

COMMISSION MEETING MINUTES



Meeting Date: January 14th, 2014 (Note: Rescheduled from 1/7/2014 due to weather)

Meeting Location: Rhodes State Office Tower, 35 E. Broad Street, Columbus, Ohio-3rd Floor, Room 366

In Attendance: John Beck, Edwina Brewer, Jane Federer, Charlotte Jones-Ward, Nina Keller, William Russell, Clifford Smith. **Ex Officio:** Kim Hettel. **Staff/Counsel:** Bill Hall, Mark Holtzapple, Mary Cannon, Ingyr Coleman, Lisa Tope, Rebecca Verhoff.

Absent: Colleen Fiant, Randi Fuller, Peggy Lehner, Johnmark Oudersluys, Matthew Rubin, Pandora Shaw-Dupras, Gerald Stebelton, Brenda Stier-Anstine, Janaki Venkayya. **Ex Officio:** Tina Dunphy. **Staff/Counsel:** Walter McNamara.

Meeting was called to order by Chair William Russell at 10:10 a.m.

It was moved by Keller, seconded by Jones-Ward, to approve the minutes of the prior meeting, which had been distributed in advance. Motion carried.

Executive Director's Report

Bill Hall updated Commissioners on current topics as summarized in his written report (Attachment 1), including highlights from a newly updated federal report *Volunteering and Civic Life in America* reflecting data from 2012.

Public Comment Period

Russell noted the addition of a public comment period to the standard meeting agenda, effective this meeting, per recommendation from counsel as a "best practice" employed by some other boards and commissions. Staff will prepare a *Visitor Log and Comment Request* for each meeting, whereby visitors can sign in to be recorded as attendees at the meeting. In addition, visitors may indicate on the sheet their desire to address the meeting, subject to the approval by the Chair. Comments may not exceed five minutes and must relate to the Commission's programs or public purpose but are not limited to items on the meeting agenda. The *Visitor Log* will be attached to the official minutes.

There were no visitors or public comments at this meeting (Attachment 2).

New Business

- 1) Bylaws Revisions. Mark Holtzapple reviewed revisions to the Bylaws (Attachment 3) as proposed by the Executive Committee in fulfillment of their periodic review under Article VI and with the assistance of the Executive Committee addressed questions posed by Commissioners. [The proposed revisions had been distributed to all members in advance in compliance with the 30-day advance timeline required under Article VI, Section 2.01.] Although no changes were

recommended by the Executive Committee in Article V, Section 2, Budget, discussion that arose in response to a question indicated that the parameters for reallocation among budget lines per Section 2.02 (a) and (b) were unclear. By consensus action on the Bylaws Revisions was deferred until March, during which time the Executive Committee will rewrite Article V, Section 2.02 and distribute the proposed language in keeping with the 30-day advance notice requirement.

- 2) Guiding Principles for State Service Commissions and CNCS. The Association of State Service Commissions (ASC) of which ServeOhio is a member published in November 2013 a set of "*Guiding Principles for State Service Commissions and The Corporation for National and Community Service*" (Attachment 4) to serve as a tool for improving the relationship between state commissions and their federal funding agency. ASC requested that all state commissions distribute the Principles to their board members and take official action to recognize or acknowledge the Principles. It was moved by Federer, seconded by Jones-Ward, to acknowledge these Principles. Motion carried. Hall will communicate to ASC the action by the Commission.
- 3) Strategic Plan. Bill Hall presented the final draft of the 2014-2017 Strategic Plan (Attachment 5) that has been under development for over a year. This draft addressed comments from the prior meeting, including clarifying some of the objectives and adding a "Timeline and Metrics" section for each of the four primary goals. It was moved by Beck, seconded by Brewer, to approve the Strategic Plan. Discussion ensued, with Hettel expressing concern that the plan did not adequately address "non-AmeriCorps" volunteerism. Brewer moved, seconded by Smith, that a bullet be added in Goal Three under the "ServeOhio Branding" section, but the motion was then withdrawn due to inability to define the language that should be added. In the interest of time, Keller moved that the motion to approve the Strategic Plan be tabled until the March meeting. Seconded by Brewer, motion carried. Commissioners will provide Executive Director with suggested language for insertion in Strategic Plan prior to March meeting.
- 4) AmeriCorps Competitive Grant Applications. The AmeriCorps Competitive funding process allows for submission of high-quality and/or high-priority programs by state commissions for review and selection at the federal level. This provides a mechanism for states to secure program funds in addition to their population-based formula allocation. Our present portfolio of 20 programs includes 5 competitive programs amounting to \$2.3 million, which represents about 38% of our total AmeriCorps funding.

Mary Cannon distributed and discussed the "*2014 Ohio AmeriCorps Competitive NOFO Overview*" (Attachment 6) by way of an overview for Commissioners on the process for submission and review of competitive funding applications. Cannon also distributed the "*2014 Ohio AmeriCorps Competitive Application Summary*" (Attachment 7) and discussed the distinction between Continuation Requests [programs in the midst of a three-year funding cycle; no action required by Commission], Recompeting Requests [programs that have completed a three-year competitive funding cycle and must be reconsidered for additional funding], and New Requests [including existing formula programs or previous grantees reapplying for funding]. Hall and Cannon then reviewed the strengths and weaknesses of each new and recompeting application, as indicated in the *Summary* document.

Prior to formal deliberations on the funding recommendations, Chair reminded Commissioners of the conflict of interest requirements which were reviewed during the Bylaws discussion, and asked if anyone had conflicts that needed to be declared. No conflicts were indicated by those in attendance. Hall then presented the "2014 Ohio AmeriCorps Competitive Application Recommendations for CNCS Review" (Attachment 8) and separate action was taken on each recommendation as follows:

- College Now Greater Cleveland: Moved by Jones-Ward, seconded by Smith, to accept the recommendation to submit application for \$896,000 to CNCS for consideration. Motion carried, with abstention by Russell.
- American Red Cross of Greater Columbus: Moved by Keller, seconded by Jones-Ward, to accept the recommendation to submit application for \$330,536 to CNCS for consideration. Motion carried.
- Community Properties Impact Corporation: Moved by Keller, seconded by Brewer, to accept the recommendation to submit application for \$133,000 to CNCS for consideration. Motion carried.
- Ohio Association of Foodbanks: Moved by Jones-Ward, seconded by Keller, to accept the recommendation NOT to submit the application for \$222,555 to CNCS for consideration. Discussion ensued seeking to clarify the negative recommendation. Hall pointed out the review process judged the application to be incomplete in several areas, and noted it failed to document the need that would be addressed (see *Application Summary*). Motion to accept the negative recommendation carried, with abstention by Brewer.
- Rural Action: Moved by Keller, seconded by Jones-Ward, to accept the recommendation to submit application for \$334,714 to CNCS for consideration. Motion carried.

Including the continuation grants that did not require commission action, a package of eight competitive programs will be submitted to CNCS, requesting a total of \$3,208,792 in funding for Ohio, and supporting a total of 476 AmeriCorps member slots for Program Year 2014-15. Funding decisions are anticipated in mid-May.

Working Committee Meetings

There were no committee meetings and therefore no committee reports.

Announcements/Other Business

The biennial election of officers will occur at the June meeting. The Bylaws require that the Chair appoint a Nominating Committee to present a slate of officers at the meeting preceding the June meeting. Russell named Smith and Jones-Ward to serve as the Nominating Committee and report back at the March meeting.

Next meeting is scheduled for Thursday, March 13th in Room East B on the 31st floor of Riffe Tower. Most of the time will be allocated to our annual legislative outreach/awareness visits.

There being no other business the meeting adjourned at 12:45 p.m. on a motion by Keller, seconded by Smith, approved by acclamation.

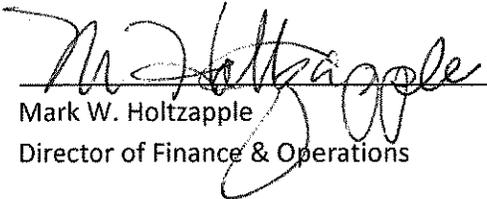
Executive Committee Meeting

Committee convened at 9:05 a.m. with Russell, Keller, Hall and Holtzapple in attendance. Committee reviewed the planned agenda for the Commission meeting and the suggestion from counsel to include a public comment time in the agenda, which was being implemented as of this meeting.

