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UNITED
STATES
DEPARTMENT
OF AGRICULTURE

September 19, 1995

SUBJECT: Information Update

TO: AmeriCorps Project Directors and Project Managers

In this package you will find three new items. Also attached is my database of all operating sites.

1. National Service Enrollment Form.

This year there will only be one form, instead of two like we had last year. Part 1 and 2 are to be completed by the AmeriCorps Member. Every person enrolling in National Service must complete these two parts of the form. Part 3 is to be completed by the Project Director. Page 3 of this memo is a step-by-step guide to completing Part 3.

2. Member Agreements.

This is a new Member Agreement. Please ensure that each member reads, understands, and signs this agreement. For your records, you should keep a copy of pages 2 and 13 as a minimum.

3. USDA AmeriCorps Education Awards Policy

This is the new Education Awards Policy for USDA. Please review it. There are some changes in this policy. Share it with your members so that they understand the policy on pro-rated awards. If you have any questions, feel free to give me a call.

4. Operating Site Database.

Please review this database, make any needed changes, fill in any blanks, and return to me by September 27, 1995. We need to make sure that this is correct. You will notice that some lines are repeated. That is because that Rural Development Site Numbers begin with a Y and Environmental Corp Site Numbers begin with an X.

If you have any questions or concerns, feel free to give me a call at (202) 720-0769. If you have any complaints, those go to Paula. Hope everyone is having a great time out there.

A handwritten signature in dark ink, appearing to read 'Dee', with a stylized, flowing script.

Dee DiFiore
AmeriCorps Program Analyst

Attachments

QUESTION	ANSWER
1. Type of Enrollment	Full-time or Part-time
2. Will the Member receive a living allowance?	Yes
3. Date of Enrollment	Date member completes the form.
4. Expected Date of Completion	Twelve months from Date of Enrollment
5. Type of Program	AmeriCorps National Direct
6. Name of Program City & State Phone Number Operating Site ID Number Signature of Approving Official	USDA, NRCS Your city & state your phone number 95ADFDC047____(see note 2) Project Director signature

Note 1: part-time positions require prior approval.

Note 2: AmeriCorps Members are connected to their operating site through a site code. Environmental Corps Members site numbers begins with an X and Rural Development Team member site numbers begins with a Y. Many supervisors have both types so please ensure that the correct site code is given for each member. The attached database of Operating Sites gives a site code for each site. This is the code that must be used in the last four positions of the Operating Site ID Number. It lets us and the Corporation know exactly where each member is working. If there are changes or errors in the operating sites database (as I am certain there are) please let me know right away.



August 18, 1995

SUBJECT: Joel's memo of August 15, re: Review of Education Award

TO: AmeriCorps Project Directors

FROM: Dee DiFiore 

Enclosed in this package is a memo from Joel regarding the upcoming review of educational awards. I know Paula has already sent out a memo on this topic; however, there is some information in Joel's memo that you need to know. If you have sent in your information, you need not send it again.

Also attached is a copy of the Member database maintained by the Corporation. I have compared it to my database and have found some discrepancies. Several members are listed in the wrong state, some names are misspelled (either in my list or theirs), and some social security numbers are incorrect.

I have highlighted our member names, indicated any spelling differences, and added names I have that they don't. I have also indicated those members that I need a copy of their forms. One * means I need a copy of the Participant Enrollment Form, two ** means I also need a copy of the Trust Enrollment Form and, of course, three *** means I need all three forms. In most cases I did not indicate all three forms because I know you all will send me the End of Term of Service as soon as your members have finished. I need each of you to carefully review these lists to ensure they are correct.

Some things to look for are:

- All your members are listed, even those that only worked a few hours. If you have a member not listed, please include copies of all appropriate forms.
- names are spelled correctly;
- Social security numbers are correct;

Anything that is not correct, please let me know. I will be preparing a memo for the Corporation listing all the changes they need to make in their database and once again sending copies of forms. I am going to make a strong effort to get both my list and their list correct. I will get this straightened out if it kills me!.

I appreciate all your help.



United States
Department of
Agriculture

Soil
Conservation
Service

P.O. Box 2890
Washington, D.C.
20013

JUL 19 1994

SUBJECT: AmeriCorps Training

TO: AmeriCorps State Conservationists, Project Directors,
and Project Managers

Training for AmeriCorps project directors and managers will
be conducted the week of August 8th. Location for training will
be:

National 4-H Center
7100 Connecticut Ave
Chevy Chase, MD
(301) 961-2800

The 4-H Center is a youth conference center and provides us
with a retreat environment. Dress will be very casual with maybe
one or two exceptions. Meals will be furnished cafeteria style.
Rooms are designed for two people and are limited in number,
consequently, we will have to assign two people to each room.
The Center is also smoke and alcohol free. The Center is
approximately a 40 minute cab ride from National Airport.
National Headquarters will pay the cost for lodging and meals at
the Center.

If attendees do not wish to stay in this facility and the
State is willing to pay lodging costs, the following hotels are
near by:

Hyatt Regency Bethesda
(301) 657-1234

Ramada Hotel
(301) 654-1000

NHQ will not be able to pay lodging at local hotels.

A list of names has been collected and submitted to procurement
for the completion of the purchase order. An amendment will have
to be done towards the end of the week. If a State has any
substitutions, additions, or deletions, please contact
Dee DiFiore, telephone: (202) 720-2847 or fax: (202) 690-0639 by
COB July 21.

Attendees do not have to contact the 4-H Center. Dee will
provide the names to the Center.



The Soil Conservation Service
is an agency of the
Department of Agriculture



United States
Department of
Agriculture

Soil
Conservation
Service

P.O. Box 2890
Washington, D.C.
20013

JUL 28 1994

SUBJECT: AmeriCoprs Training - Aug 8-12, 1994

TO: AmeriCorps Training Attendees

Attached is a registration form for the AmeriCorps training August 8-12, 1994. Request that each attendee complete the form and bring it to the conference registration session that begins at 9:30 a.m. on August 8.

Attached is the most recent version of the agenda. Any comments or questions can either be called in or faxed to Dee DiFiore at (202) 690-0639.

Also attached are directions for reaching the 4-H Center from any of the surrounding airports. I hope this will be of help in making reservations and arriving at the Center.

LLOYD E. WRIGHT
Director, Community Assistance
& Resource Development Division



The Soil Conservation Service
is an agency of the
Department of Agriculture

AN EQUAL OPPORTUNITY EMPLOYER



JUN 20 1994

SUBJECT: Announcement of AmeriCorps Finalists

TO: State Conservationists
Director, Pacific Basin
Director, Caribbean Area

USDA has been approved by the Corporation for National and Community Service, to sponsor 1200 AmeriCorps members for 1994 - 1995. I would like to express my thanks to all who have participated in this initial phase of the program. Congratulations to the states who have been approved as finalists in the AmeriCorps program. The attached list outlines the states and projects that SCS will support for this year's AmeriCorps program.

Approximately 245 projects were submitted to National Headquarters to be considered for the this program. Considering the very short time frame in which you had to work, this figure represents a tremendous effort from the field.

Unfortunately, due to budget constraints, we were not able to include all the proposed projects in our application. However, we sent forward as many as possible.

This initial effort by USDA to sponsor a national service program will serve as a pilot program. We hope to increase our program in FY 1996, so that States not included this year will be given consideration during the next selection process.

The AmeriCorps Program offers SCS an alternative strategy for implementing projects we would like to undertake but for which we have lacked resources. Through this program, we can reach out to the community and find ways to solve their natural resource problems. Through this program, we can reach out to our young people and offer an opportunity to enhance their lives. Through this program, we can reach out and get things done.

The AmeriCorps Program has my full support and from the response you have already shown, I know it also has your support. Again, let me thank you for your participation, and I look forward to seeing this dynamic program implemented throughout this country under the banner of the Soil Conservation Service.

Sincerely,

LLOYD E. WRIGHT
Director, Community Assistance
and Rural Development Division

Attachment



AmeriCorps Projects

Soil Conservation Service Leadership

1

State/Location	Program	Goal
Arizona (Four Corners)	Rural Development	work on a wide variety of rural development and environmental protection projects
Arkansas (Mississippi Delta)	Rural Development	relocating residents from a flood plain
California	Rural Development	develop an ecosystem approach to managing forest and watersheds in small, private ownerships
Colorado (Four Corners)	Rural Development	work on a wide variety of rural development and environmental protection projects
Georgia (Atlanta) URBAN	Public Lands/Environment	reduce erosion, improve water quality in urban streams
Illinois (Chicago) URBAN	Public Lands/Environment	create sites that combine urban agriculture and public safety
Illinois (East St. Louis) URBAN	Public Lands/Environment	restore neglected/abandoned lots; clean up; renovate greenhouse; restore athletic fields, gardens
Illinois (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Illinois (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
Iowa (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Iowa (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
Kansas (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Kansas (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects

AmeriCorps Projects

Soil Conservation Service Leadership

2

State/Location	Program	Goal
Kansas (western)	Public Lands/Environment	renovate windbreaks
Louisiana (Mississippi Delta)	Rural Development	install dry fire hydrants
Maine (statewide)	Rural Development	work with cranberry growers; improve water quality; develop recreation areas
Maryland (Dist of Col) URBAN	Public Lands/Environment	renovate public park and recreation areas
Massachusetts (Boston) URBAN	Public Lands/Environment	create and maintain recreation areas and green space
Michigan	Rural Development	provide FARM*A*SYST evaluations
Minnesota	Rural Development	work on a wide variety of rural development and environmental protection projects
Minnesota (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Minnesota (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
Mississippi (Mississippi Delta)	Rural Development	improve livestock waste treatment
Missouri (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Missouri (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
Nebraska (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Nebraska (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
New Jersey (statewide)	Public Lands/Environment	improve streamside habitat

