

FOIA MARKER

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Collection/Record Group: Clinton Presidential Records
Subgroup/Office of Origin: Americorps
Series/Staff Member: General Files
Subseries:

OA/ID Number: 24239
FolderID:

Folder Title:
Special Projects - [Hurricane Fran Disaster Relief]

Stack:	Row:	Section:	Shelf:	Position:
S	66	1	1	3

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. memo	[Personally Identifiable Information] [partial] (3 pages)	09/13/1996	b(6)

COLLECTION:

Clinton Presidential Records
AmeriCorps
General Files
OA/Box Number: 24239

FOLDER TITLE:

[Special Projects-Hurricane Fran Disaster Relief]

2013-0661-F

rs3816

RESTRICTION CODES**Presidential Records Act - [44 U.S.C. 2204(a)]**

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
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- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

**HURRICANE FRAN DISASTER RELIEF
ADMINISTRATIVE ISSUES**

CONTACT: RON DE MUNBRUN

PHONE: (202) 690-3894

FAX: (202) 720-4614

BEEPER: (202) 542-3339

[after dialing that number you will hear a few beeps, then punch in the number you want me to call and hit the # sign and hang up.]

TERMS

STATE CONTACT: The Federal Agency Person who is responsible for the project.

SITE SUPERVISOR: The person who will actually manage the day-to-day work of the team. This person is not an AmeriCorps member. This person and the State Contact may be one and the same.

FORMS

GENERAL: 1. Be sure that you keep a copy of each form you send in for your records. Also be sure that the member has a copy of each form they sign.

ASSUMPTIONS:

1. Participation by non-Federal employees in the USDA Hurricane Fran disaster relief project is limited to, USDA AmeriCorps Members who are currently enrolled in or have just finished a term of service in a USDA AmeriCorps program, whose original start date in the most recent USDA AmeriCorps project was not earlier than **OCTOBER 26, 1995**.

If a member began their most current term of service before October 26, 1995, and served four weeks in this disaster relief project, their term of service would cover more than 12 consecutive calendar months which is a violation of Corporation for National Service regulations.

2. USDA AmeriCorps members serving in this project can NOT collect on the education award they received for service in their primary service project, while serving in this disaster project. The issuance of a voucher for the education award will be delayed until AFTER the member completes their service as part of this disaster relief effort.

3. All members MUST sign the Member Agreement Amendment BEFORE beginning their service in this disaster relief project.
4. Any member who as a result of serving in this disaster relief project, serves more than 1,700 hours (full-time member) or 900 hours (part-time member) in less than 12 consecutive calendar months will NOT receive any additional education award amount for the service hours above 1,700 or 900. The Maximum education award for a full-time term of service for 1,700 or greater is \$4,725. The Maximum education award for a part-time term of 900 hours is \$2,138.
5. The agency and office where the member is serving or served their term of service before participating in the disaster relief project will:
 - A. Be responsible for issuing an SF 52 to re-enter into the NFC system a member who finished their term of service and was terminated.
 - B. Be responsible for processing the Time and Attendance sheets of the member even if the member is in another part of the state while performing disaster relief.
 - C. Be responsible for issuing travel orders and processing travel claims upon the end of the project.
 - D. Be responsible for coordinating with the Agency's state Federal Express Coordinator to get member Federal Express cards before the begin work on the project.
 - E. If the member can not be given a ^{Am}~~Federal~~ Express card, then the office must give the member a cash advance of 100% of per diem, lodging and local travel costs BEFORE the member begins work on the project.
 - F. Be responsible for getting the member to sign the member agreement amendment, and end of term of service form if necessary.
 - G. Processing Workers Compensation and liability claims related to the member.

NATIONAL SERVICE TRUST ENROLLMENT FORM (gray)

PURPOSE: Informs the National Service Trust that a member for whom an enrollment form was completed either successfully completed the term of service, terminated early and is not eligible for education award, terminated early and is eligible for a prorated education award. PLEASE NOTE THAT ONLY JOEL BERG, USDA DIRECTOR OF NATIONAL SERVICE IS AUTHORIZED TO APPROVE A PRORATED EDUCATION AWARD. Without this form a member who had an Enrollment Form completed will NOT receive an education award.

GENERAL: Nothing has to be done with this form for this disaster relief project. When members sign their member agreement for this project, a memorandum will be sent to the Corporation for National Service notifying them that even though they may have an end of term of service form for the individual, we have extended the members term of service to include this disaster relief. This provides the members with the same Liability and Worker's Compensation coverage they enjoyed while performing their original term of service with a USDA agency.

