

## CONNECTICUT COMMISSION ON COMMUNITY SERVICE

### Record of Meeting – June 14, 2016

#### **Members Present**

E. Adams, S. Becker, I. Black, L. Egan, K. Halkyard, T. Higgins, M. McCreedy, S. Mykins, A. Ostberg, C. Poindexter, A. Ruwet, L. Sandiaes, S. Santy, T. Strong, and P. Tarasovic (15)

#### **Members Absent**

D. Briggs, W. Dyson, M. Farley, M. Gagnon, K. Singh, N. Snow, G. Wintjen (7)

#### **Others**

M. Georges, J. Johnson, K. Scheuritzel

#### Call to Order and Roll Call

Meeting called to order 9:00 am

#### Welcome, Announcements, Agenda Adjustments

J. Johnson welcomed all Commission members to the annual meeting.

#### Business Reports

##### **A. Minutes of April 12, 2016 meeting**

A. Ruwet motioned to adopt minutes. S. Becker seconded motion to adopt minutes. Motion carried unanimously.

##### **B. CCCS Staff**

###### *1. AmeriCorps 2015-2016 portfolio Status*

K. Scheuritzel gave an update; programs are winding down for the service year. She will be collecting performance data mid-July and reporting information to CNCS. K. Scheuritzel will also be sending out a snapshot of AmeriCorps CT performance data at that time.

J. Johnson also added that AmeriCorps program Mine.Yours.Ours (MYO) was closed as of June 1, 2016. Financial reporting for this program is due by July, and MYO has decided not to apply for a planning grant. Conversation continued about the program and the future of the members. J. Johnson explained that some members were eligible to receive a moderate education award and all members were exited successfully.

###### *2. Approval of AmeriCorps 2016-2017 Formula Portfolio*

### **New AmeriCorps Applications**

<b>Legal Applicant:</b> Governor's Partnership to Protect Connecticut's Workforce
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**Program Name:** EdCorpsCT

**New/Continuation**

**CNCS: \$136,839**

**GRANTEE: \$154,783**

**COST/MSY: \$13,684**

**10 1,700-hr slots**

**10 MSY; 10 slots**

### **EXECUTIVE SUMMARY**

The Governor's Partnership to Protect Connecticut's Workforce, Inc. dba, The Governor's Prevention Partnership will have ten AmeriCorps members who will mentor third through eighth grade students at the Dr. Frank P. Simpson-Waverly School in Hartford, CT who have been chronically tardy and/or absent from school and frequently referred for discipline. At the end of the 1st program year, the AmeriCorps members will be responsible for mentoring at least 90 focus students who have then increased school attendance; decreased tardiness; and decreased disciplinary referrals. This program will focus on the CNCS focus area of Education. The CNCS investment of \$136,839 will be matched with \$118,448, \$56,212 in public funding and \$62,236 in private funding.

### **RECOMMENDATION SUMMARY**

In the 2016-2017 program year, Governor's Prevention Partnership (GPP) EdCorpsCT will recruit 10 AmeriCorps members who will mentor and support 90 chronically tardy, absent, and behaviorally-referred third-eighth grade students at the Simpson-Waverly School in Hartford, CT, to support them in improving their school attendance and engagement. EdCorpsCT members will each be matched with nine students, and will work with school faculty and staff to support those students through daily engagement, home outreach, and referrals to wrap-around services as required.

A major strength of the EdCorpsCT program design is its fidelity to an evidence-strong and award-winning program model that has been operating with demonstrated results in New York City, NY for six years. GPP has carefully aligned all key strategies of the NY-based program with its own program design.

Additionally, GPP and its community partners demonstrate a very strong understanding of the significant challenges students and schools in the Hartford region and Connecticut face. GPP has shown investment in ensuring resources are laser focused on strategies that provide economy of scale. As a result, EdCorpsCT program design is rooted in data indicating that late elementary and middle school intervention can have markedly positive impact on the likelihood of an at-risk student to complete high school later.

While EdCorpsCT will likely encounter challenges typical of being a new AmeriCorps program in terms of program start-up and execution in its first year of operation, a larger challenge for them over time may be addressing the local economic climate, which is difficult at both the city and state levels, to garner resources and support for growth of this program beyond one pilot

school. Successful assessment and evaluation of program performance will be an important investment for GPP in making this future case to potential public and private partners.

