

**Memorandum of Understanding
Between
The Administration for Community Living (ACL), U.S. Department of
Health and Human Services
and
The Corporation for National and Community Service (CNCS)**

This **MEMORANDUM OF UNDERSTANDING (MOU)**, made by and between the Party, the Corporation for National and Community Service (hereinafter, "CNCS"); and the Party, the Administration for Community Living, U.S. Department of Health and Human Services (hereinafter, "ACL"). The Parties agree to the following:

I. Purpose and Scope

The purpose of this MOU is to facilitate the development of collaborative activities between ACL and CNCS to help modernize the way public and private non-profit organizations, such as community and faith-based organizations, utilize volunteers – especially older adults and persons with disabilities. The goal is to: increase the number of older adults and persons with disabilities, including persons with intellectual and developmental disabilities, engaged in national service and volunteering; bolster the ability of older Americans and people with disabilities to live independently at home with the supports they need; enable older adults and persons with disabilities to participate fully in society; and to utilize volunteer service activities to support communities in need throughout the United States.

ACL and CNCS will maintain open communication on the activities of their respective programs to increase, where possible, collaboration and integration of their respective networks. ACL will work with CNCS to help leverage federal investments toward achieving community integration for all.

Across the country, 64.5 million Americans volunteered to help their communities in 2012. Of these, 10.3 million were older adults (55 and older) who dedicated 1.8 billion hours of service. In total, 24.4% of older adults volunteered in 2012. Volunteers age 65 and over spent a median of 90 hours on volunteer activities in 2012, the highest among any age group, and far above the 50 median annual hours served by the general volunteer population.

Older Americans are in an excellent position to support CNCS and ACL goals. In many cases they may have the time, the experience, and the expertise to volunteer in a variety of activities. In addition, research findings demonstrate the positive relationship between health and volunteering. Older volunteers, in particular, are likely to benefit from volunteering. Older volunteers who are at a higher risk of disability are most likely to benefit from volunteering.

Despite the large number of people who share their time and talents through service, the needs of our communities and the nation surpass the number of people who volunteer. Volunteering offers a means for all people, including people with disabilities, to expand their economic opportunities by developing skills and building relationships and contacts while contributing to their community in a meaningful way. Volunteering has tangible benefits that can have a positive impact toward increasing competitive,

integrated employment outcomes. Such benefits may be particularly important for people with disabilities who face relatively low rates of participation in the labor force and relatively high rates of unemployment.

ACL and CNCS are entering into this agreement to address issues affecting older persons and persons with disabilities within the extent of each organization's jurisdiction and available resources. This MOU supports the Presidential Taskforce on National Service, established in 2013, that seeks to coordinate volunteering and service programs across the Federal government and develop opportunities for interagency agreements. This MOU in no way signifies the obligation of financial resources; rather, it represents intended collaborations between the agencies. ACL and CNCS agree to work together through the activities described below.

II. Background

A. Administration for Community Living (ACL)

The Administration for Community Living (ACL) resides within the U.S. Department of Health and Human Services (HHS) and includes the Administration on Aging, the Office on Disability and the Administration on Intellectual and Developmental Disabilities (AIDD). ACL supports both cross-cutting initiatives and efforts focused on the unique needs of individual groups, such as children with developmental disabilities or seniors with dementia. ACL's mission is to maximize the independence, well-being, and health of older adults, people with disabilities across the lifespan, and their families and caregivers. ACL promotes policies and practices to allow all people, regardless of age and disability, the opportunity to live with dignity, make their own choices, and participate fully in society.

1. Administration on Aging (AoA)

Located within ACL, the Administration on Aging's (AoA's) mission is to promote the dignity and independence of older people, and to help society prepare for an aging population. AoA provides financial support to develop comprehensive and coordinated home and community-based care for older people and their caregivers and to promote elder rights protection activities for older adults both in the community and in long-term care facilities. Created in 1965 to carry out the Older Americans Act (OAA), AoA is part of a federal, state, tribal and local partnership consisting of 56 State Agencies on Aging, 629 Area Agencies on Aging, 244 Tribal and Native organizations, two organizations serving Native Hawaiians, and 29,000 local service providers. In addition to creating the AoA, the OAA authorizes grants to States for community planning and services programs, demonstration training projects in the field of aging.