AmeriCorps Projects

Soil Conservation Service Leadership

3

State/Location	Program	Goal
New Mexico (Four Corners)	Rural Development	work on a wide variety of rural development and environmental protection projects
New York (northwestern)	Rural Development	increase soil and water conservation measures
North Dakota (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
North Dakota (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
Ohio (Big Darby Creek)	Rural Development	preserve, maintain, and enhance aquatic and riparian ecosystem
Oklahoma (western)	Public Lands/Environment	renovate windbreaks
Oregon	Rural Development	work on a wide variety of rural development and environmental protection projects
Oregon (Portland) URBAN	Public Lands/Environment	restore/enhance aquatic habitat, riparian zone, neighboring uplands
South Carolina	Rural Development	work on a wide variety of rural development and environmental protection projects
South Dakota (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
South Dakota (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects
Tennessee (Appalachia)	Rural Development	explain conservation programs to land owners
Texas (coast)	Public Lands/Environment	reduce shoreline erosion
Utah (Four Corners)	Rural Development	work on a wide variety of rural development and environmental protection projects

AmeriCorps Projects

Soil Conservation Service Leadership

4

State/Location	Program	Goal
Vermont (^{Winooski} statewide <i>River watershed</i>)	Rural Development	protect Winooski River watershed; help develop fire-protection plans
Virginia (Appalachia)	Rural Development	convert abandoned railroad line to recreational trail
Washington	Rural Development	work on a wide variety of rural development and environmental protection projects
West Virginia (Appalachia)	Rural Development	provide in-field water quality technical assistance
Wisconsin (flood-affected areas)	Public Lands/Environment	inspect river systems; restore wetlands; restore flood control facilities
Wisconsin (flood-affected areas)	Rural Development	work on a wide variety of flood relief, economic development, and environmental protection projects



SEP 19 1994

SUBJECT: Final Objectives for AmeriCorps Members

TO: State Conservationists
AmeriCorps Project Directors

Congratulations to those of you who participated in the national launch of the AmeriCorps program! Thanks for the work you have all done to get us to this point.

Community service objectives must be finalized for USDA submittal to the Corporation for National Community Service (CNCS). CNCS has requested that we submit objectives using the attached table. Most project managers have completed their objectives and will only have to transfer them to the tables. Use one sheet per objective (make as many copies as you need). Let's consider this our final review.

Please note:

- At least 3 community services objective are needed for each Public Lands and Environmental Corps.
- One community service objective is needed for each Rural Development Corps member. (One will suffice per project if several are assigned to do the same work.)
- One community building objective should be submitted per team or project.

This information must reach us no later than c.o.b. Thursday, September 22, 1994. Please call Paula Cole Jones on (202) 720-1853, if you have any questions.

Thank you,

LLOYD E. WRIGHT

for
Director, Conservation Assistance and
Resource Development Division

Attachment

CC:

Paula Cole Jones, Program Manager, AmeriCorps, SCS,
Washington, D.C.





DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

August 4, 1994

To: AmeriCorps/USDA Working Group
From: Joel Berg *JB*
Subject: Sites for September 12 Launch Date

Yesterday at the Corporation for National and Community Service training program, the Corporation requested that we provide, by the close of business yesterday, specific information about our state of readiness on September 12. I have received an extension until close of business today. We need the following information for each and every project site.

- 1) On September 12, at each project site, what is the status of the Corps members:
 - a) All corps members ready to start work
 - b) All corps members ready to starting training
 - c) All corps members recruited and able to attend kick-off ceremony, but not quite ready to begin work or training
 - D) Final corps members still being recruited
- 2) On September 12, in which precise geographical location are you planning to place corps members for each project? *

* Note: The Corporation is planning to create certain regional kick-offs. For instance, corps members from Kansas, Missouri, Nebraska -- and possible Iowa and Oklahoma - will all meet in a kick-off ceremony in Kansas City on September 12. For this document today, ignore such regional or state events and simply state that location in which we would hold the kick-off if USDA were acting alone.



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

August 4, 1994

To: AmeriCorps/USDA Working Group
From: Joel Berg, Director of National Service *JB*
Subject: What to Bring to the AmeriCorps Staff Training

Staff attending next week's AmeriCorps/USDA staff training should bring the following items:

- 1) Casual clothes for the bulk of the training, along with perhaps one set of business clothes for the reception
- 2) The latest version of each project work plan, specifying what work will be accomplished on a weekly basis and what staff support, tools, equipment, supplies, and training will be needed to accomplish that work on a weekly basis
- 3) The latest version of each project's recruitment plan
- 4) Any press advisories already released or to be released
- 5) Any local recruitment materials already prepared
- 6) Any relevant clips from local newspapers
- 7) A list of any questions they would like answered about AmeriCorps in general, the USDA AmeriCorps program, or their specific site



31 AUG 1994

SUBJECT: Revising the Community Service Objectives for Your Site

TO: Flood Relief and Rural Development Team Project Managers

The community service objectives for the rural development and flood relief teams have been reviewed by the department's National Service Office and by the Corporation. While some are in fine shape and are specific in what will be accomplished, most are not adequate. The charge is to illustrate how the community will be different at the end of a year.

Many of the community service objectives explain the methods, processes, or means through which a community will be improved. For instance, the use of GIS and digitizing of information is a fine beginning for a project. However, the objectives should describe how the community will be different and what role the Rural Development Corps members will play. They should not spend the year in an office. They should be able to take these out to the public, make interpretations and discuss with the landowners the consequences of actions on their lands, and work directly with the landowners to help implement new conservation practices. They could spend time in the office in between field assignments in meeting with, educating and working directly with the public. The end result or outcome from this effort would be better decisions made by the landowner, fewer nutrients and pesticides reaching streams, a reduction in future land and water use problems (provide an explanation of the problem), and a more educated public. These should be quantified as well as be qualified in your objectives, as much as possible.

Most of the Environmental Corps objectives are specific except for the flood relief group. Specific objectives need to be spelled out. For example, the acres of debris that will be removed, the square feet of spawning ground that will be recovered, the amount of parkland that will be created, and the erosion prone stream banks that will be protected are all items that can be expanded upon to show the increase in benefits to the community. If these actions bring tourism to the community, create permanent jobs, or any other visible improvements, they should be elaborated upon.

Creating concrete objectives is an essential first step toward workplans that will keep all our AmeriCorps members continually engaged in useful work that "gets things done" in the communities. The Department and the Corporation concur that it is critical to have these objectives agreed to at each site before members can be selected and before their work begins at that site.

Please review and rewrite your objectives and submit them to Paula Jones by COB September 2, 1994. If you have any questions, please contact Paula at (202) 720-2847.

LLOYD E. WRIGHT
Director, Community Assistance and
Resource Development Division





United States
Department of
Agriculture

Soil
Conservation
Service

P.O. Box 2890
Washington, D.C.
20013

August 4, 1994

TO: Americorps State Program Directors

FROM: Lloyd Wright

RE: Status of Corps members

Please complete the bottom section and indicate how many of your allotted Americorps participants are in each category. This should be faxed back ASAP and no later than 12:00pm Eastern to Paula Jones at Fax number (202) 6790-0639. See memo from Joel Berg for further clarification.

1) On September 12, at each project site,

- a) How many corps members are ready to start work ? _____
- b) How many corps members are ready to start training? _____
- c) How many corps members are able to attend kick-off ceremony but are not ready to begin work or training? _____
- d) number of corps members still being recruited? _____

On September 12, in which precise geographic locations are you planning to place corps members for each project?



The Soil Conservation Service
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United States
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Soil
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P.O. Box 2890
Washington, D.C.
20013

JUL 19 1994

SUBJECT: AmeriCorps Project Implementation

TO: State Conservationist

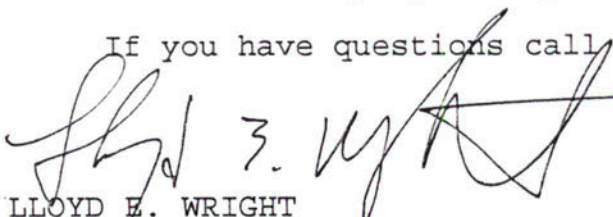
The USDA AmeriCorps program in the MidWest region is larger than all other program sites. The 154 AmeriCorps participants that will be working in the midwest are 4 to 5 times the number that will be working in other areas. As a result, we have designated sub-regions which in most cases are defined by state boundaries.

Team USDA is contained in the vision for AmeriCorps. SCS is sponsoring and will have direct supervision for the 154 AmeriCorps participants as follows: recruitment, participation selection, project design and management, administration, site selection, and other tasks needed to complete the work.

ASCS has agreed to staff a regional support effort that will provided some non-job related training as well as service relating to the AmeriCorp program. ASCS is providing up to 8 staff members. The locations for the ASCS employees, will most likely be based on areas with the highest concentration of AmeriCorps project work. I encourage you to contact the State ASCS Senior Executive Director to discuss AmeriCorps project sites and how SCS and ASCS might team up in your state.

Attached is a chart for the lines of supervision and communication for program implementation.

If you have questions call me at 202-720-2847.