The Committee discussed specifics of the new Bylaws-driven procedure for annual evaluation of the Executive Director. Critical elements will be a report by the Executive Director on the year past, and identification of his goals for the year forthcoming. The review will be conducted by the Executive Committee this year; some future consideration may be given to development of a "360-degree process" that would incorporate feedback from the entire commission, staff, and external sources. Hall will research potential formats for a review instrument or procedure and receive guidance from Russell on the format to be used. There is no format specified or required by the State of Ohio for executive staff reviews.

The Executive Committee adjourned at 9:50 a.m.

Minutes prepared and submitted by:



Mark W. Holtzapple
Director of Finance & Operations

Certified by:



Chair or Vice Chair

Approval Date: 3-13-14

COMMISSION MEETING MINUTES

Index to Attachments



Attachment 1: Executive Director's Report and summary of Volunteering and Civic Life in America

Attachment 2: Visitor Log and Comment Request

Attachment 3: Proposed Bylaws Revisions

Attachment 4: Guiding Principles for State Service Commissions and CNCS

Attachment 5: Proposed ServeOhio Strategic Plan 2014-2017

Attachment 6: 2014 Ohio AmeriCorps Competitive NOFO Overview

Attachment 7: 2014 Ohio AmeriCorps Competitive Application Summary

Attachment 8: 2014 Ohio AmeriCorps Competitive Application Recommendations for CNCS Review



30 E. Broad Street, Suite 2487
Columbus, Ohio 43215
www.serveohio.org

January 2014

EXECUTIVE DIRECTOR'S REPORT

Rebecca Verhoff/ServeOhio Outreach and Education Officer

We are pleased to announce that Rebecca Verhoff joined ServeOhio on 1/6/14 as our new Outreach and Education Officer. Rebecca comes to ServeOhio from HandsOn Central Ohio where she currently serves as the Vice President of Community Engagement and Strategic Partnerships. She began her professional career as the AmeriCorps Program Coordinator at the YWCA Family Center where she oversaw the YWCA's AmeriCorps program and managed a school-aged and teen after-school and summer program. In her role at HandsOn Central Ohio, Rebecca oversees the agency's community relations, which include corporate engagement, community volunteer programs, national days of service projects and special events.

Rebecca obtained a Bachelor of Arts in Women's Studies and Sociology and a Master of Arts in Public Policy and Management from The Ohio State University, and recently earned a Nonprofit Leadership Certification. She serves on the board of the Volunteer Administrator's Network as the Professional Development Co-Chair, and is an active volunteer in the central Ohio community. With her unique mix of AmeriCorps and volunteer engagement experience, Rebecca promises to be a great addition to the ServeOhio team.

Federal Budget Update/America's Service Commissions

On December 18th the Senate passed a two-year bipartisan budget deal aimed at easing automatic spending cuts and avoiding a government shutdown, following a House vote on the measure last week. The appropriations committees in both chambers must now develop a \$1.012 trillion fiscal 2014 spending bill before current spending authority expires on January 15th. We understand that the bill is being developed by Senate Appropriations Chair Barbara Mikulski and Ranking Member Richard Shelby with House Appropriations Chair Hal Rogers and Ranking Member Nita Lowey.

This summer the Senate Appropriations recommended total funding for CNCS at \$1.061 Billion for FY 2014. Here is the program breakdown for the CNCS funding levels approved by the Senate Appropriations Committee:

\$15.3 Million – State Service Commissions
\$345.8 Million - AmeriCorps S/N
\$209.8 Million – National Service Trust
\$94.8 Million – VISTA
\$207.5 Million– Senior Corps
\$30 Million- NCCC
\$5 Million Volunteer Generation Fund
\$46.7 Million - Social Innovation Fund

Given the pending deadlines, the budget process should move quickly. We will provide information on final allocations once we receive the information from CNCS, including any implications to the ServeOhio administrative and programmatic budgets.

Stewards of Service/2014 MLK Mini-Grants Awarded

ServeOhio awarded just under \$5,000 in mini-grants to five Ohio organizations in support of their 2014 Martin Luther King, Jr. Day of Service projects on 1/20/14. Thank you to Commissioners Randi Fuller and Matt Rubin for assisting with the selection process. The 2014 MLK Day mini-grant recipients include:

Bowling Green State University, Office of Service Learning, Northwest Ohio – Students, faculty, staff and alumni will work with over 45 community organizations to perform a variety of service activities. Over 500 volunteers will perform projects, such as building raised gardening beds and compost bins; collecting and sorting items for a local food pantry; cataloguing photographs and artwork; cleaning and painting; and constructing a wheelchair ramp.

HandsOn Northeast Ohio, Cleveland – Over 100 volunteers will participate in a weekend of service activities designed to be a catalyst for year-long service. Students from Case Western Reserve University, Roxboro Middle School and Anton Grdina Elementary will perform service activities at Eliza Bryant Village, Medwish International, 2100 Lakeside, Cleveland Christian Home and the Homeless Stand Down.

Mansfield Kiwanis, Mansfield – As part of The Big Red Bookshelf Project, 50 volunteers will provide service to a community-wide literacy event. Children and families attending the event will receive lunch; free books; early literacy and financial literacy training for parents; and mentoring and inspiration for the children.

Owens Community College, Toledo – Students, staff and community members will perform service at Cherry Street Ministries, The Toledo Seagate Foodbank, and the EnPuzzlement Food Warehouse. Fifty volunteers will perform facility cleaning and painting; and food packaging and sorting.

Sojourners Care Network, McArthur – Sojourners Care Network spearheads the only MLK Day Celebration and community service project in Vinton County. On January 20th, 20 teachers, 50 Sojourners staff and 30 community volunteers will provide services to the 750 elementary school children to share Dr. King's message.

Requests for Stewards of Service funding are currently pending with AEP Ohio and Honda of America. Stewards of Service activity for the remainder of 2014 will be determined based on the results of those requests.

AmeriCorps Program Transition

The AmeriCorps program currently sponsored by the Urban Appalachian Council (UAC) will be transitioned to Santa Maria Community Services as of 2/1/2014. As we discussed at our November meeting, UAC is ceasing operations and ServeOhio has been working with local partners (most notably the United Way of Greater Cincinnati) to locate a suitable organization to maintain the AmeriCorps program. Santa Maria works in the same communities as UAC and provides similar services. The program currently has 20 AmeriCorps members serving in school-based health clinics and other community locations to provide support to students and community members needing job readiness skills, health education and GED training.

2014 ServeOhio Commission Meeting Schedule

DATE	PRIMARY AGENDA ITEM
1/7/14 (Tuesday)	Approval of AmeriCorps Competitive Submission
3/13/14 (Thursday)	Legislative Outreach
6/12/14 (Thursday)	Approval of AmeriCorps Formula Submission
9/12/14 (Friday)	AmeriCorps 20 th Anniversary Event
11/13/14 & 11/14/14 (Thursday & Friday)	Commission Retreat

New Federal Report Finds 1 in 4 Americans Volunteer

Americans Volunteered 7.9 Billion Hours in 2012; Gen Xers and Parents Lead the Way

Washington, D.C. — A new national study released today by the Corporation for National and Community Service (CNCS) and the National Conference on Citizenship (NCoC) shows that millions of Americans make volunteering a priority in their lives. The annual Volunteering and Civic Life in America research shows that volunteering in the U.S. remains stable and strong across generations.

“Volunteering is a core American value. Americans who volunteer enrich our communities and keep our nation strong,” said Wendy Spencer, CEO of CNCS. “As citizens, there are so many ways we can make a difference for those who are in need, during this holiday season and throughout the entire year.”

This year’s report found that one in four adults (26.5 percent) volunteered through an organization in 2012, demonstrating that volunteering remains an important activity for millions of Americans. Altogether, 64.5 million Americans volunteered nearly 7.9 billion hours last year. The estimated value of this volunteer service is nearly \$175 billion, based on the Independent Sector’s estimate of the average value of a volunteer hour.

