

AmeriCorps Program Management and Design



*A presentation for AmeriCorps grant
applicants*



AmeriCorps
State and National

Corporation for
**NATIONAL &
COMMUNITY
SERVICE** ★★ ★



AmeriCorps State & National Grants

- ★ Include an allotment of AmeriCorps member positions and funds that are directly tied to a specific number of members
- ★ Are solely for program expenses and are not for general organizational expenses
- ★ Provide partial funding to support AmeriCorps projects/programs.
- ★ Grant recipients must contribute cash or in-kind match funding to support the project



Are you ready for AmeriCorps?

- ★ Experience managing federal funds
- ★ Organizational capability
- ★ Staff skilled in training, supervision and oversight
- ★ Community partners



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Responsibilities and Requirements

The grantee must:

- ★ employ strong fiscal and program management systems
- ★ monitor financial management, program performance and member activities
- ★ train and provide technical assistance to staff and members
- ★ ensure the recruitment, orientation and training of members
- ★ track and ensure the accuracy of member hours and activities
- ★ track progress toward meeting approved performance measures
- ★ act as liaison between CNCS or the State Service Commission and other components of your program



Program Management Structure

An AmeriCorps grant generally operates on three levels:

1. Grantee (Parent organization)



2. Operating Sites (at least 1 per state)



3. Service Locations (where members serve)

The grantee has overall legal, administrative, and fiscal responsibility for the entire scope of the program, even if the funds are sub-granted.

Program Management Structure

Where and how AmeriCorps members are placed at service locations will vary.

A Few Things to Consider:

- ★ Where will the service activities take place?
- ★ Who are your community and service partners?
- ★ What can your partners provide?
- ★ What is their capacity?

Program Management Structure

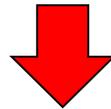
- ★ **Centralized:** grantee handles all administrative functions and assigns members; and doesn't sub-grant funds
- ★ **Decentralized:** grantee sub-grants the funds, and the sub-grantee is responsible for member training, payroll and other administrative functions.
- ★ **Combination:** shared responsibilities

Grantee is ultimately responsible



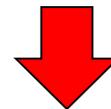
Theory of Change

★ **PROBLEM:** The identified community need (supported by data/research)



★ **INTERVENTION:** The activities of members and community volunteers supported by AmeriCorps members

★ **EVIDENCE:** Data/research that supports the likelihood that a certain set of actions (the intervention) will lead to the intended outcome



★ **OUTCOME:** The change that occurs because of the intervention



Documenting the Need

Data should answer these questions:

- ★ **Scope of problem:** Who and how many are directly affected by the problem? How severe is the problem?
- ★ **Relevance of problem:** What makes this a compelling problem? Is it likely to become worse?
- ★ **Causes of problem:** Why does the problem exist? How is it perpetuated?



Evidence Basis

The evidence basis for an intervention

- ★ documents why you think your intervention (using AmeriCorps members and community volunteers) will achieve the intended outcome
- ★ supports the use of a particular design, frequency, intensity and duration of intervention that is optimal

Evidence Basis (cont.)

Evidence for the intervention (member service activities) could be supported by:

- ★ Results of impact evaluations
- ★ Research studies
- ★ Past performance measurement outcome data

Considerations

Both the data that documents the need and the evidence for the intervention should be:

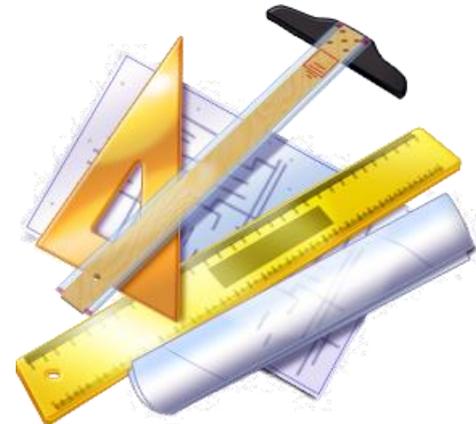
- ★ Relevant
- ★ Compelling
- ★ Up-to-date
- ★ From reliable sources



Outcomes

The change that occurs due to the intervention.
Could result in improved:

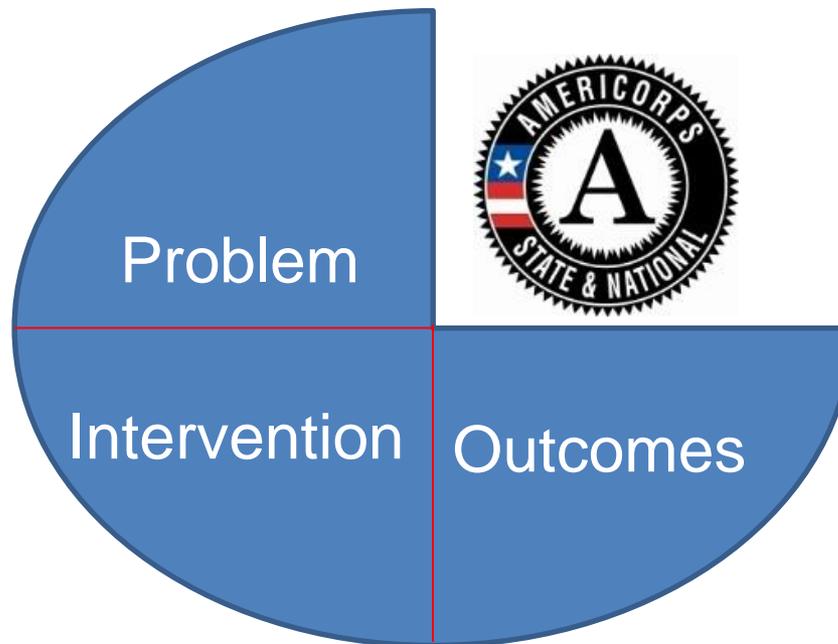
- ★ Attitude
- ★ Knowledge
- ★ Behavior
- ★ Condition



Outcomes must be measurable

Completing Your Program Design

Your program design is not complete until you incorporate additional AmeriCorps components



AmeriCorps Components

- ★ AmeriCorps members as a highly effective means to solving the problem
- ★ Plans to recruit, train, and supervise AmeriCorps members
- ★ Design a powerful member service experience
- ★ Engage community volunteers
- ★ AmeriCorps Identity



If you have Questions

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