Each year, about eleven million older persons, and over 800,000 of their caregivers, use AoA services. Many of these services are delivered through the efforts of thousands of volunteers across the nation.

The Older Americans Act highlights the role of volunteers as a strategy to support and enhance OAA programs. The amendments:

- authorizes the use of volunteers at all levels in OAA programs;

- provides for demonstration grants for a variety of multigenerational and civic engagement activities and training and technical assistance initiatives that encourage community capacity-building involving older individuals and demonstrate effectiveness and cost savings in meeting critical needs ; and
- calls for collaboration between the AoA and the Corporation in modernizing the way community-based organizations utilize older adults as volunteers.

2. Administration on Intellectual and Developmental Disabilities

Located within ACL, the Administration on Intellectual and Developmental Disabilities' (AIDD's) mission is to ensure that individuals with developmental disabilities and their families are able to fully participate in and contribute to all aspects of community life in the United States and its territories. AIDD works with partners in every state and territory to achieve the goals embodied in the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (DD Act). AIDD implements and administers the DD Act. The DD network across the United States consists of four programs administered and funded by AIDD, that operate in each state and territory: 1) State Councils on Developmental Disabilities; 2) State Protection & Advocacy Systems; 3) University Centers for Excellence in Developmental Disabilities Education, Research & Service; and 4) Projects of National Significance.

The 56 State Councils on Developmental Disabilities (SCDD) promote the development of a comprehensive, statewide, person-centered and family-centered system that provides a coordinated array of culturally-competent services and other forms of assistance for people with intellectual and developmental disabilities and their families. Each Council develops a strategic plan based on analysis of service system needs to assist people with developmental disabilities increase their independence, productivity and integration within the community and reach their maximum potential.

The 57 current State Protection & Advocacy Systems (SPAs) work at the state level to protect individuals with developmental disabilities by empowering them and advocating on their behalf. SPAs (PADD) protect the legal and human rights of individuals with developmental disabilities via legal, administrative, and other appropriate remedies and approaches, including the authority to investigate incidents of abuse and neglect.

The national network of University Centers for Excellence in Developmental Disabilities Education, Research & Service (UCEDDs) is designed to increase the independence, productivity, and community integration and inclusion of individuals with developmental disabilities. UCEDDs receive discretionary grants from AIDD to engage in interdisciplinary pre-service training, community services, research, and information dissemination activities, and support national training initiatives and technical assistance

AIDD also administers and funds Projects of National Significance (PNS), which are designed to focus on the most pressing issues affecting people with developmental disabilities and their families, creating and enhancing opportunities for these individuals to contribute to, and participate in, all facets of community life. PNS support the development of national and state policy and engages in activities that enhance the independence, productivity, inclusion, and integration of people with developmental disabilities.

A. Corporation for National and Community Service (CNCS)

CNCS is an independent Federal agency in the Executive branch of the U.S. government. The mission of the CNCS is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. CNCS provides grants, training, and technical assistance to developing and expanding organizations. CNCS also provides opportunities for Americans of all ages and backgrounds to serve communities across the country by addressing critical community needs through its Senior Corps and AmeriCorps programs. In addition, CNCS explores, develops, and models effective approaches for using volunteers to meet the nation's human needs, and conducts and disseminates research that helps develop and cultivate knowledge that will enhance the overall effectiveness of national and community service programs.

CNCS administers three Senior Corps programs: 1) Foster Grandparent Program; 2) Senior Companion Program; and 3) RSVP. The Foster Grandparent Program connects volunteers age 55 and older with children and young people with special or exceptional needs. The Senior Companion Program brings together volunteers age 55 and older with frail adults in their community who need assistance to maintain independence primarily in their own homes. RSVP offers a diverse range of opportunities for all volunteers age 55 and older who want to find challenging, rewarding, and significant service opportunities in their local communities.