The research shows that Americans’ commitment to volunteering spans generations. Key highlights of the report include:

- The volunteer rate of Generation Xers has trended upward over the past 11 years, increasing nearly 5.5 percentage points, and Generation X has the highest volunteer rate of any age group.
- Volunteers age 65 and over spent a median of 90 hours on volunteer activities in 2012, the highest among any age group, and nearly twice the 50 median annual hours served by the general volunteer population.
- Volunteering has trended upward among teenagers (ages 16-19) over the past six years, up nearly 3 percentage points since 2007.
- Working mothers continue to volunteer at a significantly higher rate than the population as a whole and people who do not live with children under 18 (38.5 percent compared to 26.5 percent and 23.8 percent, respectively).
- The volunteer rate of parents with children under age 18 (33.5 percent) remained higher than the population as a whole (26.5 percent) and for persons who do not live with under 18 (23.8 percent).
- Volunteers are almost twice as likely to donate to charity as non-volunteers. Eight in ten (79.2 percent) volunteers donated to charity, compared to four in ten (40.4 percent) non-volunteers. Overall, half of all citizens (50.7 percent) donated at least \$25 to charity in 2012.

“Volunteering is a critical component of civic life,” said Ilir Zherka, Executive Director of NCoC. “When people are involved in their communities through service, giving, political involvement, and other civic actions, our country is stronger and more prosperous.”

“Helping others who are in need and working together to strengthen our communities is an important American tradition that helps make our nation so resilient,” said Spencer. “But volunteering goes beyond helping other people; studies have shown that the volunteers themselves benefit, whether through increased job prospects, better health, or even better overall well-being.”

The research comes on the heels of the “Volunteering as a Pathway to Employment” study released by CNCS over the summer, which found that unemployed individuals who volunteer over the next year have 27 percent higher odds of

being employed at the end of the year than non-volunteers. Among rural volunteers and volunteers without a high school diploma, the likelihood increases to 55 and 51 percent, respectively.

As volunteering remains strong in America, momentum continues to build around national service and its important role in addressing critical local issues. This year marks the 20th anniversary of AmeriCorps, celebrating more than 800,000 members who have served our country since the program's inception. In 2012, AmeriCorps members recruited and managed more than four million volunteers.

CNCS' more than 360,000 Senior Corps volunteers are also helping millions of Americans find economic empowerment by mentoring and tutoring youth, helping veterans transition into civilian life, and conducting job training to unemployed individuals.

The full analysis and customizable data sets can be found at VolunteeringInAmerica.gov. Americans interested in finding local volunteer opportunities can visit Serve.gov.

###

The Corporation for National and Community Service (CNCS), an independent federal agency, plays a vital role in supporting the American culture of citizenship, service, and responsibility and is a leading grantmaker in support of service and volunteering. Through [Senior Corps](#), [AmeriCorps](#), the [Social Innovation Fund](#), and other programs and initiatives, CNCS provides opportunities for Americans of all ages and backgrounds to serve their communities and address critical needs. To learn more, visit NationalService.gov.

###

The National Conference on Citizenship is a dynamic, non-partisan nonprofit working at the forefront of our nation's civic life. NCoC was chartered by Congress in 1953 to harness the patriotic energy and national civic involvement surrounding World War II, and we've been invigorated by this charge ever since. Through our events, research, and reports, NCoC expands our nation's contemporary understanding of what it means to be a citizen. We seek new ideas and approaches for creating greater civic health and vitality throughout the United States. To learn more, visit NCoC.net.

###

Background on the Research

The data for this report was collected through the Current Population Survey (CPS): the Volunteer Supplement. The CPS is a monthly survey of about 60,000 households (approximately 100,000 adults), conducted by the U.S. Census Bureau on behalf of the Bureau of Labor Statistics. The supplement collects data on the volunteering of adults age 16 and older. Volunteers are considered individuals who performed unpaid volunteer activities through or for an organization at any point during the 12-month period (from September 1st of the prior year through the survey week in September of the survey year).



SERVE OHIO
Ohio Commission on Service and Volunteerism

BYLAWS

Article I

Legal Authority, Name, Mission

SECTION 1, Legal Authority

1.01 The Ohio Commission on Service & Volunteerism is authorized under Section 121.40, of the Ohio Revised Code (ORC) and shall fulfill the duties enumerated therein.

- a. All operations shall be in accordance with that statute and other applicable state laws, regulations, rules and directives in addition to these Bylaws.
- b. In accordance with its legal authority, the Commission retains both fiduciary responsibility and responsibility for the overall policy and management of the agency.

1.02 Authorization of the Commission fulfills a federal mandate under 42 USC 12638 that a state must have a commission on national and community service in order to receive funding for AmeriCorps and related programs. Operations shall be consistent with that statute, related federal statutes and regulations, and other guidance from the Corporation for National and Community Service.

Comment [MWH1]: Added this. Statute spells out duties, no need to repeat here. (Removed Section 4 below).

Comment [MWH2]: Added.

Comment [MWH3]: Added to provide specific reference to federal mandate and legal requirements.

SECTION 2, Servicemark Name

2.01 Except in formal legal documents that require use of the statutory legal name, the Commission may operate under the names of "ServeOhio, Ohio's commission on service and volunteerism" or simply "ServeOhio". The servicemark name is more user friendly for clients and constituents and is consistent with the practices of state service commissions nationwide.

Comment [MWH4]: Added reference to ServeOhio as our "branding" name since it's used in Mission Statement.

SECTION 3, Mission

3.01 The mission statement of the Commission is: *ServeOhio strengthens Ohio communities through AmeriCorps and volunteer engagement.*

Comment [MWH5]: Eliminated Section 4, Duties. Discovers these were "priorities" from 2003 strategic plan, not comprehensive. Required duties are reflected in state and federal legislation referenced in Section 1.

ARTICLE II

Composition, Attendance, Ethics Provisions

SECTION 1, Composition

- 1.01 The Commission consists of 23 members as defined in Ohio Revised Code 121.40, which composition is intended to be broadly inclusive and non-partisan, in compliance with federal statute (42 USC 12638).
- Four (4) voting members represent state agencies as follows: Department of Aging, Board of Regents, Department of Education, and Department of Youth Services. Members are designated by and serve at the pleasure of the agency directors.
 - Two (2) voting members represent the education committees of the Ohio House of Representatives and Senate. Members are the committee chairs or their designees; designees serve at the pleasure of the committee chairs.
 - Fifteen (15) voting members are appointed by the Governor. The Executive Director will advise the Governor's Office of the federal statutory requirements that govern appointments to the Commission, including required representatives of specific groups or programs. Governor's appointments are not assignable or transferrable.
 - Two (2) non-voting members serve *ex officio* as follows: The Director of the State Office of the Corporation for National and Community Service and the Director of the Governor's Office of Faith-Based and Community Initiatives.
- 1.02 Appointed members shall serve for a term of three (3) years and may be reappointed for two additional three-year terms. If a member is appointed to fill an unexpired term or appointed after April, the customary beginning time of a term of service, that member may be appointed for two additional three-year terms. An appointed member's total service may not exceed nine (9) years.
- 1.03 Members of the Commission shall receive no compensation, but shall be reimbursed for actual and necessary expenses incurred in the performance of their official duties.
- 1.04 An appointed Commission member may resign at any time by giving written notice to the Chair and Executive Director of the Commission. Executive Director will forward the resignation to the Governor's office with request for appointment of a new Commissioner.

Comment [MWH6]: At present this just recites the statute, which is redundant and unnecessary. This simplifies the composition into groups that then are referenced later.

SECTION 2, Attendance

- 2.01 Under Ohio Revised Code 3.17 any Commissioner who fails to attend at least three-fifths (60%) of the regular and special Commission meetings in any two-year period forfeits his/her position on the Commission. Legislative representatives are statutorily exempt from the attendance requirement but the law does not distinguish between Governor appointees and representatives of state agencies. The Commission expects all voting members to meet the

Comment [MWH7]: Previously said notice to Governor. This reflects actual practice.

Comment [MWH8]: Added new section for Attendance and renumbered the paragraphs accordingly.

attendance standard; *ex officio* members are exempted from the attendance requirement.

- 2.02 The Executive Director will keep a record of Commission member attendance. Following each meeting, the Executive Director will review attendance data for the most recent two-year period and will inform the Chair of:
- a. Any appointed members or agency representatives projected to fail the 60% test should they miss the next meeting. The Chair or Executive Director will contact said members and remind them of the attendance requirement.
 - b. Any appointed members failing the 60% test as of the meeting just past. The Chair or Executive Director will report the noncompliance in writing to the Governor's Office with a copy to the Commission member. The seat will be considered vacant as of the date of the last Commission meeting and the Executive Director will work with the Governor's office to secure a new appointment.
 - c. Any agency representatives failing the 60% test as of the meeting just past. The Chair or Executive Director will report the noncompliance in writing to the agency Director with a copy to the Commission member. The agency Director will determine whether or not to designate a new representative.

