Implementation

11. Does the organization conduct frequent assessments of the community need?
 Yes **No** **Unsure**
12. Does the organization analyze the results of needs assessments and implement changes?
 Yes **No** **Unsure**
13. Does the organization have the ability to grow and/or create new and innovative programs to meet the needs of the community?
 Yes **No** **Unsure**
14. Does the organization have the ability to close a program that is no longer needed or relevant?
 Yes **No** **Unsure**
15. Does the organization have a track record of success with its programs?
 Yes **No** **Unsure**

Program Alignment

16. Are the organization's programs and services well defined?

- Yes No Unsure

17. Are the programs fully aligned with the organization's mission, goals, and overall strategy?

- Yes No Unsure

18. Does your organization say no to opportunities, which are good, but which are not part of the overall strategy?

- Yes No Unsure

Performance Measurement

19. Does the organization have a well-developed and comprehensive evaluation system used to measure the social impact of its programs and services?

- Yes No Unsure

20. Does the organization collect data to measure performance and progress on a continual basis?

- Yes No Unsure

21. Is the data analyzed and communicated to stakeholders on a regular basis? (e.g. annual report)

- Yes No Unsure

Commitment to Continuous Improvement

22. Does the organization conduct frequent assessments of existing programs' effectiveness in meeting recipient needs AND identify areas for improvement?

- Yes No Unsure

23. Does the organization conduct continual assessment of internal operations to assess efficiency and effectiveness?

- Yes No Unsure

Use of Technology

24. Does every key staff member have access to a computer with up-to-date software?

- Yes No Unsure

25. Does every key staff member have internet access and e-mail capabilities?

- Yes No Unsure

Financial Management

26. Has the organization previously managed a federal or state grant?

- Yes No Unsure

27. Does the organization have a computerized accounting system?
 Yes **No** **Unsure**
28. Does the organization produce and review financial statements regularly?
 Yes **No** **Unsure**
29. Are there formal internal controls governing all financial operations?
 Yes **No** **Unsure**
30. Does the organization have adequate cash flow for normal operations?
 Yes **No** **Unsure**
31. Does your organization have sufficient cash flow to operate a grant on an arrears basis? Both the Federal and State governments rarely, if ever, pay grant money in advance. Payments are made 30-60 days after submission of invoices by programs.
 Yes **No** **Unsure**
32. Are the financial operations of the organization audited annually by an independent auditor?
 Yes **No** **Unsure**
33. Does the organization utilize a strategic budgeting process that reflects the organizational needs and objectives?
 Yes **No** **Unsure**
34. Is the budget closely and regularly monitored?
 Yes **No** **Unsure**
35. Does the organization have a fundraising plan in place?
 Yes **No** **Unsure**
36. Does the organization have specific plans to meet any cash and in-kind matches required by the grant?
 Yes **No** **Unsure**

Human Resources

37. Does the organization have a well-planned process to recruit, develop, and retain employees?
 Yes **No** **Unsure**
38. Does the organization provide relevant and regular training for staff and board members?
 Yes **No** **Unsure**
39. Are employee performance appraisals conducted on a consistent and fair basis?
 Yes **No** **Unsure**
40. Does the organization have a commitment to recruiting the best employees?
 Yes **No** **Unsure**

41. Does the organization have a well-planned process to recruit, develop, and retain volunteers?

Yes **No** **Unsure**

Partnership/Collaboration

42. Does the organization participate in partnership with other groups?

Yes **No** **Unsure**

43. Does the organization regularly communicate or cooperate with government agencies, private foundations or faith-based institutions?

Yes **No** **Unsure**

44. Have these relationships led to mutually beneficial collaboration?

Yes **No** **Unsure**

Sustainability

45. Does the organization have diversified funding from multiple sources?

Yes **No** **Unsure**

46. Does the organization have a group of dedicated people that believe in the mission and are willing to provide financial support and/or volunteer their time?

