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Executive Summary

Tennessee's Community Assistance Corporation (TCAC) Making Veterans Priority (MVP) members will serve as additional assistance to VetSuccess on Campus Counselors meeting the needs of Veterans, Servicemembers, and their dependents as they pursue academic success and professional vocational rehabilitation in order to transition to civilian employment after graduation. AmeriCorps member's ultimate objective is to give veterans in need the tools to rejoin their community as productive and responsible citizens.

Rationale and Approach/Program Design

b. Solution

AmeriCorps Member Roles and Responsibilities

The MVP Program will host 2 Full Time MSY (member service years). MVP members placed at Middle Tennessee State University, Murfreesboro, Tennessee in the VetSuccess on Campus Program will be Veterans, Servicemembers and/or dependents of Veterans or Servicemembers. The members will assist the VSOC Counselor with: referrals for career, academic, or adjustment counseling; provide resources to assist and encourage Veteran students to seek and receive counseling services as needed; in coordination with the VSOC Counselor develop an on-campus mentoring and tutoring program to include engaging Veterans in student organizations and campus employment outreach; be available to provide to the VSOC counselor Careerscope Assessment Reports and any other data needed to meet the needs of Veteran students; report issues or concerns regarding Veteran students to the VSOC counselor; coordinate outreach and marketing events to provide Veteran students with services available through the VSOC program; provide advice on the registration process including utilizing campus resources; assist the VSOC program in all aspects of creating and maintaining efforts to sustain a Veteran-supportive campus; provide to the Veteran students information regarding the Veterans Administration; assist the VSOC counselor with coordinating internships and/or fellowships that may lead to employment; assist the Veteran student with Careerscope portal, employment workshops -- on and off campus -- resume and portfolio workshops and vocational testing; assist with new student orientation, available mentoring programs, job fairs, health fairs, VA Medical Centers, and any Veterans events or programs that would enhance their educational success.

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All MVP program activities are designed to address the CNCS National Performance Measures:

(V1): Number of Veterans that receive CNCS-supported assistance.

(V2): Number of Veterans engaged in service opportunities as a National Service Participant or Volunteer.

(V3): Number of Veterans assisted in pursuing educational opportunities.

Because of the experience and skills developed while serving in the military Veterans have an invaluable resource in furthering their skills through the educational process. It is important that the Veteran student choose the right VA program, degree program and school to assure they are making the "right" career choice. The Veteran student needs a supportive, on-campus environment where they can attend with the confidence of knowing the school supports Veteran students and their educational needs.

c. AmeriCorps Member Selection, Training, and Supervision

TCAC staff will utilize the My AmeriCorps Portal, local media, AmeriCorps and military list serves, community and college job fairs, college academic support centers, workforce centers, site supervisors recommendations, and social media networks to select the AmeriCorps members placed.

At the beginning of an AmeriCorps member's term, the members and their site supervisors receive a one-day pre-service orientation covering members contracts/forms, prohibited activities, AmeriCorps portal, and AmeriCorps 101. The PST will include training designed toward meeting the performance measures in review. TCAC and MVP program staff will monitor sites by reviewing monthly reports/timesheets to insure members are in compliance with their Member Service Agreements including prohibited activities. Veteran related trainings will be held quarterly providing training on symptoms of PTSD and TBIs, substance abuse, suicide prevention as well as employment and education preparation. In addition, TCAC hosts a three day leadership workshop to recognize each AmeriCorps member's accomplishments during their term of service.

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d. Outcome: Performance Measures the Making Veterans Priority has chosen to opt-in to three National Performance Measures:

Output: Number of Veterans that receive CNCS-supported services. (V1) Targets 800 Veterans.

Output: Number of Veterans engaged in service opportunities as a National Service Participant or volunteer. (V2) Targets 100 Veterans and/or families of Veterans.

Output: Number of Veterans assisted in pursuing educational opportunities. (V3) Target 800 Veterans.

AmeriCorps members will submit monthly reports that will include quantitative and qualitative data to reflect program performance measures.