- 2.03 Commissioner participation by conference call is not permitted due to statutory restrictions preventing public bodies from meeting via electronic or telephonic conferencing.

Comment [MWH9]: Eliminates our practice of allowing phone participation, per Attorney General.

SECTION 3, Ethics Provisions

Comment [MWH10]: Re-write of entire section to add reference to state ethics laws and clarify COI requirements flowing from federal AmeriCorps regulations.

- 3.01 Members of the Commission shall be knowledgeable of and act in compliance with all ethics requirements and restrictions imposed under Ohio ethics laws (ORC Chapters 102 and 2921), and shall:
- a. Attend annual ethics training sponsored by the Ohio Ethics Commission or another State of Ohio agency (members representing state agencies only).
 - b. File annual financial disclosure statements with the Ohio Ethics Commission. The Executive Director shall advise the Governor's office of any failure to file and request that the commissioner(s) be replaced.
 - c. Consult with the Ohio Ethics Commission and/or the Assistant Attorney General assigned to the Commission if they have questions regarding state ethics laws and regulations.
- 3.02 Conflict of interest as related to administration of AmeriCorps grants in Ohio is governed by federal regulations issued by the Corporation for National and Community Service at 45 CFR 2550.110 in addition to Ohio ethics laws. The federal regulation makes no distinction between voting and *ex officio* members in defining conflict of interest.
- a. A Commission member is considered to have a conflict of interest if the member is currently or was within one year of the submission of a grant

application to the Commission, an officer, director, trustee, full-time volunteer or employee of an organization submitting an AmeriCorps grant application.

b. Restrictions for such individuals are as follows:

(1) They may not participate in the development of an application for AmeriCorps funding that will be considered, reviewed, or administered by the Commission.

(2) They must recuse themselves from all discussions and decisions regarding all AmeriCorps funding passed through the Commission under the same federal subtitle (e.g. Subtitle C-AmeriCorps State & National). Specifically:

- They may not serve as peer reviewers during the application review process; and
- They must declare the conflict and leave the room at the start of any discussion/deliberation on AmeriCorps funding decisions during a Commission meeting.

(3) They may not participate in the oversight, evaluation, continuation, suspension or termination of the grant award. Specifically:

- They may not participate in the management or operation of any AmeriCorps project funded by the Commission; and
- They may not be a member of any Commission standing or ad hoc committee charged with developing or reviewing agency policies and procedures relative to AmeriCorps grant administration or evaluation.

3.03 Prior to the start of any discussion or deliberation on AmeriCorps funding during a Commission meeting the Chair will provide opportunity for Commission members to declare conflicts and recuse themselves. Declared conflicts of interest and recusals will be recorded in the official minutes of the meeting.

3.04 Commissioners who do not have a conflict of interest as defined above but who wish to avoid any possibility of perceived conflicts may participate in discussion but abstain from voting on funding for specific projects, at their discretion. Such abstentions will be recorded in the official minutes of the meeting.

ARTICLE III

Officers and Committees

SECTION 1, Officers

- 1.01 The Officers of the Commission shall consist of a Chair, Vice-Chair, and Secretary. Commission members in good standing who are Governor appointees or representatives of state agencies may serve as officers.
- 1.02 Officers shall be elected at a regular or special meeting in May or June of even-numbered years to a two (2) year term and shall take office effective the first day of July to align with the fiscal year of the Commission.
- 1.03 Officers may be elected to no more than two consecutive terms in the same office, exclusive of any partial terms.
- 1.04 A Nominating Committee shall be appointed by the Chair two meetings prior to the election of officers.
- Committee shall present to the Commission at the meeting prior to the election a slate of candidates, one for each office, who have been determined to be willing to serve.
 - Current officers who will not exceed the term limit and wish to continue in office shall receive an automatic nomination.
 - In addition to the recommendation from the Nominating Committee, nominations will be solicited from the floor at the meeting prior to the elections.
- 1.05 Voting shall be conducted collectively on the slate as presented, unless nominations were received from the floor. In that case, voting shall be conducted on each office separately.
- Nominees must receive a majority of votes cast to be elected; in contested elections a run-off shall be conducted if necessary for a candidate to receive a majority.
 - Candidates may participate in the vote, which shall be by voice, unless it is moved from the floor to conduct the election by ballot. In that case the Executive Director and a Commission member who is not a candidate shall tally the ballots and report the results to the group.
- 1.06 Any officer may resign at any time by giving written notice to the Chair, or in case of the Chair resigning, by giving written notice to the Vice-Chair or full Commission.
- In event of vacancy in the office of Vice-Chair or Secretary, the Chair shall appoint a replacement who shall serve until the next election.
 - In the event of vacancy in the office of Chair, the Vice-Chair shall become Chair, the Secretary shall become Vice-Chair, and a new Secretary shall be appointed to serve until the next election.

Comment [MWH11]: New Section, previously part of Article II

Comment [MWH12]: Clarifies eligibility for officers

Comment [MWH13]: Clarifies when Officers are elected.

Comment [MWH14]: Adds term limit

Comment [MWH15]: Moves Nominating Committee text from Committee section to clarify the election process.

Comment [MWH16]: Reflects current practice.

Comment [MWH17]: Clarifies voting procedures

SECTION 2, Duties of Officers

- 2.01 The Chair shall preside at all meetings of the Commission and Executive Committee and shall perform all duties usually pertaining to that office. The Chair shall be a member of all committees except the Nominating Committee.
- 2.02 The Vice-Chair shall perform all duties of the Chair in the absence or inability to serve, and shall perform other duties as designated by the Chair.
- 2.03 The Secretary shall perform the duties of the Chair in the absence of the Chair and Vice-Chair and shall perform other duties as designated by the Chair.

SECTION 3, Committees

3.01 The Executive Committee shall consist of the Commission officers. The Executive Committee shall:

- a. Regularly meet with the Executive Director for provision of advice and oversight on issues of policy and procedure;
- b. Confer with the Assistant Attorney General assigned to the Commission as necessary regarding legal issues or ethics concerns;
- c. Conduct an annual review of the Executive Director, to be completed during the first quarter of the calendar year, with a written copy to be maintained in the personnel file.
- d. Initiate and recommend to the full Commission any personnel actions related to the Executive Director, including recruitment, selection, compensation, discipline or termination;
- e. Act on the Commission's behalf between meetings, if necessary, subject to ratification by the full Commission at its next regularly scheduled or special meeting obtaining a quorum.

3.02 Standing Committees in addition to the Executive Committee may be established by amendment to these Bylaws to specify the composition and responsibilities of such committees.

3.03 Ad Hoc or Working Committees may be appointed/dissolved by the Chair at any time and for such purpose as is deemed advisable.

- a. Such committees may act in an advisory role only; any recommendations must be reported to the Commission at large for consideration and action.
- b. All Commissioners shall be afforded the opportunity to serve on working committees consistent with their expertise and interests;
- c. At least one staff member will be appointed to each working committee for the provision of technical assistance and administrative support.

Comment [MWH18]: Changed to officers only. Previously included ED and senior staff

Comment [MWH19]: Added meetings with ED to tie to current practice.

Comment [MWH20]: Added to reflect current practice.

Comment [MWH21]: Clarifies that our committees are not decision making bodies.

ARTICLE IV

Meetings

SECTION 1, General

- 1.01 The Commission shall meet at least four (4) times a year. A quorum shall be those members present but not less than five (5) voting members.
- 1.02 Unless otherwise specified or required by law, meetings shall be conducted according to the most recent edition of Robert's Rules of Order Newly Revised.
- 1.03 All meetings of the Commission and its committees shall be open to the public in accordance with the Open Meetings Act (ORC 121.11). All meetings shall be considered "regular" meetings for the purposes of that Act and shall be for "general purposes" unless specifically designated a "special" meeting for the consideration of particular issues and so announced as detailed under Section 2 below. "Emergency" meetings (special meetings that do not allow for 24 hour notice) are to be avoided except under the most extreme situations.
- 1.04 The Commission and its committees will maintain accurate minutes of each meeting.
- The Executive Director shall assign staff as necessary to record and prepare meeting minutes. Following their approval at the next meeting, minutes will be certified by signature of the Chair or Vice-Chair prior to posting for public review on the Commission website.
 - For working committee meetings held as part of a regular Commission meeting, the committee minutes shall consist of the committee reports as captured within the official minutes of the general meeting.