Yes **No** **Unsure**

Governance & Operations

47. Does your organization have an active and independent board of directors and/or other governing body? (Independent is defined as a majority of board members who are neither employees of the organization nor family members of employees or other board members.)

Yes **No** **Unsure**

48. Does the organization provide staff and volunteers with written job descriptions and the necessary resources to carry out duties appropriately?

Yes **No** **Unsure**

49. Does the organization have written policies and procedures, including a conflict of interest and nepotism policy for employees and directors?

Yes **No** **Unsure**

Each "Yes" answer is worth one point

RESULTS

- **43 points or more:** Based on your self-assessment, the organization likely has the capacity to successfully operate an AmeriCorps*State program.
- **33-42 points:** Based on your self-assessment, the organization may need to make a few improvements in your capacity and planning to succeed.
- **Less than 33 points:** Based on your self-assessment, the organization may have a significant need to build its capacity. Applying for AmeriCorps*State or other competitive funds may not be a suitable option for you at this time.

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AmeriCorps 101



Today's Learning Objectives:



- What is AmeriCorps?
- What areas of need does AmeriCorps target?
- How can AmeriCorps benefit my organization and community?
- How does AmeriCorps benefit the participants?
- Is AmeriCorps a fit for my organization?
- AmeriCorps jargon?

What is AmeriCorps



- A network of local, state, and national service programs. . .
- Engaging thousands of Americans in service every year. . .
- Addressing a variety of critical needs in communities. . .
- While providing participants with tangible benefits, including experience, training, and an education award to finance their education.

AmeriCorps Programs



- Divided up into three programs:
 - AmeriCorps*State and National
 - AmeriCorps*VISTA
 - AmeriCorps*NCCC

AmeriCorps*State and National



- Largest of the three programs
- Members engaged in direct service to address critical needs in education, the environment, public safety, homeland security, and other areas
- Members serve in nonprofits, public agencies, and faith-based organizations all over the country
- Most of the funding for these programs is administered by Governor-appointed state service commissions in each state

AmeriCorps*VISTA



- VISTA = Volunteers In Service To America
- Helps individuals and communities implement grassroots solutions designed to alleviate poverty
- Members serve full time for a year
- Funding comes directly from the Corporation for National and Community Service (CNCS)
- Behind the scenes, capacity-building:
 - Recruiting volunteers
 - Raising funds
 - Managing projects
 - Etc.

AmeriCorps*NCCC



- NCCC = National Civilian Community Corps
- Program for men & women ages 18-24
- Members serve full-time for 10 months
- Serve in teams of 10-14
- Based out of three regional campuses across the country
- Take on a series of 6 – 8 week projects across their region relative to conservation, revitalization, homeland security, disaster preparedness, and other areas

What Areas of Need Do AmeriCorps Programs Target?



- Education
 - Public Safety
 - Health
 - Environment
 - Other Human Needs
-

CNCS and Alaska Priorities



- **CNCS Strategic Priorities:**
 - Mobilizing More Volunteers
 - Ensuring a Brighter Future for All of America's Youth
 - Engaging Students in Communities
 - Harnessing Baby Boomers' Experience
 - Supporting Disaster Preparedness
- **Additional Alaska Priority:**
 - Engaging Individuals with Disabilities

Examples of Appropriate Service Activities for AmeriCorps*State



- Tutoring at-risk youth
- Recruiting volunteers
- Teaching conflict resolution skills
- Environmental conservation activities
- Assisting crime victims
- Building homes
- Restoring parks
- Mentoring at-risk youth
- Health prison/poverty
- Building organizational capacity
- Teaching computer skills
- Running after-school programs
- Other direct service or capacity-building activities. . .