NATIONAL SERVICE TRUST END OF TERM OF SERVICE FORM (green)

GENERAL:

**MEMBERS WHO HAVE
ALREADY HAD AN END
OF TERM OF SERVICE
FORM COMPLETED:**

If the member has already had an end of term of service form completed for them, there is nothing else to do with respect to this form. However, when the member completes their service in the disaster relief project, the office should contact the USDA Director of National Service giving the name and social security number of the member and the number of hours of service they performed. This information will be forwarded to the corporation to update the "number of hours of service" performed

**MEMBERS WHO HAVE
NOT YET HAD AN END
OF TERM OF SERVICE
FORM COMPLETED:**

If the member is still enrolled in a USDA AmeriCorps program and has not had an end of term of service form completed for them, then complete the form AFTER the member completes their service in the disaster relief project. This means that you may have more than 1,700 hours of service shown for the member, which is OK because the 1,700 is a minimum not a maximum. However, remember that

the member will not receive any additional education award for the extra hours of service above 1,700. For such members follow the instructions below:

(Be sure complete operating site ID number is on form)

PLEASE USE A DARK PENCIL AND PRINT CLEARLY

1. Fill out the last day of service. The site supervisor or state contact, if the state contact is also the site supervisor is responsible for making sure the members complete this form on the last day of service and that the form is mailed to the USDA DIRECTOR OF NATIONAL SERVICE:

JOEL BERG
 UNITED STATES DEPARTMENT OF AGRICULTURE
 AG BOX 1320
 WASHINGTON, D.C. 20251-1320
 Room 538-A

2. Item 6: A minimum of 1,700 hours is required to successfully complete a term of service and be eligible for a \$4,725 education award. If because of service in the disaster project the member served a total of more than 1,700 put in the actual total here.

Item 8: Indicated the type of participant enrollment for the member's primary USDA AmeriCorps program. For example, if the member was full-time member and then served in this disaster relief project, you would indicate FULL-TIME.

3. Four weeks after this form is received by the Corporation for National Service the National Service Trust will send a notice to the member (that is why the permanent address is so important on the two forms) telling him/her how much the award is and a voucher that has a part they fill out and a part the lender or educational institution fills out. The lender or educational institution submits the voucher to the trust and the trust disburses the money to them directly.
4. Members have up to seven years from the end of their service to redeem their award.
5. The award is non-transferable, it can not be paid out in cash, it can not be used to repay personal loans that may have been used for education expenses. It can only be used to repay qualified loans which are generally those obtained under Title IV of the Education Act of 1964.

MEMBER AGREEMENT

1. A member agreement will be faxed to you. It spells out your expectations for the member and what they can expect from you. You do not have to mail a copy of this agreement to us but you should retain the original and the member should have a copy.

BUDGET

GENERAL ASSUMPTIONS:

1. All members will have their basic living allowance (stipend) disbursed by the USDA national finance center. Each project's sponsoring USDA agency is going to have to compete the SF 52's and bi-weekly T and A's .
2. The total cost of the member living allowance and FICA will be funded by the USDA National Service Office using existing Corporation for National Service funds.
3. The USDA National Service Office will be able to provide some monies for some of the other expenses of a project. However, where the budget below indicates a SPLIT between the National Office, the Sponsoring Federal Agency, and the Non-Federal Partner that does NOT mean that the National Office will always split the costs in that area. This money is limited and the amount can vary from project and depends in large part on your explanation of the expense and its impact on the project. Each budget will be viewed on a case-by-case basis. Some expenses that can NOT be funded by the National Service Office are:
 - a. Cost of overtime for Federal employees who are supervising the members.
 - b. For Federal agencies no Corporation (national office) funds can be used to offset staff costs.

FILLING OUT BUDGET SHEET

1. In the UNIT COST column enter the cost for a line item for ONLY 1 MEMBER.
2. In # of MEMBERS enter the number of members covered by the budget sheets.
3. Multiply the UNIT COST times the # Members to get the total for the line item. Enter this under the TOTAL column.
3. In CORP/National Ofc. Enter the amount of the total for each line item that you require from the Office of Communications (using Corporation for National Service Funds) to operate the project. For example if the agency had no money to contribute the amount entered here would equal the amount entered in the total column.
4. In USDA Agency Sponsor column enter the cash and in-kind contribution the agency will be making for this particular project involving only the AmeriCorps members. If for example, \$100 dollars in supplies is need for each member and there are three members and the agency will contribute a total of \$100 dollars towards supplies, then the Corp/National Ofc. Column would have \$200 in it and the USDA Agency Sponsor cash would have \$100 and the Total Column would have \$300.
5. Total each column and make sure that the total of each column equals the total of the TOTAL column at the far right of the table.

USDA, NATURAL RESOURCES
CONSERVATION SERVICE
Richmond, VA 23229-5014

FAX SHEET

Date: 9/23/96

Number of pages: Transmittal Sheet + 1

To: <u>Dee DiFiore</u>	From: <u>Lisa Sizemore</u>
_____	_____
_____	_____
Phone: _____	Phone: <u>804-287-1680</u>
Fax: <u>202-690-0639</u>	Fax: <u>804-287-1737</u>

COMMENTS:

Call & let us know if we're all right!