Comment [MWH22]: Added definition of meeting types per ORC 121.11 and tie to notice below.

Comment [MWH23]: Added to tie to current practice.

SECTION 2, Notice

- 2.01 Written notice of the time and place of each regular meeting of the Commission and a proposed agenda shall be given to each Commission member by personal delivery, postal mail, or electronic mail, at least 7 days before each meeting.
- 2.02 Any person may learn the time and place of all regular Commission and committee meetings by writing the Commission at its business address; calling the Commission at 614-728-2916 during normal working hours; or accessing the Calendar link on the Commission website at www.serveohio.org.
- 2.03 If the Commission or a committee determines that a special meeting is necessary for consideration of particular issues, the time, place, and purpose of the meeting will be announced to the press via posting on Gongwer News Service at least 24 hours in advance of the meeting as no specific media outlets have requested advance notice of special meetings. Special meetings shall be limited in scope to the announced purpose. Emergency meetings, if required, will be posted on Gongwer immediately upon scheduling.

Comment [MWH24]: Reduced to reflect electronic communication speed and practice.

Comment [MWH25]: Made this for regular meetings only. Moved special meetings to new section 2.03 below.

Comment [MWH26]: Added Section 2.03.

ARTICLE V
Staff and Operations

SECTION I, Staff

- 1.01 An Executive Director shall be appointed by the Commission and report to the Chair.
- 1.02 The Executive Director shall supervise overall agency operations and provide periodic reports to the Commission on the status of same.
- a. The Executive Director shall be the executive agent of the Commission to perform such duties and transact such business as directed by the Commission.
 - b. The Executive Director shall ensure that all transactions and operations are carried out in compliance with applicable state and federal laws and regulations.
- 1.03 The Executive Director shall be empowered to hire and oversee staff members as needed to transact and manage the ongoing affairs of the Commission.

Comment [MWH27]: Restored and split out (a) and (b).

SECTION 2, Budget

- 2.01 All obligations and expenditures of funds shall be authorized by and be in compliance with the laws, rules, policies, and procedures of the Commission and State of Ohio.
- 2.02 The Executive Director shall present to the Commission for approval an annual budget no later than the first meeting of the fiscal year and shall report to the Commission at least quarterly on the status of agency finances relative to that budget.
- a. The Executive Director and fiscal staff may reallocate among budget lines but shall not obligate or expend more than \$10,000 or 10%, whichever is greater, in excess of any budget line, without first submitting a revised budget for approval by Commissioners.
 - b. In event of emergency, the Chair may authorize an excess reallocation in writing, not to exceed \$10,000 or 10% whichever is greater, with ratification via budget revision at the next meeting.

ARTICLE VI

Review and Amendments

SECTION I, Review

1.01 The Executive Committee will review the Bylaws at least once every two years.

Comment [MWH28]: Previously said annually.
We can always amend if necessary to address a particular issue.

SECTION 2, Amendments

2.01 Bylaws may be amended or revised at any time provided that each member receives a written copy of proposed amendments or revisions at least 30 days prior to action.

2.02 Proposed amendments or revisions to the Bylaws must receive a two-thirds majority vote of those Commission members in attendance and constituting a quorum in order to be adopted.

Proposed Revision January 7, 2014
Revised March 8, 2012
Revised April 15, 2010
Revised January 19, 2007
Revised September 21, 2006
Revised December 15, 2005
Revised August 26, 2003
Revised June 2, 2000
Revised August 15, 2000
Revised July 23, 1996

Guiding Principles for State Service Commissions And the Corporation for National and Community Service

Background

“The community service movement...empowers citizens to become problem solvers, provides them with the resources to serve, and establishes the mechanisms for them to identify and respond to problems in their communities before they become catastrophes. Community Service recognizes both the limits of government solutions and the value of government resources. For the movement to succeed it must remain true to its grassroots by supporting local needs and elevating local models.”

The Challenge of Community Building by Frank Dirks
Former Michigan ED and first Executive Director of ASC

As the National Service movement celebrates 20 years of volunteering and service in communities across America, let us pause to restate the basic principles upon which the movement was founded. Frank Dirks simply stated that “The fatal flaw of most ‘movements’ comes when their national agenda dominates their local priorities.”

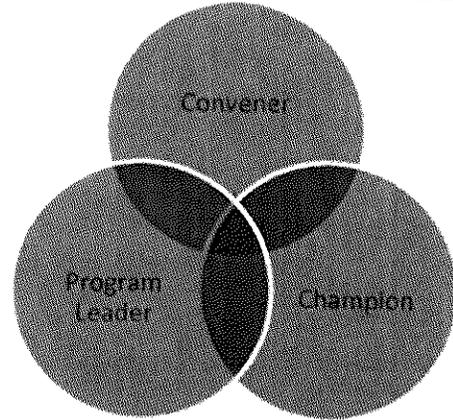
- Research shows that civic engagement is an indicator of a nation’s health. Both the federal government and state governments have pragmatic reasons for fostering civic engagement and civic health.
- Social challenges are experienced locally within communities. Local needs and interests are more easily identified through state structures than by large federal bureaucracies, which by their nature are insulated from America’s richly diverse communities.
- The passage of the legislation creating the Corporation for National and Community Service (CNCS) was a decisive, intentional act by Congress to invest in the infrastructure needed at the local level to further a culture of citizenship, service and responsibility.
- Critical to National Service’s success is a strong network of state service commissions uniquely positioned to strengthen communities by supporting sustained, well-managed volunteer programming at the local level.
- The governing structure of state service commissions intentionally brings together a powerful mix of bi-partisan, cross-sector leaders directly connected to the governing authority of each state.
- These citizen commissioners have great flexibility to identify local issues and build public/private partnerships with nonprofits, educational institutions, foundations, businesses, and state and local governments to address local needs.
- The effectiveness and sustainability of local efforts increases dramatically when the federal system actively creates an environment in which transparency leads to greater participation, intentional consultation, and reciprocal communication on issues related to policy and practice that play out at the local level.
- These mutually dependent state and federal civic engagement goals are best accomplished through intentional consultation and collaboration between state service commissions and our federal partner, CNCS.
- To further allow state commissions to flourish and generate innovative, practical solutions to local issues, it is critical that CNCS continue reducing administrative burden, unnecessary reporting, redundant system requirements, and other highly bureaucratized practices that do little to ensure compliance or accountability.

November 2013

ServeOhio | Strategic Plan 2014-2017

Mission

ServeOhio strengthens Ohio communities through AmeriCorps and volunteer engagement.



Organizational Context

The General Assembly established the Ohio Commission on Service and Volunteerism (ServeOhio) in 1994. ServeOhio operates under authority pursuant to Section 121.40 of the Ohio Revised Code and is purposed specifically to administer grants in Ohio under the federal National & Community Service Trust Act of 1993. The duties of the Commission are to: administer and oversee the AmeriCorps programming in the State of Ohio; develop and implement a comprehensive strategy to encourage and expand community service programs throughout Ohio; and assist public and private organizations to develop and implement community service and volunteer programs.

The commission has experienced significant change in the past four years. We have recommitted to our primary mission of administering AmeriCorps grants and promoting volunteer engagement. This determination resulted in budget and staff realignment that eliminated and reclassified several positions; current commission staff stands at six fulltime positions. This dedication to our primary mission of administering high-impact AmeriCorps programming and lean staffing has allowed the commission to secure state and federal budget resources that will sustain current operations. In addition, rebranding the commission as ServeOhio has provided us a more recognizable designation for easier communication to the public and our partners that will serve us well as we mark our 20th anniversary as a commission.

Results from outreach to our partners and the larger volunteer community via focus groups and surveys are consistent that the commission recognizes the following priorities:

- Expand civic engagement through service and volunteerism for citizens, of all ages and abilities, to achieve greater impact on critical needs in Ohio.
- Promote opportunities to engage in service and volunteerism through innovative public and private partnerships utilizing contemporary strategies that leverage the power of technology.
- Support initiatives that build nonprofit and community capacity which produce high quality service and volunteer opportunities.
- Recognize national service and volunteerism on a statewide level through creative and innovative strategies that are ongoing, utilizing contemporary and traditional delivery mechanisms.