Examples of **Prohibited** Service Activities for AmeriCorps*State



- Attempting to influence legislation
- Organizing or engaging in protests, strikes, petitions or boycotts
- Assisting, promoting, or deterring union organizing
- Any political activities

Examples of **Prohibited Services** Activities for AmeriCorps*State



- Engaging in religious instruction, proselytization, worship activities
- Administrative duties (i.e. acting as your agency's receptionist, clerical work, etc.)
- Constructing or maintaining a facility inherently devoted to religious instruction or worship
- Providing a direct benefit to a for-profit organization, labor union, political party, or religious organization

Examples of **Prohibited** Service Activities for AmeriCorps*State



- Providing services and activities that could otherwise be performed by employed workers or volunteers, or that will supplant the hiring of, or result in the displacement of, employed workers in the community

How can AmeriCorps*State benefit my organization?



- Increases the number of people your organization can serve
 - Organizations report that members helped them to increase the number of persons served to a large or moderate extent
 - Members will recruit additional volunteers to help serve your target population
- Enhanced visibility/reputation

How can AmeriCorps*State benefit my community?



- Committed individuals providing manpower to address unmet needs
- Members become role models in the community
- Members can be recruited from the community and receive the benefits of AmeriCorps service (living allowance, education award, etc.)
- Development of participative citizens in the community
 - A recent study revealed that AmeriCorps alumni are:
 - More connected to their communities;
 - More knowledgeable about problems facing their communities;
 - More likely to participate in community activities;
 - More likely to choose public service careers.

How does AmeriCorps benefit the members?



- Valuable training and experience
- Living allowance (in some cases)
- Education Award for full-time service (2010 and forward the Awards will match the Pell Grant)
- Development of ethic of service and civic engagement
- In some cases, health insurance and childcare as well

Is AmeriCorps right for my organization?

Some questions to ask:



- Is my organization a public/private nonprofit, tribe, school district, government agency, or higher education institution?
- Does my organization address compelling needs in education, the environment, public safety, homeland security, or other human needs?
- Does my organization have the organizational, technological and fiscal capacity to manage a federal grant (see self-assessment worksheet)?
- Does my organization have the resources to match the federal funds (cash and in-kind)?

More questions to ask:



- Will this program offer services not already offered in the community?
- Are we seeking funds for a program that would recruit 10 or more full-time members or equivalent?
- Do we have the resources to manage a program for 30-60 days before receiving reimbursement?
- Would this program support my organization's mission and strategic plan?



AmeriCorps Lingo

AmeriCorps Lingo:



Member: a participant in the AmeriCorps program, who makes a commitment to a term of service and to “getting things done”

AmeriCorps Lingo:



State Service Commission: a group appointed by the Governor, charged with administering AmeriCorps*State funding that is allotted to that particular state.

Serve Alaska is the Governor-appointed State Service Commission for Alaska, which makes funding decisions for the AmeriCorps*State funds

AmeriCorps Lingo:



Corporation for National and Community Service: a.k.a. “the Corporation” or ‘CNCS”, the federal agency that administers the AmeriCorps, Senior Corps, and Learn and Serve America programs across the country

AmeriCorps Lingo:



Member Service Year: a.k.a. “MSY”, equivalent of the number of service hours that a full-time AmeriCorps member would serve over a one-year period, approximately 1,700 hours

AmeriCorps Acronyms:



- **RFP:** Request for Proposals
- **NOFA:** Notice of Funding Availability
- **OIG:** Office of the Inspector General
- **OMB:** Office of Management and Budget
- **CFR:** Code of Federal Regulations
- **EAP:** Education Award Program

Thanks !!!