LLOYD E. WRIGHT
Director, Community Assistance
and Resource Development

Attachment

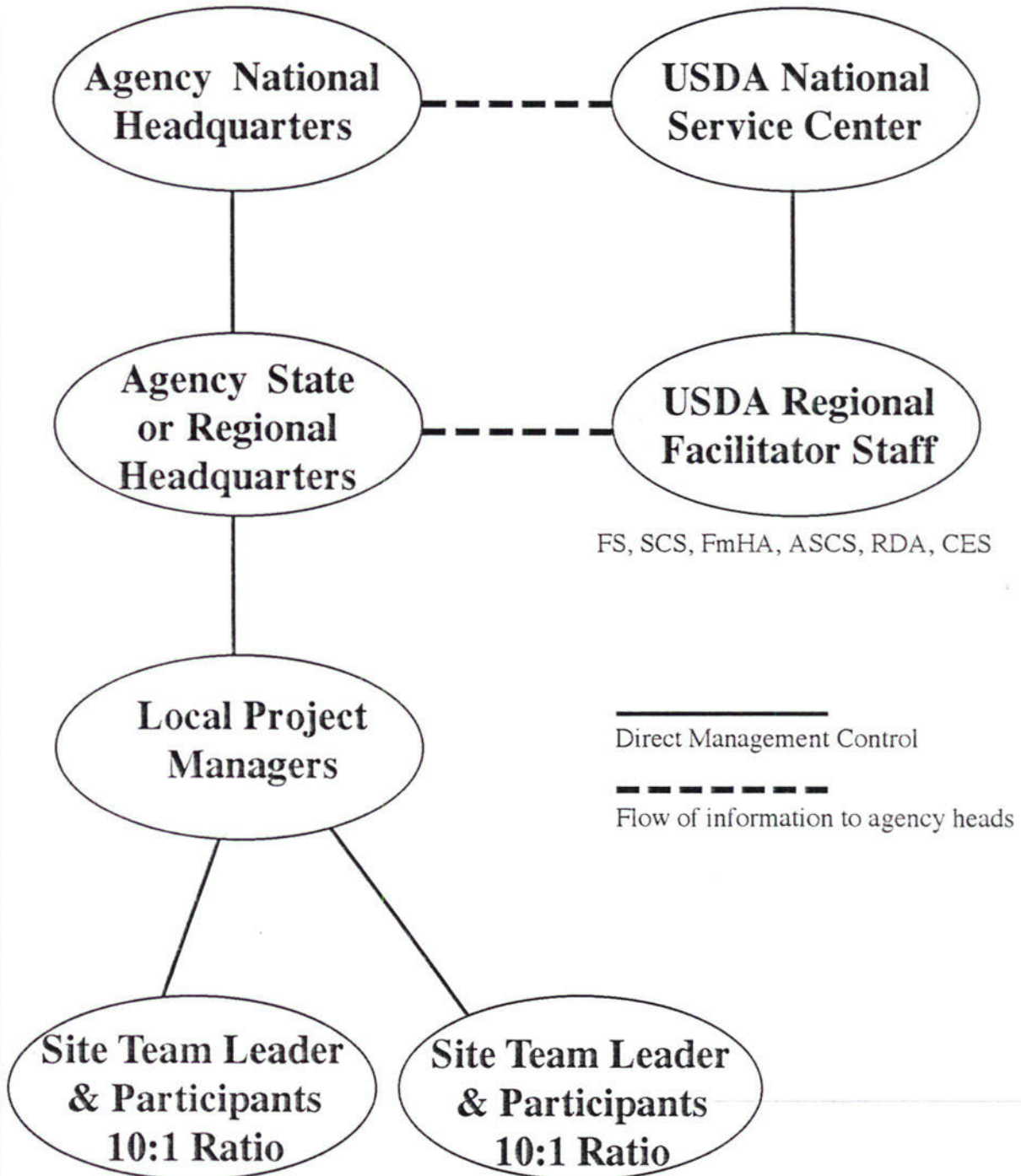
CC:

Joel Berg, National Service Coordinator, USDA
Charles Sims, Intergovernmental Affairs, USDA



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Department of Agriculture

Team USDA AmeriCorps — Management Structure Rural Development Corps



MAR 31 1994

SUBJECT: AmeriCorps Individual Site Applications

TO: Potential AmeriCorps Sponsors

Thank you for your recent proposals to be sponsors in the AmeriCorps Program. You have been selected for submission to the Department of Agriculture to compete for inclusion in the final proposal that will be submitted to the National Corporation from USDA.

As a follow-up to your recent telephone discussion with Paula Jones, I have attached some information for you to use in your final proposal. Attachment one is the "Format for Individual Site Application." Please adhere to this format if you wish to be competitive in the final selection process by the Corporation. Your application cannot exceed ten pages. However you may add one to two pages for the budget.

Attachment two is information which was taken from the March 23 Federal Register. I believe this information may prove helpful to you in preparing your final proposal. It gives a clear picture of what the Corporation will be looking for when they evaluate the projects.

Attachment three is an example of how we would like you to identify project activities and commitments from your partners in the project.

Once again we are working with severe time constraints. The joint USDA proposal must be submitted to Secretary Espy on April 15. We must have your section by April 11. I apologize for the short time-frame, but it is controlled by forces outside of USDA. However, if we are successful in getting our projects selected it will have been worth all the effort.

Thank you again for your cooperation and assistance in this effort. If you have any questions or need help of any kind, please do not hesitate to contact us. Please call Paula Jones and Dee DiFiore at (202) 720-2847. They will be available to help you in any way possible. Our goal is to see the AmeriCorps program a success through out USDA, and with your help, I am confident we will reach that goal.

Sincerely,

LLOYD E. WRIGHT
Director, Basin and Area
Planning Division

100
3-31-94

BUDGET FORM

AMERICORPS – NATIONAL DIRECT APPLICATION

Please attach the Budget Narrative to this page. Instructions for this form are on page 27.

Applicant Name: _____

Program Name: _____

☐ Aggregate

☐ Program (if applicable)

	Corporation Share (CNCS) Funds requested from the Corporation	Grantee Share Other Federal / State / Local / Private Funds	Total Total Program Funding
A. PARTICIPANT SUPPORT COSTS			
Training and Education	_____	_____	_____
Uniforms	_____	_____	_____
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other	_____	_____	_____
Subtotal	_____	_____	_____
B. STAFF			
Salaries	_____	_____	_____
Benefits	_____	_____	_____
Training	_____	_____	_____
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other	_____	_____	_____
Subtotal	_____	_____	_____
C. OPERATIONAL			
Travel	_____	_____	_____
Transportation	_____	_____	_____
Supplies	_____	_____	_____
Equipment	_____	_____	_____
(PLEASE SPECIFY IN BUDGET NARRATIVE) Other	_____	_____	_____
Subtotal	_____	_____	_____
D. INTERNAL EVALUATION MONITORING			
E. ADMINISTRATION			
	(may not exceed 5% of corporation funding A – F)		
(in dollar amounts) Total A – E	_____	_____	_____
Percentages	0 %	+ 0 %	= 0 %
(Corporation maximum 75% + Grantee minimum 25% = 100%)			

BUDGET FORM

AMERICORPS – NATIONAL DIRECT APPLICATION

Page 2

	Number of Participants	Corporation Share (Maximum 85%)	Grantee Share (Minimum 15%)	Total (100%)
F. OTHER PARTICIPANT SUPPORT COSTS				
Living Allowance	_____	_____	+	_____ = _____
FICA	_____	_____		_____
Worker's Compensation	_____	_____		_____
Health Care	_____	_____		_____
Alternative Health Care	_____	_____		_____
(\$1,200 per eligible participant)				

Total F + =

Total A – F

	Estimated # of Children	Estimated # of Eligible Participants	Corporation Share (Maximum 85%)	Grantee Share (Minimum 15%)	Total (100%)
G. CHILD CARE					
	_____	_____	_____	_____	_____

Total A – G

	Number of Participants	Amount per Participant	Total
H. EDUCATION AWARDS			
Full – Time Participants	_____	\$4,725	_____ \$0
Part – Time Participants	_____	\$2,363	_____ \$0
Total H 0 x = \$0			

* If grantee is utilizing current policy meeting minimum benefits for eligible participants.

** If grantee is utilizing alternative health care policy to be made available.

Format for Individual Site Application

DRAFT

(This application may be up to 10 pages plus your budget page(s))

1. Title Page
2. Summary Page

In one page, provide an overview of the following items:

The **specific needs to be met**, particularly as they relate to the national priorities in the four issue areas. These four issues areas are: Education, Human Needs, Environment, Public Safety.

The key elements of the **site design**.

The number of participants.

A description of the administering organization and identification of primary program partners.

4. Mission and objectives. Answer the following questions:

What is your mission statement?

What are your annual objectives in the issue area? (list at least 3)

5. Narrative: (no more than 7 pages)

In approximately 7 pages, organized and labeled in the stipulated categories, provide the following information in a narrative form with as much specificity as possible.

(a) **Need(s) to be met** and appropriateness for national service. Identify the nature of the specific need(s) to be met by the proposed national service program, including how and why these needs are appropriately or uniquely addressed by a national service program. Give a detailed description of the environmental problems to be solved.

Needs. What specific needs will the program address and how do these needs relate to the national priorities? If they do not relate to the national priority areas, please explain why they were selected. Explain the direct benefit of the project to the community.

Process. What was the process by which the needs were identified? Who was involved identifying the needs and to what extent were residents of the community in which the service will be provided involved in any needs assessment activities. Explain in detail the role of each partner in the project: how each partner participated in the

assessment and start up phase and how each partner will participate during the year.

b. **Design.** Describe the concept and design for the program, including the nature of specific service activities to be performed by participants and how these activities address the identified needs and meet the program objectives. Describe how the project will be evaluated and monitored during the year. Explain how your success will be measured at the end of the year.