GOAL ONE Increase the utilization of AmeriCorps as a strategy to address local/state needs.	GOAL TWO Improve the quality and impact of Ohio AmeriCorps programs.	GOAL THREE Increase awareness and relevance of ServeOhio.	GOAL FOUR Increase ServeOhio commissioner engagement to achieve organizational goals and objectives.
<p>Expand AmeriCorps outreach to attract more diverse, qualified applicant organizations.</p> <ul style="list-style-type: none"> ➤ Conduct regional outreach sessions ➤ Utilize social media and remote technology to increase reach ➤ Establish rural partnerships ➤ Build relationships with regional funders 	<p>Formalize AmeriCorps evaluation plan to demonstrate full impact of commission investments.</p> <ul style="list-style-type: none"> ➤ Utilize existing data to highlight impact ➤ Elevate criteria standards and monitoring of program evaluation strategies ➤ Determine need for additional data ➤ Increase connection between evaluation and performance data to funding requests 	<p>Strengthen the branding of ServeOhio and AmeriCorps.</p> <ul style="list-style-type: none"> ➤ Build strategies into marketing plan to cross-brand on all formats ➤ Strengthen monitoring of branding compliance at program level ➤ Increase messaging to key constituencies and organizational leadership 	<p>Assess and utilize commissioner knowledge, skills, abilities and connections to advance strategic goals.</p> <ul style="list-style-type: none"> ➤ Review other state templates; modify and distribute ➤ Incorporate information into commissioner engagement strategies ➤ Increase commissioner participation in activities outside regular meetings
<p>Develop large-scale, high-impact programs for competitive submission.</p> <ul style="list-style-type: none"> ➤ Partnership meetings with organizations focusing on federal, state priority issues ➤ Anticipate funding opportunities and match with program priorities 	<p>Increase the quality and diversity of professional development opportunities provided to AmeriCorps program staff and members.</p> <ul style="list-style-type: none"> ➤ Evaluate assessment data from current grantees ➤ Develop common member training modules ➤ Diversify training methodologies 	<p>Increase awareness of AmeriCorps member role and impact.</p> <ul style="list-style-type: none"> ➤ Expand messaging of member role on all formats ➤ Increase utilization of member-driven content ➤ Connect AmeriCorps member impact to ServeOhio 	<p>Increase commissioner participation at regular meetings.</p> <ul style="list-style-type: none"> ➤ Demonstrate attendance of 75% of voting members
<p>Encourage AmeriCorps program design models that diversify portfolio.</p> <ul style="list-style-type: none"> ➤ Develop Education Award Programs, Professional Corps, Less than Fulltime program models ➤ Expand National AmeriCorps presence ➤ Explore public/private partnerships 	<p>Quantify and qualify the connection of AmeriCorps member service to post-service outcomes.</p> <ul style="list-style-type: none"> ➤ Utilize common member exit form to track post-service outcomes 	<p>Continuous improvement of Ohio Conference on Service and Volunteerism.</p> <ul style="list-style-type: none"> ➤ Review data to increase participant satisfaction ➤ Explore new partnerships and constituencies 	<p>Increase engagement of former ServeOhio commissioners.</p> <ul style="list-style-type: none"> ➤ Quarterly update on current issues and activity ➤ Participation in key constituency meetings based on expertise and relationships ➤ Encourage participation in annual conference and commission retreat
<p>Increase recognition of AmeriCorps as a primary catalyst for volunteer engagement.</p> <ul style="list-style-type: none"> ➤ Implement quarterly dashboard ➤ Encourage AmeriCorps program design incorporating volunteer engagement ➤ Volunteer engagement as AmeriCorps program sustainability model 	<p>Revise AmeriCorps program policy, procedures and protocol; establish periodic review.</p> <ul style="list-style-type: none"> ➤ Create user-friendly and adaptable documents for utilization by commission staff; current and potential grantees ➤ Annual review of primary documents 	<p>Develop Stewards of Service sustainability plan.</p> <ul style="list-style-type: none"> ➤ Review impact and messaging of initiatives ➤ Secure additional funding sources 	<p>Commissioners conduct annual review of strategic goals and objectives.</p> <ul style="list-style-type: none"> ➤ Utilize annual commission retreat to report progress and initiate revisions

GOAL ONE Increase the utilization of AmeriCorps as a strategy to address local/state needs.	GOAL TWO Improve the quality and impact of Ohio AmeriCorps programs.	GOAL THREE Increase awareness and relevance of ServeOhio.	GOAL FOUR Increase ServeOhio commissioner engagement to achieve organizational goals and objectives.
Timeline and Metrics	Timeline and Metrics	Timeline and Metrics	Timeline and Metrics
<ul style="list-style-type: none"> ➤ Conduct at least four regional outreach sessions per annual grant cycle. (Each year) ➤ Increase the number of applications received and reviewed by 20% per annual grant cycle. (Each year with baseline established in 2014) ➤ Conduct at least two partnerships meetings per month. ➤ Increase the size of Competitive request to CNCS by 20% MSY or funding per annual grant cycle. (Each year with baseline established in 2014) ➤ Add volunteer engagement dashboard to website. (First quarter of 2014; updated quarterly) 	<ul style="list-style-type: none"> ➤ Issue annual impact reports by focus areas and priority issues. (Each year) ➤ Assess professional development objectives for program staff and members. (2014) ➤ Develop common member training modules for website. (2015 and ongoing based on demand) ➤ Increase professional development opportunities for program staff to a minimum of six times per year. (Each year starting in 2015) ➤ Review current exit data (2014) and implement additional exit form as necessary. (2015 implementation) ➤ Online program staff manual. (2016) 	<ul style="list-style-type: none"> ➤ Establish commission work group to formalize branding and marketing strategies. (2014) ➤ Increase website traffic by 25% each calendar year. (Each year; establish baseline with 2013 data) ➤ Increase social media engagement by 50% each calendar year. (Each year; establish baseline with 2013 data) ➤ Create formats for AmeriCorps members to share individual impact via ServeOhio. (2015) ➤ Increase Ohio Conference on Service and Volunteerism attendance by 10% each year. (Each year; establish baseline with 2013 data) ➤ Stewards of Service initiative review and sustainability plan. (2014) 	<ul style="list-style-type: none"> ➤ Commissioner skill and activity inventory. (2014 and ongoing based on appointments) ➤ Encourage at least five qualified individuals to apply for commissioner appointment to create candidate pool. (Each year) ➤ Quarterly communication to leadership stakeholders. (Initiate in 2014; ongoing) ➤ Each commissioner engaged in at least one additional activity outside regular meetings – leadership visits, grant reviews, etc. (Each year)



2014 Ohio AmeriCorps Competitive NOFO Overview

Ohio Commission on Service and Volunteerism
Rhodes State Office Tower
Tuesday, January 14, 2014

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



AmeriCorps State Funding

- Competitive (winter NOFO)
 - vetted by CNCS at a national level
 - Allows ServeOhio to bring in additional resources
 - ServeOhio makes/approves recommendations for funding
- Formula (spring NOFO)
 - Allows ServeOhio to address state-specific needs
 - ServeOhio selects/votes for programs to receive funding

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



Purpose of AmeriCorps Funding

- AmeriCorps grants are awarded to eligible organizations engaged in evidence-based or evidence-informed (e.g. performance data, research, theory of change) interventions that use AmeriCorps members to strengthen communities.
- An AmeriCorps member is an individual who engages in community service through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members receive a Segal AmeriCorps Education Award from the National Service Trust.

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



Competitive Review Process

- Eligible applications are Peer and Staff Reviewed
 - Peers only review Program Design and Organizational Capability
- Staff and Peer comments/feedback are synthesized
- Clarification period for additional/clarifying information
 - Participation does not guarantee applicant will or will not be recommended for funding

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



Competitive Review Process

- Applications are recommended to the Commission for vote/forwarding
- Approved Applications are submitted to CNCS
 - Due January 22, 2014
- CNCS repeats the Peer and Staff review process
- Successful applicants notified in May 2014
- ["Ohio AmeriCorps PY14 Grant Review Process"](#)

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



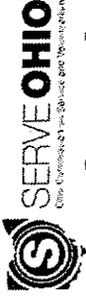
Evidence-Base

Pre-preliminary evidence (applicants awarded 1 point) means the applicant presents evidence that it has collected quantitative or qualitative data from program staff, program participants, or beneficiaries that have been used for program improvement, performance measurement reporting, and/or tracking. An example could be gathering feedback from program participants following their service year.

