

## PART I - FACE SHEET

### APPLICATION FOR FEDERAL ASSISTANCE

Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)

1. TYPE OF SUBMISSION:

Application  Non-Construction

2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS): 08/09/13	3. DATE RECEIVED BY STATE:	STATE APPLICATION IDENTIFIER:
2b. APPLICATION ID: 13VG153995	4. DATE RECEIVED BY FEDERAL AGENCY: 08/09/13	FEDERAL IDENTIFIER: 13VGH LA001

**5. APPLICATION INFORMATION**

LEGAL NAME: Volunteer Louisiana Commission  DUNS NUMBER: 037435646  ADDRESS (give street address, city, state, zip code and county): 1051 N 3rd St Baton Rouge LA 70802 - 5239 County: East Baton Rouge	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Nicholas Auck TELEPHONE NUMBER: (225) 342-6289 FAX NUMBER: INTERNET E-MAIL ADDRESS: nauck@crt.state.la.us
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6. EMPLOYER IDENTIFICATION NUMBER (EIN): 720807104	7. TYPE OF APPLICANT: 7a. State Commission 7b. State Commission/Alternative Administrative Entity
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8. TYPE OF APPLICATION (Check appropriate box). <input checked="" type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="text"/> <input type="text"/> A. AUGMENTATION      B. BUDGET REVISION C. NO COST EXTENSION    D. OTHER (specify below):	9. NAME OF FEDERAL AGENCY: <p style="text-align: center;"><b>Corporation for National and Community Service</b></p>
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10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.021 10b. TITLE: Volunteer Generation Fund	11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: LA Volunteer Generation
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12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): Generally directed statewide, but specific impact will be on Shreveport, Monroe, Lake Charles, Alexandria, Winnsboro, Lafayette, Leesville, Baton Rouge, and New	11.b. CNCS PROGRAM INITIATIVE (IF ANY): SIF - Issue Area Opportunity
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13. PROPOSED PROJECT: START DATE: 10/01/13    END DATE: 09/30/14	14. CONGRESSIONAL DISTRICT OF:    a.Applicant <input type="text" value="LA 006"/> b.Program <input type="text" value="LA 006"/>
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15. ESTIMATED FUNDING: Year #: <input type="text" value="1"/> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr><td style="width: 20%;">a. FEDERAL</td><td style="text-align: right;">\$ 36,967.00</td></tr> <tr><td>b. APPLICANT</td><td style="text-align: right;">\$ 64,010.00</td></tr> <tr><td>c. STATE</td><td style="text-align: right;">\$ 0.00</td></tr> <tr><td>d. LOCAL</td><td style="text-align: right;">\$ 0.00</td></tr> <tr><td>e. OTHER</td><td style="text-align: right;">\$ 0.00</td></tr> <tr><td>f. PROGRAM INCOME</td><td style="text-align: right;">\$ 0.00</td></tr> <tr><td>g. TOTAL</td><td style="text-align: right;">\$ 100,977.00</td></tr> </table>	a. FEDERAL	\$ 36,967.00	b. APPLICANT	\$ 64,010.00	c. STATE	\$ 0.00	d. LOCAL	\$ 0.00	e. OTHER	\$ 0.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 100,977.00	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? <input type="checkbox"/> YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: <input checked="" type="checkbox"/> NO. PROGRAM IS NOT COVERED BY E.O. 12372
a. FEDERAL	\$ 36,967.00														
b. APPLICANT	\$ 64,010.00														
c. STATE	\$ 0.00														
d. LOCAL	\$ 0.00														
e. OTHER	\$ 0.00														
f. PROGRAM INCOME	\$ 0.00														
g. TOTAL	\$ 100,977.00														
17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO															

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. TYPED NAME OF AUTHORIZED REPRESENTATIVE: Nicholas Auck	b. TITLE: Director, Vol LA	c. TELEPHONE NUMBER: (225) 342-6289
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 09/11/13