CNCS also administers three AmeriCorps programs, including AmeriCorps VISTA (Volunteers in Service to America), AmeriCorps State and National, and AmeriCorps NCCC (National Civilian Community Corps). AmeriCorps VISTA provides full-time members to nonprofit, faith-based and other community organizations, and public agencies to create and expand programs that bring low-income individuals and communities out of poverty. AmeriCorps State and National offers over 75,000 opportunities for adults of all ages and backgrounds to serve through a network of partnerships with local and national non-profit groups. AmeriCorps NCCC is a full-time team-based residential program in which young adults serve to strengthen local communities.

In addition, CNCS administers the Social Innovation Fund that mobilizes public and private resources to expand innovative community-based volunteer activities demonstrating evidence of impact in the areas of economic opportunity, healthy futures, and youth development.

Moreover, , CNCS administers the Volunteer Generation Fund, a program authorized by the Edward M. Kennedy Serve America Act of 2009 to expand the capacity of volunteer connector organizations to recruit, manage, support, and retain individuals to serve in high quality volunteer assignments.

B. Task Force on Expanding National Service

In July 2013, the President established the Task Force on Expanding National Service, which is co-chaired by the Chief Executive Officer of CNCS and the Director of the

Domestic Policy Council. The Task Force includes representatives from the U.S. Department of Health and Human Services. The Task Force's mission and function is to:

- (i) identify existing, and, if appropriate, recommend new, policies or practices that support the expansion of national service and volunteer opportunities that align with the Serve America Act (SAA) and agency priorities;
- (ii) make recommendations on the most effective way to coordinate national service and volunteering programs across the Federal Government;
- (iii) identify and develop opportunities for interagency agreements between CNCS and other agencies to support the expansion of national service and volunteering;
- (iv) identify and develop public-private partnerships to support the expansion of national service and volunteering;
- (v) identify and develop strategies to use innovation and technology to facilitate the ability of the public to participate in national service and volunteering activities; and
- (vi) develop a mechanism to evaluate the effectiveness and cost-effectiveness of national service and volunteering interventions in achieving agency priorities, and aggregate and disseminate the results of that evaluation.

III. Authorities

AIDD Authority: 42 U.S.C. § 15082.

AOA Authorities: 42 U.S.C. §§ 3012, 3030s-1, 3032f, 3058g.

CNCS Authorities: Sections 193A (c) (8) and (11) and 196 (b) of the National and Community Service Act of 1990 (42 U.S.C. §§ 12501 et seq.).

This MOU does not constitute or give rise to a partnership or joint venture between the Parties, nor does it constitute an obligation of funds by either party. Each Party shall operate under the terms of this MOU as an independent entity and not as an agent for the other. In addition, nothing in the MOU limits any of the Parties' independent authority to make decisions regarding the respective roles and responsibilities of that party.

IV. Collaboration Framework

Under this MOU, the ACL and the CNCS will jointly develop activities that recruit, engage, and support older Americans and more people with disabilities in national service and maximize the ability of all older adults to live independently in the community. The primary goals of this collaboration are:

A. Enhance inclusive, accessible service sites and programs by:

- 1) Increasing awareness among older adults and persons with disabilities of national service and volunteer options that are available to them, and have the support they need to get to pursue the options and participate successfully.
- 2) Increasing the information shared by organizations and agencies supporting adults with disabilities, including school personnel and staff supporting students with disabilities, to ensure discussion of voluntary community service opportunities in their support and personal and transition planning services.
- 3) Ensuring accessible facilities and services at program and service sites. Eliminate other barriers, such as lack of awareness of available opportunities by potential older adult volunteers or volunteers with disabilities, to programs and facilities of organizations involved with voluntary service, community service, or service-learning
- 4) Educating all staff, members, and volunteers on disability inclusion. Develop an incentive program that recognizes and rewards successful inclusion efforts.
- 5) Communicating broadly that persons with disabilities are assets to national service and volunteer programs.