Concept. What is the basic concept for the design of the program? How will the program be structured? Where will it be located? Describe any institutional or programmatic collaborations or partnerships that will be involved in operating the program, including the extent to which the program builds on existing service programs.

Service Activities. What activities will participants engage in, and how will these projects or activities result in direct and demonstrable service that addresses the identified needs? Describe a typical week in the life of program participants, giving concrete examples of the types of activities or duties participants will perform.

Relation to Need. How do the service activities respond to the identified needs?

Participant Training and Support. How will participants be trained, supported, or otherwise prepared for their assignments or placements. Describe the key elements of the participant training, in-service education, or service-learning curriculum employed to improve participants' skills, prepare them for placement, and foster positive civic values.

Participant Placement and Supervision. How will participants be placed (in teams, small groups, or individually) and matched with assignment? How will service sponsors or host-sites be oriented and prepared for that placement? How will participants be supervised within the program?

The following information was taken from the Federal Register and may be helpful in completing your application.

Subpart E - Application Review

How does the Corporation review the merits of an application?

(a) In reviewing the merits of an application submitted to the Corporation under this part, the Corporation evaluates the quality, innovation, replicability, and sustainability of the proposal on the basis of the following criteria:

(1) **Quality**, as indicated by the extent to which -

(i) The program will provide productive meaningful, educational experiences that incorporate service-learning methods;

(ii) The program will meet community needs and involve individuals from diverse backgrounds (including economically disadvantaged youth) who will serve together to explore the root causes of community problems;

(iii) The principal leaders of the program will be well qualified for their responsibilities;

(iv) The program has sound plans and processes for training, technical assistance, supervision, quality control, evaluation, administration, and other key activities; and

(v) The program will advance knowledge about how to do effective and innovative community service and service-learning and enhance the broader elementary and secondary education field.

(2) **Replicability**, as indicated by the extent to which the program will assist others in learning from experience and replicating the approach of the program.

(3) **Sustainability**, as indicated by the extent to which -

(i) An SEA, Indian tribe or grant making entity applicant demonstrates the ability and willingness to coordinate its activities with the State Plan under part 2513 of this chapter and with other federally assisted activities;

(ii) The program will foster collaborative efforts among local educational agencies, local government agencies, community based agencies, business, and State agencies.

(iii) The program will enjoy strong, broad-based community support; and

(iv) There is evidence that financial resources will be available to continue the program after the expiration of the grant.

(b) The Corporation also gives priority to proposals that -

(1) Involve participants in the design and operation of the program;

(2) Reflect the greatest need for assistance, such as programs targeting low-income areas;

(3) Involve students from public and private schools serving together;

(4) Involve participants of different ages, races, genders, ethnicities, abilities, and disabilities, or economic backgrounds serving together;

(5) Are integrated into the academic program of the participants;

(6) Best represent the potential of service-learning as a vehicle for education reform and school-to-work transition;

(7) Develop civic responsibility and leadership skills and qualities in participants;

(8) Demonstrate the ability to achieve the goals of this part on the basis of the proposal's quality, innovation, replicability, and sustainability, or

(9) Address any other priority established by the Corporation for a particular period.

(Note: Items 3, 5, and 6 are related to the Serve America program which is designed for the educational setting.)

Refer to the Title Page Instruction on Page 26. Please type or print in black ink.

FOR INTERNAL USE ONLY

APPLICATION TITLE:		Single Site		Multi-Site	
LEGAL APPLICANT:					
Contact Person's Name:					
Address:					
City, State, Zip:					
Telephone, FAX:					
Applicant's Congressional District					
INSTITUTIONAL INFORMATION		☒ Federal Agency	☐ National Non-Profit Organization	☐ Professional Corps Prog.	☐ Multi-State Program
Employer's ID Number:		720564834F			
PROJECT DIRECTOR:					
Organization's Name:					
Address:					
City, State, Zip:					
Telephone, FAX:					
GRANT TYPE:		☐ Planning or	☒ Operating or	☐ Educational Awards only	
ISSUE AREA: AND NATIONAL PRIORITIES		☐ Educational ☐ School Readiness ☐ School Success ☐ Human Needs ☐ Independent Living ☐ Community Revitalization		☐ Environment ☐ Neighborhood Environment ☐ Natural Environment ☐ Public Safety ☐ Violence Prevention ☐ Crime Control	
AREA(S) TO BE SERVED:					
☐ Urban ☐ Rural ☐ Other					
Congressional District of primary area served					
Congressional Districts of secondary areas served					
PARTICIPANTS:		# of Full-time Participants		# of Full-time Participants	
		# of Part-time Participants		Needing Educational Awards:	
		# of Participants needing child care		# of Part-time Participants Needing	
		# of their Children needing Child Care		Needing Educational Awards:	
		# of Unfunded Participants		# of Expected National Recruitment Participants	
BUDGET:		Corporation Funds Requested		YR1 99,999,999	YR2
		Total Budget Amount		YR1	YR2
PROGRAM OPERATES Which one?		in an area of need as identified by the Corporation?		YES	NO
PROJECT DURATION:		Start Date	End Date	Number of Program Terms	
			8/23/94		
CERTIFICATION:		The applicant certifies to the best of his/her knowledge and belief that the data in this application are true and correct and that the filing of the application has been duly authorized by the governing body of the applicant and that the applicant will comply with the assurances required of applicants if the assistance is approved.			

Date:

Name:

Title:

Applicant Name:

Program Name:

1. WHAT IS YOUR PROGRAM'S MISSION STATEMENT?

Each application must include statements of primary objectives in three areas: Community Service, Community Building, and Participant Development. Please use a separate copy of this form to describe your objectives in each area (i.e. Community Service, Community Building, Participant Development). In the case of community service, also use a separate form for each priority area, if you are working on more than one (i.e. education, environment, etc.).

2. THIS PAGE
APPLIES TO

☐ Community Service ☐ Participant Development ☐ Community Building

☐ Education
☐ Public Safety
☐ Human Needs
☐ Environment

3. WHAT ARE YOUR ANNUAL OBJECTIVES IN THE AREA CHECK ABOVE?

List your three A.
primary objectives:



United States
Department of
Agriculture

Soil
Conservation
Service

P.O. Box 2890
Washington, D.C.
20013

JUL 14 1994

SUBJECT: AmeriCorps Positions

TO: State Conservationists and AmeriCorps Project Directors

Attached is a breakdown of the numbers for the AmeriCorps positions in your State. They are divided into two categories: Environment Corps (EC) and Rural Development (RD). Please review these numbers and let us know if these are what you requested. If we do not hear from you by COB Friday, July 15, we will process these numbers and positions for funding purposes.

LLOYD E. WRIGHT
Director, Community Assistance
& Resource Development Division



The Soil Conservation Service
is an agency of the
Department of Agriculture

AMERICORPS PARTICIPANT NUMBERS BY PROGRAM

ST	POS	PROGRAM
AR	5	RD
AZ	20	RD
CA	30	RD
DC	10	EC
GA	20	EC
IA	26	RD
IL	59	EC
IL	6	RD
KS	26	EC
KS	19	RD
LA	7	RD
MA	20	EC
MD	10	EC
ME	20	RD
MI	14	RD
MN	8	EC
MN	12	RD
MO	12	EC
MO	3	RD
MS	10	RD
ND	5	RD
NE	3	RD
NE	17	EC
NJ	30	EC
NY	5	RD
OH	6	RD
OK	20	EC
OR	20	EC
OR	5	RD
SC	20	RD
SD	19	EC
SD	1	RD
TN	19	RD
TX	20	EC
VA	6	RD
VT	5	RD
WA	15	RD
WI	8	RD
WV	5	RD
TOTAL	566	



JUN 28 1994

SUBJECT: AmeriCorps Information

TO: James N. Habiger, State Conservationist, SCS,
Salina, Kansas

Congratulations, Kansas has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Windbreak Renovation
	Flood Recovery
Program:	Environmental Corps
Number of participants:	38
State Allocation:	\$379,608
Program:	Rural Development
Number of participants:	7
State Allocation:	\$105,546

(Note: 25 of these positions are for flood recovery work.)

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached.



You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.

AmeriCorps Application. An application for AmeriCorps is currently in the review process. As soon as it is finalized and approved, we will fax a copy to you. It is our policy to offer applicants whatever assistance may be needed in completing his/her application. Our goal is to have participants selected by August 20.

Training. Training has been scheduled for the week of August 8th. It is felt that at least two people from each State should attend this training - the project director and one project manager. Travel expenses will have to be paid by the State. If a State has the funds and wishes to send more people, this is acceptable. We will need to know how many people will be attending from your State by July 5. The training will be held in the 4-H Center in Washington, D.C. This Center has sleeping accommodations on the premises. I will fax more information to you as soon as I receive it.

Organizational Structure. Attached is a chart showing the organizational structure for AmeriCorps. The solid lines indicate lines of authority while the dotted lines are advisory or coordinating positions.



LLOYD E. WRIGHT
Director, Basin and Area
Planning Division

Attachments

bc:

Diane Gelburd, Acting Deputy Chief for Programs, SCS, Washington,
D.C.

Eugene E. Andreuccetti, Assistant Chief, West, SCS, Washington,
D.C.

Gary A. Margheim, Acting Assistant Chief, Midwest, SCS,
Washington, D.C.