Thanks
LMS

Withdrawal/Redaction Marker

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Subject: Extension of AmeriCorps Members

Date: September 13, 1996

To: Joel Berg, National AmeriCorps Director

File Code:

This is to request a 30-day extension for the following AmeriCorps members in Virginia to assist with flood repairs following Hurricane Fran:

Emily Pritchard - SSN

(b)(6)

1996 Start Date: 12/4/95 End Date: 9/27/96

Extension: 9/27/96 to 10/27/96

Richmond

Audrey Biggs - SSN

1996 Start Date: 10/11/95 End Date: 9/3/96

Extension: 9/17/96 to 10/10/96

Verona

Demson Fuller - SSN

1996 Start Date: 10/31/95 End Date: 9/30/96

Extension: 10/1/96 to 10/30/96

Culpeper



Patricia A. Paul
AmeriCorps Program Director

cc: Willis Miller, ASTC (P)

Gary Boring, Rodney Lewis, Barry Harris

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

ITEM (Hurricane Fran Disaster Relief) Agency Sponsor Name: Agency: Phone: FAX:	Unit Cost (Per member)	# of Mem	Corp./ National Offc.	USDA Agency Sponsor	Non-Fed Partner		Other Non-Fed Partner		TOTAL
					In-Kind	Cash	In- Kind	cash	
Basic Living Allowance									
Member (all paid at same rate; equivalent to \$7.06 per hour) (192 hours/ 4 weeks/ 48 hrs per week of service)	1355.52								0
FICA (7.65%) Member	103.70								0
Per Diem - based on government travel rates for the area in which the relief work is being performed									0
Lodging - based on government travel rates for the area in which the relief work is being performed. HOWEVER, if the disaster has limited lodging and local rates are higher than those in the travel rates guide, actual rates may be used, IF a written justification is provided to the USDA Director of National Service.									0
Travel from member's home to disaster site - start and end of 4 weeks relief effort.									0
Worker' Comp (N/A - All members MUST be supervised by Federal Employees)	N/A								N/A
Uniforms (T-Shirts)	N/A								0
Member Training	N/A								N/A
Transportation - local during the course of the relief effort.									0
Supplies (gloves, paper, etc.)									0
Equipment									0
Education Awards	N/A								0
TOTAL									

Health Ins.

720-8548

AGENDA FOR CONFERENCE CALL

IDENTIFY STATES WHO NEED ASSISTANCE

VIRGINIA

- NC

NUMBER OF MEMBERS NEEDED

VA - 3 (Already on board)

NC - 5

MD - 1

VA - 1/2

FUNDING ISSUES

MEMBER ISSUES

FEMA

- Wilmington

- Homstead

Need for - 5 members

- inventory of stream

need a permanent team
for long-term

Lig - operators

- Rodney Johnson - NC - PCAD Coordinator for John Caviness
- Dick Fowler - NC - asst for St NRCS
- Debra Nesbit - NC - RD
- Sizemore - VA
- Nicole Suttles - WV - RD
- Jim Anderson - VA - RD - coordinating disaster (Kathryn Barrett - FEMA Contact)
- Hines -
- Adams - MD -

MEMBER ISSUES	CONCLUSIONS	ASSIGNED TO	DATE DUE
TERM OF SERVICE START DATE END DATE	30 days NLT Sep 27 NTE Oct 27		
AMOUNT OF STIPEND	\$7.06 (RD rate)		
MAXIMUM HOURS	192		
WEEKLY HOURS	48		
NUMBER OF MEMBERS NEEDED			
IDENTIFY MEMBERS			
MEMBER AGREEMENT AMENDMENT SIGNED			
PERSONNEL ISSUES			
MEMBERS IN NFC SYSTEM VERIFY IF STILL IN OR RE-ENTER			
PREPARE MEMO FOR CNCS LIST OF MEMBERS END OF TERMS ALREADY SUBMITTED			
HOW TO TRACK HOURS	Quarterly Report Format		
WHO DOES T&A'S	previous office restores and submits T&A's		
OVERTIME FOR USDA EMPLOYEES	Agency		
PROCEDURES TO RE-ENTER			

FUNDING ISSUES	CONCLUSIONS	ASSIGNED TO	DATE DUE
IDENTIFY FUNDS FOR PROJECT			
CAN FUNDS CROSS FISCAL YRS			
WHO IS RESPONSIBLE FOR TRANSFER OF FUNDS IF NEEDED			
WHO PAYS FOR OVERTIME FOR USDA EMPLOYEES			
NAMES OF AGENCY FISCAL POC & PHONE NUMBERS			
<i>Agency specific forms needed to transfer funds</i>			

Keith Land

FUNDING ISSUES	CONCLUSIONS	ASSIGNED TO	DATE DUE
IDENTIFY FUNDS FOR PROJECT	Corp. funds		
CAN FUNDS CROSS FISCAL YRS	yes		
WHO IS RESPONSIBLE FOR TRANSFER OF FUNDS IF NEEDED	Ron		
WHO PAYS FOR OVERTIME FOR USDA EMPLOYEES	Agency		
NAMES OF AGENCY FISCAL POC & PHONE NUMBERS	NRCS - Dee RD - Jim FSA - Charles	Tom Reese Carole Olam Blaine Brown	
AGENCY SPECIFIC FORMS NEEDED TO TRANSFER FUNDS	NRCS - Dee RD - Jim FSA - Ron		

amend interagency agreement

~~Dee - call invite to conference call~~

TRAVEL ISSUES FOR MEMBERS	CONCLUSION	ASSIGNED TO	DATE DUE
WHAT FUNDS WILL BE USED	CNCS		
ACCOUNTING CODES	States will provide Rem will include		
WHO DOES TRAVEL ORDERS	Each State		
WHAT IS PER DIEM RATE	area rate / state provides on 202		
TRANSPORTATION TO SITE	site people		
LOCAL TRANSPORTATION	site people		
HOUSING AT SITE	site		
IDENTIFY MEMBERS WHO NEED CASH ADVANCE			
HOW DO WE GET CASH TO THEM	Toni		
WHO PROCESSES TRAVEL VOUCHERS	State		

Ron - do budget sheet


Have to continue member's health ins.
\$71.