B. Building integrated National Service and Community Living networks that:

- 1) Include participation by older adults and persons with disabilities.
- 2) Incorporate accessibility and accommodations into all aspects of the programs.
- 3) Expand economic opportunities for older adults and persons with disabilities, including youth, through the development of skills, toward supporting competitive, integrated employment.

C. Increasing the impact of volunteering by and for older adults and persons with disabilities by.

- 1) Collaborating on the expansion of intergenerational activities.
- 2) Exploring expanding collaboration to include other Federal agencies.
- 3) Coordinating workshops and forums outlining opportunities to expand the impact of service by and for older persons and persons with disabilities in the community.

- 4) Exploring opportunities for co-location of programs and to complement the grant activities of each agency.
- 5) Designing policies, programs and evaluation activities to increase the impact of volunteerism.

D. Strengthening volunteer service, so that participants find satisfaction, meaning and opportunity, by:

- 1) Developing a branded national volunteer recognition program for older volunteers and volunteers with disabilities.
- 2) Collaborating to strengthen outreach efforts in underserved communities and to implement best practices that ensure a powerful volunteer experience.
- 3) Sharing CNCS technical assistance and training material with partners in the Aging and the Developmental Disability Networks.
- 4) Collaborating to assist in creating broader opportunities for older persons and persons with disabilities to participate in volunteer activities.
- 5) Improving experiences of persons with disabilities engaged in national service or volunteering.

E. Maximizing the value added to grantees, partners and participants through research, technical assistance, evaluation and program oversight, by as follows:

- 1) Leveraging grant awards by developing Notices of Funding Opportunities/Availabilities that could enhance the development of common research and evaluation.
- 2) Promoting communication and collaboration between the CNCS and ACL state and local networks.
- 3) Collaborating on ideas and lessons learned; develop common evaluation tools and articulate more effective ways to do substantive evaluations.
- 4) Engaging in data sharing of relevant evaluation and research findings.
- 5) Increasing collaboration to include RSVP and Senior Companion volunteers and AmeriCorps members as part of the coordinated system of long-term care for older persons and people with disabilities.
- 6) Publicizing effective demonstration projects.
- 7) Providing support to CNCS and ACL commonly shared sponsors, grantees, and leadership in our networks.

F. Heightening the visibility of volunteering and the ACL/CNCS partnership such as in the following suggested list:

- 1) Developing video and written messages from principals of the CNCS and ACL for each party's websites.
- 2) Using the ACL and the CNCS websites to advertise other non-Federal funding opportunities.
- 3) Advertising joint collaborative opportunities on social networking sites such as the Senior Corps and ACL Facebook pages.
- 4) Helping make volunteer service accessible and attractive to all Americans.

V. Announcement of Collaboration

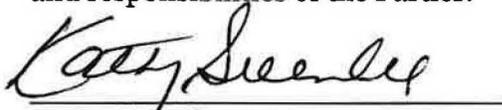
CNCS and the ACL will confer on media relations and other External Affairs support for this initiative. This will include consistent, agreed-upon branding practices and descriptions of the joint project.

VI. Duration, Modification, and Termination of Agreement

This MOU will become effective immediately upon signature of both parties and remain in effect for a period of four years from the date signed or until one Party decides to terminate. In the event that either Party desires to modify the agreement, the parties may do so by mutual consent. If either Party desires to terminate this MOU, that Party will provide not less than a thirty (30) day written notice of an intent to terminate the MOU to the other Party.

VII. Entirety

This MOU constitutes the entire understanding of the Parties with respect to the roles and responsibilities of the Parties.



Kathy Greenlee
Administrator
Administration for Community Living and
Assistant Secretary for Aging
U.S. Department of Health and Human Services



Wendy Spencer
Chief Executive Officer
Corporation for National and
Community Service

May 23, 2014
Date

May 23, 2014
Date