# Narratives

## Executive Summary

Building on the successes of the 2010-2013 Volunteer Generation Fund partnerships and projects, Volunteer Louisiana will expand nonprofit collaboration and volunteer opportunities within joint local government/nonprofit community. Volunteer Organizations have expressed a continued desire to collaborate and local governments have demonstrated the benefits and cost savings while engaging more citizens. With these two initiatives gaining traction and new opportunities adapted to this type of partnership, Louisiana communities are on the verge of realizing a greater connections between citizens with passion and ability with local government in great need. Volunteer Louisiana and the Louisiana Association of Nonprofit Organizations (LANO) will engage metropolitan communities in Volunteer Fairs that network nonprofits as partners as well as recruits volunteers for future projects. Volunteer Louisiana & LANO will provide technical assistance and hosting assistance within the community. Additionally, Volunteer Louisiana will provide training for nonprofits and volunteers that demonstrates best practices in developing, hosting and improving service projects that are in partnership with local governments. Volunteer Generation Funds will be used to support registration of volunteers, promotion of volunteer opportunities, managing volunteers as well as subgranting funding for projects.

## Program Design

Volunteer Louisiana's VGF 2013 outcomes are to develop partnerships between nonprofits to support local government/nonprofit collaboration service projects, and to increase the number of volunteers working through local nonprofits. The partnerships developed will be measured through the application process which will designate new partnerships as well as continued partnerships. The increase in volunteers will be tracked by the volunteers registered through the states webbased volunteer registry. The later measurement will directly reflect the National Performance Measure; Number of Community Volunteers recruited by CNCS-supported organizations and hours of service contributed by community volunteers who were recruited by CNCS-supported Organizations. Additionally, we plan to focus on the number of military family members engaged in service opportunities as well as improving the number of organizations implementing three or more effective volunteer management practices as a result of capacity building services provided by CNCS-supported organizations or national service participants. Volunteer Louisiana Commission envisions a future where the people of Louisiana are inspired to serve and are actively engaged in improving the quality of life for their fellow citizens. The mission of the Commission is to build and sustain high quality

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programs that meet the needs of Louisiana's citizens and promote an ethic of service. We believe that citizens service provides opportunities for individuals to achieve academic success, to develop job skills, to strengthen communities and to build a culture of good citizenship and personal responsibility.

Our state need is clear: with a population of 4.3 million, Louisiana continues to rank in the bottom in poverty, education and child well-being. 19.2 percent of Louisiana's citizens live in poverty, and 31.8 percent of children under age 5 are living in poverty. Fourteen percent of people 65 and older are also living in poverty. Twenty-one percent of adults 25 and older are dropouts: they are not enrolled in school and have not graduated from high school. Twenty-five percent of population is under 18 years of age and 12 percent are 65 years or older. Through volunteer service, these individuals can be engaged to develop a connection with their community while developing their marketability as productive members of society.

The Commission will host volunteer fairs to develop partnerships and recruit volunteers. Additionally, we will provide training to organizations on the CNCS Volunteer management practices. Nonprofits in Louisiana continue to improve through the training provided by Volunteer Louisiana and become leaders in their community. While the Commission will continue to provide this training and opportunity, CNCS funding is needed to provide funding for projects that will give the organizations and individuals the necessary experience to ensure fruition.

### Organizational Capability

Organizational Capability The Louisiana Serve Commission was legislatively created in 1993 and is led by a committed group of 18 Commissioners who bring expertise and vision from across the state. The staff of six is led by Janet Pace, executive director since 2009, who came to the Commission to create Volunteer Louisiana in 2007. She is responsible for oversight of the various programs of the Commission, including AmeriCorps\*State, Learn and Serve America, Volunteer Louisiana and the Office of Social Entrepreneurship. She is the former President & CEO of Volunteer! Baton Rouge and brought Hands On Baton Rouge to VBR's portfolio of programming, recognizing its potential for engaging new, unreached volunteers in the community and for empowering volunteers to be leaders. During her tenure at VBR!, the agency was named the 2005 National Volunteer Center of the Year by the Points of Light Foundation and also received the National VOAD Long-Term Recovery Partnership Award for its work during Hurricanes Katrina and Rita. She is currently pursuing a master's degree in public administration from LSU and is often asked to present trainings on best