Each state am Efp rep - & can
get a card up in 24 hrs
- Willie Rawls
720-1779

THINGS TO DO TODAY

DATE _____

FINISHED

1	Van Ness - get date from Ms Brown E-mail to J. Gibson	<input type="checkbox"/>
2	- mtg w/ - question about reimbursement	<input type="checkbox"/>
3	Letters of Spl. of grant by State	<input checked="" type="checkbox"/>
4	Disaster - mt w/ Joel	<input checked="" type="checkbox"/>
5	- call NRCS people give number ask about damage	<input checked="" type="checkbox"/>
6	VA - Needs to do assessments of damage 	<input checked="" type="checkbox"/>
7	repairs are contractors/under EWP biggest thing is getting contracts putting bid pkgs together	<input checked="" type="checkbox"/>
8	- 3 people - 3 sites	<input type="checkbox"/>
9	- they have 3 people - paying same salary - relocated	<input type="checkbox"/>
10	- per diem - 42 lodg \$26 food	<input type="checkbox"/>
11	- good relations w/ FEMA	<input type="checkbox"/>
12		<input type="checkbox"/>

THINGS TO DO TODAY

DATE _____

FINISHED

1

2

3

4

5

6

7

8

9

10


11

12



No Cash

~~Katrina~~ ERP
call ~~App~~ pay app.
over nite

Mildred Watkins 
720-2041 →

FEMA ISSUES	CONCLUSIONS	ASSIGNED TO	DATE DUE
IS FEMA INVOLVED			
CAN WE GET FUNDS FROM FEMA			
FEMA POC			
PHONE NUMBER			

South Carolina

USDA Natural Resources Conservation Service

State Office

1835 Assembly Street, Room 950

Columbia, South Carolina 29201

Date: 9-5-96

Pages (including transmittal sheet): _____

To: Joel Berg

Telephone Number: _____ Fax Number: 202-720-4614

From: Wally Turner

Telephone Number: 803-253-3314 Fax Number: (803)253-3670

Comments:

NRCS in South Carolina has graduated all of our AmeriCorps members. However, we extended ^{they} ~~we~~ will 6 of our members until Sept 28, 1996. 6 of our members until Sept 28, 1996. ~~we~~ will be returning for a 2nd year with AmeriCorps. We will use them as a team to assist in disaster relief (if needed). The other members have moved on to school & full time jobs.

Wally



UNITED
STATES
DEPARTMENT
OF AGRICULTURE

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
From: Joel Berg, Director of National Service, USDA
Subject: **AmeriCorps Response to Hurricane Fran**

We are fervently hoping that Hurricane Fran does not cause significant damage to either people or property in your state. However, if it does, we want to do our best to use AmeriCorps to provide rapid, compassionate, and effective relief.

If you still have AmeriCorps Members in active service, you may immediately switch their current activities to disaster preparedness and/or relief. If you have members who have recently graduated, we may be able to extend their service year for an additional month to help with clean-up, as long as their extended service year does not exceed one calendar year. **Please let us know immediately if you take any of those steps. Also, please answer the following questions and fax them back to (202) 720-4614 by COB today.** Call me at (202) 720-5746 with any additional questions.

How many of your AmeriCorps Members are still in active service within 100 miles of coastal areas of your state? _____ (If all Members have graduated or no sites are near the coast, write 0)

How many of your AmeriCorps Members are still in active service in the rest of the state? _____ (If all have graduated, write 0) If Members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? _____ (yes, no, or maybe)

If most or all of your Members have already graduated this year, do you think you would be able to find them quickly and determine whether they would like to serve another month on disaster relief? _____ (yes, no, or maybe)

NATURAL RESOURCES
CONSERVATION
SERVICE

1606 Santa Rosa Road, Suite 209, Richmond, VA 23229-5014

FAX

Date: 9-20-96

Number of pages including cover sheet: 34

To:

Doc DeFiora

Phone:

Fax phone: 202/720-4614

CC:

From:

Pat Paul

Phone:

804/287-1681

Fax phone:

804/287-1737

REMARKS:

Urgent

For your review

Reply ASAP

Please comment

Here is letter to Joel and notification to Supervisors of AmeriCaps members for EWP extension. This is based on what Joel's memo had indicated.

Their work immediately is to help the assessment teams and then to help with the contracting/bid package/site specification

information. Work in the stream mostly done by contractors and heavy equipment.