Preliminary evidence (applicants awarded 2 points) means the applicant presents an initial evidence base that can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least 1 non-experimental study conducted on the proposed program (or another similar program that uses a comparable intervention). A study that demonstrates improvement in program participants over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: 1) outcome studies that track program participants through a service pipeline and measure participants' responses at the end of the program; and 2) pre- and post-test research that determines whether participants have improved on an intended outcome.

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



Considerations for Competitive Funding Recommendations

- "Application Review Information" and "Assessment Criteria" from NOFO
 - Evidence base
 - Required elements, documents, timelines and instructions are observed
- CNCS Funding Tiers/Priorities (Tiers 1-5)
- Alignment with ServeOhio strategic/service plan
- Peer and Staff Feedback
- Past performance, if applicable

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



Evidence-Base

Moderate evidence (applicants awarded 4 points) means the applicant presents a reasonably developed evidence base that can support causal conclusions for the specific program proposed by the applicant with moderate confidence. The evidence base consists of 1 or more quasi-experimental studies conducted on the proposed program (or another similar program that uses a comparable intervention) with positive findings on one or more intended outcome OR 2 or more non-experimental studies conducted on the proposed program with positive findings on one or more intended outcome OR 1 or more experimental studies of another relevant program that uses a similar intervention. Examples of research that meet the standards include: well-designed and well-implemented quasi-experimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e. a similar population that does not receive the intervention).

Strong evidence (applicants awarded 8 points) means the applicant presents an evidence base that can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of 1 or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcome.

www.ServeOhio.org

Strengthening Ohio Communities through
Service and Volunteerism.



Considerations for Competitive Funding Recommendations

- “Application Review Information” and “Assessment Criteria” from NOFO
 - Evidence base
 - Required elements, documents, timelines and instructions
- CNCS Funding Tiers/Priorities (Tiers 1-5)
- Alignment with ServeOhio strategic/service plan
- Peer and Staff Feedback
- Past performance, if applicable

www.ServeOhio.org

Strengthening Ohio Communities through Service and Volunteerism.



CNCS FUNDING TIERS

FUNDING TIER 3

- Less than 30% of MSY in other Priority Measures in Economic Opportunity, or Education, or Environmental Stewardship, or Healthy Futures, or Capacity Building.
- Applicants that select Complementary Program Measures.

FUNDING TIER 4

- Applicants in the Focus Areas with self-nominated measures.

FUNDING TIER 5

- Applicants outside the Focus Areas with self-nominated measures.

www.ServeOhio.org

Strengthening Ohio Communities through Service and Volunteerism.



CNCS FUNDING TIERS

See the 2014 NOFO for additional information.

FUNDING TIER 1

- School Turnaround AmeriCorps – 100% of MSY serving in 100% SIG and/or Priority schools aligned with turnaround efforts.
- VetSuccess – 100% of MSY in Veterans and Military Family Priority Measures serving full-time on eligible college campuses and meet all additional criteria.
- Governor and Mayor’s Initiative meeting all program design criteria.
- At least 30% of MSY in Priority Measures in Veterans and Military Families; Priority Measures in Disaster Services; Complementary Measures in Economic Opportunity; Opportunity Youth serving as members

FUNDING TIER 2

- Less than 30% of MSY in Priority Measures in Veterans and Military Families; Priority Measures in Disaster Services; Complementary Measures in Economic Opportunity; Opportunity Youth serving as members
- More than 30% of MSY in other Priority Measures in Economic Opportunity, or Education, or Environmental Stewardship, or Healthy Futures, or Capacity Building.

www.ServeOhio.org

Strengthening Ohio Communities through Service and Volunteerism.



Considerations for Competitive Funding Recommendations

- “Application Review Information” and “Assessment Criteria” from NOFO
 - Evidence base
 - Required elements, documents, timelines and instructions
- CNCS Funding Tiers/Priorities (Tiers 1-5)
- Alignment with ServeOhio strategic/service plan
- Peer and Staff Feedback
- Past performance, if applicable

www.ServeOhio.org

Strengthening Ohio Communities through Service and Volunteerism.



2014 Ohio AmeriCorps Competitive Application Summary

The mission of the Corporation for National and Community Service (CNCS) is to improve lives, strengthen communities, and foster civic participation through service and volunteering. CNCS—through its AmeriCorps and Senior Corps programs—has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

The CNCS AmeriCorps State and National FY 2014 *Notice of Federal Funding Opportunity (NOFO)* prioritizes grant making in six focus areas: Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families.

In order to maximize the impact of the public investment in national service, CNCS will provide grants to programs that demonstrate that they will engage AmeriCorps members in an evidence-based or evidence-informed approach to providing a service intervention that will result in intended solutions to community problems (e.g., based on proposed program's performance and evaluation data or research demonstrating the effectiveness of a similar intervention). Applicants will be awarded points for providing evidence that their proposed intervention will lead to the outcomes identified in the theory of change (logic model). Applicants shall provide evidence that the proposed intervention is effective for the proposed population and community challenge.

CONTINUATION REQUESTS (4)

A. City Year Cleveland

AmeriCorps members will provide in-school and after-school tutoring and mentoring to 3rd-9th grade students who are at risk to drop out in 6 of Cleveland's highest need public schools. At the end of 3-year project period, at least 1,470 students will benefit from targeted support in attendance, behavior and/or coursework in English and math.

Project Name: City Year Cleveland

Service Area(s): Cleveland Municipal, Cuyahoga County

National Performance Measures: ED1, ED2 (Priority), ED5 (Priority), ED27 (Priority)

Status: Year 3

B. City Year Columbus

AmeriCorps members will provide in-school and after-school tutoring and mentoring to 7-10th grade students who are at risk to drop out in 3 Columbus public schools. By the end of the 3-year project period, at least 1,050 students will receive targeted support in attendance, behavior and/or coursework in English and math.

Project Name: City Year Columbus

Service Area(s): Columbus Public Schools, Franklin County

National Performance Measures: ED1, ED2 (Priority), ED5 (Priority), ED27 (Priority)

Status: Year 3

C. Office of Community Justice Services (Governor & Mayor Initiative)

The AmeriCorps Prevention Awareness of Trafficking Humans (PATH) program will employ AmeriCorps members who will provide protection, prevention, and education services to youth at-risk of being victimized by human traffickers seeking to sell them into modern day sexual slavery. Adults who are likely to come in contact with youth at-risk of being trafficked and the community at large will have the opportunity to participate in intervention and education programs designed to increase awareness and decrease the risk of victimization by human traffickers

Project Name: AmeriCorps PATH

Service Area(s): Toledo, Ohio

National Performance Measure(s): N/A

Status: Year 2

D. Teach for America

Teach For America-Ohio provides a critical source of well-trained teachers who are helping break the local cycle of educational inequity. Corps members teach for two years in low-income schools in Greater Cleveland, Cincinnati, Dayton and Lorain going above and beyond traditional expectations to help their students achieve at high levels.

Project Name: Teach for America – Ohio

Service Area(s): Cuyahoga, Hamilton, Lorain and Montgomery Counties

National Performance Measures: ED2 (Priority), ED 5 (Priority)

Status: Year 2

RE-COMPETING REQUESTS (1)

A. College Now Greater Cleveland

Through the AmeriCorps Ohio College Guides collaborative, College Now Greater Cleveland will have 70 AmeriCorps members who will deliver programs and counseling on college and career exploration and financial education to 6th through 12th graders; provide support to 11th and 12th graders on strategic and tactical postsecondary access and financial planning; and facilitate successful postsecondary transitions, persistence and ongoing financial education with high school graduates in 10 diverse Ohio communities.

Project: Ohio College Guides

Service Area(s): Canton, Cleveland, Cincinnati, Columbus, Dayton, Marietta, Oberlin, Warren, Yellow Springs, Zanesville

National Performance Measure(s): ED1, ED2 (Priority), ED10

Status: Re-Compete – Current Competitive Sub-Grantee

Application Review:

- Moderate to Strong evidence base
- Strong program and member management plans
- Past success with plans for improvement
- Clear vision of connecting the alleviation of poverty with post-secondary education attainment
- Reasonable rationale for cost-effective approach to address the issue
- Evaluation plan clear and builds upon previous evaluation
- Rationale for MSY expansion not strong
- Near Peer Model strong case for AmeriCorps

NEW REQUESTS (4)

A. American Red Cross of Greater Columbus

As the state lead, The American Red Cross of Central-Southeast Ohio (ARCCSO) will host 27 AmeriCorps members to provide disaster preparedness and emergency response services to local communities and businesses, deploy to local/national disasters, recruit 375 volunteers and provide services to veterans and military families in Ohio. After one program year, members will have ensured that the communities in which they serve will know better how to prepare for, respond and recover from disasters.

