TERMS, CONDITIONS AND RESOURCES, & REFERENCES

Program Directors Training
Tan-Tar-A Resort
June 26, 2018
Presented by Lori Williams
AGENDA

• Terms and Conditions
• Resources
• Q&A
**Operating site** is the location where Members are placed to provide AmeriCorps service. The organizations at these sites manage the AmeriCorps program, as well as the Members. State sub-grantees (programs) are considered operating sites. Multi-state sub-grantees must identify at least one operating site to which they can assign service locations in the state where Members are being placed to serve.

**Service Location** means the organization where a member actually provides his or her service in the community. Typical service locations are schools, food banks, health clinics, community parks, etc. The service location may be the same as the operating site, but only if the member actually serves at the operating site organization. A member may serve at multiple service locations although the program must select only one for the member’s primary assignment.

**One Member Service Year (MSY)** is equivalent to one full-time AmeriCorps member. AmeriCorps funds are contingent on the number of MSYs requested by the program.

AmeriCorps programs are required to create performance measures to be tracked and reported on a quarterly basis in the Progress Report. Measures should focus on tracking the primary service activity of the AmeriCorps program, allowing the program to describe its impact on the beneficiaries of the service.

AmeriCorps performance measures consist of outputs (amount of service beneficiaries reached, projects completed or services delivered by a program) and outcomes (changes or benefits experienced by service beneficiaries, including changes in knowledge, attitude, behavior, or condition).

**NOTE:** Click on [https://www.nationalservice.gov/resources/financial-management/terms-conditions-and-certifications-assurances-cncs-grants](https://www.nationalservice.gov/resources/financial-management/terms-conditions-and-certifications-assurances-cncs-grants) to review the 2018 Terms and Conditions.
PROHIBITED ACTIVITIES

What Cannot be done with AmeriCorps

Prohibited Activities: Activities that staff, members, and volunteers may not engage in while charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or CNCS

- Political Activity and Advocacy
- Religious Activity
- Benefitting For-Profit Entities
- Voter Registration
- Abortion Services
ONLINE RESOURCES FOR PROGRAM START-UP AND IMPLEMENTATION

• Corporation for National and Community Service Website  
  https://www.nationalservice.gov/
• AmeriCorps Website  
  https://www.nationalservice.gov/programs/americorps
• AmeriCorps Statutes, Regulations, Provisions and FAQs  
  http://www.nationalservice.gov/build-your-capacity/grants/managing-americorps-grants
• Online Database of Federal Regulations  
• Notices of Funds Availability/Notices of Funding Opportunities  
  http://www.nationalservice.gov/build-your-capacity/grants/funding-opportunities
• CNCS Criminal History Checks Information  
  http://www.nationalservice.gov/build-your-capacity/grants/criminal-background-check-requirements  
  https://www.nationalservice.gov/resources/criminal-history-check
• National Sex Offender Public Website  
  http://www.nsopw.gov/
Knowledge Network for AmeriCorps
https://www.nationalservice.gov/resources

AmeriCorps Education Award Information
http://www.nationalservice.gov/programs/americorps/segal-americorps-education-award

AmeriCorps Member Service Gear
http://www.nationalservicegear.org/
OTHER RESOURCES

• **Your Program Officer** - this is your most valuable resource. Always reach out to your program officer when in doubt.

• **Program Directors Handbook** - The Program Director Handbook has answers to everyday problems. The program director’s handbook also gives step-by-step instruction and examples of how to use the different systems required.
Q+A
ACTIVITY

• What is an MSY?

• What should you focus on when tracking performance measures?

• Name 3 prohibited activities that Members are prohibited from participating in while they are actually serving?

• What is your best resource?
What is an MSY?
A: One Member Service Year (MSY) is equivalent to one full-time term of service (1700 Member service hours).

What should you focus on when tracking performance measures?
A: Performance measures should focus on tracking the primary service activity of the AmeriCorps program, allowing the Program to describe its impact on the beneficiaries.

Name 3 activities that Members are prohibited from participating in while they are actually serving?
A: 1) Political activities and advocacy  2) Religious activities  3) Benefitting for-profit entities  4) Abortion services.....And much, much more!

What is your best resource?
A: Your Program Officer- this is your most valuable resource. Always reach out to your program officer when in doubt.