**UNITED STATES
DEPARTMENT OF
AGRICULTURE**

**NATURAL RESOURCES
CONSERVATION
SERVICE**

1606 Santa Rosa Road
Suite 209
Richmond, VA 23229-5014

Subject: AmeriCorps Details for EWP

Date: September 13, 1996

To: Gary Boring, New River Highlands RC&D

File Code:

Rodney Lewis, Old Dominion RC&D

Barry Harris, Fairfax FO

Audrey Biggs, Demson Fuller, Emily Pritchard - AmeriCorps members

Joel Berg, AmeriCorps National Director, has advised that Virginia can extend eligible AmeriCorps members for 30-day details to assist with the Emergency Watershed Protection work after Hurricane Fran. USDA will provide funds for salary, travel including lodging, mileage and per diem where required. Three members will be extended to work with EWP teams at the following locations:

Audrey Biggs: EWP Team in Verona EWP Office

Gary Sole, Contract Officer

Phone: 540/248-0319

Start: 9/17/96 End: 10/10/96

(Reactivated member whose year cannot extend beyond 10/11/96)

Emily Pritchard: EWP Team in Richmond SO

Wade Biddix, EWP Team Leader

Phone: 804/287-1675

Start: 9/16/96 End: 10/27/96

**(AmeriCorps completion is 9/27; extension dates are 9/27/96 -
10/27/96)**

Demson Fuller: EWP Team in Culpeper FO

David Weeks, DC

Phone: 540/825-4200

Start: To be determined by David & Demson End: 10/30/96

**(AmeriCorps completion is 9/30/96; extension dates are 9/30/96 -
10/30/96)**



Patricia A. Paul

AmeriCorps Program Director

cc: Larry Holmes, Acting AmeriCorps Director

Willis Miller, Dwight Towler, Sam Linkenhoker, Gary Sole, Wade Biddix,

David Weeks

UNITED STATES
DEPARTMENT OF
AGRICULTURE

NATURAL RESOURCES
CONSERVATION
SERVICE

1606 Santa Rosa Road
Suite 209
Richmond, VA 23229-5014

Subject: Extension of AmeriCorps Members

Date: September 13, 1996

To: Joel Berg, National AmeriCorps Director

File Code:

This is to request a 30-day extension for the following AmeriCorps members in Virginia to assist with flood repairs following Hurricane Fran:

Emily Pritchard - SSN [REDACTED] (b)(6)
1996 Start Date: 12/4/95 End Date: 9/27/96
Extension: 9/27/96 to 10/27/96

Audrey Biggs - SSN [REDACTED]
1996 Start Date: 10/11/95 End Date: 9/3/96
Extension: 9/17/96 to 10/10/96

Demson Fuller - SSN [REDACTED]
1996 Start Date: 10/31/95 End Date: 9/30/96
Extension: 10/1/96 to 10/30/96



Patricia A. Paul
AmeriCorps Program Director

cc: Willis Miller, ASTC (P)
Gary Boring, Rodney Lewis, Barry Harris

**United States
Department of
Agriculture**

**Natural
Resources
Conservation
Service**

**1606 Santa Rosa Road
Suite 209
Richmond, VA 23229
Tel. (804) 287-1690
FAX (804) 287-1737**

**EWP Summary Sheet
September 20, 1996**

*thus
Far
Eight Counties
still being
assessed
as
of
today.*

<u>County</u>	<u>No. of Sites</u>	<u>Estimated Cost</u>
Rappahannock	7	\$68,240
Madison	11	\$169,020 *
Nelson	11	\$126,400
Shanandoah	1	\$4,200
Frederick	2	\$26,850
Warren	4	\$16,411
Page	32	\$433,360 *
Rockingham	11	\$285,160 *
Augusta	37	\$540,343
Highland	24	?
Rockbridge	?	?
Greene	?	?
City of Staunton	?	?
City of Waynesboro	?	?
		<hr/>
		\$1,669,984

***Assessments still ongoing**

MEMORANDUM

To: Grantees/Personnel potentially involved in disaster relief efforts

From: Vassilisa Johri, Corporation for National Service

Date: September 6, 1996

Re: Disaster relief efforts, Hurricane Fran

Corporation programs are encouraged to assist in disaster relief efforts in their states. Before getting involved however, you should be aware of the following:

- Local programs that get involved in disaster relief efforts without a presidential declaration of disaster and resulting mission assignment from FEMA are doing so without the possibility of reimbursement by FEMA. It would be up to the program to solidify funding for their efforts out of their own funds, or from another entity, if possible.
- When there is a presidential declaration, if FEMA has a specific task for Corporation programs to do, it can "mission assign" us to do that activity for a specific length of time. FEMA will cover costs incurred for that mission assignment in regards to food, lodging, transportation, and supplies and equipment relevant to the assignment. The mission assignment IS time specific, and only begins after the necessary paperwork has been completed. This means that programs cannot be retroactively reimbursed for activities they do before a mission assignment is in place. So, **programs who cannot cover their own costs should not get involved until FEMA has issued and approved the mission assignment.**
- The program needs to have liability insurance and worker's compensation coverage for its Members/volunteers that corresponds with the level of activity they will be involved in. For example, the highest coverage will be necessary if Members/volunteers will be sandbagging, cleaning up sharp and dangerous debris, fire fighting etc. **FEMA will not provide this coverage.**
- The Corporation will designate a state Point of Contact from the state commission or the corporation state office to coordinate efforts in the state with FEMA, and report activities of ALL Corporation programs in the state to HQ. This person is essentially the link between HQ and the programs, and HQ and FEMA's on-the-ground disaster personnel.