Project Name: Ohio Response and Preparedness Corps

Service Area(s): Athens, Crawford, Cuyahoga, Delaware, Fairfield, Fayette, Franklin, Hamilton, Knox, Licking, Lucas, Marion, Morrow, Muskingum, Pickaway, Ross and Washington

National Performance Measure(s): D1 and V9 - Both Priority

Status: Current Formula Sub-Grantee

Application Review:

- Statewide expansion of disaster preparedness/response and services to Veterans and military families
- Very strong member professional development
- Ohio Response Corps for external AmeriCorps members
- Strong commitment to AmeriCorps and national service
- Strong organizational capacity and staff support
- Preliminary evidence; includes past performance and success of goals

B. Community Properties Impact Corporation

Community Properties Impact Corporation will have 20 AmeriCorps Members who will assist with and enhance evidence-based, home- and community-based interventions to improve school readiness in Columbus, Ohio among children living in subsidized housing. At the end of the 1st program year, the AmeriCorps Members will be responsible for increased school readiness, specifically early literacy skills and social-emotional development. In addition, the AmeriCorps Members will leverage an additional 25 volunteers that will be engaged in an annual volunteer day focused on one-on-one reading with children in the target population.

Project Name: CPO Bright Stars

Service Area(s): Columbus, Ohio

National Performance Measure(s): ED20, ED21, ED23, ED24 (all Priority); O12, O15

Status: New

Application Review:

- Moderate to Strong evidence base for all curriculums
- Parent and child engagement/education focusing on preschool literacy and social emotional learning
- Strong member management and training plan for during and after AmeriCorps ; organization has resources to support the initiative
- Small program scale and scope; program part of larger county-wide initiatives
- Member supervision plan not clear
- Engagement of residents as members could present retention and member management challenges

C. Ohio Association of Foodbanks

The Ohio Association of Foodbank will have 17 AmeriCorps members who will identify barriers to providing emergency food services to a greater number of individuals and implement solutions to those identified barriers/needs in 11 regional foodbank service areas; these sites were selected as they are member foodbanks operating in Ohio. During the first program year, the AmeriCorps members will be responsible for conducting an in-depth needs assessment at each foodbank for the foodbank and its member pantries (G3-3.6). The results of the assessments will guide them in their work in year two to implement new ways to serve even more individuals (H10). Additionally, members will increase the number of individuals receiving support, services, education and/or referrals to alleviate long-term hunger (H11) by using The Ohio Benefit Bank™ (OBB). Members will also survey samples of OBB clients to determine if there is increased food security for themselves and their children (H12). In addition, in the first year the AmeriCorps members will leverage an additional 350 volunteers that will be engaged in increasing capacity at foodbanks and pantries.

Project Name: FoodCorps

Service Area(s): 11 Member Foodbanks

National Performance Measures: H11, H12 (Priority); G3-3.2, G3-3.3 (Priority), G3-3.6, G3-3.12, G3-3.18, G3-3.19

Status: Previous Competitive Sub-Grantee

Application Review:

- Ohioans are experiencing food insecurity; application cites increased access of food pantries/banks
- Strong organizational capacity and commitment to AmeriCorps/national service
- Evidence of food insecurity within service areas not included; specific member service locations not identified
- Rationale for needs assessment not documented; applicant's definition does not match CNCS (organizational vs. community needs assessment)
- Application incomplete; evaluation plan does not meet CNCS standards
- Application incomplete; no documentation provided to address unmet performance measures; correction plan not included
- Application incomplete; improvement plan for member retention not included
- Increased cost per MSY from previous program
- Need for additional volunteers and Ohio Benefit Bank Counselors not documented
- Preliminary evidence

D. Rural Action

Rural Action, a regional, member-based nonprofit, seeks support for twenty-six AmeriCorps members who will build on a highly successful seventh year of the Ohio Stream Restore Corp to restore watersheds, improve natural assets through trails and clean ups, provide environmental education, and promote a regional development and tourism strategy built on these assets across the coal mining region of Appalachian Ohio. At the end of their service year, AmeriCorps members will be responsible for improved, more visible, and cleaner natural sites on public and private lands, stronger partnerships, environmental education connecting students and communities to these assets, and volunteers engaged throughout it all. AmeriCorps members will leverage an additional 6500 volunteer hours for regional renewal.

Project: Ohio Stream Restore Corps

Service Area(s): Athens, Perry, Muskingum, Hocking, Vinton, Washington, Stark, Tuscarawas, Carroll, Morgan, Lawrence, Meigs, Gallia, Noble, Harrison, Pike, and Ross counties.

National Performance Measure: EN5 (Priority)

Status: Current Formula Sub-Grantee

2014 Competitive Application Summary

Rural Action Application Review:

- Preliminary to Moderate evidence
- Expanded Corps and service areas with focus on economic revitalization in rural/Appalachia Ohio
- Strong member development; high retention and enrollment rates
- History of strong program management; no compliance issues
- Consistently meets performance measures
- Evaluation plan builds upon previous success and evaluations
- Program expansion has potential to strain organizational capacity

2014 APPLICATION SNAPSHOT

Applicant	Request	Match	Match %	MSY	Slots	Focus Area	Tier	Status	Cost Per MSY	Previous Cost Per MSY
City Year Cleveland	\$625,000	\$625,000	50%	50	50	Education - Success	2	Continuation	\$12,500	\$12,500
City Year Columbus	\$468,000	\$468,000	50%	36	36	Education - Success	2	Continuation	\$13,000	\$13,000
Office of Criminal Justice Services	\$253,542	\$134,473	35%	20	20	Governor & Mayor Initiative	1	Continuation	\$12,677	\$12,677
Teach for America-Ohio	\$168,000	N/A	N/A	210	210	Education - Success	2	Continuation	\$800	\$800
College Now Greater Cleveland	\$896,000	\$549,229	38%	70	70	Education - Access	3	Re-Compete	\$12,800	\$12,997
American Red Cross of Greater Columbus	\$330,536	\$333,706	50%	27	27	Disaster Services/ Veterans & Military Families	1	New/Current	\$12,242	\$12,381
Community Properties Impact Corporation	\$133,000	\$41,066	24%	10	20	Pre-K Education/ Economic Opportunity	1	New	\$13,300	N/A
Ohio Association of Foodbanks	\$222,555	\$116,153	34%	17	17	Healthy Futures/ Capacity Building	2	New/Previous	\$13,091	\$12,459
Rural Action	\$334,714	\$212,390	39%	26	26	Environmental Stewardship	2	New/Current	\$12,874	\$12,878
	\$3,431,347			466	476					



SERVE OHIO
Ohio's Commitment to Veterans and Young Adults

2014 Ohio AmeriCorps Competitive Application Recommendations for CNCS Review

Applicant	Request	MSY	Slots	Focus Area	Tier	Cost Per MSY	Status	Recommended For CNCS Review
City Year Cleveland	\$625,000	50	50	Education -Success	2	\$12,500	Continuation	N/A
City Year Columbus	\$468,000	36	36	Education - Success	2	\$13,000	Continuation	N/A
Office of Criminal Justice Services	\$253,542	20	20	Governor & Mayor Initiative	1	\$12,677	Continuation	N/A
Teach for America-Ohio	\$168,000	210	210	Education -Success	2	\$800	Continuation	N/A
College Now Greater Cleveland	\$896,000	70	70	Education -Access	3	\$12,800	Re-Compete	Yes
American Red Cross of Greater Columbus	\$330,536	27	27	Disaster Services/ Veterans & Military Families	1	\$12,242	New/Current	Yes
Community Properties Impact Corporation	\$133,000	10	20	Pre-K Education/ Economic Opportunity	1	\$13,300	New	Yes
Ohio Association of Foodbanks	\$222,555	17	17	Healthy Futures/ Capacity Building	2	\$13,091	New/Previous	No
Rural Action	\$334,714	26	26	Environmental Stewardship	2	\$12,874	New/Current	Yes