**PEER REVIEW PANEL**

AVG. SCORE: **91.2**

<b>Legal Applicant:</b> Leadership, Education and Athletics in Partnership
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**Program Name:**

**New/Continuation**

**CNCS: \$181,611**

**GRANTEE: \$410,554**

**COST/MSY: \$13,727**

**50 450-hr slots**

**13.23 MSY; 50 slots**

**EXECUTIVE SUMMARY**

Leadership, Education and Athletics in Partnership, Inc. (LEAP) will have 50 AmeriCorps Members who will provide summer time classroom, community and family-based literacy instruction to 500 children ages 7 to 12 in five low-income neighborhoods in New Haven, CT. At the end of the 1<sup>st</sup> program year, the AmeriCorps Members will be responsible for reducing the literacy achievement gap for these children by overcoming literacy loss during the summer months ("the summer slide"). In addition, the AmeriCorps Members will leverage an additional 65 volunteers that will be engaged in providing community based literacy skill building for low income children. This program will focus on the CNCS focus area of Education. The CNCS investment of \$181,611 will be matched with \$410,554, \$0 in public funding and \$410,554 in private funding.

**RECOMMENDATION SUMMARY**

In the 2016-2017 program year, LEAP Literacy Corps will recruit 50 AmeriCorps to provide summer classroom, community, and family-based literacy instruction to 500 children ages 7-12 in five low-income neighborhoods in New Haven, CT. Literacy Corps will reduce the literacy achievement gap for these children by overcoming literacy loss associated with summer months spent out of school, i.e., "summer slide." This will be achieved using three interrelated and mutually supportive components: classroom literacy activities, building a home library, and a home and community reading program.

LEAP demonstrates strength in its capacity to achieve this mission from its history dating to 1992 of administering high quality programming for low-income children using a corps structure. LEAP delivers corps-based afterschool programming around literacy, mentoring, college readiness, and community service, and works with experts with advanced degrees in education and leading youth education organizations to develop curricula in support of those initiatives. This capacity will be brought to the fore to advance the summer literacy program proposed.

Additionally, as a new AmeriCorps program, LEAP Literacy Corps brings an impressive amount of cash support from several different local, private foundations to its AmeriCorps match obligation.

The main challenge for LEAP Literacy Corps as a new AmeriCorps program is likely to be found in building systems and structures to support execution of a highly intensive 10-week summer literacy program with multiple training and delivery components and a corps size of 50 AmeriCorps members. The program, however, has demonstrated high levels of engagement and fidelity to technical assistance and training received from this Commission throughout the 2016-2017 RFP process; it is anticipated that this high level of participation will continue and that the program will be able to apply program start-up training/technical assistance with equal investment and success.

**PEER REVIEW PANEL**

AVG. SCORE: **91.8**

***Commission Ratification of Peer Review Panel Recommendation***

S. Egan motioned to accept the recommendation of the Peer Review Panel to approve AmeriCorps Formula funding for the new applications of the Governor’s Partnership to Protect Connecticut’s Workforce and LEAP; P. Tarasovic seconded the motion. The motion carried unanimously.

**Re-Compete AmeriCorps Application (competing for a new 3-year round of funding)**

<b>Legal Applicant:</b> Health360
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**Program Name:** CT AHEC Network AmeriCorps

New/Continuation/**Re-compete**

**CNCS: \$188,020**

**GRANTEE: \$175,362**

**COST/MSY: \$13,430**

**14 1,700-hr slots**

**14 MSY; 14 slots**

**EXECUTIVE SUMMARY**

Health360, Inc. will have 14 AmeriCorps members who will engage economically disadvantaged students in the Youth Health Service Corps (YHSC), a standards based service learning program. At the end of the first program year, 225 economically disadvantaged children will complete the YHSC service learning program and 120 of those children will demonstrate improved academic engagement. This program will focus on the CNCS focus area of Education, providing support, services and resources that contribute to improved educational outcomes for economically disadvantaged children. The CNCS investment of \$188,020 will be matched with \$175,362 in public funding and private funding.

**RECOMMENDATION SUMMARY**

In the 2016-2017 program year Health360 (formerly the CT AHEC Network AmeriCorps) will recruit, screen, and train 14 AmeriCorps members to leverage 225 economically disadvantaged

student volunteers who will implement service learning projects that address pressing community health issues across the state of Connecticut. Disadvantaged student volunteers will include middle and high school students in the Youth Health Service Corps program as well as college students in the Collegiate Health Service Corps program. Students participating in the program will become more academically engaged as demonstrated by improvements in school aspirations, interest, and attachment. Health360 is a 1st year re-compete applicant.