Facsimile Cover Sheet

To: Joel Berg
Company: USDA, Director of National Service
Phone: 202 720-5746
Fax: 202 720-4614

From: R. Gregg White
Company: USDA/RD RBS
Phone: 803 253-3498
Fax: 803 765-5633

Date: 09/06/96

**Pages including this
cover page:** 2

Comments: South Carolina



UNITED
STATES
DEPARTMENT
OF AGRICULTURE

9-12-96

TO: Victor Vasquez, Director
Office of Community Development, USDA

FROM: Jim Coyle, National Coordinator
Rural Development/AmeriCorps

A handwritten signature in cursive script that reads 'Jim Coyle'.

SUBJECT: USDA/AmeriCorps Relief Assistance to North Carolina

This is to inform you that the USDA Director of National Service, Joel Berg, may be organizing a USDA-wide AmeriCorps relief effort to assist NC in the wake of Hurricane Fran.

To assist in preparing Rural Development for such an eventuality, I have been in constant contact with our NC State Contact for AmeriCorps, Debra Nesbitt, as well as with appropriate individuals at the Corporation for National Service. At this point in time, I've learned that a CNS State team from Kansas is sending a 14-person team to help with relief efforts. The national CNS office however is not undertaking any organization or coordination of relief efforts and cannot assist the USDA or RD in any way. I have also contacted my fellow NRCS and FS USDA/ AmeriCorps National Coordinators and they are investigating what their Agencies are doing in NC. Debra is also investigating what other USDA Agencies and AmeriCorps programs may be doing in NC.

NC currently has 4 Members serving through the end of FY96. Debra thinks that 2 might be willing to temporarily relocate to the eastern/affected part of the State. However, at this time the NC Rural Development State Office cannot provide any support or management of such in-State AmeriCorps assistance as might be mobilized because not only are they are occupied with just getting RD back up and running, but they do not have any real experience with managing such relief efforts as would be required..

However, I have already had inquiries from other States about sending Members to NC. Joel is on the verge of approaching the Chiefs of all AmeriCorps-supporting Agencies in USDA as to whether they would be willing and able to support Members and supervisors volunteering to go to NC. If you so direct, I would be able to solicit such volunteers from most of our 19 FY96 programs.

I will continue to keep you apprised of NC relief developments as they occur. If you have any questions on this or any other aspect of

AmeriCorps, please call me at (202) 720-9434 (fax: 202-401-7311).

cc: Joel Berg
Norm Reid
Rick Wetherill



UNITED
STATES
DEPARTMENT
OF AGRICULTURE

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
 From: Joel Berg, Director of National Service, USDA
 Subject: **AmeriCorps Response to Hurricane Fran**

We are fervently hoping that Hurricane Fran does not cause significant damage to either people or property in your state. However, if it does, we want to do our best to use AmeriCorps to provide rapid, compassionate, and effective relief.

If you still have AmeriCorps Members in active service, you may immediately switch their current activities to disaster preparedness and/or relief. If you have members who have recently graduated, we may be able to extend their service year for an additional month to help with clean-up, as long as their extended service year does not exceed one calendar year. **Please let us know immediately if you take any of those steps. Also, please answer the following questions and fax them back to (202) 720-4614 by COB today. Call me at (202) 720-5746 with any additional questions.**

How many of your AmeriCorps Members are still in active service within 100 miles of coastal areas of your state? 6 (If all Members have graduated or no sites are near the coast, write 0)

How many of your AmeriCorps Members are still in active service in the rest of the state? 6
 (If all have graduated, write 0) If Members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? Maybe (yes, no, or maybe)

If most or all of your Members have already graduated this year, do you think you would be able to find them quickly and determine whether they would like to serve another month on disaster relief? yes
 (yes, no, or maybe)

South Carolina

From: John Caviness

To: Joel Berg 202-720-4614

North Carolina



UNITED STATES DEPARTMENT OF AGRICULTURE

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
From: Joel Berg, Director of National Service, USDA
Subject: AmeriCorps Response to Hurricane Fran

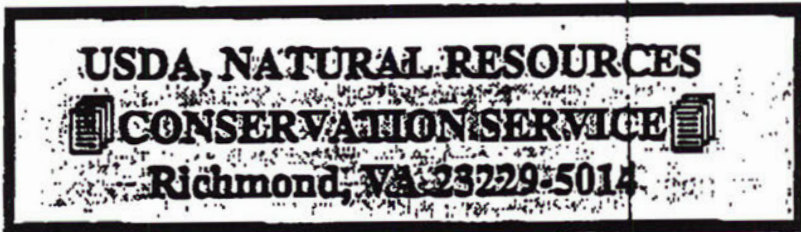
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How many of your AmeriCorps Members are still in active service within 100 miles of coastal areas of your state? 4 (If all Members have graduated or no sites are near the coast, write 0)

How many of your AmeriCorps Members are still in active service in the rest of the state? 13 (If all have graduated, write 0) If members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? Some (yes, no, or maybe)

If most or all of your Members have already graduated this year, do you think you would be able to find them quickly and determine whether they would like to serve another month on disaster relief? (yes, no, or maybe)



FAX SHEET

Date: 9-13-96

Number of pages: Transmittal Sheet + 3

To: <u>Joel Berg</u> <u>Ameri Corps National</u> <u>Director</u>	From: <u>Pat Paul</u> <u>Richmond, Va.</u>
Phone: <u>202/690-3051</u>	Phone: <u>804/287-1681</u>
Fax: <u>202/690-0639</u>	Fax: <u>804/287-1737</u>

COMMENTS:

Here is request for extending
 3 Ameri Corps members in Virginia
 to work on EWP. Thanks,
 Pat

03-13-1996 08:48
09/05/96 10:53

804 2871737
2027204814

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USDA OPL

P.02
001



UNITED STATES DEPARTMENT OF AGRICULTURE

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
From: Joel Berg, Director of National Service, USDA
Subject: **AmeriCorps Response to Hurricane Fran**

*From:
Pat Paul
Richmond, Virginia*

We are fervently hoping that Hurricane Fran does not cause significant damage to either people or property in your state. However, if it does, we want to do our best to use AmeriCorps to provide rapid, compassionate, and effective relief.