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practices of volunteer management or give inspirational talks about volunteering. This grant will be overseen directly by the Director of Volunteer Louisiana, Nicholas Auck, who has the chief responsibility for the state's volunteer effort and works with the volunteer connector organizations regularly. Nick was most recently Exercise Officer and Voluntary Agency Liaison in the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP). He has also worked in the Governor's Office of Rural Development as a Field Coordinator where he managed \$6.5 million annually in grants to local governments for more than one third of the state. He has also served as program manager for GOHSEP's Emergency Management Performance Grant (EMPG) and Citizen Corps including all coordination with the Department of Homeland Security for preparing the grant application, processing award documentation, developing the subgrantee RFP, processing applications and award documentation, and monitoring subgrantees. Previously, he has conducted and managed the State Citizen Corps training program, facilitated the State Citizen Corps Council and organized the State Citizen Corps Conference and Statewide Training Rodeo. The Commission has a dedicated Fiscal Officer, Patrick Roque, a CPA and formerly with the State Department of Education, who works with the state's Office of Management and Finance to ensure that grants are administered properly and reporting deadlines are met. He oversees all program expense reimbursement (PER) requests to ensure that they meet the criteria for reimbursement. He drafts grant agreements for subgrantees and oversees LA Serve contracts. With regard to our ability to create and accurately measure performance, the Commission requires all of its subgrantees to establish performance measures for the grant funds. Our AmeriCorps Program Officer, Stephanie Trahan, provides training to programs to assist them with this development. She will be a resource for this grant to ensure the performance measures are measurable and able to be tracked for impact. We track outcomes for the state on each of our programs. These can be viewed by the public at <https://wwwprd.doa.louisiana.gov/lapas/view/viewframe.cfm?tab=obj> Currently for Volunteer Louisiana we track: -From the website, [www.volunteerlouisiana.gov](http://www.volunteerlouisiana.gov): \*Number of registered volunteers \*Number of registered volunteer organizations \*Number of registered volunteer opportunities And from other sources: \*Number of in-state spontaneous volunteers \*Total number of volunteer hours served in Louisiana annually (in millions) We are also, as part of the new Strategic Plan, going to be working with local state universities (LSU and Southern) to create an Economic Impact of Volunteerism study which will begin in the 2010-2011 state fiscal year. Though LA Serve has undergone several staff changes over the last few years, it is now stabilized. All staff positions are filled by individuals with qualifications for the positions they hold. Currently the Commission

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manages a portfolio of \$5.5 million in AmeriCorps and Learn & Serve K-12 funds with 12 AmeriCorps subgrantees and 20 L&S subgrantees. The Commission successfully managed an increase to \$21 million in the aftermath of Katrina and Rita, and just as importantly has been able to downsize its portfolio with minimal community impact once those funds expired in 2009. This year the Commission underwent a Strategic Planning process to parallel the efforts of a new State Service Plan. Commissioners and staff are excited about the recommitment to the Commission's programming and eager to implement changes that will enable it to continue to make positive social impacts across the state. The Strategic Plan has measurable goals and objectives that will be reviewed and evaluated annually. The Commission continues to strengthen strategic alliances with statewide and national groups that offer expertise, resources and/or funding in support of national service and volunteerism in Louisiana. Our active partners with which we regularly meet and collaborate are: \*Louisiana State Office of the Corporation for National and Community Service \*National Civilian Community Corps-Vicksburg Campus \*Louisiana Department of Education \*Louisiana Campus Compact \*Louisiana Association of Volunteer Center Directors (LAVCD) \*Louisiana Voluntary Organizations Active in Disaster (LAVOAD) \*Louisiana Association of Nonprofit Organizations (LANO) \*Louisiana Office of Community Development \*Governor's Office of Disability Affairs (GODA) \*Louisiana Civic Education Commission \*Encore Louisiana Commission \*Points of Light Institute/HandsOn Network \*DOVIA Baton Rouge and DOVIA New Orleans