A major strength of the Health360 AmeriCorps program is not only found in its exposure of middle and high school students to different health care professions, but also in its aim to increase student aspiration towards higher education. AmeriCorps members incorporate college tours and different financial aid workshops into programming and its curriculum aligns with the “40 Developmental Assets” which identify qualities/skills that youth need in order to grow up as healthy, caring and responsible citizens. One of the Connecticut Commission’s focus areas as stated in its Unified State Plan includes improving high school graduation rates using service as a strategy; Health360 AmeriCorps program continues to promote academic success and build towards positive life outcomes.

Health360 AmeriCorps is a fixed amount grant and therefore has no match requirement to fulfill. The program has a strong record of meeting all reporting and process deadlines and requirements.

A challenge for this program in the 2015-2016 year was found in recruiting a full corps of AmeriCorps members — one, because the program had increased its number of slots from 14 to 16, and two, because the program’s goal of producing members who move on to future health careers requires more narrowly focused recruitment of students with interest in the field. The program has reduced its corps size to 14 again and has a strong past record in recruitment and retention. In the 2014-2015 program year, their Enrollment Rate was 107% and Retention Rate was 93%; it is anticipated that this program can meet performance expectations in this area.

**Continuation AmeriCorps Applications (in their 2<sup>nd</sup> or 3<sup>rd</sup> year of funding)**

<b>Legal Applicant:</b> Agency on Aging of South Central Connecticut
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**Program Name:** Experience Corps

New/Continuation

**CNCS: \$97,022**

**GRANTEE: \$104,201**

**COST/MSY: \$13,006**

**1 450-hr slots**

**34 300-hr slots**

**7.46 MSY; 35 slots**

**RECOMMENDATION SUMMARY**

In the 2016-2017 program year, AARP Experience Corps will recruit, screen, and train 35 AmeriCorps members aged 55 and older to deliver literacy tutoring to children in grades K-3 in

two Connecticut school systems: New Haven and Hamden. AARP Experience Corps is a 2<sup>nd</sup> year continuation applicant.

Strengths of this program include longevity (The Agency on Aging of South Central Connecticut has been serving seniors since 1974, with AARP Experience Corps as a program for over 10 years), and its intergenerational design engaging seniors and elementary school children. AARP Experience Corps has successfully met its match requirements and has a strong record of meeting reporting and process deadlines. Additionally, they have submitted a complete evaluation measuring program impact per their third funding round requirement.

The main challenge for this program has been meeting recruitment and retention goals with consistency. While recruitment improved significantly in the 2015-2016 program year, further restructuring of member slot types in their 2016-2017 application and continuing efforts to hone recruitment strategies to select best fit candidates will continue positive trends in this area. Those recruited seniors who cannot commit to an AmeriCorps term will be engaged as volunteers.

AARP Experience Corps' staff works hard to make sure that senior AmeriCorps members are actively supported through completion of their service terms. Unforeseen personal or family health concerns sometimes result in members having to suspend their service or exit the program. However, very few members exit the program due to dissatisfaction with the experience; the program boasts a high return rate as many members return to service until they have exhausted the number of terms they can complete.

The Connecticut Commission on Community Service assesses each grantee's recruitment and retention rates on an annual basis. The Program Officer works with the Training Officer to support programs in adopting and implementing effective recruitment and retention measures, then monitors implementation and provides additional as-needed support to address challenges and provide interventions to enhance recruitment.

<b>Legal Applicant:</b> Jumpstart for Young Children, Inc.
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**Program Name:** Jumpstart - Connecticut

**New/Continuation**

**CNCS: \$370,000**

**GRANTEE: \$444,162**

**COST/MSY: \$13,730**

**184 300-hr slots**

**38.94 MSY; 184 slots**

#### **RECOMMENDATION SUMMARY**

In the 2016-2017 program year, Jumpstart Connecticut will recruit 184 AmeriCorps members supervised by 28 team leaders to provide in-classroom literacy tutoring to 440 low-income children in community-based early education programs, including Headstart, in six communities throughout the state of Connecticut. Anticipated outcomes include measurable gains in language and literacy skills among students served. Jumpstart is a 2<sup>nd</sup> year continuation applicant.

A major strength of Jumpstart Connecticut is its status as a long-standing national direct with a solid presence throughout the state of Connecticut, which enabled the program to start strong in its first year with our Commission in the areas of recruitment, performance, and compliance.