Barbara T. Osgood, Acting, Assistant Chief, Northeast,
SCS, Washington, D.C.

P. Dwight Holman, Assistant Chief, South, SCS, Washington, D.C.



JUN 28 1994

SUBJECT: AmeriCorps Information

TO: David L. Mussulman, State Conservationist, SCS,
Orono, Maine

Congratulations, Maine has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Cranberry Water Quality Coordinator (1)
Lakes Coordinator - St. John Aroostook RC&D (1)
Trails Coordinator for abandoned railroad (1)
Environmental Education Circuit Rider (1)
Atlantic Salmon Coordinator (1)
Mid-Coast Fisheries Coordinators (4)
Marine Education Center Coordinators (5)
Casco Bay Watershed Coordinators (2)
St. Croix and Chandler River Coordinators (2)
Agriculture Water Quality Viability (1)
MACD Conservation Education Coordinator (1)

Program:	Rural Development
Number of participants:	20
State Allocation:	199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will



insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.

AmeriCorps Application. An application for AmeriCorps is currently in the review process. As soon as it is finalized and approved, we will fax a copy to you. It is our policy to offer applicants whatever assistance may be needed in completing his/her application. Our goal is to have participants selected by August 20.

Training. Training has been scheduled for the week of August 8th. It is felt that at least two people from each State should attend this training - the project director and one project manager. Travel expenses will have to be paid by the State. If a State has the funds and wishes to send more people, this is acceptable. We will need to know how many people will be attending from your State by July 5. The training will be held in the 4-H Center in Washington, D.C. This Center has sleeping accommodations on the premises. I will fax more information to you as soon as I receive it.

Organizational Structure. Attached is a chart showing the organizational structure for AmeriCorps. The solid lines indicate lines of authority while the dotted lines are advisory or coordinating positions.

LLOYD E. WRIGHT
Director, Basin and Area
Planning Division

Attachments



JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Richard A. Gallo, State Conservationist, SCS,
Amherst, Massachusetts

Congratulations, Massachusetts has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Boston Environmental
Program:	Environmental Corps
Number of participants:	20
State Allocation:	\$199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Harry W. Oneth, State Conservationist, SCS,
Temple, Texas

Congratulations, Texas has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Coastal Shoreline Erosion
Program:	Environmental Corps
Number of participants:	20
State Allocation:	\$199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Bobbye Jack Jones, State Conservationist, SCS,
Stillwater, Oklahoma

Congratulations, Oklahoma has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Windbreak Renovation
Program:	Environmental Corps
Number of participants:	20
State Allocation:	\$199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: James W. Ford, Acting State Conservationist, SCS,
Athens, Georgia

Congratulations, Georgia has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Atlanta Ecostem Management
Program:	Environmental Corps
Number of participants:	20
State Allocation:	\$199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Jeffrey R. Vonk, State Conservationist, SCS,
Des Moines, Iowa

Congratulations, Iowa has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Flood Recovery
Program:	Rural Development
Number of participants:	20
State Allocation:	\$301,560

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: John C. Titchner, State Conservationist, SCS,
Winooski, Vermont

Congratulations, Vermont has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Evaluate the Winooski ecosystem demonstration
protection project
Rural Fire Protection

Program:	Rural Development
Number of participants:	5
State Allocation:	\$ 75,390

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Gary R. Nordstrom, State Conservationist, SCS,
St. Paul, Minnesota

Congratulations, Minnesota has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Agassiz Trail Conservation Outreach Flood Recovery
Program:	Environmental Corps
Number of participants:	8
State Allocation:	\$ 79,920
Program:	Rural Development
Number of participants:	12
State Allocation:	\$180,936

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Ronnie L. Clark, State Conservationist, SCS,
Bismarck, North Dakota

Congratulations, North Dakota has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Flood Recovery
Program:	Rural Development
Number of participants:	5
State Allocation:	\$ 75,390

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Rodney D. Baumberger, Acting State Conservationist,
SCS, Huron, South Dakota

Congratulations, South Dakota has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Flood Recovery
Program:	Environmental Corps
Number of participants:	20
State Allocation:	\$199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Humberto Hernandez, State Conservationist, SCS,
Phoenix, Arizona

Congratulations, the Four Corners Project has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Four Corners
Program:	Rural Development
Number of participants:	20
State Allocation:	\$301,560

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Jose J. Acevedo, Acting State Conservationist,
SCS, Columbia, South Carolina

Congratulations, South Carolina has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Names:

1. Develop plans for the construction and use of outdoor environmental learning centers by coordinating with local steering committees composed of teachers, students, parent/teacher organizations, and others.
2. Assist teachers in the development of lesson plans for the use of outdoor learning centers to enable them to expand their ongoing teacher program into these areas.
3. Develop programs or methods to educate students in environmental education with a focus on targeting low income and minority students.
4. Construct four outdoor environmental learning centers. For example, lay out and construct nature trails, establish signs, identify plants, construct amphitheaters, set up soil profile demonstrations, etc.
5. Select at least one watershed in each county and design a method of assessing the environmental concerns and impacts of grassland operations, heavy use livestock and poultry areas, heavy pesticide and natural use areas, erosion riparian areas, and conditions of low income communities.
6. Conduct water quality assessments to include biological water sampling, livestock and poultry operations.



7. Develop a system for storing and manipulating the data gathered from environmental assessments.
8. Complete evaluation assessments on individual farmsteads and homesites in rural areas for water pollution hazards.
9. Work with individual citizens on conservation measures related to improving water quality and other environmental conditions.
10. Gather soil samples and livestock and poultry waste sample for analysis.
11. Recommend rates of animal waste for land application.
12. Assist with calibration of spraying and spreading equipment.
13. Monitor animal waste application
14. Develop news articles, brochures, lesson plans for public education of environmental awareness.
15. Entry of information into computer database.
16. Interviews with socially disadvantaged.
17. Conduct outreach programs to socially disadvantaged.

Program:	Rural Development
Number of participants:	20
State Allocation:	\$301,560

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.



JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Hershel R. Read, State Conservationist, SCS,
Davis, California

Congratulations, California has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Adopt-a-Watershed Fire Recovery
Program:	Rural Development
Number of participants:	30
State Allocation:	\$196,014

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Lynn A. Brown, State Conservationist, SCS,
Spokane, Washington

Congratulations, Washington has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Mid-Columbia Salmon Recovery
Program:	Rural Development
Number of participants:	15
State Allocation:	\$226,170

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Cecil B. Currin, State Conservationist, SCS,
Somerset, New Jersey

Congratulations, New Jersey has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Watershed Restoration
Program:	Environmental Corps
Number of participants:	30
State Allocation:	\$299,682

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Stephen F. Black, Acting State Conservationist, SCS,
Richmond, Virginia

Congratulations, Virginia has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Southern VA Rural Recreation Development (2)
New River-Highlands Outreach Coordinator (1)
Tidewater Forestry Products (1)
Marion Virginia Greenway (1)
Tidewater Virginia GIS (1)

Program:	Rural Development
Number of participants:	6
State Allocation:	\$ 90,468

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Rollin N. Swank, State Conservationist, SCS,
Morgantown, West Virginia

Congratulations, West Virginia has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Soils Project
Integrated Crop Management
West Virginia Archeological Site
Exploration

Program:	Rural Development
Number of participants:	5
State Allocation:	\$ 75,390

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Russell C. Mills, State Conservationist, SCS,
Columbia, Missouri

Congratulations, Missouri has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Flood Recovery
Program:	Environmental Corps
Number of participants:	8
State Allocation:	\$159,840
Program:	Rural Development
Number of participants:	2
State Allocation:	\$ 30,156

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Earl Cosby, State Conservationist, SCS,
Madison, Wisconsin

Congratulations, Wisconsin been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Flood Recovery
Program:	Rural Development
Number of participants:	8
State Allocation:	\$120,624

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Ronald E. Moreland, State Conservationist, SCS,
Lincoln, Nebraska

Congratulations, [redacted] has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Flood Recovery
Program:	Environmental Corps
Number of participants:	12
State Allocation:	\$119,880
Program:	Rural Development
Number of participants:	3
State Allocation:	\$ 45,234

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Lawrence E. Clark, State Conservationist, SCS,
Columbus, Ohio

Congratulations, Ohio has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Darby Creek Abandoned Lands Tree Planting
Program:	Rural Development
Number of participants:	6
State Allocation:	\$ 90,468

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Carole Jett, State Conservationist, SCS,
E. Lansing, Michigan

Congratulations, Michigan has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Farm*a*Syst
Program:	Rural Development
Number of participants:	14
State Allocation:	\$211,092

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Ronnie D. Murphy, State Conservationist,
SCS, Little Rock, Arkansas

Congratulations, Arkansas has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Holly Grove Housing Area Plan Facilitators
Program:	Rural Development
Number of participants:	5
State Allocation:	\$ 75,390

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Jerry S. Lee, State Conservationist, SCS,
Nashville, Tennessee

Congratulations, Tennessee has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Woodland Community Land Trust and the
Whiteley County Communities for Children (5)
Environmental and Recycling Education (7)
Clinch-Powell Specialty Recreation and
Tourism (3)
Chickasaw-Shiloh Water Quality (1)
Humphreys County Environmental Education
Center (2)
Bent Creek Watershed (1)

Program:	Rural Development
Number of participants:	19
State Allocation:	\$286,482

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Donald W. Gohmert, State Conservationist, SCS,
Alexandria, Louisiana

Congratulations, Louisiana has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Farm*a*Syst
Program:	Dry Fire Hydrant Project
Number of participants:	7
State Allocation:	\$105,546

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.