AmeriCorps 201: What you need to know



Learning Objectives:



1. Planning your program
 2. Planning your budget
 3. Program requirements
 4. Next steps
-

Objective 1:
Planning Your Program

Member Service Activities: Allowable Activities



- “Direct service activities that will advance the goals of your program. . .that will result in a specific identifiable service or improvement that otherwise would not be provided” (45 CFR 2520.25)
- “Capacity-building activities that advance your program’s goals” (45 CFR 2520.30)
 - Up to 10% of time may be spent fundraising (45 CFR 2520.40)
- Must be included in, or consistent with, your approved grant application

Examples of Allowable Direct Service Activities (45 CFR 2520.25)



- Tutoring children in reading
- Helping to run an after-school program
- Engaging in community clean-up projects
- Providing health information to a vulnerable population
- Providing relief services to a community affected by a disaster
- Conducting a neighborhood watch program as part of a public safety effort

Examples of Allowable Capacity- Building Activities (45 CFR 2520.30)



- Strengthening volunteer management and recruitment
- Conducting outreach and securing resources in support of service activities that meet specific needs in the community
- Helping build the infrastructure of the sponsoring organization
- Fundraising
- Developing collaborative relationships with other organizations working to achieve similar goals in the community

Requirement to Recruit & Support Volunteers(45 CFR 2520.35)



- Some component of your program that is supported through the grant must involve recruiting or supporting **non-AmeriCorps volunteers**
- If this requirement would constitute a fundamental alteration to your program structure, it may be waived in response to your written request for such a waiver in the grant application

Prohibited Activities

(45 CFR 2520.65)



- Attempting to influence legislation
- Organizing or engaging in protests, petitions, boycotts, or strikes;
- Assisting, promoting, or deterring union organizing
- Impairing existing contracts for services or collective bargaining agreements

Prohibited Activities (continued)



- Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office
- Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials
- Helping to register people to vote

Prohibited Activities (continued)



- Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization
- Providing a direct benefit to a business organized for profit, a labor union, partisan political organization, a non 501(c)3 nonprofit organization, or an organization engaged in religious activities, unless corporation assistance is not used to support those religious activities

Members vs. Employees

(45 CFR 2540.100)



■ Supplantation:

- Grants may not be used to replace State and local public funds that had been used to support programs of the type eligible to receive Corporation support

■ Nonduplication:

- Corporation assistance may not be used to duplicate an activity that is already available in the locality of a program

Objective 2: Planning Your Budget

Sections of the Budget



- Section I: Program Operating Costs
 - Staff costs, travel, equipment, training, etc
- Section II: Member Costs
 - Living allowance, FICA, health care, etc.
- Section III: Administrative/Indirect Costs
 - Costs to operate the organization not directly attributable to the program
 - Cannot exceed 5% of total Corporation funds actually expended under this award

Matching Funds

(45 CFR 2521.35-2521.90)



- Member Support Costs (Section II)
 - Federal share must not exceed 85%
 - Grantee share must be non-federal
- Program Operating Costs (Sections I & III)
 - Grantee share may be cash or in-kind

Member Benefits

(45 CFR 2522.240-2522.250)



- AmeriCorps education awards
 - Provided 100% by the National Service Trust – not part of the grant
 - Used to finance future education or to pay off qualified student loans
 - \$5,350 for full time; scale for less than full time members (the amount is the same as the PELL grant each year)
 - Living allowance
 - Allows members to meet certain costs of living while serving in the program
 - Maximum Corporation share is 85%
 - Not required for education award grants and less than full time positions
 - Minimum \$11,800 per year for full time (1,700 hours)

Member Benefits (continued)



- **Childcare (45 CFR 2522.250)**
 - Program must provide child care assistance to qualified full-time members
 - Assistance may be through an eligible provider or a child care allowance

- **Healthcare (45 CFR 2522.250)**
 - Program must provide health care coverage to all eligible full time members
 - Coverage must meet minimum standards determined by the Corporation

Other Costs to Consider:



- Programs responsible for:
 - Member training
 - All aspects of member recruitment and management
 - Member orientation
 - Program-related travel
- Costs should be written into the budget

Minimum Number of MSY's



- MSY = Member Service Year
 - Equivalent to one full time term of service over the course of the year (1,700 hours)
 - Can compare with FTE