During its 2015-2016 program year, Jumpstart Connecticut encountered two factors that disrupted members' ability to complete their service commitments — one, a major curriculum change at one of its host early education centers that necessitated schedule changes that conflicted with member college class schedules, and two, an investigation into alleged grievous violations of program conduct codes by an AmeriCorps member that resulted in suspension of activities at the affected host site until the investigation concluded. Investigation results demonstrated no substantiation of any misconduct and that all policies and procedures in place were functioning successfully. However, the interruption to program operations resulted in the exiting of Jumpstart members from that site with only partial service completion, affecting retention rates for the program.

The Commission commends Jumpstart Connecticut for its actions and communication around both situations described above. Where host site curriculum changes occurred, Jumpstart staff was diligent and resourceful in reorienting their member recruitment and supervision to facilitate members' successful service at that site.

Where addressing allegations of member misconduct was concerned, Jumpstart Connecticut's response and level of transparency were consistent with the priority AmeriCorps places on prioritizing protecting the vulnerable populations its programs serve from harm.

<b>Legal Applicant:</b> New England Science and Sailing Foundation
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**Program Name:** NESS SEA AmeriCorps

**New/Continuation**

**CNCS: \$133,000**

**GRANTEE: \$179,156**

**COST/MSY: \$13,300**

**10 1,700-hr slots**

**10 MSY; 10 slots**

#### **RECOMMENDATION SUMMARY**

In the 2016-2017 program year, NESS SEA will recruit 10 AmeriCorps members to deliver a STEM-based adventure education program to 230 underserved children utilizing marine science, adventure sports, and sailing as its educational platform. These programs will be provided to New London Public School students as part of a strategic effort by the New London Public Schools (NLPS) and the New England Science and Sailing Foundation, Inc. (NESS). Both a during/after school Extended Learning Program (ELP) component and a Summer Learning Program (SLP) will be provided. NESS SEA is a 3<sup>rd</sup> year continuation applicant.

It has been proven that a high quality adventure education program has helped students achieve academic success. The BLUE Crew program hopes to build on one of the Commission's

Unified State Plan focus areas by improving the high school graduation rate using service as a strategy.

To that end, a major strength of NESS SEA AmeriCorps is its uniquely powerful means of helping students to bridge skills learned in adventure and STEM components with other areas of their lives, including academics and home life. Members will teach basic life skills and encourage students to set goals, work as a team, communicate effectively, rely on themselves, be leaders and motivate themselves and their peers. All members will serve as a team with 4 STEM Academy teachers, the STEM Academy Coordinator, NESS educators, and the BLUE Crew AmeriCorps Program Director to implement the program and activities.

In spite of its being a new program in its first AmeriCorps grant cycle, NESS SEA has demonstrated major strength in identifying, assessing, and adapting to all challenges it has faced: first-year recruitment shortages, afterschool transportation issues, retention of student participants in its program. The resourcefulness and proactive response NESS SEA has shown over and over position it for strong future growth.

***Commission Ratification of Re-Compete and Continuation Applications***

E. Adams motioned to accept the recommendation to approve AmeriCorps Formula funding for the re-compete application and continuation applications; C. Poindexter seconded the motion. The motion carried unanimously.

**AmeriCorps Applications Declined for Funding**

**Legal Applicant:** City of Hartford

**Program Name:** City Stewards AmeriCorps

**CNCS: \$691,967**

**GRANTEE: \$914,685**

**50 1,700-hr slots**

**50 MSY; 50 slots**

**EXECUTIVE SUMMARY**

The State of Connecticut and City of Hartford's City Stewards AmeriCorps Program will have 50 AmeriCorps members who will receive life skills, green job skills and GED training to be able to access economic opportunity in Hartford, Connecticut. At the end of the 1st program year, the AmeriCorps members will be responsible for the visible improvement of their city's green spaces and built environment while obtaining the skills they need to obtain access to economic opportunity (we expect that 37 members will obtain jobs within one year of program end and 22 members will receive their GEDs) and become more engaged in their communities. In addition, the AmeriCorps members will leverage an additional 305 volunteers that will be engaged in environmental improvement work in the city. This program will focus on the CNCS focus area of economic opportunity. The CNCS investment of \$691,967 will be matched with \$914,685, \$472,975 in public funding and \$441,710 in private funding.

This application did not meet the threshold to move to the Peer Review Panel for consideration. The average score was 49.75. The threshold is 75.