SUBJECT: AmeriCorps Information

TO: Robert J. Klumpe, State Conservationist, SCS,
Annapolis, Maryland

Congratulations, Maryland has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Beltsville Project Environmental Education
Program:	Environmental Corps
Number of participants:	20
State Allocation:	\$199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.



JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Robert J. Graham, State Conservationist, SCS,
Portland, Oregon

Congratulations, Oregon has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	Portland Metro
Program:	Southwest Oregon Project
Number of participants:	Environmental Corps
State Allocation:	20
	\$199,788
Program:	Rural Development
Number of participants:	5
State Allocation:	\$ 75,390

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Richard D. Swenson, State Conservationist, SCS,
Syracuse, New York

Congratulations, New York has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	GIS
Program:	Rural Development
Number of participants:	5
State Allocation:	\$ 75,390

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Homer Wilkes, Acting State Conservationist, SCS,
Jackson, Mississippi

Congratulations, Mississippi has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Improve Rural Water & Wastewater
Development of Arboretiums
Promote Tourism
Livestock Waste Treatment
Assistance to Fire Districts

Program:	Rural Development
Number of participants:	10
State Allocation:	\$150,780

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please





JUN 28 1994

SUBJECT: AmeriCorps Information

TO: Charles Whitmore, State Conservationist, SCS,
Champaign, Illinois

Congratulations, Illinois has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name:	East St. Louis Chicago Project Flood Recovery Work
Program:	Environmental Corps
Number of participants:	59
State Allocation:	\$589,386
Program:	Rural Development
Number of participants:	6
State Allocation:	\$ 90,468

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please



mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.

AmeriCorps Application. An application for AmeriCorps is currently in the review process. As soon as it is finalized and approved, we will fax a copy to you. It is our policy to offer applicants whatever assistance may be needed in completing his/her application. Our goal is to have participants selected by August 20.

Training. Training has been scheduled for the week of August 8th. It is felt that at least two people from each State should attend this training - the project director and one project manager. Travel expenses will have to be paid by the State. If a State has the funds and wishes to send more people, this is acceptable. We will need to know how many people will be attending from your State by July 5. The training will be held in the 4-H Center in Washington, D.C. This Center has sleeping accommodations on the premises. I will fax more information to you as soon as I receive it.

Organizational Structure. Attached is a chart showing the organizational structure for AmeriCorps. The solid lines indicate lines of authority while the dotted lines are advisory or coordinating positions.

LLOYD E. WRIGHT
Director, Basin and Area
Planning Division

Attachments



JUN 28 1994

SUBJECT: AmeriCorps Information

TO: David L. Mussulman, State Conservationist, SCS,
Orono, Maine

Congratulations, Maine has been selected as a finalist in the AmeriCorps Program. This selection is indicative of the hard work that went into the preparation of your proposal. However, the hard work is far from over. We must now start our preparations to implement the program with a projected start date of September 19, 1994. Attached is a letter from Joel Berg, Director of National Service for USDA, extending congratulations.

Funding. We have received many questions regarding funding. Funding will be dependent upon the FY 95 budget allocation. Current plans are for SCS National Headquarters to provide funds for the living allowance and participant benefits at the level approved by the Corporation for National and Community Service (CNCS). The Corporation for National and Community Service will provide funds for the educational awards. Listed below is information about your project approval and funding:

Project Name: Cranberry Water Quality Coordinator (1)
Lakes Coordinator - St. John Aroostook RC&D (1)
Trails Coordinator for abandoned railroad (1)
Environmental Education Circuit Rider (1)
Atlantic Salmon Coordinator (1)
Mid-Coast Fisheries Coordinators (4)
Marine Education Center Coordinators (5)
Casco Bay Watershed Coordinators (2)
St. Croix and Chandler River Coordinators (2)
Agriculture Water Quality Viability (1)
MACD Conservation Education Coordinator (1)

Program:	Rural Development
Number of participants:	20
State Allocation:	199,788

Recruitment. You should begin to receive calls and inquiries about employment on your project. The Department has started to refer callers from your area directly to you. You should ensure that someone is informed about the AmeriCorps program and your plans for recruiting participants. For people who wish to contact either USDA or CNCS, those numbers are:

USDA - 1-800-880-4183
CNCS - 1-800-94A-Corps.

The CNCS and the law requires that we select participants from a broad spectrum of the community. The Corporation will



insist that this requirement be complied with and will be verifying that it is. We will need to maintain sufficient information to show that we have used creative methods to reach a diverse audience. For this reason, we request that you complete a recruitment plan for your project. A sample plan is attached. You will need to change the dates to suit your needs. Please mail or fax a copy of your plan to us by July 5. Also attached are some basic recruitment guidelines. In the next few days you will receive a packet containing AmeriCorps posters and brochures to be used in recruitment.

AmeriCorps Application. An application for AmeriCorps is currently in the review process. As soon as it is finalized and approved, we will fax a copy to you. It is our policy to offer applicants whatever assistance may be needed in completing his/her application. Our goal is to have participants selected by August 20.

Training. Training has been scheduled for the week of August 8th. It is felt that at least two people from each State should attend this training - the project director and one project manager. Travel expenses will have to be paid by the State. If a State has the funds and wishes to send more people, this is acceptable. We will need to know how many people will be attending from your State by July 5. The training will be held in the 4-H Center in Washington, D.C. This Center has sleeping accommodations on the premises. I will fax more information to you as soon as I receive it.

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LLOYD E. WRIGHT
Director, Basin and Area
Planning Division

Attachments



June 27, 1994

Dear AmeriCorps/USDA Project Manager:

Congratulations on being named as an official AmeriCorps/USDA grant recipient. All your hard work during the planning stage has paid off and you have just "won" a very difficult internal and external competition.

You are now on the cutting edge of creating a new kind of domestic Peace Corps that has captured the imagination of the American people. This program is a top priority of both President Clinton and Secretary Espy.

Not only will USDA be running the largest AmeriCorps program managed by a federal agency, we will be running the largest single national service program of any kind in the country.

Now that the really hard work -- the work of actually managing these new and unique programs -- will begin, you should never forget our long-term goal of dramatically transforming American society with a reinvigorated ethic of civic service.

Within the next few days, you will receive in the mail a detailed guide outlining the concrete steps you will need to take between today and the actual start of our projects on September 19th.

We certainly have our work cut out for us in the months ahead, but if we all work together as TEAM USDA, focused on achieving a common purpose, we will run the highest quality AmeriCorps program in the country.

If you have any additional questions or advice, please contact your agency national service coordinator or feel free to contact me at (202)-720-6350, Katherine Gibney at (202) 720-4369, or Donna Hines at (202) 690-0639. You can fax materials to any of us at (202) 720-4614.

Thank you for your commitment to building a better America.

Sincerely,

Joel Berg
Director of National Service

SAMPLE

AMERICORPS/USDA

SAMPLE

LOCAL RECRUITMENT PLAN OUTLINE

Tuesday, July 5: Send press release to all area media outlets, including minority newspapers and radio stations; follow-up with phone calls to each outlet

By Friday, July 8: Have met with all financial aids counselors, community service coordinators, student deans, job placement coordinators, student activities coordinators at all universities, colleges, and vocational schools in the area -- including historically African-American, Hispanic, and American Indian institutions

By Friday, July 15: Have met with all Principals, Vice-Principals, guidance counselors, coaches, and student activities coordinators from all local public and private high schools

By Monday, July 18: Receive package of 500 recruitment brochures and 15 recruitment posters from national office; immediately place labels listing local contact number on all brochures and posters

Tuesday, July 19: Hold meeting with key community leaders, FFA coordinators, clergymen, business leaders, and 4-H coordinators

By Wednesday, July 20: Have hand-delivered or mail brochures to all recruitment contacts previously located

Thursday, July 21: Speak at Chamber of Commerce lunch

By Friday, July 22: Have personally placed all fifteen posters at key sites in the area where young people congregate; hold brochure distributing blitz to distribute brochures at local swimming, pools, parks, Summer feeding sites, public assistance offices, college campuses, and recreation centers

Monday, July 25: Speak at monthly meeting of local urban league chapter

Tuesday, July 26: Meet with local leaders from organization representing the disabled

Wednesday, July 27: Spanish-speaking member of staff appears on call-in show on local Hispanic radio station

Thursday, July 28: Make presentation at local FFA chapter meeting

Friday, July 29: Speak at local rotary club

By Monday August 1: Obtain lists of local residents interested in program who have called into the USDA and the Corporation for National and Community Service 800 lines

Friday, August 5th: Last day to receive applications; select finalists for interviews; will interview twice as many applicants as there are slots in the program

Monday, August 8: Bring xerox copies of all finalists' applications to USDA AmeriCorps staff training in Washington, D.C.

