



Campus Compact AmeriCorps

2019 Host Site Application

Technical Assistance



Agenda

- Background
- Purpose, Goals, Outcomes, Performance Measures
- Benefits & Requirements
- Timeline
- Host Site Application Instructions



Background

Corporation for National & Community Service

The mission of CNCS is to improve lives, strengthen communities, and foster civic engagement through service and volunteering.

Iowa Commission for Volunteer Services

To improve lives, strengthen communities, and foster civic engagement through service and volunteering.



Purpose

Campus Compact AmeriCorps is the program for campuses or Volunteer Centers seeking to expand or deepen their community partnerships.

- Higher Ed partners: AmeriCorps members contribute to the creation or implementation of a campus's Civic Action Plan
- VCI partners: AmeriCorps members recruit and place college students into volunteer positions



Goals

- Create stronger partnerships between higher ed and the community
- Create stronger, more efficient and effective nonprofits
- Support students in their journey to become civic professionals

Outcomes

- Increased College/University capacity to partner with the community
- Increased VCI capacity to recruit college student volunteers
- Increased civic competency of AmeriCorps members
- Increased total number of beneficiary's served



Performance Measures

- Number of host sites completing a civic action plan
- Number of organizations receiving capacity building services from Campus Compact AmeriCorps members
- Number of host sites improving their capacity as a result of Campus Compact AmeriCorps member services



Host site benefits

- AmeriCorps positions
- Funding for personnel time to supervisor AmeriCorps members

How it works

- AmeriCorps positions are awarded to host site
 - Paid AmeriCorps positions are on IWCC payroll
 - Paid positions serve at the host site
 - Unpaid positions can serve on campus, off campus, or both
 - All AmeriCorps positions are supervised by the host site
 - All AmeriCorps positions provide indirect (non-administrative) services to host site or nonprofit partner
- Paid staff positions are on your payroll
 - Costs are reimbursed
 - Time dedicated to supervising the members



Available positions

Paid Positions

- Program Year Full Time (1700 hour) 11 month (33hrs/wk)
- Academic Three Quarter Time (1200 hour) 9 month (33hrs/wk)
- Academic Half Time (900 hour) 9 month (25hrs/wk)

Unpaid Positions

- Program Year Minimum Time (300 hour) 12 month (6hrs/wk)
- Academic Year Minimum Time (300 hour) 9 month (9hrs/wk)
- Semester Year Minimum Time (300 hour) 4 month (18hrs/wk)



Benefits

Program Year Full Time (1700 hour) .. 11 month (33hrs/wk)

- \$15,300 Living Allowance
- + Health Insurance
- + Ed Award
- + \$1000 Professional Development Fund
- + Scholarship/travel support to attend ICAA

Financial Contribution

- \$3800 Cost Share
- + Track personnel time
- Or housing
- Or pay additional \$1500 in cost share



Benefits

Academic Three Quarter Time (1200 hour) .. 9 month (33hrs/wk)

- \$10,800 Living Allowance
- + Health Insurance
- + Ed Award
- + \$1000 Professional Development Fund
- + Scholarship/travel support to attend ICAA

Financial Contribution

- \$2700 Cost Share
- + Track personnel time
- Or housing
- Or pay additional \$1000 in cost share



Benefits

Academic Half Time (900 hour) .. 9 month (25hrs/wk)

- \$8,100 Living Allowance
- + Health Insurance
- + Ed Award
- + \$1000 Professional Development Fund
- + Scholarship/travel support to attend ICAA

Financial Contribution

- \$2000 Cost Share
- + Track personnel time
- Or housing
- Or pay additional \$800 in cost share



Benefits

Program Year Minimum Time (300 hour) .. 12 month (6hrs/wk)

Academic Year Minimum Time (300 hour) .. 9 month (9hrs/wk)

Semester Minimum Time (300 hour) .. 4 month (18hrs/wk)

- + Ed Award
- + Scholarship/travel support to attend ICAA

Financial Contribution

- + Track personnel time
- Or other program expenses
- Or pay additional \$50 in cost share

Requirements for AmeriCorps positions

- Cannot violate prohibited activities
 - No voter registration efforts
 - No proselytization
 - No abortion activities
 - No fundraising of federal awards, grants, contracts
 - No duplicating existing staff or volunteer roles or responsibilities
 - No displacing existing staff or volunteer roles or responsibilities
 - No recruiting volunteers to do any of the above
- **MUST** build the capacity of your organization or another nonprofit through indirect services
- **MUST** be project based, not administrative



Suggested AmeriCorps member activities

Don't have a civic action plan?