Description	No Action Required – Feedback for Reference
<b>Scrubbing</b>	
N/A	N/A
<b>Budget</b>	
Living allowance – it is not explicitly stated in narrative or budget narrative that living allowance will be paid in equal increments	Add in either or both locations
Health care – budgets for only 30 of 50 members requiring health insurance	Provide justification for this estimate and assurances that subgrantee understands it is required to provide health insurance for all full-time members.
Cost effectiveness – how was the figure for Chrysalis’ case management services realized?	Provide description of what this service entails and how the total figure was derived.
<b>Narrative</b>	
<p>Problem/Need –</p> <ul style="list-style-type: none"> <li>Establishes unemployment rates for target population but doesn’t explain the costs of unemployment among this population to the community at large. Further, the study they refer to is anecdotal and doesn’t include statistical evidence. Doesn’t adequately demonstrate severity of the issue.</li> </ul>	Further development is required on why unemployment among youth is a problem and how, beyond employing these youth in service, the consequences of lack of employment among youth are addressed.
<p>Theory of Change –</p> <ul style="list-style-type: none"> <li>If 200 applications were received by Knox for four tree service positions, then what is the “industry demand” for trained landscaping/environmental stewards in the Hartford region? Will there be jobs for 50 AmeriCorps alumni to be placed in each year?</li> <li>The applicant has not clearly established that this proposal does not duplicate the Green Crew AmeriCorps project. The application itself states that Green Grew AmeriCorps “has always dealt with Hartford young adults who have had interaction with the criminal justice system,” the same target population this proposal seeks to engage.</li> </ul>	<p>Evidence that the job market exists to support performance targets in AmeriCorps member job placement needs to be provided.</p> <p>Further strong consideration by the applicant regarding the issue of project duplication is required per the following: “The Corporation (of National and Community Service) will consider two projects to be the same if the Corporation cannot identify a meaningful difference between the two projects based on a comparison of the following characteristics, among others: a) the objectives and priorities of the projects, b) the nature of the services provided, c) the program staff, participants, and volunteers involved, d) the geographic locations in which the services are provided, e) the populations served, and f) the proposed community partnerships.” <b>CFR § 2522.340</b></p>
<p>Notice of Priority</p> <ul style="list-style-type: none"> <li>Lists “immigrants and refugees” as beneficiaries of the program, i.e., potential AmeriCorps members. AmeriCorps members must meet minimum requirements of American citizenship, i.e., are a citizen or national or lawful permanent resident alien of the United States.</li> </ul>	Delete the reference to “immigrants and refugees” from this application.
Logic Model – Inputs	Add GED training to list of inputs.

<ul style="list-style-type: none"> <li>GED training is missing in list of inputs.</li> </ul>	
<p>Logic Model – Outputs &amp; Outcomes</p> <ul style="list-style-type: none"> <li>CNCS performance measures belong only in the Output and Outcome columns. They are not Inputs or Activities.</li> </ul>	<p>Move O12 and O13 to the Output column. Move O16 and O15 to the appropriate Outcome column.</p>
<p>Logic Model – Outcomes</p> <ul style="list-style-type: none"> <li>All CNCS performance measure outcomes must be measurable within 30 days of program completion.</li> <li>“Within one year of program end” is not an acceptable timeline for CNCS performance measure data.</li> <li>All CNCS performance measure outcomes must include clear definition of completion or achievement. Job placement’s completion definition achievement of a job and it is demonstrated by a pay stub. GED achievement of performance measure targets needs definition as it relates to the 30-day post-grant deadline. For example, will a member who has completed a minimum of two of the three GED modules be considered having “achieved” sufficient GED progress in order to be counted toward the GED performance measure target?</li> <li>Outcomes measure change. They do not count participants. Outputs count participants.</li> </ul>	<p>Changes must be made in the Logic Model, the Performance Measures section, and the Executive Summary to ensure that target figures reflect member job placements and GED completions that will occur within 30 days of the end of the grant, i.e., 10/1/2017.</p> <p>Clarify how GED completion/achievement will be defined in order to comply with the 30-day post-grant deadline.</p> <p>Review all items in Logic Model and ensure that what they are counting/measuring matches the definition provided at the top of each column, and that Inputs/Activities produce clearly aligned Outputs and Outcomes.</p>
<p>Performance Measures – Participant Eligibility</p> <ul style="list-style-type: none"> <li>The subgrantee has confused the definitions of “opportunity youth” and “economically disadvantaged national service participants.”</li> </ul>	<p>Review <i>2016 Performance Measures Instructions</i> for each CNCS Performance Measure chosen and clarify how the program will ensure participants meet the definition of “economically disadvantaged” participants as described in the <i>Instructions</i>.</p>
<p>Evidence Base</p> <ul style="list-style-type: none"> <li>NOFO instructions for describing studies in narrative were not followed completely.</li> <li>Neither study was published within the 6-year window preferred by CNCS (one is 20 years old), but both are applicable.</li> </ul>	<p>Update study descriptions to answer all points required in the Notice instructions.</p> <p>Clarify narrative assertion as to why/how 20-year old data “should stand the test of time”.</p>
<p>Member Training – Orientation</p> <ul style="list-style-type: none"> <li>Information regarding orientation and assurances around prohibited activities, program rules, etc. should be included in the member training section of the narrative.</li> <li>This application includes a great deal of member training (GED, job skills, life skills, etc.). While the hours spent on all activities are distributed according to regulation in the Logic Model, the narrative does not include assurances that the program will adhere to the 20% cap on stipended service hours a member may spend in training. These assurances are particularly important in a program where members are the beneficiaries and the program</li> </ul>	<p>Move member orientation information from current location in Organizational Capacity to Member Training.</p> <p>Include assurances that the subgrantee will not allow its AmeriCorps members corps to exceed the 20% cap on member service hours spent in training. Explain how this will be monitored and achieved.</p>