If you still have AmeriCorps Members in active service, you may immediately switch their current activities to disaster preparedness and/or relief. If you have members who have recently graduated, we may be able to extend their service year for an additional month to help with clean-up, as long as their extended service year does not exceed one calendar year. Please let us know immediately if you take any of those steps. Also, please answer the following questions and fax them back to (202) 720-4614 by COB today. Call me at (202) 720-5746 with any additional questions.

How many of your AmeriCorps Members are still in active service within 100 miles of coastal areas of your state? 7 (If all Members have graduated or no sites are near the coast, write 0)
statewide

How many of your AmeriCorps Members are still in active service in the rest of the state? _____ (If all have graduated, write 0) If Members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? yes (yes, no, or maybe)

If most or all of your Members have already graduated this year, do you think you would be able to find them quickly and determine whether they would like to serve another month on disaster relief?

yes (yes, no, or maybe) *See attached information to request extension for three members in Virginia.*

**UNITED STATES
DEPARTMENT OF
AGRICULTURE**

**NATURAL RESOURCES
CONSERVATION
SERVICE**

**1606 Santa Rosa Road
Suite 209
Richmond, VA 23229-5014**

Subject: Extension of AmeriCorps Members

Date: September 13, 1996

To: Joel Berg, National AmeriCorps Director

File Code:

This is to request a 30-day extension for the following AmeriCorps members in Virginia to assist with flood repairs following Hurricane Fran:

**Emily Pritchard - SSN [redacted] (b)(6)
1996 Start Date: 12/4/95 End Date: 9/27/96
Extension: 9/27/96 to 10/27/96**

**Audrey Biggs - SSN [redacted]
1996 Start Date: 10/11/95 End Date: 9/3/96
Extension: 9/17/96 to 10/10/96**

**Demson Fuller - SSN [redacted]
1996 Start Date: 10/31/95 End Date: 9/30/96
Extension: 10/1/96 to 10/30/96**



**Patricia A. Paul
AmeriCorps Program Director**

**cc: Willis Miller, ASTC (P)
Gary Boring, Rodney Lewis, Barry Harris**

09-13-1996 08:49

804 2871737

SCS STATE CONSVT.

P.04

**UNITED STATES
DEPARTMENT OF
AGRICULTURE**

**NATURAL RESOURCES
CONSERVATION
SERVICE**

1606 Santa Rosa Road
Suite 209
Richmond, VA 23229-5014

Subject: AmeriCorps Details for EWP

Date: September 13, 1996

To: Gary Boring, New River Highlands RC&D

File Code:

Rodney Lewis, Old Dominion RC&D

Barry Harris, Fairfax FO

Audrey Biggs, Demson Fuller, Emily Pritchard - AmeriCorps members

Joel Berg, AmeriCorps National Director, has advised that Virginia can extend eligible AmeriCorps members for 30-day details to assist with the Emergency Watershed Protection work after Hurricane Fran. USDA will provide funds for salary, travel including lodging, mileage and per diem where required. Three members will be extended to work with EWP teams at the following locations:

Audrey Biggs: EWP Team in Verona EWP Office

Gary Sole, Contract Officer

Phone: 540/248-0319

Start: 9/17/96 End: 10/10/96

(Reactivated member whose year cannot extend beyond 10/11/96)

Emily Pritchard: EWP Team in Richmond SO

Wade Biddix, EWP Team Leader

Phone: 804/287-1675

Start: 9/16/96 End: 10/27/96

(AmeriCorps completion is 9/27; extension dates are 9/27/96 - 10/27/96)

Demson Fuller: EWP Team in Culpeper FO

David Weeks, DC

Phone: 540/825-4200

Start: To be determined by David & Demson End: 10/30/96

(AmeriCorps completion is 9/30/96; extension dates are 9/30/96 - 10/30/96)

Patricia A. Paul

Patricia A. Paul

AmeriCorps Program Director

cc: Larry Holmes, Acting AmeriCorps Director

Willis Miller, Dwight Towler, Sam Linkenhoker, Gary Sole, Wade Biddix,

David Weeks

CBP GEORGIA	
Joel Berg	Jennie Ingram
Dept./Agency USDA - AmeriCorps	Phone # 706-546-2162
Fax # 202-720-4614	Fax # -2135
NSN 7540-01-317-7368	5099 101 GENERAL SERVICES ADMINISTRATION



09-06-96 05:43AM [4] #1

UNITED STATES DEPARTMENT OF AGRICULTURE

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
 From: Joel Berg, Director of National Service, USDA
 Subject: **AmeriCorps Response to Hurricane Fran**