Organizational Capability

2. Organizational Capability (25%)

a. Organizational Background

Tennessee's Community Assistance Corporation (TCAC) is a non-profit organization dedicated to serving communities throughout the state of Tennessee. TCAC partners with public housing authorities, non-profits, faith based and service based agencies to meet the needs of thousands of Tennesseans each year. Since 1991, TCAC has received funding to support the state VISTA program serving in public housing, the Community Cares program serving the frail and elderly, and Making Veterans Priority serving Veterans, families of Veterans, Servicemembers and their dependents. Along with the AmeriCorps programs TCAC also facilitates The Depot, a redistribution program that assists partners in stretching their dollars while providing much needed materials and supplies to those they serve, Resident Initiatives Program that serves public housing with leadership training for residents, resident council trainings and assist in the are public housing facility with resident services. The MVP program currently has 50 members serving the Veteran community at 14 different sites including Carson-Newman University in Jefferson City, Tennessee. The MVP program's vision is to "be a part of serving those who have served us." The AmeriCorps MVP members provide services to sites that connect Veterans and Servicemembers and their dependents to affordable housing, financial literacy and budgeting assistance, resume and portfolio preparation, education and employment availability,

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assistance and resources for college and financial aid application, making homes more accessible, assist with disability and benefit claims, provide referrals and connections with mental health and counseling services, promote education and awareness surrounding PTSD, trauma, and suicide through workshops and informational programs designed to deal with issues the Servicemember is experiencing while transitioning back into their communities. The MVP program strives to provide all the resources possible to improve the quality of life for Veterans, Servicemembers and their dependents.

The TCAC Board of Directors is comprised of professionals serving in non-profits as executive directors and in college/university level education from Loudon, Crossville, Kingsport, Maryville, LaFollette, Jefferson City and the TCAC Executive Director, Jawanna Chapman. TCAC program staff and the Board of Directors meet one on one with the host sites and attend resource meetings, homeless coalition meetings, and engagements on a state and national level to raise awareness of the services provided by TCAC. The TCAC Board of Directors provide guidance and support to the TCAC Executive Director.

b. Staffing Primary Contact: Ella Parker, MVP Program Director. Ella is a Veteran of the U.S. Army. Ms. Parker will be responsible for 100% of time facilitating the overall management and direction of the program. The Program Director's responsibilities include: creating MOU's, recruitment, enrollment and exiting of AmeriCorps members, site visits, processing GAP childcare packets, managing the program healthcare and claims, managing the program accident coverage and claims, progress reports, providing pre, post, and in-service training to AmeriCorps members. The Program Director will also be available to assist the members with any questions or concerns regarding their service. Secondary Contact: Jawanna Chapman, TCAC Executive Director. Jawanna is responsible for the management of the agency, staff, and oversees all programs. Bill Hipshire, staff accountant, is responsible for fiscal reporting and accounting for the MVP program. Bill has worked as an accountant since he earned his BA in Accounting in 1981. Bethany Heiusler, MVP Program Assistant, served in the U.S. Army, National Guard and Reserves. Ms. Heiusler will assist with the MVP program in the aggregation of data, member communication and needs assessment and administrative assistance to the Program Director.

Cost Effectiveness and Budget Adequacy

3. Cost Effectiveness and Budget Adequacy (25%)

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a. Cost Effectiveness

TCAC is requesting two (2) MSYs with two (2) Full Time members at \$13,300 cost per MSY. TCAC will request a cash match from MTSU for \$20,000.00 (\$10,000 per member). Non-Corporation resources commitments include: TCAC will provide In-Kind support (MTSU partnership, member office space, internet, phone, finger printing, training, and supplies).

d. Budget Adequacy

The budget is adequate to support two (2) AmeriCorps members living allowances' and support costs, along with the personnel expenses, personnel fringe benefits, program staff, and AmeriCorps members training and travel, supplies, evaluation, and other program operating costs. The program performance measures outlined in this grant narrative will be attainable with the two (2) MSYs requested.

Evaluation Summary or Plan

C. Evaluation Summary or Plan TCAC contracts yearly with an independent accounting firm, to perform a single audit and independent evaluation of TCAC and the AmeriCorps programs. A copy of the single audit evaluation is on file with CNCS and Volunteer Tennessee. No significant findings or observations were recorded.

Amendment Justification

n/a

Clarification Summary

Ella Parker, TCAC AmeriCorps Making Veterans Priority Program Director will serve as the VetSuccess Site Supervisor for Middle Tennessee State University. The expected start date for the AmeriCorps members to begin service is October 14, 2013.

Continuation Changes

n/a

Grant Characteristics

AmeriCorps Member Population - Communities of Color