### Clarification Summary:

A reduction in funding will require that Volunteer Louisiana increase funds that will be sub-granted. This will require a redistribution on Volunteer Louisiana funds provided as match, which has been included in the budget.

Poverty will be addressed in 2 ways. First, volunteerism will be promoted at the Volunteer Fairs, as well as when recruiting for volunteer opportunities funded by sub-grants, as a best practice for improving a resume. Second, the projects undertaken through sub-grants will be a public-private partnership with local government that address an aspect of poverty.

Through this funding, Volunteer Louisiana has three targets for the National Performance Measures chosen. 1) Increase the number of registered volunteers by 10,000; 2) register at least 4,000 volunteers who are veterans or family members; 3) and increase the number of organizations using 3 or more best practices by 40 organizations.

This program is similar in that it is intended to increase volunteer recruitment/placement, volunteer

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opportunities and partnerships between local government and non-profits. However, it differs significantly in that an organization is required to do more than recruit volunteers and train volunteer leaders. Under this program, non-profits must participate in the Volunteer Fair which includes networking with other non-profits to enhance current activities, as well as partnering with local governments.

Volunteer Louisiana is aware of the special condition in regard to the start date and has the capacity to meet the special condition.

In regard to the FY 12 grant activities, 1) Volunteer Louisiana will not have expended all of the funding. 2 & 3) Of the Approximately 118,000, the largest portion of these funds (\$60,000) are for technology expenses that have been held up by the State Request For Proposal process. The Bids have been received and reviewed and contracts are being negotiated to expend these funds by the end of December 2013. Additional funding remains in the budget items for sub-grantees and will be awarded to projects National Day of Remembrance & Service 2013, as well as Make A Difference Day 2013 and Dr. Martin Luther King, Jr. Day 2014 provided our No-Cost Extension is approved.

Volunteer Louisiana currently has the capacity to track the volunteers and their hours of service to be reported to CNCS.

Mr. Nicholas Auck brings 15 years of professional instruction in the classroom from his years of service in the United States Army, LA Dept. of Environmental Quality and State Homeland Security. He is certified as a Master Exercise Planner by FEMA, and Emergency Manager by the Louisiana Emergency Professionals Association (LEPA) as well as the International Emergency Managers Association (IEMA). He also has seven years of experience in community development, developing community programs and citizen to local government collaboration while serving in the Governor's Office of Rural Development. During his time in Rural Development, he developed projects and citizen programs through the Small Towns initiative and was a lead for more than a third of the state in certification on Economic Empowerment Zones.

### **Budget/Cost Effectiveness**

Budget Adequacy/Cost Effectiveness The budget components are designed to support all initiatives within the grant. Both administrative costs and project supplies are accounted for to ensure that the goals of the program can be met. Service projects to engage new volunteers are a key component of the strategy, so allocating funds to this is essential. The \$30,986 match will be provided by State General Funds from the Louisiana Serve Commission/Office of the Lt. Governor, more than meeting the required 20 percent required for the grant in Year One and ultimately more State Funds will be

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allocated as match each year, maxing out at 50 percent. Each volunteer connector organization will identify local sources of cash or in-kind match for the Days of Service and Cities of Service projects as part of these grant application processes. Because each volunteer connector organization is well-positioned within its community, each has relationships with funders and granting organizations that will provide additional match for these funds. Volunteer leaders participating in the Volunteer Leader Project funding will also provide in-kind match reporting related to those projects.

## Required Documents

Document Name

Status