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How many of your AmeriCorps Members are still in active service within 100 miles of coastal areas of your state? 1 (If all Members have graduated or no sites are near the coast, write 0)

How many of your AmeriCorps Members are still in active service in the rest of the state? 2.
 (If all have graduated, write 0) If Members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? NO (yes, no, or maybe) *No significant damage in GA*

If most or all of your Members have already graduated this year, do you think you would be able to find



UNITED
STATES
DEPARTMENT
OF AGRICULTURE

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
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How many of your AmeriCorps Members are still in active service in the rest of the state? _____ (If all have graduated, write 0) If Members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? _____ (yes, no, or maybe)

If most or all of your Members have already graduated this year, do you think you would be able to find them quickly and determine whether they would like to serve another month on disaster relief? _____ (yes, no, or maybe)



UNITED
STATES
DEPARTMENT
OF AGRICULTURE

From: R.J. Eaddy
South Carolina

URGENT

September 5, 1996

To: USDA AmeriCorps Project Managers in GA, NC, SC, and VA
From: Joel Berg, Director of National Service, USDA
Subject: **AmeriCorps Response to Hurricane Fran**

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How many of your AmeriCorps Members are still in active service in the rest of the state? one (If all have graduated, write 0) If Members still are serving, could they be relocated for the next month to areas of the state hardest hit by the hurricane? yes (yes, no, or maybe)

If most or all of your Members have already graduated this year, do you think you would be able to find them quickly and determine whether they would like to serve another month on disaster relief? yes (yes, no, or maybe)

September 17, 1996

MEMORANDUM FOR NATIONAL SERVICE STAFF

FROM: RON DE MUNBRUN

SUBJECT: Hurricane Fran Disaster Relief

In order for us to actually use AmeriCorps members for disaster relief during September and October, the following things have to be done or decided upon:

1. What is the stipend the members will be paid. If you have regular members and rural development members will you pay them what they received in the regular program or will you pay them the same amount? Would regular members be happy receiving less just because of their previous program status?
2. What is the period of service. Will members be expected to serve more than five days a week, 8 hours a day? What is the maximum number of service hours?
3. How many members will:
 - a. Require tickets to travel to the disaster site?
 - b. Per diem. What is the rate we will allow?
 - c. Lodging
4. How are we going to get cash to the members for travel, lodging and per diem?
5. Are the members still in the NFC system? If not who re-enters them and who tracks and enters hours. Will members accept that they may not receive their first check until the final week of service or later?
6. Are there USDA employees who will be required to work overtime and is OC (national service) supposed to re-imburse their agency for the money?
7. Is there enough time to move money to the agencies involved and have them use it in the next fiscal year?
8. Do the sending office of the receiving office(s) have the ability to get cash to the members?
9. If all this is not decided by Friday 9/20/96, I don't see any way to pull this off, if for no other reason than the fiscal year ends 9/30/96 and NFC starts to restrict how money is moved approximately 10 days before then.

DISASTER RELIEF ISSUES

ISSUES		ASSIGNED TO	DATE DUE
LOCATION ISSUES			
MARYLAND			
STATE POC PHONE #			
AGENCY DISASTER COORD PHONE #			
COUNTIES COVERED			
WORK SITE			
SITE SUPERVISOR			
ADDRESS			
PHONE NUMBER			
FAX NUMBER			
NUMBER OF AMC MEMBERS AT SITE			
PARTNERS			
SUPERVISING Y/N			
NAME OF FEMA CONTACT			
PHONE NUMBER			

NORTH CAROLINA			
ST POC PHONE #			
AGENCY DISASTER COORD PHONE #			
COUNTIES COVERED			
WORK SITE			
SITE SUPERVISOR			
ADDRESS			
PHONE NUMBER			
FAX NUMBER			
NUMBER OF AMC MEMBERS AT SITE			
PARTNERS			
SUPERVISING Y/N			
NAME OF FEMA CONTACT			
PHONE NUMBER			

VIRGINIA			
ST POC PHONE #	PAT PAUL 804-287-1681		
AGENCY DISASTER COORD PHONE #			
COUNTIES COVERED			
WORK SITE	VERONA		
SITE SUPERVISOR	GARY SOLE		
ADDRESS			
PHONE NUMBER	540-248-0319		
FAX NUMBER			
NUMBER OF AMC MEMBERS AT SITE	1 - Audrey Biggs		
WORK SITE	Richmond		
SITE SUPERVISOR	Wade Biddix		
ADDRESS			
PHONE NUMBER	804-287-1675		
FAX NUMBER			
NUMBER OF AMC MEMBERS AT SITE	1 - Emily Pritchard		
WORK SITE	Culpepper		
SITE SUPERVISOR	David Weeks		
ADDRESS			
PHONE NUMBER	540-825-4200		
FAX NUMBER			
NUMBER OF AMC MEMBERS AT SITE	1- Demson Fuller		

WEST VIRGINIA			
STATE POC PHONE #			
AGENCY DISASTER COORD PHONE #			
COUNTIES COVERED			
WORK SITE			
SITE SUPERVISOR			
ADDRESS			
PHONE NUMBER			
FAX NUMBER			
NUMBER OF AMC MEMBERS			
PARTNERS			
SUPERVISING Y/N			
NAME OF FEMA CONTACT			
PHONE NUMBER			