Possible Terms of Service in MSY's



- 1 Full Time Member = 1 MSY
 - 1,700 hours of service
- 1 Half Time Member = 0.5 MSY
 - 900 hours of service
- 1 Reduced Half Time Member = 0.375 MSY
 - 675 hours of service
- 1 Quarter Time Member = 0.25 MSY
 - 450 hours of service
- 1 Minimum Time Member = 0.2 MSY
 - 300 hours of service

Cost Per MSY (45 CFR 2522.485)



- Programs requested grant amount may not exceed \$12,600 (this amount is published each year) per MSY
- Example:
 - XYZ Organization is awarded 10 MSY's, which it will use for 10 full time AmeriCorps members
 - The maximum amount they can receive from the corporation would be:
$$\underline{10 \text{ MSY's} \times \$12,600 = \$126,000}$$
 - This amount **does not** include the education award nor childcare costs, which are provided separately from the grant
 - This amount **does** include member support costs, program staff salaries, overhead, travel costs, etc.

Staffing Suggestions



- This is **not** a program that could easily be absorbed into the duties of current staff
- We recommend at least one person charging 90% of their time to the grant as a program director/manager
- We recommend that the program director and the fiscal manager not be the same person
- Depending on the size of the program, other staff might be beneficial as well

Objective 3: Program Requirements

Programmatic Reporting



- Progress Reports
 - Due quarterly
 - Member data (slots filled, hours served, etc.)
 - Volunteer data (volunteers recruited by program, hours served, etc.)
 - Progress on performance measures
 - Great stories
 - Challenges and significant program changes
 - Disability

Financial Reporting



- Periodic Expense Report (PER): due monthly
 - Program Operating Costs for month
 - Member costs for month
 - Administrative costs for month
 - Broken down into grantee share (match) and CNCS share

Performance Measures

(45 CFR 2522.500-2522.650)



- All grantees must establish, track, and assess performance measures for their programs
- All grantees must ensure that any program under their oversight fulfills performance measures and evaluation requirements
- Each application must include a minimum of one set of aligned performance measures
 - Includes one member output, one intermediate outcome and one end outcome

Example of a Set of Aligned Performance Measures



TutorCorps AmeriCorps Tutoring Program:

- Output: Number of students that participated in a tutoring program
- Intermediate-Outcome: Percent of students reading more books
- End-Outcome: Number and percent of students who have improved their reading score to grade level

Types of Performance Measures



■ Community-Focused

□ Needs and Service Activities

- Examples: tutoring, building homes, running after-school programs, etc.
- Community Strengthening
 - Examples: developing volunteer programs in a community, engaging residents in community development efforts, etc.

■ Member-Focused

□ Participant Development

- Examples: increasing member civic engagement, providing members with technical training, etc.

Evaluation (45 CFR 2522.500-2522.540 and 2522.700-2522.740)



- Evaluation is a more in-depth, rigorous effort to measure the impact of programs
- Programs receiving more than \$500,000 in federal funds (other than EAP) must arrange for an **independent evaluation** of the program
- Programs receiving less than \$500,000 in federal funds and EAP grantees must arrange for an **internal evaluation** of the program

Performance Measurement vs. Evaluation



- Performance Measurement:
 - Annual snapshot of program progress
 - Used for monitoring and accountability
- Evaluation:
 - Covers at least one year
 - More in-depth, rigorous effort to measure process and/or impact
 - Uses scientifically-based research methods
 - Compares program outcomes with what would have happened in the absence of the program

Internal vs. Independent Evaluation



- Internal Evaluation:
 - Performed “in house” with the assistance of someone knowledgeable about evaluation

- Independent Evaluation:
 - Conducted by an independent expert (or experts) external to the program/organization

Objective 4: Next Steps

Useful Links:



- Performance Measurement/Evaluation:
 - <http://nationalservicerresources.org/program-management/performance-measurement>
 - AmeriCorps Regulations:
 - http://www.americorps.gov/for_organizations/manage/index.asp
 - Alaska State Commission Website:
 - <http://www.servealaska.alaska.gov>
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For More Information:



Please call Serve Alaska at (907) 269-4637