- See Civic Action Plan position description template

Community engagement

- See Research & Development position description template

Organizational Development

- See Research & Development position description template

Program Development

- See Program Development position description template

Volunteer Management

- See Volunteer Manager position description template
- See Volunteer Recruiter position description template

AmeriCorps Position Descriptions

1. Submit a position description for each requested paid positions
2. Use position description template
 - You can start with one of the five templates we provide!
 - Civic Action Plan AmeriCorps member
 - Program Development AmeriCorps member
 - Research & Development AmeriCorps member
 - Volunteer Manager AmeriCorps member
 - Volunteer Recruiter AmeriCorps member
3. Use position description guidelines
4. <https://iacampuscompact.org/what-we-do/icap/>



AmeriCorps Position Descriptions

Resources

- Templates and Guidelines:
 - <https://iacampuscompact.org/what-we-do/icap/>
- Position Description Training
 - https://www.youtube.com/watch?v=cDLqn_KF01Y

Personnel time

Site Supervisor Personnel Time support

- Request up to 50% of a full-time position's wage & benefits to supervise Campus Compact AmeriCorps members
- Must match 100% of the awarded funds (1:1 match)
- Enroll 1 paid AmeriCorps position. Cost share fees are waived.
- Prioritize enrolling first generation, individuals of color, or male students
- Dedicate the position to the implementation of the Civic Action Plan

Personnel time Requirements

Program size

- Enroll 1 paid position. Cost share fees are waived.
- About 15 - 20 part time (300 hour) positions
 - IACC pays 50% of a full-time member's staff time
- About 10 part time (300 hour) positions
 - IACC pays 25% of a full-time member's staff time
- Work with each site to determine cohort size



Personnel time Requirements

Marketing/Communications

- Release a press release announcing the award and program.
- Release a marketing product that highlights the program's goals and current achievements.

Personnel time Requirements

Member management responsibilities

- Conduct a member pre-orientation that communicates the program and position requirements
- Meet weekly or bi-weekly with members individually
- Facilitate monthly member team meetings
- Deliver a Title 9 and harassment training to AmeriCorps members
- Ensure members attend key IACC member training opportunities
- Administer a member civic competencies evaluation tool provided by Iowa Campus Compact

Personnel time Requirements

Service Site management responsibilities

- Conduct an in-person site visit prior to placing a member at the site to ensure member safety
- Recruit, Identify, and select sites
- Co-create with service sites member position descriptions
- Coordinate with Iowa Campus Compact an in-person orientation for all service site supervisors
- Administer a process to document AmeriCorps member service hours at the service site
- Administer a partnership evaluation tool provided by Iowa Campus Compact

Personnel time Requirements

Program responsibilities

- Attend a full day in-person program orientation delivered by Iowa Campus Compact
- Recruit and enroll at least 1 full time AmeriCorps positions
- Prioritize the selection of first generation, students of color, and male students as part-time AmeriCorps members



Personnel time Requirements

Campus Compact responsibilities

- Lead the implementation or creation of the organization's civic action plan
 - Support the implementation of your campus partner's civic action plan
- Actively promote Campus Compact events and opportunities to relevant audiences in your local community



Timeline

3/15/2019

Late March

5/10/2019

Mid-May to Early June

8/15/2019

10/31/2020

Priority Application Deadline

Tentative award to priority applicants

Final Application Deadline

Notice of Award

Program year begins

Program year ends



Selection

Iowa Campus Compact will select host sites and make awards based on several criteria. IACC will consider the host site's ability to recruit members, manage the program, and effectively supervisor members.

Host sites requesting continued support will be reviewed through these additional items.

- Host site reports - attainment of Performance Measure Goals
- Enrollment and retention rates
- Compliance with submitting enrollment and exit paperwork by program deadlines
- Site visit or other monitoring findings (if applicable)
- Timely payment of cost share (full-time member positions only)
- Meeting of match requirements



Selection: AmeriCorps Positions

Campus Host Sites

- Connection to Civic Action Plan (create or implement)

Volunteer Centers of Iowa

- Recruit/manage college student volunteers



Selection: Personnel Time

Expand current staff member's time to partner w/ community

- And/Or -

Use existing staff position to deepen partnerships with the community, students

- And/Or -

Create a new staff position to do either of the above



Host Site Application Instructions

<https://iacampuscompact.org/what-we-do/icap/>



Questions

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- Host site application
- Financial obligations
- Requirements
- Brainstorming

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- Member position descriptions



Reminders

Friday, March 15, 2019

Priority Deadline

Friday, May 10, 2019

Final Deadline

Application: <https://iacampuscompact.org/what-we-do/icap/>