By Friday, August 12: Obtain approval of finalist list from national office

Monday, August 15: Begin interviewing finalists

By Thursday, August 18: Send list of final selections to national office for approval

Monday, August 22: Selections are finalized; local office calls all of those selected and as many of those not selected as possible; national office sends letters from Secretary Espy to all those who were and were not selected

RECRUITMENT GUIDELINES

1. Use the AmeriCorps referral form.
2. Start work date is tentatively September 19.
3. All recruitment should be completed by August 20.
4. Develop a recruitment plan which shows how you plan to recruit from a broad spectrum in the community.
5. Participants must be at least 17 years of age but there is no upper limit.
6. Participants should be a mix of high school graduates, vocational school students, college students, college graduates, or professional school graduates. Participants can also be high school dropouts if they agree to work towards their GED while in the program.
7. Each location will have a participant profile that carefully mirrors the demographics of the general area in which the project is located. Each area will ultimately be responsible for recruiting a diverse selection of participants. Diversity is based on education, socio-economic factors, race, gender, and the physically challenged. This diversity is a key factor in our recruitment
8. Develop press releases to go to local media outlets. (Sample attached)
9. Develop a strategy to reach to colleges and universities including 1890 and HACU institutions.
10. Display the AmeriCorps posters and distribute the brochures.
11. Aim to select at least 20 percent of your participants from the Corporation for National and Community Service (CNCS) recruitment pool gathered from its own 800 line.
12. Benefits: Participants are entitled to health care and child care. Health benefits will be paid by NHQ. Child care services will be paid by CNCS.
13. Living Allowances: Participants are entitled to a small living allowance (stipend). The amount of this living allowance varies by program. There are two programs, the environmental corps and the rural development corps. The environmental corps program is an opportunity for anyone (17 years or older) to participant in national service regardless of educational background. The rural development program targets professionals who wish to serve in rural areas. The living allowances are as

follows:

Environmental Corps - \$ 7,600
Rural Development - \$12,000

14. Relocation Costs: Relocation will not be paid by USDA or CNCS. If a participant wishes to relocate, he/she will have to pay any costs associated with the move.

15. Housing Costs: Participants in the SCS program will not receive housing or housing costs.

16. Term of Service: 1700 Hours. Participants will work full time, Monday through Friday. Participants must agree to serve 1700 hours to qualify as full time.

SAMPLE RECRUITMENT PRESS RELEASE

(UNDERLINED SECTIONS SHOULD BE INDIVIDUALIZED AND PLACED ON USDA STATIONARY -- YOU SHOULD APPROVE YOUR VERSION WITH THE NATIONAL OFFICE BEFORE DISTRIBUTION)

Contact:

Joel Berg, (202) 720-6350

USDA Director of National Service

Jane Doesmith, (313) 555-1212

Illinois Public Affairs Officer

EAST ST. LOUIS AMERICORPS NATIONAL SERVICE PROGRAM BEGINS RECRUITMENT

EAST ST. LOUIS, ILLINOIS -- The United States Department of Agriculture (USDA) announced today that it has begun recruitment for the AmeriCorps national service project that the Department will run in East St. Louis starting this September.

AmeriCorps is President Clinton's national service initiative that allows diverse groups of young people to earn college or vocational school scholarships while performing critical service to meet human, environmental, public safety, and educational needs. Participants in the program will work for a year earning a stipend of at least \$7,500, and then receive an educational award worth \$4,725.

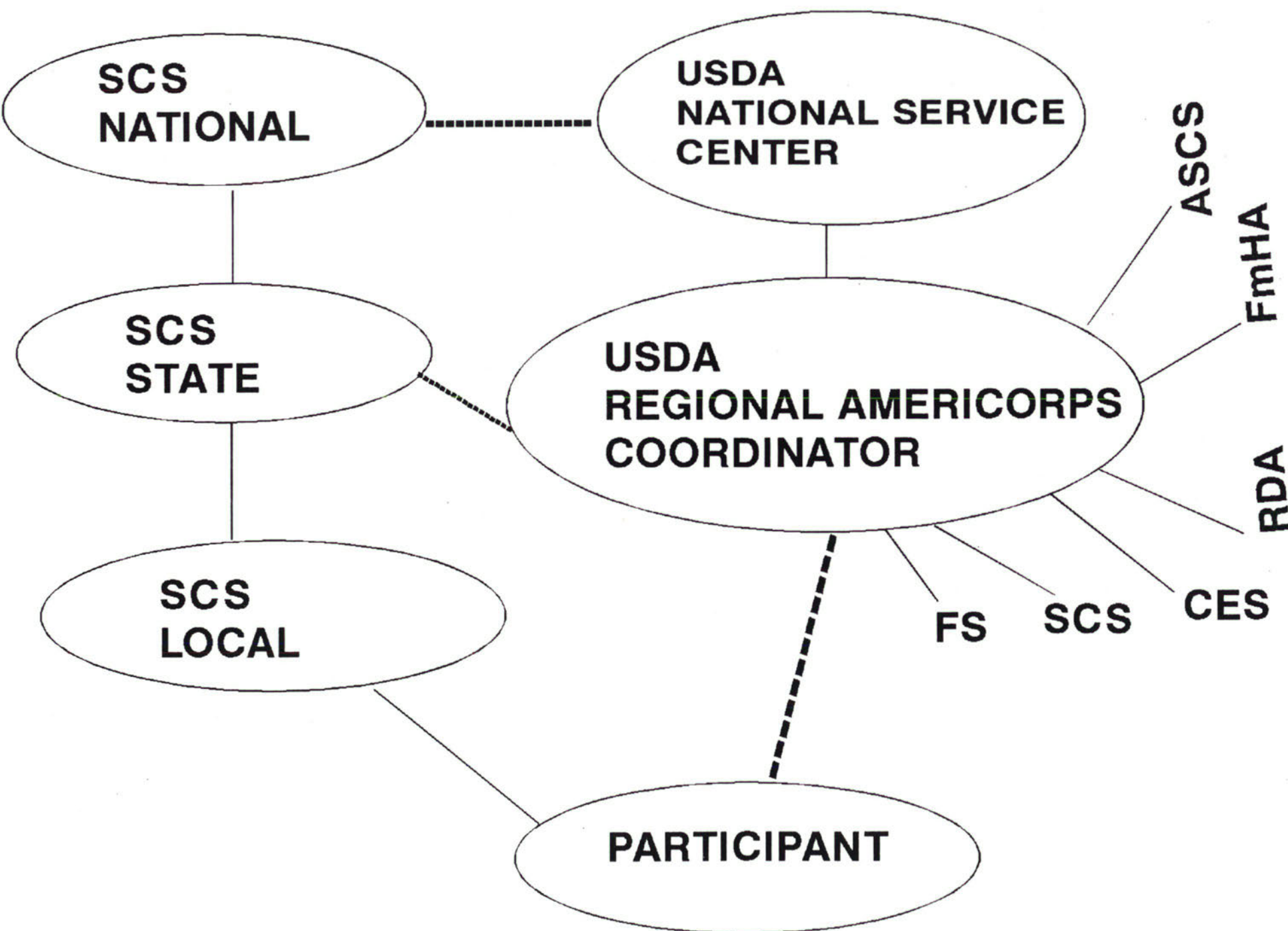
The 20 participants in the East St. Louis program will restore neglected and abandoned lots in residential neighborhoods, clean up and beautify State Community College, renovate the greenhouse at East St. Louis Service High School, and renovate local parks.

Any citizens age 17 or older from the St. Louis Metropolitan Area are eligible to apply for the program. There is no maximum or minimum family income required to apply. Applications will be accepted until August 5th.

To apply for the program or obtain more information, call Jon Jones at (333) 777-2222 or the toll-free national USDA AmeriCorps hot line at 1-800-880-4183.

Secretary of Agriculture Mike Espy urged all interested Americans to apply. Said Espy, "AmeriCorps is grounded in the mainstream values of community, responsibility, and opportunity. It is good for the participants, who benefit from their increased ability to attend college or vocational school --- good for communities, which benefit from their service --- and good for the country, which benefits from a renewed civic spirit."

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MAR 04 1994

SUBJECT: AmeriCorps Information Update

TO: State Conservationists
RC&D Program Managers
AmeriCorps Points of Contact

On March 3 we held two teleconferences. Several issues were consistently raised. Below we have provided some information concerning these issues.

Funding Issues.

The Application Process.

There are possibly three paths to funding through the application process. An entity may submit an application to:

1. The State Commission Each State (state government) is tasked with creating a State Commission. This Commission will be awarded funds based on a population formula, plus a competitive element. A local organization can submit an application to this commission for funds.

2. National organizations may submit an application for funds directly to the Corporation.

3. Federal agencies can submit an application from the Cabinet level directly to the Corporation. For instance, Soil Conservation Service (SCS) to the US Department of Agriculture.

NOTE: An organization may submit an application to only one of the above.

Funds for SCS State Projects.

Sources of funding for SCS state projects:

1. Funds may be found within the existing State budget:

(a) A State may have projects already planned within their budget and may use AmeriCorps as a start-up strategy.

(b) A State may have emergency funds and may allocate some of these funds to an AmeriCorps project that falls within the scope of the objectives to be accomplished with emergency funds.



(c) A State may have urban resource partnership projects that can use AmeriCorps.

2. Funds from National Headquarters. For States that do not have any funds available, where projects are approved NHQ will seek funds from other sources. The fact that the State has no funds should not preclude it from submitting projects. Also, keep in mind that the application we are submitting at this time is primarily concerned with FY 95 funds, and once we complete this package, we will begin to put together the package for FY 96. So do not hesitate to send in your projects.

3. Funds from local partners. Where ever possible, States should seek out local community partners that would be willing to put forth funds for community projects.

Educational Awards.

Educational awards will be paid by the Corporation. Once the Corporation approves projects and positions, it will then transfer the total amount of funds to the National Trust to pay all the educational awards. At the completion of one year of service (1700 hours), the participant must apply directly to the Corporation indicating which educational institute they want the funds transferred to. Participants have five years in which to apply for these funds to be paid out.

Stipend.

1. Living Allowance Allowed. Each AmeriCorps participant shall receive a living allowance in an amount equal or greater than the average annual subsistence allowance provided to VISTA volunteers.