<p>is structured with heavy wraparound service.</p>	
<p>Member Supervision</p> <ul style="list-style-type: none"> <li>Administrative staffing model seems insufficient. How will only one administrative staff person manage 50 corps members as well as the administrative requirements of this grant?</li> <li>Supervisors' mentoring role appears to be divorced from Member Supervision section by a misplaced header, "Organizational Capacity, Background, etc."</li> <li>This section is lacking information regarding how supervisors will be trained in program procedures around supervision, accountability, organizational structure, and discipline to achieve member/program compliance with AmeriCorps/program regulations, priorities and expectations.</li> </ul>	<p>Revisiting the administrative staffing structure and its capacity to manage the grant and support members is required.</p> <p>Further development of supervisory training and process beyond mentoring is recommended.</p> <p>Move misplaced header to return supervisor's mentoring role to appropriate Member Supervision section.</p>
<p>Member Experience</p> <ul style="list-style-type: none"> <li>The member service experience seems weak. A compelling case is not effectively made regarding the potential member growth impact that could be derived from the service activities. The nature of the work (clearing brush, mulching, trail clearing, etc.) lacks the opportunities for gratification, inspiration, empowerment and community (human) connection that traditional AmeriCorps programs cultivate for members. For example, YouthBuild participants learn construction skills through building affordable housing for homeless and low-income people in their neighborhoods and other community assets such as schools, playgrounds, and community centers. These opportunities to directly impact people's lives are moving experiences for members. Conversely, the nature of the service activities in this proposal bring strongly to mind the kinds of projects involved with probation mandated community service (i.e., "removal of invasive species along state highways in Hartford"). While certainly valuable to the City in terms of improving overall quality of life, the proposed service activities are mundane, non-community based, may even have negative associations with criminal history for some members, and offer little "transformational value" to the member in terms of civic engagement, personal growth, and fulfillment.</li> <li>The proposal includes service projects where members would supplant existing labor (i.e., "maintenance and beautification of vacant land</li> </ul>	<p>Greater understanding of and incorporation of the spirit of AmeriCorps service in the proposal is required to ensure that the program is designed to provide an uplifting service experience.</p> <p>No service projects may duplicate or supplant existing efforts.</p> <p>Further development of member reflection opportunities and activities is recommended.</p>

<p>transferred to the City” that is “currently managed by private contractors.”)</p> <ul style="list-style-type: none"> <li>The application does not clearly outline opportunities for member reflection.</li> </ul>	
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**Legal Applicant:** Relay Graduate School of Education

**Program Name:** Relay New Teacher Certification

**CNCS:** \$0

**GRANTEE:** \$0

**30 MSY**

**EXECUTIVE SUMMARY**

Relay Graduate School of Education proposes to have 30 AmeriCorps members who will participate in Relay Graduate School of Education's innovative teacher preparation program in Bridgeport, New Haven, and Hartford, Connecticut. At the end of the first program year, the AmeriCorps members will be prepared and certified to serve as full-time teachers of record. In addition, the AmeriCorps members will leverage an additional 15 volunteers, who will be engaged in supporting members' community and school-based service. This program will focus on the CNCS focus area of Education. The CNCS investment of \$0 operating costs and \$173,250 in Segal Education Awards will be matched with \$432,834 in private funding.

This application could not be considered. The applicant does not have an approved Teacher Certification program in the State of Connecticut.

Description	No Action Required – Feedback for Reference
<b>Scrubbing</b>	
Face Sheet: Program end date is incorrect.	Change to reflect one-year (365-day) program year.
Executive Summary – one word off in first line	Change “proposes to” to “will”.
<b>Budget</b>	
N/A	
<b>Narrative</b>	
Problem/Need <ul style="list-style-type: none"> <li>Statistics are national, not local. Connecticut is only mentioned as a recipient of Relay’s intervention. No clear case is made that the problem/need exists in the state.</li> <li>Connecticut’s “demand for new teachers” is referred to in the narrative as justification for Relay’s growth plans, but there is no evidence provided to support this.</li> </ul>	Further development is needed in demonstrating the extent to which the problem the applicant describes nationally exists in Connecticut, and that Relay’s approach fills a void in addressing that need.  Evidence is required in support of the need Connecticut has for new teachers that the application describes.
Theory of Change <ul style="list-style-type: none"> <li>At the time of application, Relay is not an approved education preparation program in the state of Connecticut, nor does it have approval to offer a master’s degree program in the state.</li> </ul>	Lack of authorization at the time of application renders this proposal ineligible for consideration.

<p>Logic Model – Outputs/Outcomes</p> <ul style="list-style-type: none"> <li>• CNCS performance measure outputs and outcomes anticipate 100% target achievement across the board, i.e. all 30 members will achieve all five performance measure benchmarks.</li> </ul>	<p>Adjust CNCS Performance Measure output and outcome targets to reflect appropriately ambitious but realistic performance expectations that reflect the possibility of corps attrition over the course of the service year.</p>
<p>Evidence Base</p> <ul style="list-style-type: none"> <li>• Submitted superfluous document – not a study. Unacceptable.</li> </ul>	<p>Only 2012 study regarding BTR admissible/reviewable.</p>
<p>Member Training – Maximum Hours</p> <ul style="list-style-type: none"> <li>• This application includes a great deal of member training but does not include assurances that the program will adhere to the 20% cap on stipended service hours a member may spend in training.</li> </ul>	<p>Include assurances that the subgrantee will not allow its AmeriCorps members corps to exceed the 20% cap on member service hours spent in training. Explain how this will be monitored and achieved.</p>
<p>Member Experience</p> <ul style="list-style-type: none"> <li>• Information provided regarding recruitment is minimal.</li> </ul>	<p>Detail recruitment process and provide a profile of the qualifications a sound candidate for Relay membership would possess.</p>
<p>Organizational Capacity</p> <ul style="list-style-type: none"> <li>• “Members are <i>hired</i> directly by K-12 schools prior to enrolling at Relay to fill vacancies for hard-to-fill entry-level teaching positions, and they provide unique and significant services.”</li> <li>• The nature of partnership between Relay and Achievement First lacks context beyond referencing a “long history of working together.”</li> </ul>	<p>How is the existence of 50 “hard-to-fill entry-level teaching positions” assured so that all recruited members have placement? How do schools “demonstrate need” for Relay AmeriCorps members?</p> <p>Detail role of Achievement First and its capacity as relates to this grant proposal.</p>

### 3. Review of Funding Status of Programs

Of the 2015-2016 Connecticut AmeriCorps portfolio, three programs will not return in 2016-2017 – Great Oaks: Bridgeport Tutor Corps, Green Crew and MYO.

Great Oaks Foundation, Inc. had a successful 2015-2016 program year. Great Oaks has a program experience in Connecticut, Delaware, New Jersey and New York. Given their performance history, they decided to apply for a National Direct AmeriCorps grant. They were successful in their bid and therefore are no longer part of the State Commission’s portfolio. Great Oaks Great Oaks decided to apply to be a National Direct program and was awarded by CNCS.

The Corporation for National and Community Service did not select Green Crew AmeriCorps for funding as a re-compete application.

MYO did not complete its 2015-2016 program year and did not re-compete for formula funds for 2016-2017.

The Formula Funds allocated to Connecticut for 2016-2017 is \$1,763,730. Total funding approved by the Commission is \$1,106,492. This leaves \$657,238 in the formula funds pool. J. Johnson recommended that the Commission consider funding Planning Grants using some of

the remaining formula funds available. The opportunity to offer Planning Grants only occurs when there is remaining monies in the formula pool and the total amount of monies awarded would not increase the cost per MSY to beyond the maximum for State Commission Formula (FY 17 is \$18,000). Planning grants fund program development rather than actual programs, and will prepare organizations to compete for AmeriCorps operating grants that will fund their proposed program. Planning grant recipients are not guaranteed operating grants, but will have time and resources to produce very competitive operating grant proposals. Planning grant recipients are expected to compete for an AmeriCorps program grant in the following grant cycle (2017-2018). Planning grants may not be used to support AmeriCorps members. Grantees are required to provide a 24% match to assist with administering the grant, which can be in the form of cash or in-kind contributions.

A discussion regarding how a Planning Grant opportunity is communicated, awarded and monitored.

S. Santy motioned to award up to \$150,000 in Formula Planning Grants; P. Tarasovic seconded the motion. The motion carried – 11 Yes; 1 No; 2 Abstentions.

*4. AmeriCorps Funding Policy Recommendation (tabled until October meeting)*

#### **C. CNCS Field Office**

The CNCS Connecticut Office is pleased to announce that Shayla Williams has joined the staff as a program officer. Shayla can be reached by phone at 860-240-3237 and by email at [sswilliams@cns.gov](mailto:sswilliams@cns.gov).

The Corporation for National and Community Service announces a Foster Grandparent Program Replacement Sponsor Competition in eastern Connecticut – applications are due July 15, 2016. Click on this link to review the competition guidelines and the fact sheet for Connecticut: <http://www.nationalservice.gov/node/26390>

An initial information call will be held on Thursday, June 16 at 11 a.m. Dial in number: 877-951-8796 Participant Passcode: 9025 9247 #

As a result of a merger and a relinquishment, Connecticut currently has 12 Senior Corps projects: six RSVP projects, 4 Foster Grandparent projects, and two Senior Companion projects.

All AmeriCorps VISTA projects in Connecticut are currently recruiting for summer placements. They are: Hartford Thrive, North Hartford Promise Zone, PAVE New Haven (education focus), Connecticut Food Justice, and Connecticut Campus Compact. If you or others you know are interested in applying, go to: [myamericorps.gov](http://myamericorps.gov), click on Search Listings, then select VISTA and Connecticut from the dropdown menus.

Ten AmeriCorps VISTA Summer Associates, all funded by the U.S. Department of Agriculture through an interagency agreement with CNCS, began their service in Connecticut on June 6 and will serve until August 14. These Summer Associates will help increase the number of children

and youth taking advantage of the USDA Summer Food Service Program, available to all children who receive free and reduced-cost school lunches during the school year. VISTA Summer Associates are serving in Windham, Thompson, New London, Groton, New Haven, New Britain, Hartford and East Hartford.

#### **D. Review of Commission By-Laws**

Attached is a draft of the Commission's by-laws which incorporates all discussed points. The by-laws will be voted on at the October Commission meeting.

#### Planning and Future Initiatives

##### *1. Move of Commission Offices*

J. Johnson explained the Office of Higher Education will be moving to 39 Woodland St. The date of the move is not yet known but more information will be given when the move is final.

##### *2. Commission Scheduled for CNCS Site Visit – Nov/Dec 2016*

The Commission has not had a formal CNCS Site Visit in the last 6 years. A site visit would include reviewing all of the Commission's policies and procedures for compliance. Attached is the site visit monitoring tool used by the CNCS. The CNCS is determining the scheduling for Connecticut's visit. Commissioners will be informed of the dates as soon as official notification is received from the Corporation.

##### *3. State Service Plan*

J. Johnson explained the listening tour for the State Service Plan (SSP) was completed in April and a draft report will be provided in October. A. Ostberg asked about the SSP survey and when it can be distributed. J. Johnson will send an e-mail as to when survey can be distributed.

##### *4. Announcement of Events from Commission Members*

L. Egan announced that Hartford Leadership is hosting a summer program for high school students in June and August at Trinity College. The price of this event is \$600 and financial aid is available to those who qualify.

#### Business Wrap Up

Next meeting – Tuesday, October 25 at 9:00 am, Commission offices

Motion to Adjourn – A. Ruwet; seconded by S. Becker. Adjourn at 12:02 pm.