2. Maximum Living Allowance. The total amount of an annual living allowance that may be provided to a participant shall not exceed 200 percent of the average allowance provided to VISTA volunteers.

Term of Service.

1. Full-time service. An individual performing full-time service shall agree to participate in the program for 1,700 hours during a period of 9-12 months.

2. Part-time service. An individual performing part-time national service in AmeriCorps shall agree to participate in the program for not less than 1,700 hours during a period of --

(a) not less than one year and not more than two years; or,

(b) not less than one year and not more than three years if the individual is enrolled in an institute of higher education while performing all or a portion of the service.

Recruitment Issues.

At this time many issues have not been resolved. However, we can supply the following information:

1. There will be a National Pool. People from all over the country will apply for national service. USDA will recruit a percentage of people from the National Pool. The percentage is unknown at this time. However, a State may have local residents within their community which are members of the National Pool from which to draw participants.

2. A percentage of participants will be recruited at the local level. Again, this percentage is as yet unknown.

3. A uniform application for AmeriCorps is being prepared by the Corporation. It will be flexible so that you can collect the specific information you may need.

No recruiting will be done until guidelines are established and project sites are approved.

Projects

Below are a few possible projects that have been discussed:

- Reclamation of an abandoned railroad line to be converted to a nature trail.
- Completion of a nature conservancy.
- The Farm Assist Program.
- Revising area plans for four RC&D area councils.
- Water quality projects.
- Outdoor educational classrooms.
- Evaluate/conduct urban highway corridor plantings for beautification, cooling and air pollution mitigation.
- Develop neighborhood recycling centers for leaves, grass clippings and twigs.
- Watershed improvement projects.

- Urban conservtion and stream restoration.
- Emergency restoration.

This is only a small list of possible projects. Projects will be rated according to the following:

- 70% - quality
- 10% - need
- 10% - innovation and sustainability
- 10% - replicability

This is a one year grant application. However, if the project extends over the one year time frame, the application can be submitted again, and it will have priority for renewal. Renewal will be based on the past year's accomplishment.

Attached is information requested during the teleconference.

- State government contacts.
- A list of questions related to projects.
- List of potential States for Farm-Assist projects.

I hope this information is helpful. As the program evolves, we will keep you informed. If you have any questions, please feel free to contact me or Dee DiFiore at (202) 720-2847.



PAULA JONES
Program Manager

Attachments

cc:

Paul W. Johnson, Chief, SCS
Pearlie Reed, Associate Chief, SCS
Gary A. Margheim, Deputy Chief for Programs, SCS
Lloyd E. Wright, Director, BAPD
Assistant Chiefs

February 25, 1994

NATIONAL BULLETIN NO. 360-4-8

SUBJECT: PER - AmeriCorps Program

TO: State Conservationists

Action Required By: March 11, 1994

Purpose. The purpose of this bulletin is to solicit project proposals from the States for the AmeriCorps Program.

Expiration Date: February 25, 1995.

Background: Attached is some information pertaining to the AmeriCorps Program. States may participate in this program if they desire. This is a voluntary program. We do however, consider it a high priority and view it as an opportunity to invest in our community and to develop an ethic of service in our youth.

We are currently investigating various methods for funding this program. For States that are interested in participating the time frame is short.

Project proposals should be submitted to Lloyd Wright, Director, Basin and Area Planning Division by March 11, 1994.

If you have any questions, please contact Paula Jones, (202) 720-2847.

GARY A. MARGHEIM
Deputy Chief for Programs

Attachments

NATIONAL SERVICE CORPS
PROGRAM SUMMARY

FEBRUARY 23, 1994

Program Overview:

The AmeriCorps Program is at the center of President Clinton's National and Community Trust Act of 1993. The Soil Conservation Service and other agencies are working with the Secretary of Agriculture to put AmeriCorps teams in place for fiscal year 1995.

The purpose of the AmeriCorps program is to provide a bridge for people to go from unemployment into the work place through service that addresses the unmet needs in communities across the United States. The program combines the success of the GI Bill in providing opportunity for upward mobility, with the success of the Peace Corps in building a connection to community and a commitment of service.

The Corporation for National and Community Service administers a range of national service programs including AmeriCorps. To support AmeriCorps, USDA is planning to prepare the following three proposals:

1. National Empowerment and Anti-Hunger Corps
2. Public Lands and Environment Corps
3. National Rural Development Corps

The latter two programs are where SCS can have the most impact.

These initiatives focus on young people but are broad enough to include people of all ages. All corps participants can earn credit towards college tuition or repayment of college loans.

Principles for all Americorps/USDA Programs

- Reunite the interests of the middle class and the poor by allowing young people from all socioeconomic backgrounds to earn their way through post-secondary education.
- Give the participants at least a minimum-wage living expense, as well as adequate supervision, training, and education.
- Allow young people to perform service either before, during or after attending post-secondary education.
- Provide valuable service to the community by systematically filling unmet social needs.

- Ensure that none of the work performed duplicates existing programs.
- Limit the work performed to tasks that fulfill significant missions of USDA and are generally acceptable to our main farming, consumer, environmental, and rural development interest groups.
- Reinvent government by promoting opportunity, responsibility, and community.
- Provide models for how the Federal government can manage national service programs.
- Ensure that projects are based on local community needs. Projects will be expected to build effective partnerships between community, state, and local groups and the Federal government.
- Build a distinct identity for the AmeriCorps program.
- Expand dramatically in the next few years as a full-scale national program is phased-in.
- Forge links to other key Administration initiatives such as empowerment zones, youth apprenticeship, welfare reform, micro enterprise, and health care reform.

The Public Lands and Environment Corps

The Public Lands and Environment Team will have both urban and rural components. This opportunity will be more like traditional youth corps, allowing participants to join the program before, during, or after post-secondary education or job training.

The urban component will be mostly non-residential and members will work on conservation projects on public and private lands. The rural component will be both residential and non-residential. Team members will have the option of transferring between the rural and urban settings.

The Rural Development Corps:

The Rural Development Team will be a professional corps of mostly college and professional school graduates. The participants will have diverse education and training and will be located in communities or regions where their talents can be best utilized. An effort will be made to recruit participants who want to return to areas similar to those in which they were raised. This program can help begin reversing the "brain drain" from rural America.

Target Areas for the Rural Development Corps

The Mid-West Flood Areas
The Mississippi Delta
The Texas/Mexico Border
Maine
Kansas
The Pacific Northwest
Oklahoma
North Dakota
Southern Illinois
Tennessee
Four Corners (Arizona, Colorado, Utah, New Mexico)
Alaska
Appalachia
Oklahoma
California
Florida Everglades
Vermont

AmeriCorps Funding:

Funding for AmeriCorps will be provided in several categories. The Federal government share is approximately 16 million dollars and will be granted through proposals submitted from the cabinet level. The Corporation will provide direct funding to Federal programs, national non-profit organizations and national or multi-state initiatives.

Funding at the state level will be received by submitting proposals to a state commission. At least 60% of state funding is to go to non-state entities.

AmeriCorps presents the Department with an opportunity to practice reinventing government and to find new ways to deliver services and to empower people at the local level. It is proposed that Departmental coordination will be done by an interagency management team. This team will work to provide unity in recruitment of a quality and diverse corps, and the approval and on-going evaluation of work projects.

It is important to note that AmeriCorps participants may work under SCS or conservation district management, or they may become part of a resource pool that will be deployed to work on selected projects. Projects that are clearly defined and meet the program objectives are more likely to be managed by SCS. In addition, the Corporation for National and Community Service will have leadership and applicant pools. The Department has a goal of selecting up to 25% of the corps participants from these national pools.

AmeriCorps participants will receive an education award and a stipend to help cover living expenses.

Education Award The Corporation for National and Community Service will provide grant funds to pay a \$4,725 voucher for each participant to use for tuition in college or vocational institutions. At the end of a one year (1700 hours) term of service, participants will apply directly to the Corporation for the educational voucher to be transferred to the institution of their choice.

Stipends SCS will pay for the participant stipends and benefits (\$10,000 - \$20,000 depending on educational level).

SCS Participation:

There are four ways SCS can be involved.

1. Identify projects in areas of USDA interest and submit a package from SCS for inclusion in the departmental proposal. States that wish to participate in AmeriCorps must have their projects submitted to National Headquarters by March 11, 1994. You should submit your projects to Lloyd Wright, Director, Basin and Area Planning Division.
2. Assist state and local government organizations and non-profit groups in identifying projects and preparing grant proposals to be submitted to state commissions. This will be a good opportunity for conservation districts and RC&D councils if we act quickly.
3. Look for opportunities to contract with Youth Corps to conduct conservation work. We will follow-up with more information on Youth Corps.
4. Identify projects for the National Civilian Community Corps. This group will be in place by spring of 1994 and will be managed by the Corporation. They are looking for quality projects to work on. There is interest in the installation of nature trails and learning stations at the SCS property at Beltsville as a potential project for the National Civilian Community Corps.

If you have any questions, you may contact Paula Jones,
(202) 720-2847.

AmeriCorps Project Application
USDA-SCS

Project:

Location:

What are the socio-economic conditions in the project area?

Number of AmeriCorps participants requested:

Type of position(s)

Can the position(s) be funded within your current allocation?

Expected characteristics of the participants (educational attainment):

Specialized skills required:

Partners involved to the project:

Will you be able to recruit locally or use the national pool of applicants?

If locally, how will you recruit?

Measurable results of the project or activities:

Training available for participants:

Supervision: