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RECRUITMENT TIME LINE

- March 10th** Send out recruitment packets for member and team leader review
- March 16th** Meeting with team members for their input
- March 20th** Meeting with team leaders for review of members' input and team leaders suggestions/recommendations
- March 23rd** Final draft of recruitment packet information completed
- March 27th** Packet formatted for copy center
- April 3rd** Packets available for distribution
- April 3rd** Task out recruitment activities for April including PSA/Leahy, newspaper contacts, schedule info meetings to be held by team leaders and members at schools, libraries, etc., mailings to inquiry list and community organizations
- April 10th** Official kick-off of recruitment campaign
- June 15th** Deadline for return of all applications
- June 19th** Review applications
- to**
- June 26th** Set up interviews, contact references, etc.
- to**
- July 19th** Select top 40 candidates (with alternates)
- July 28th** Send out invitations with regional assignments
- August 15th** Deadline to accept invitations

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TEAM LEADER ADM. BULLETIN NO. 3

DATE: FEBRUARY 6, 1995

1. Service hours tracking form: please see attached sample. It is important that the total remaining hours be carried forward. All sheets must be reviewed by you, signed and sent in according to dates listed on the Monthly Calendar. Members should be filling out a work plan similar to the TL work plan with associated hours. This type of documentation will help verify the activities and is essential for DC.
2. Each Corps member must work 1700 hours. PLEASE NOTE: If your members started on January 1, 1995 they will have to put in 47.3 hour weeks, every week until September 30th. Please monitor their hours closely. Clearly we are working with a tight deadline. Each member must keep this goal in mind and make certain they are earning their hours through service or training. We have stated that "We will give the members every opportunity to complete the required service hours" Please keep in mind, however, that they must actually work these hours. Giving them an assignment is affording the opportunity; their decision to participate or not to participate in a project will reflect their service hours.
3. A reminder....the van is for Corps business only. In reviewing the travel logs, entries that read "home - food shopping - home" and "home - dump - home" are not Corps related business. If, as a Team Leader, you sign off on these type of van trips, you and your team will be obligated to reimburse AmeriCorps for the use of the van. I am truly sorry that this sounds so harsh; however, the reality is that we cannot be using AmeriCorps vans for personal use. Our insurance does not cover this type of usage; our grant does not have the money to absorb this expense and our lease only covers 34,000 miles. We will be charge extra for any and all miles that exceed 34,000 per vehicle.
4. All VISA card receipts must be submitted to the main office at the end of each month. If the receipt does not clearly indicated what was purchase, please write an explanation on the receipt. Dick Germana does not want to see any more requests by team leaders or members for a cash reimbursement for van gas. The credit card is to be used for van gas only when a state pump is not available.
5. The deadline for the February calendar was January 25th. One last call for anything you want listed.
6. Please send headquarters copies of any resource material you may have acquired. We are working on a resource file. Once the Newsletter is up and running, we will have a listing of publications, brochures, etc., available.
7. It is very important the you and your members keep a photographic record as well as a journal record of all activities. Before and after shots are excellent documentation. Please send in any negatives your members may have of our Training Sessions. I will be getting photo albums for each team so you may also keep track of your activities. Headquarters will reimburse a member for film used to record activities. (Pre-approved by Team Leaders)

8. We still have some great photos of each TL from Training at the Bishop Booth Center. We need to send in something to the newspapers but perhaps we should combine your photo with an article about your team members and their current activities. Please quire your members to see who might want to write an article (your Newsletter reps maybe interested. Please let me know who to contact).

9. Please send headquarters a listing of your Advisory Group (names & addresses). Please send agendas and minutes of meetings. Meetings with your Advisory Group would be great info for the Calendar.

10. You may or may not be aware that we are required to raise over \$60,000 as part of our grant. We now have In-Kind Contribution forms (attached). Any person and/or organization that has given anything to VAHC free of charge should fill out and sign one of these forms. The more the better. Examples would be meeting space that you have used, time people have given to you and your members, any travel anyone has done on our behalf, any items from soup to nuts that have been given to you and your members. If an individual has been involved with us on a State-wide basis, i.e., Training sessions, etc., headquarters will contact them. Your assistance is essential. Many thanks!

11. EFFECTIVE FEBRUARY 15TH, MEMBERS WILL NOT BE REIMBURSED FOR MILEAGE WHILE USING THEIR OWN VEHICLE FOR CORPS BUSINESS UNLESS WE RECEIVE A CERTIFICATE OF INSURANCE FROM THEIR INSURANCE CARRIER.

12. A good rule of thumb when organizing any type of gathering....training using local resources and local people should be handled by individual team leaders. (Notice to other TL via the Calendar would be great!). Any state wide training using state wide people should be handled by Gina.

13. To summarize, team leaders are responsible for:

a) Sign off/approval of all team/member reimbursed travel so creating a weekly work plan with members, with service hours noted at the end of the week will help you to contact travel and service.

b) Credit card usage. Use is not transferable and must fit into budget designated categories or needs approval from Bāri.

c) Sign off/approval of van log before submitting to me. There should be no unauthorized use of the van or use of the van for individual personal needs. If you sign off on this type of usage, you will be held responsible.

d) Sign off/approval of member service and training hours.

e) Sign off/approval of team/community project planning, completion and the completion of the Project Worksheet by members.

SERVICE HOUR TRACKING FORM

Member's Name Kate Cronin Period from: 1/16/95 To: 1/26/95

A Totals Carried Forward	Mon.	Tues.	Wed.	Thurs.	Fri.	S/S	- B Weekly Total	= C YTD Total
Hours - Service Total <u>1360</u>								
Hours-Training Total <u>287</u>	7	9	8	6	7		37	250
P.E.A. Total <u>40</u>								
Fed. Holidays Total <u>72</u>								
Total Hours <u>1504</u>								

A Totals Carried Forward	Mon.	Tues.	Wed.	Thurs.	Fri.	S/S	- B Weekly Total	= C YTD Total
Hours - Service Total <u>1360</u>								
Hours-Training Total <u>250</u>	6	7	7	7			34	216
P.E.A. Total <u>40</u>					7			
Fed. Holidays Total <u>72</u>								
Total Hours <u>1467</u>								

Team Leader: James O'Quinn

Date Submitted: 2/2/95

SERVICE HOUR TRACKING FORM

Member's Name Elisabeth Young Period from: 1/16 To: 1/29

A Totals Carried Forward	Mon. 16	Tues. 17	Wed. 18	Thurs. 19	Fri. 20	S/S 21/22	- B Weekly Total	= C YTD Total
Hours - Service Total <u>1323.25</u>	13.5				11.5	.75	25.75	1297.50
Hours-Training Total <u>283.5</u>		15	16	9			40.	243.50
P.E.A. Total <u>40</u>								40
Fed. Holidays Total <u>72</u>								72
Total Hours <u>1718.75</u>							65.75	1653.0

A Totals Carried Forward	Mon. 23	Tues. 24	Wed. 25	Thurs. 26	Fri. 27	S/S 28/29	- B Weekly Total	= C YTD Total
Hours - Service Total <u>1297.50</u>	9		4	3.5	6		22.5	1275.0
Hours-Training Total <u>243.50</u>		11	8	5			24	219.5
P.E.A. Total <u>40</u>								40
Fed. Holidays Total <u>72</u>								72
Total Hours <u>1653</u>							46.5	1606.5

Team Leader: [Signature]

Date Submitted: 1/30/95

SERVICE HOUR TRACKING FORM

Member's Name Erica L. Scribner Period from: 1/26/95 To: 2/29/95

A Totals Carried Forward	Mon.	Tues.	Wed.	Thurs.	Fri.	S/S	- B Weekly Total	= C YTD Total
Hours - Service Total <u>1360</u>	—	—	—	—	—	—	—	1360
Hours-Training Total <u>228</u>	7	13	15	10	7	4	56	228
P.E.A. Total <u>40</u>	—	—	—	—	—	—	—	40
Fed. Holidays Total <u>72</u>	—	—	—	—	—	—	—	72
Total Hours <u>1756</u>	7	13	15	10	7	4	56	1700

A Totals Carried Forward	Mon.	Tues.	Wed.	Thurs.	Fri.	S/S	- B Weekly Total	= C YTD Total
Hours - Service Total <u>1360</u>	—	—	—	—	—	—	—	1360
Hours-Training Total <u>228</u>	6	9	8	5	7	6	41	187
P.E.A. Total <u>40</u>	—	—	—	—	—	—	—	40
Fed. Holidays Total <u>72</u>	—	—	—	—	—	—	—	72
Total Hours <u>1700</u>	6	9	8	5	7	6	41	1659

Team Leader James Clurie

Date Submitted: 2/2/95

103 South Main Street,
Waterbury, VT 05671-1801
Phone: (800) 360-2577
(802) 241-2577
Fax: (802) 241-2593



IN-KIND CONTRIBUTION DOCUMENTATION FORM

Dear Kind Contributor,

We would appreciate if you would take a minute to fill this form out and return it to us, as soon as possible. We need to document in-kind efforts both because we must match some of our grant funds, and because we want to acknowledge the value of the numerous contributions competent individuals such as yourself give in time and effort to help support the work of the Vermont Anti-Hunger Corps. Again, **thank you for your time and efforts**, and your willingness to help us document this.

YOUR NAME _____

ADDRESS _____

ORGANIZATIONAL AFFILIATION _____

YOUR TITLE or POSITION _____

DATE and DESCRIPTION OF YOUR CONTRIBUTION _____

DOLLAR VALUE (ex. how many hours contributed at what rate per hour? how many miles traveled at .30 /mile? what materials given at what cost? etc.)

YOUR SIGNATURE _____

1/5/95

ADMINISTRATIVE QUICK FIND.....or everything you have been asking about and waiting for an answer!

APPLICATIONS/COMMENT SHEETS:

Please return to the central office all applications and fill out all interview comment sheets you have for members interviewed. There will be a permanent file established in the central office. If you wish to retain one copy of your team member application/comment sheet, please notify us in writing.

CALENDAR:

Attached is the new monthly calendar which will be generated by the central office every month. It will attempt to list all meetings and events that directly involve the central office so you will know when we are not available. However, it could be a vehicle that is used by you to communicate events you wish to share with the other team leaders. Please note the information deadline for the February calendar on the January calendar. Any other regularly scheduled meetings or events you wish to note, just let me know. This is a step in an overall communication process and we are anxious for your input.

DIRECTORY:

Attached is our new directory. Please notify the central office of any changes.

NEWSLETTER:

The central office would like to generate a monthly newsletter for all members which covers an array of topics. We are looking for one volunteer from each team to join the "about to be formed" Newsletter Staff. This group of creative folks will determine the format, design ,etc. of the soon to be published VAHC NEWSLETTER. Please discuss this amongst your members and let Diane know who from your team would like to be involved with this project.

PAYCHECKS FOR TEAM LEADERS:

Your checks will be issued on the 25th of each month. If there are any problems with your checks, please do not hesitate to contact Diane at the central office.

PUBLICITY:

Any materials you will prepare/write for publication we have to have approved so please send/fax to us as soon as your able, and factor that into your planning time ahead.

RENT CHECKS:

Any questions or concerns that your landlords have regarding their rent checks, please direct them to the main office. We will be sending a letter out to them reiterating this procedure.

SERVICE HOURS:

It is most important that your members track their service hours on a bi-weekly basis, have the 4-part form reviewed by you and submitted to the central office according to the time schedule listed on the calendar. Please send the white and yellow copy to the central office, retain the pink copy for your files and have the member keep the orange copy. Please read the attached CNCS description of Service vs. Training hours to help assist you in tracking these hours. When in doubt, please check with Gina.

STIPEND CHECKS:

The members' stipend checks will be issued on the 15th and 30th of each month. Please see Calendar for these dates as holidays and weekends will alter these dates somewhat each month. Each member has been told (at the time they filled out their Administrative Packet) that their stipend check will be the same each month regardless of the hours worked. You may have to remind them of this especially when they may end up serving more than 80 hours in a two week period.

REIMBURSEMENT SHEETS:

Please fill out the number of miles times .25 cents and write out the actual monies due for each trip. Please add for grand total due. OEO has mentioned that it is most helpful if you would use one reimbursement sheet just for travel (mileage reimbursement). Please use another sheet for misc. items. OEO must put an account number to every item. If one sheet is just mileage, it expedites payment. Please submit on the 10th and 20th of each month for regular reimbursements.

TIME SHEETS

We need to document your time. Please take a look at the attached newly developed time sheet.

We would appreciate your comments, etc. Once established, you will need to submit on a bi-weekly basis. The central office will track your accrued vacation hours(earned at a rate of 8 hours per month) for you on a quarterly basis.

SUPPLIES

Please check with the central office before ordering office supplies. Requisitioning through the State saves us a considerably amount of money. When in doubt, please check with Diane.

VISA CARDS

The cards are to be used primarily for the van (gas and maintenance). You may also use the card for purchases related to group activities i.e., shovels, building materials, etc. The first procedure for purchasing, however, is to have the vendor bill OEO. In most cases, your vendor will have a State Vendor number and by asking for this number and mentioning OEO, they should extend credit. If this fails, use your credit card. The goal is to leave the card with as much room as possible for vehicle expense by having the business bill the State. Please encourage the vendor to pick up the phone and call us here or Dick Germana at OEO 802-241-2456. Your card limit is \$500 per month. You must submit all receipts.

VANS

For insurance purposes we need to (1) run MVR (Motor Vehicle Reports) on everyone who may drive the vans (including ourselves). and (2) we must designate a primary driver and two backup drivers. This does not mean no one else is allowed to driver. It does mean, however, that if possible, these three people should be used whenever possible. Also some members may choose not to drive at all. It is most important that the log be used at all times. When a sheet is filled, send it into the central office so we have documentation for mileage used, etc. A reminder...the vans are to be used for Corps business only. Any unauthorized use not only incurs total liability for the unauthorized driver, but may jeopardize their membership. If there is an accident and the van's use has not been authorized, all costs incurred from any accident, etc. will be the sole responsibility of the individual.

1/9/95

FILE COPY

Print your Name as it appears on your drivers license

Date of Birth

State issuing license and license valid. number

Print your Name as it appears on your drivers license

Date of Birth

State issuing license and license valid. number

Print your Name as it appears on your drivers license

Date of Birth

State issuing license and license valid. number

Time Sheet for Staff
(Copy from weekly workplan)

Name: _____ Week of _____

	Mon //	Tues //	Wed //	Thur //	Fri //	Sat //	Sun //	Total for the week	Sick time	Vacation hrs used (8 hrs accr'd/mos)
Week 1(hrs)										
Week 2(hrs)										
GRAND TOTAL for two week period										

Time Sheet for Staff
(Copy from weekly workplan)

Name: _____ Week of _____

	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Total for the week	Sick time	Vacation hrs used (8 hrs accr'd/mos)
Week 1-hrs										
Week 2-hrs										
GRAND TOTAL for two week period										

Time Sheet for Staff
(Copy from weekly workplan)

Name: _____ Week of _____

	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Total for the week	Sick time	Vacation hrs used (8 hrs accr'd/mos)
Week 1-hrs										
Week 2-hrs										
GRAND TOTAL for two week period										

Training And Education versus Direct Service

A common question that has been asked is, "What should be considered training and education versus what should be considered direct service?" The following paragraphs will attempt to answer this question.

1. The CNCS does not differentiate between education and training; they both count toward the 20 percent limit. Therefore, the most direct way of keeping track of education and training hours is by backing into it: any eligible activity that is not direct service must be education or training.
2. Certain types of training and education are easily categorized as such for the Corporation's purposes. If members spend a half-day each week away from the service site, learning computer skills that relate indirectly to their service experience, but which may help them in the future, that is clearly education. If a corps that will be working in public safety goes on a week-long retreat on alternative conflict resolution and mediation, that is clearly training.
3. Other activities are not quite so straightforward. Consider, for example, a program that takes its members on a mountain retreat for four days. The first three days are spent in the classroom and in the field learning environmental techniques, and on the fourth day the members perform a project cleaning up a portion of a polluted river. In this case, the first three days would count as training and education, whereas the last day would count as direct service.



**Vermont Anti Hunger Corps
Headquarters
JANUARY
1995**

1	2	3 Diane to NE Adm. Packets * J. Does	4 SE Team here Adm. Packets * P. Carmichael	5	6	7
8	9 Team Leader Mtg. Central Region	10 SW Team here Adm. Packets	11 Gina to SE	12	13 Service Hours due on Monday 16th Stipend Checks issued	14
15 * J. Fisher	16 MARTIN LUTHER KING BIRTHDAY SPECIAL EVENT TBA	17 MEMBER TRAINING LAKE HORTONIA	18 MEMBER TRAINING LAKE HORTONIA	19 MEMBER TRAINING LAKE HORTONIA	20	21
22	23 11 a.m. Waterbury Staff Mtg.	24 * T. Jones	25 Gina to SW Deadline to submit events for calendar	26	27 Service Hours due on Monday 30th	28
29	30 11 a.m. Waterbury Staff Mtg. Stipend Checks Issued	31				

* Happy Birthday to you!

**VT. ANTI-HUNGER CORPS
DIRECTORY**

CENTRAL TEAM HOUSE

2 Waterman St.
Barre City, VT 05641
802-479-3581

CENTRAL TEAM OFFICE

65 So. Main St.
Waterbury, VT 05671
802-241-2560
802-241-2593

NORTHWEST TEAM HOUSE

RR 2 Box 94A
Richmond, VT 05477
802-434-5853

NORTHWEST TEAM OFFICE

c/o State Health Dept. WIC
108 Cherry St.
Burlington, VT 05402
802-

NORTHEAST TEAM HOUSE/OFFICE

18 Tremont St.
St. Johnsbury, VT 05819
802-748-1336

SOUTHWEST TEAM HOUSE

Box 1233-1
Sudbury, VT 05733
802-273-3125

SOUTHWEST TEAM OFFICE

c/o BROCC
257 So. Main St.
Rutland, VT 05701
802-773-2253
802-775-9949 Fax

SOUTHEAST TEAM HOUSE

32 School St.
Bellows Falls, VT 05101
802-463-3179

SOUTHEAST TEAM OFFICE

SEVCA Bldg.
18 Bridge St.
Bellows Falls, VT 05101
802-463-1380

SERVICE HOUR TRACKING FORM

Member's Name _____ Period from: _____ To: _____

A Totals Carried Forward	Mon.	Tues.	Wed.	Thurs.	Fri.	S/S	- B Weekly Total	= C YTD Total
Hours - Service Total _____								
Hours-Training Total _____								
P.E.A. Total _____								
Fed. Holidays Total _____								
Total Hours _____								

A Totals Carried Forward	Mon.	Tues.	Wed.	Thurs.	Fri.	S/S	- B Weekly Total	= C YTD Total
Hours - Service Total _____								
Hours-Training Total _____								
P.E.A. Total _____								
Fed. Holidays Total _____								
Total Hours _____								

Team Leader: _____

Date Submitted: _____

1. Two members enrolled at time of launch.
2. Two members enrolled at end of quarter.
3. No members have been terminated.
4. 2064 hours of direct service have been performed.
5. 420 hours of training.
6. We have located, mapped, and evaluated various stream bank soil bio-engineering techniques on 21 miles of the Winooski River, and 74 upland sites, using field mapping techniques, aerial photo interpretation, and the state Geographic Information System (GIS). As part of our comprehensive watershed evaluation of the 1930's Project Vermont erosion control demonstration project, subsequent sediment deposition has been measured, changes in the morphology of the river have been investigated, and complete vegetative succession, plant/soil relationships, and wildlife habitat have been surveyed.
7. We have had the opportunity to present our project findings to USDA employees, various Vermont state natural resources agencies, and to educate concerned community members about the importance and long-term environmental benefits of erosion control in the Winooski River watershed. We have contributed our knowledge of past erosion control techniques to The Connecticut River Watershed Banks and Buffers Project, and will help guide a public, family-oriented field trip with the Addison County Forester on Lewis Creek entitled "Sustainable Forestry in the Lewis Creek Watershed, Making the Connection between Forests and Creeks." Most recently, we presented our project to the Winooski Conservation District, a municipal organization comprised of local farmers.
8. We plan to complete our field research and final watershed map, and assess the impact of long-term bank stabilization on the morphology and "natural processes" of the river. We will also interpret and compile our data in preparation for the first draft of our final report. Our findings will be published and made available to all professionals and members of the community working in watershed restoration and stream bank stabilization projects.
9. While we did receive valuable training that was pertinent to our project, it would have been much more useful if we had received it closer to the beginning of our project. We also feel that we could have done a better job if all materials and information pertaining to our project were made available to us in September.
10. See number 9.
11. Vermont Woodlands Magazine of Corinth, Vermont, has expressed a strong interest in writing an article about us and our project.

U.S. Senator James Jeffords, U.S. Senator Patrick Leahy, and NRCS Vermont State Conservationist John Titchner. NRCS Chief Paul Johnson was very impressed with our Americorps project after a brief presentation during his visit to Vermont on April 10, 1995

This is a project that looks beyond the short term. The information derived from the work being done will not immediately apparent but will have long range impacts on the way that stream bank rehabilitation and wildlife improvement will be conducted in the future.

13. All costs incurred during our project have been paid for with our Americorps budget, with the exception of NRCS vehicle use and gas. The estimated cost of this project, if conducted by permanent NRCS employees, was \$115,000 for one year. The cost of two Americorps members to do the same work, including stipend, budget, minimal health benefits and educational award, is approximately \$42,000 total, thus saving taxpayers an estimated \$73,000, while providing a valuable service to the local community.

**3. To assist 40 rural fire departments/
communities identify potential funding resources.**

The VFTST is in the process of putting together a 40 Town Block Grant, which would provide \$3,000.00 per Town, to assist in the installation of at least one dry hydrant in each Town.

Have conducted meetings and given 72 towns instructions and handbook titled, "Fund Raising Can Be Fun", and "Grant Sources and Funding."

**4. To improve communication among fire departments;
fire departments and regulatory agencies; and
their communities.**

Have met with 70 towns and conducted meetings of instruction on how VFDs can improve communications with their communities.

Have handed out a handbook titled, "How to Market Your Dry Hydrant Program." Instruction book contains sample press releases, and instructions on how to work with the media.

Have written press releases for five towns for various fire department activities.

March 13, 1995- VFTST held Vermont's First Fire Summit at the State House in Montpelier. It was sponsored by Congressman Bernard Sanders, Senators Patrick Leahy and James Jeffords. One hundred and fifty persons in Fire Service, the Fire Insurance Industry, USDA- Forest Service, Emergency Management and others met to discuss and formulate ways to meet and solve Vermont's rural fire suppression needs.

A video tape of the Summit was shown in its entirety on 17 community cable stations throughout Vermont.

The VFTST is in the process of putting together Vermont's first Fire Department/Mutual Aid System/Rescue/Hazardous Materials-Emergency Management Directory.

Obtained feature story for Vergennes Fire Department about Fire Service.

April 20, 1995- VFTST will be meeting with Natural Resource Regulators (State & Federal) to make sure the Dry Hydrant Program is understood fully, so that any needed permits for installations can be made easily and quickly by Towns.

The VFTST is aiding the authors of the "Green Mountain Responder" (Vermont's Fire Service Newsletter), to increase its coverage and its interest throughout the state

On January 31, the VFTST conducted a certified training session on how to design dry hydrant for the Addison Country Fire Fighters. 52 training certificates were awarded.

Designed a professional engineer's computer template for Town Fire Protection Water Supply Plan.

E) Primary Accomplishments.

- * Contacting and beginning to work with 72 fire departments/communities
- * Wrote handbooks titled, "How To Market Your Dry Hydrant Program To Your Town", "Fund Raising Can Be Fun", "Recruiting Tips For Your Volunteer Fire Department", and "Grant Sources and Funding".
- * Completed "Procedure Manual" for future VFTST
- * Organized job tasks; developed forms, brochures, business cards, information packets, map diagrams, engineering drawings, performed research and site surveys
- * Actively marketing Vermont Fire Technical Support Team and dry hydrant program through the multi-media
- * Have participated in 46 individual initial meetings with fire departments/communities to start the program with those Towns
- * Had introductory meetings with three Mutual Aid Systems, involving approximately 65 Fire Departments
- * Provided Dry Hydrant Engineering/Surveying instruction to Fire Department Mutual Aid Systems
- * The VFTST is an active participant with the Vermont Rural Fire Protection Task Force, the Northern Vermont and the George D. Aiken Resource Conservation & Development Councils
- * The VFTST conducted certified dry hydrant training course to fire fighters.
- * Was part of the design team to organize a "Community Service Fair" for sixth and seventh grade students at Randolph Union High School.

- *Have increased the awareness of the challenges and needs of fire service in Vermont.
- * Assisted with organization and funding for ISO 2 day workshop for fire service and town officials.
- * Designed a professional engineer's template for town Fire Protection Water Supply Plan.
- * Obtained a contribution of two IBM computers, keyborads, mouse, soft-ware to be used by team for reports and plans.

F) Primary Challenges.

- * Prioritizing Work- We have an objective criteria for prioritizing work, however the program is so popular that we still have more requests for assistance than we can provide
- * We are continuing to try and reach more broader interest groups and involve them in the initiative
- * Having enough time to help all the towns who request our assistance.

G) Primary training and technical assistance need.

- * Grantsmanship Training
- * Insurance Service Office (ISO) Rating Training
- * Basic Photo Interpretation Training
- * U.S. Army Corps of Engineers - Wetland Training
- * Computer - AutoCAD
- * Total Quality Management (TQM) Training
- * Self-Directed Work Team Training
- * CPR Training/First Aid

H) Media Coverage.

- Item 1. - January 30, 1995, Valley New Story, "AmeriCorps Fans Hope Program Can Survive".
- Item 2. -February 8, and February 15, 1995. University of Vermont half-hour talk radio show, broadcast on 15 networks.
- Item 3. - August Vermont RC&D Messenger article "AmeriCorps Provides Vermont Rural Fire Protection Technical Team".
- Item 4. -March 13, 1995. "Linking Economic Development and Community Fire Protection, A Statewide Summit." Newspaper, radio and television coverage for pre-publicity and after the event.
- Item 5. -April 10-29, 1995. Summit Video Tape shown on 19 community cable stations.
- Item 6. -April 10, 1995. Channel 22 coverage of AmeriCorps VFTST meeting with NRCS Chief, Paul Johnson.
- Item 7. -Write-up appeared in 244 Town Reports about VFTST work.
- Item 8. -Booth explaining VFTST dry hydrant assistance, team members

and team brochures toured 50th Annual Town Officers' Educational Conferences. March 28-Fairlee, March 29-Brattleboro, April 6-Lyndonville, April 11-Rutland, April 12-Burlington.

1) Other Creative Documentation.

- Item 9. Designed new VFTST brochure and business cards. 500 brochures and business cards have been given out to date.
- Item 10. VFTST logo on Green Mountain Coffee Roasters 22 oz. insulated coffee mugs. Over 350 have been given out to fire fighters.
- Item 11. Map and spread sheet showing all the towns we are working with and status of work in progress.
- Item 12. Designed forms for Fire Protection Water Supply Plan and dry hydrant design standards for fire departments and towns.

Operating Site ID # Grant # 95 AHF 001

Anti - Hunger Vermont

**Corporation for National Service
Operating Site Quarterly Report**

1. **Operating site name:** Vermont Anti-Hunger, Nutrition and Empowerment Corps

2. **Program name:** Vermont Anti-Hunger, Nutrition and Empowerment Corps
sponsor: Vermont State Office of Economic Opportunity

3. **Corporation grantee name:** USDA

4. **Mark the reporting quarter to which this form applies:**

First Quarter
(10/1 - 12/31)

Second Quarter
(1/1 - 3/31)

Third Quarter
(4/1 - 6/30)

Fourth Quarter
(7/1 - 9/30)

5. **On what date did your AmeriCorps Members begin service or training?** 12/6/94

6. **In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.**

	Number of AmeriCorps Members	Total Cumulative Hours or Required Service
Full-time	-33-	- 15,719 hours-
Part-time	-0-	-0-

7. **Please provide estimates of the following:**

(a) **Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities:**

approximately 375 people

(b) **Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers:**

approximately 12,750

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Primary Accomplishments this Quarter (In detail, describe your central activities, project milestones, and most important "things gotten done" this quarter.)

All of the key programmatic activities were involved this quarter: a) Member enrollment; b) the majority of Member Training; c) the establishment of Team residences and Team offices; d) the development of local/regional (5) Advisory Groups; e) the development of Member/Community projects; f) the development of customized "administrative tools" and systems to assist in the activities of monitoring for quality and adherence to the requirements of the grant and national service, and evaluation and documentation; g) an analysis of the previous year's recruitment effort and development of an improved plan and timeline for the 1995-95 service year; and h) we conducted a survey of Members and Team Leader staff to collect their input towards the shaping of the next year's grant/program model.

a) Member enrollment:

This quarter (12/1/94-1/27/95) all of our current members were selected and enrolled. In addition to selecting Members, we had to place them in Teams attempting to balance the Member strengths and challenges apparent. We also had to enroll Members on a rolling basis because of the need to accommodate with individual schedules, and previous commitments of Members enrolled. We started with a short start-up time necessitating the accommodation.

We created a Member notebook, and held administrative orientations with teams and in some cases, individual Members about record keeping, program rules, procedures, and policies of both AmeriCorps and the VAHC.

b) Member training:

The majority of member training was held during this quarter, although the program training plan calls for at least a monthly training opportunity for members.

All of the Members have participated in a minimum of 100 hours of training in:

- *community service goals, and mission activity
- *hunger in Vermont and globally
- *The Nutrition Scoop: what are your values, what do you know
- *Vermont food resource programs, federal food policy
- * Diversity *Conflict Resolution
- *Community organizing, and respectful entry
- *Food stamp program and policy USDA /Vt. Department of Social Welfare
- *Vermont Department of Education school breakfast programs and summer food programs
- *Vista/national service information *Team building strategies
- *Community Agriculture/Vermont Department of Agriculture
- *Lobbying and educating /Avram Pat Director Vermont Department of Economic Opportunity
- *Commodity/TEFAP programs and issues
- *Surveying the community for needs relative to hunger and poverty
- *Approaches to nutrition education/ UVM Extension Service

[member training cont'd] **OPERATING SITE ID# GRANT #95 AHF 001**

- *Food safety issues and education
- *WIC and nutrition education
- *Nutrition education and issues for the elderly
- *Early childhood nutrition and daycare provider programs
- *Nutrition education curriculum and resources/Vermont Department of Health
- *Agriculture policies, history, and relationship to hunger/Anthony Pollina, staff advisor to U.S. Representative Bernard Sanders on farm policy
- *Project development and planning for collaborative effort and measurable goals
- *Vermont and National hunger legislative activity, and political process - visit and panel discussion at Vermont statehouse with state legislators and national legislative representatives
- *Defensive driver training course

In addition, several of the Members have participated in more specific and advanced training :

- *University of Vermont Master Gardener Training
- *UVM Extension Service Nutrition Assistant Training
- *Northeast Organic Farming Association Workshops
- *Video recording and production
- *Training for the integration of agriculture into classroom curriculum
- *Supporting and setting up school breakfast/ summer food programs: technical assistance level

We are working with the other AmeriCorps programs and the Governors Commission on National and Community Service to plan CPR training, and other collaborative needs.

We are planning training in the next two quarters on :

- | | |
|-----------------------------|---|
| *grant writing; | *volunteer development, recruitment and training; |
| *public speaking; | *career planning, job seeking skills |
| *[more on] diversity | *[more on] communication skills |
| *community project planning | *program evaluation |
| *Aids/HIV | *stress management |

c) the Establishment of Team residences and Team offices:

The process of finding team residences had to be done at the same time as the Member recruitment and selection process. The original grant called for five teams to live in five large, regional houses paid for from the living stipend of the Members, as the grant had no line item funding for housing of Members. As the enrollment progressed, it became apparent that we were "disqualifying" many highly qualified candidates who were not able to live in a team house. We made the decision to have one team rent a team office with several bedrooms, and not require residence for that team, both to allow for the diversity that a residential team prohibited, and to try it as an experiment to study the differences in the model and it's effect on the team and the service activity.

Our process was to note that subsidized housing for people with low incomes (like our

[team residences, cont'd] **Operating Site ID#** Grant 95 AHF 001

Members) took 30% of their income for housing. We looked at the living stipend the Members would be receiving, and chose to factor 25% x 8 team Members = the amount of money available for rent. Team Leaders then began an extensive search to find four, eight bedroom houses, that were centrally located in each region, were at or below the amount available for rent, were (ideally) within walking distance of town services, had a reasonable history of utility costs, etc... The effort was enormous, and proved far more complicated than anticipated. We also rented a Team office with two bedrooms, and had two team Members move in and rent a bedroom.

d) the Development of Regional Advisory groups:

The VAHC takes the notion of community collaboration very seriously. These regional groups are one way to "keep us grounded" by having the community members in the groups review our project plans and offer suggestions, relevant history, and more creative partnerships and ways to bring resources and needs together. They keep us "humble," as some Members in their enthusiasm, forget to ask what communities want and need to combat hunger and come filled with great ideas they think ought to be done. The Advisory group members, among other things, remind us that it isn't respectful or practical to "get things done" by ourselves, and/or by prescription [SEE REGIONAL ADVISORY GROUPS LISTED IN THE "SUPPORTIVE DOCUMENTS" SECTION OF THE REPORT]

e) the Development of Member/ community projects:

Members are currently serving in, or in the planning phases of 50 different projects that represent service in each of the five objective areas. They are serving in several statewide projects also. The activity list follows under "*SERVICE OBJECTIVES*" section of the report.

The main activity, other than the project development, was **the creation of a Project Planning Template/Worksheet** (see *Project Worksheet section of Report*) to both assist Members in their project development activity, and to create the foundation for legitimate evaluation of the projects at a later date. We spent a half-day doing a joint staff and Member training on the use of the worksheet, and held two interactive television conferences (we found that in the interests of inclement weather, travel time and the mileage costs of getting some Members from all five teams together, it was actually cost effective) facilitated by the Project Director (getting things done on two Sunday afternoons.) The purpose was to create an opportunity for those around the state working on similar project activities (by objective) to come together, share resources, techniques, successes and frustrations, and work on completing the Project Worksheets by collaborating on strategies for measuring change, and/or success, for example.

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f) The Development of Customized Administrative tools and Systems:

Because there was no parent organization for this program, we have had to create all the tools procedures, rules, and systems for accountability, record keeping, documentation, consistency, and basic structure. Again, this was done, and continues to be as we operate the program in this grant funded year. The Project Worksheet/Template, Member Service and Training Hour Sheets, Monthly Organizational Calendar, Training Evaluation, Team/Member Monthly Activity Report Form, Member Evaluation Form, Regional Needs Assessment/Climate Survey Format, In-Kind Contribution Documentation Form, (Almost) Mid Program Year Member Program Survey, Team Van Mileage Log, etc were all created and became immediately operational during this report period. Many of the forms are in this report connected to their functional area.

In addition to the forms, we created systems to regularly monitor all 5 sites, to document Member service activity, and to internally assess the health of the program.

g) Recruitment and Enrollment

We did an analysis of the current year (fall 1994) recruitment and enrollment effort by reviewing the materials and forms, the goals and objectives, and by having a focus discussion with representative Members of each team, and separately each with the Team Leaders (staff), and the Administrative staff. With the information we gleaned from that process, we developed a recruitment plan for the 1995-96 Service Year and are in the process of implementing it (see Recruitment plan under "Recruitment Section" of Report.) It feels almost luxurious to be able to plan ahead, and we are looking forward to observing the difference a new and improved effort can make.

h) Member and Field Staff Internal Review

Because the new grant application is do in April, we felt that it was important to capture the current experience of the Members, their response to the existing program model, and their thoughts on how possible variations might effect the experience, comfort level and efficacy of the program. It seemed somewhat more scientific than using our aggravation level for certain aspects of the program. We asked Members to fill out the survey as individuals, and as a team, without identifying themselves (unless they chose to.) *(see attached FIRST YEAR MID-POINT SURVEY.)*

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Unique successes or "great stories": (Briefly describe unique and/or exceptional successes, program highlights, or "great stories" about AmeriCorps people, projects or partnerships that occurred this quarter.)

We continue to get very positive feedback from community members about the opportunity that now exists because of the extra hands and time of the Members to help them be able to combat hunger in their communities. The following are some "success stories," and the objective activities list documents others.

- a) There had been a community health fair carried out for several years, mostly driven by the Health Department and Extension Service with respectable but minimal attendance. This year several VAHC Members were invited to join the planning committee. Members developed new publicity flyers, involved school classes, planned and created activities for kids (face painting healthy vegetables, connect the dot, etc.) brought in lots of readable nutrition and food safety information, information about food assistance programs, earned income tax credit, involved senior citizens in helping create healthy food treats, served as helpers at the Fair, and documented an attendance increase of over 300 people from the previous year.
- b) A group of tenants who are low income themselves, at a subsidized housing complex expressed concern about hunger in their neighborhood. They felt concern and wanted to do something, but were frustrated with their own limited resources. VAHC Members came to several meetings with the tenants, and together developed a survey for all the residents, which they carried out with the VAHC Members. As a result of the survey, the residents are working with the VAHC Members to develop their own food shelf, and community garden. VAHC Members with an agricultural background are collecting information on gardening and creating from available materials, a simple timeline and plan for the garden process, as well as joined with the tenants to get donated seeds, plowing and gardening tools.
- c) We created a Project worksheet to guide the process of responsible project development. We define "responsible" as consistent with the values of community, collaborative, specifically addressing hunger, and with an empowering (as opposed to "helping") focus. We have shared our process, and mission with community members looking for input. We recently received a packet from a local community group representative, who had reviewed our Project worksheet, consulted with her group, and who had used our form to plan with her group for a specific project and was ready to collaborate with our Members on the finally planning. The exciting thing for us, was that this essentially internal planning tool has now facilitated community planning, and assisted a committed group to be able to move from idea to action planning, independently and has created an opportunity to assist them in their efforts to combat hunger in their community. The plan is still in a working form so I don't have the final product, but it should be available for the next report period.

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Summary of Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(1)(Community) Direct Service Objectives:

The Vermont Anti-Hunger, Nutrition, and Empowerment AmeriCorps project will work with Vermont communities to ensure that nutritious, safe and acceptable food is available to hungry Vermonters on a consistent basis through increasing utilization of existing food programs, enhancing community involvement in reducing hunger, and addressing the root causes of hunger.

- 1) To increase food assistance program awareness and qualified utilization.
- 2) To increase the number of summer food service sites, and enrollment in existing sites.
- 3) To increase availability of and enrollment in school breakfast program sites.
- 4) To increase community opportunities for sustainable agricultural projects and markets.
- 5) To increase nutrition and food safety education.

note: We are a statewide program operating in five regional sub-divisions which are referred to as NE (northeast 3 counties), NW (northwest 4 counties), C (central 3 counties), SE (southeast 2 counties), and SW (southwest 2 counties). Each of the regions has a team of up to eight members serving in that specific region.

For each activity, a project worksheet is written to both guide the planning process, insure competent VAHC member involvement, and create some uniformity of approach to facilitate evaluation and consistency with the grant objectives [enclosed is a PROJECT WORKSHEET form that all Members submit to document service plans]

Following is a listing of the member activity/accomplishments organized by region and by objective. Please keep in mind that in this quarter we also have done the majority of the member training and orientation, so the productivity is less than it should be for the next quarter of "pure" service.

[Period covering :December 1, 1994-March 31, 1995]

Objective One

To increase food assistance program awareness and qualified utilization.

- NE Established new meal site and day for St. Johnsbury Community Lunch
- NE Collected 40 containers of spice for Community Lunch
- NE Designed and posted 500 flyers to advertise Community Lunch
- NE Recruited middle school students and teacher to cook Lunch at community lunch program every other week for 6 weeks

[objective one cont'd] **Operating Site ID#** Grant #95 AHF 001

- NE Cooked meal for 14 Bosnian refugees
- NE Involved inmates in constructing signs to publicize community lunch program
- NE Delivered 75 Meals on Wheels to elderly shut ins and people with disabilities.

- SW Worked to help serve 2340 meals at Rutland Open Door Mission
- SW Planted 700 tomato plants to distribute to low income families
- SW Commodities distribution at 2 sites, drop offs at 4 sites

- C Delivered 23 Meals on Wheels in Lamoille County
- C Fed 120 people at Marshfield Community Supper
- C Delivered donation of 40lbs of food to Worcester Community Kitchen
- C Commodities distribution=22 team hours
- C Instituted the SHARE program (cooperative food purchasing at 120 Highgate low income subsidized housing complex working with tenant organization
- C Performed 100 hours of service at The Galley (Senior Meal Site)
- C Delivered 300 Meals on Wheels in Washington County
- C Surveyed 30 Food Shelf recipients about interest in gardening workshops
- C Compiled 50 agriculture/education organizational packets for resource library

- SE Developed volunteer recruitment materials for Black River Valley Senior Center
- SE Worked with Westminster School Healthy Snack Program
- SE Developing a statewide handbook, with successful community food shelf volunteers for communities on "How to Start a Food Shelf"
- SE Solicited 4 restaurant donations for SE Vt Community Action food shelves fundraiser
- SE Commodities distribution at 6 distribution sites, drop offs at 6 other sites
- SE Helped serve 750 meals in Bellows Falls community kitchen.
- SE Delivered 135 Meals on Wheels in Ludlow
- SE Worked 50 hours at Brattleboro Food Shelf
- SE Worked 50 hours at Springfield Family Food Shelf

- NW Salvaged 970 loaves of bread for Burlington Food Shelf
- NW Served 130 meals at Burlington Salvation Army site
- NW Commodities distribution at 12 sites, drop offs at 19 sites
- NW Performed 906 intakes at commodities distribution sites
- NW Performed 200 intakes at Burlington Food Shelf
- NW Moved 20 tons of food to relocate Burlington Food Shelf
- NW Performed 24 hours of childcare for La Leche League Meetings
- NW Delivered 313 Meals on Wheels in Burlington
- NW Posted 150 posters with tear-off information on Food Stamps in Franklin County
- NW Completed 48 Meals on Wheels home visits/nutrition surveys, made 20 agency referrals, travelled 490 miles
- NW Completed 3 Meals on Wheels nutrition survey phone interviews

Operating Site ID# Grant # 95 AHF 001**Objective Two****Increase the number of summer food service sites, and enrollment in existing sites.**

- NE Starting summer feeding sites at schools in Newport and Coventry
- NE Starting summer feeding sites at schools in Jay, Lowell and Westfield
- NE Starting summer feeding site at a school in Hardwick

- SW Starting summer feeding programs at 3 or 4 sites in Bennington
- SW Starting summer feeding programs at a 3rd site in low-income housing in Rutland

- C Starting 3 new summer food sites at schools in Lamoille County
- C Starting 2 new summer food sites at schools in Orange County

- SE Starting summer food programs in Springfield and Windsor
- SE Inventoried all summer food sites, and are planning to support and increase participation in existing sites in region

- NW 7 summer feeding program sites in development in Chittenden, Franklin, Addison and Grand Isle counties

Objective Three**To increase availability of and enrollment in school breakfast program sites.**

- SW Community/School Breakfast promotion activities reached 1681 students, and parents

- C Planning for increased participation at 6 breakfast and 13 lunch sites in Lamoille, Orange and Washington County

- SE Community/School Breakfast promotion reached 90 students, and parents at Jamaica Elementary School

- NW Met with 39 schools concerning breakfast programs, in four counties.

Objective Four**To increase community opportunities for sustainable agricultural projects and markets.**

- NE Community garden planning for Newport and Lyndonville
- NE Greenhouse started at NE Correctional Facility in collaboration with inmates

- SW Identified 7 communities with interest in community gardens
- SW Greenhouses found and started in Rutland, Bennington and North Bennington

- C Developed replicable composting curriculum for science program (at Larroway School)

[Objective Four cont'd] **Operating Site ID#** Grant # 95 AHF 001

- C Started community garden with adolescent students at Larraway School, the harvest will be given to the town food shelf (students are in special residential program for kids with behavioral and emotional difficulties)
- C Distributed 500 packets of seeds with instructions to 120 families living at Highgate low income housing complex who were interested in establishing their own garden
- C Community garden planning with Brookhaven School staff and students

- SE Facilitated start-up of 50' x 100' community garden plot at Springfield High School Technical Center with Springfield Family Center and Meals on Wheels staff, volunteers, and customers
- SE Community garden planning with community group in Bellows Falls
- SE Planning to increase participation in Westminster School Community Garden

- NW Conducted surveys of 35 businesses in vicinities of Farmer's Markets to assess support
- NW Filled 2200 packets of seed for sale to low-income community action clients
- NW Sold 55 packets of seed at minimal cost to low income families for community action
- NW Identified 2 garden sites for 5 agencies in low income areas of Chittenden County
- NW Identified 2 greenhouses to donate space for NW Correctional Center garden project

Objective Five

To increase nutrition and food safety education.

- NE Designed and posted 100 flyers for community Nutrition Fair
- NE Enlisted 23 college students to do face painting and design 40 posters for Nutrition Fair
- NE Increased participation at annual Nutrition Fair by 300 people
- NE Planned 'Mother's Day Foodle' community activity to promote healthy nutrition through fun family food activities
- NE Taught cooking class to 8 mothers receiving WIC in Barton

- C Distributed 22 nutrition information packets at Washington County Family Center
- C Increased participation in food/nutrition program at Family Center by 5 families
- C Designed community newsletter for Food Works Community Roots program
- C Taught life skills/nutrition education to 12 at risk boys at Larraway School
- C Instituted nutrition education curriculum at Larraway School for 21 students
- C Surveyed 300 K-6th grade students to determine barriers to accessing school lunch and breakfast programs. Will publish as Community Action Report.
- C Surveyed 120 families in low-income housing on hunger and needs

- NW Taught 11 hours of life skills/nutrition education to youthful offenders at Department of Corrections in Burlington
- NW Laid out 10 menu backs with nutrition education and training for area school food personnel to promote nutrition education

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Special Empowerment Project: Earned Income Tax Credit information and assistance:

- SW EIC Tax assistance program with Bennington-Rutland Opportunity Council, identified \$61,599 in refunds
- C Distributed 301 EIC flyers and 17 posters in Barre

Donations for projects and organizations facilitated in partnership with VAHC members.

- NE \$100 cash from VFW for Community Lunch
- NE \$125 in lumber for shelves at Newport Community Kitchen
- NE \$100 in seeds for Northeast Kingdom community action
- SW \$50 in flats and seeds
- C \$300 in seeds, containers, tools and soil amendments for community garden
- C \$300 in plowing services for garden
- C \$215 in food for community supper in Marshfield
- C \$200 in pallets for compost piles
- SE \$50 in seeds for Southeastern Vermont community action community garden
- NW 30 seed flats for community garden

(2) AmeriCorps Member Development Objectives:

a) We have one Member who is currently working on her GED by attending community adult basic education classes, and is being tutored at home several hours per week by her Team Leader and several Members of her team (she lives in one of the team houses.) She is our only member who does not have her GED or High School diploma.

b) One of our Members attended a community volunteer tax preparation course (Vita) and became certified to assist low income Vermonters to file their taxes if they request assistance.

c) One of our Members is organizing a statewide Anti-Hunger Corps Earned Income Tax Credit outreach plan that includes distributing materials to all subsidized housing complexes, trailer parks, and back road routes. This activity will continue until April 15th. [Senator Leahy did a radio PSA promoting the EITC, and our efforts, sample in packet.]

d) One of our Members who is a Notary Public himself, is assisting those Members who would like to become Notaries so that they can assist people who have not registered to vote and would like to register. There is at least one Member per team who is or is becoming a Notary, and has voter registration forms which they carry during other activities.

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(3) Community Building/Strengthening Objectives:

A) To develop a partnership among public and private agencies working on food issues.

To this end, we have formed five regional advisory groups with membership representing the public, and private service sector, individuals, groups, not-for-profit and business people, all advising each regional team on the community wants and needs, resources, and opportunities for collaboration. There is a core membership in these groups, and then specialized additional people are consulted to advise on specific projects. The list is attached (*Attachment: [A] REGIONAL ADVISORY GROUP MEMBERS, and State Advisory Group list sent last quarter*)

B) To work to create opportunities for non-traditional partnerships in communities.

To this end, we have approached this from several avenues. First, we have made it a program value to approach all community projects as collaborations requiring an identified partner or partners. We have also encouraged creativity and innovation in approaching community needs through a process of taking inventory of community resources, looking at "who is missing?", and always looking to involve customers of services in the needs assessment, planning and service activity.

Most of the team projects are in progress, but are involving as many non-traditional partners as possible in order to broaden the base of resources. For example, there are projects involving WIC clinics and area food cooperatives for nutrition education; farmers and public schools planning curricular activities; correctional inmates, community action agencies and community group managed food shelves; low income tenants and local businesses; Senator Leahy, the IRS, AARP, and VAHC; community recreation programs, and community action agencies; meals on wheels and alternative school students; seniors citizens and vocational center woodworking classes; micro-business enterprise, Vt. Department of agriculture, and low income citizens; and American Legions statewide and community meal programs; etc.....

Primary Challenges Encountered this Quarter:

Where to begin. So many things, because of their newness, our newness to this program, our naivete in dealing with State systems which are often helpful, but take some time to learn.

Housing: The four team houses have each experienced a unique set of convoluted and extremely time consuming problems. They have included: previous tenants who won't vacate, exorbitant utility costs, owners who were not patient with the speed (or lack of) at which the State of Vermont sends their check, whole floors of a house half-renovated and left incomplete, and Members leaving the program and taking their 25% with them leaving the Member rent pool to cover the cost difference. It was agreed by the Members, that they would pool their 25% contribution, in order to guarantee that no Member will pay more than that amount for rent. The system we evolved to "help" the Members afford to serve in the program and have housing, was that they agreed to our deducting 25% from their living stipend check every 2 weeks, and depositing the amount in a collective

[housing cont'd]

Operating Site ID# Grant # 95 AHF 001

account, from which all house rent checks are collectively paid directly to the owner. The Member receives the balance of funds to pay for their utilities, and other personal expenses. Some houses, while calculated times 8 members, did not have 8 people to share costs, which required some teams to financially subsidize the cost of the resource-poor houses, which has made for interesting discussions among the Members on their Member Housing Committee. They have mostly come to agreement at this time.

As a direct result of the amount of on-going and significant staff time devoted to this aspect of the program (for which we have no grant funding, or resources other than Member contributions), and due to the mixed response (from the Member Survey) of the current Members to group living, we have decided to offer it as an option for Members in the next service year as opposed to a requirement.

Transportation: Transportation is always an issue in a rural area, particularly when all the Teams cover from 2 to 4 counties in the state. The problem is how to cover a broad region, be cost effective, manage the use of the Team 8 passenger Van [leased by our program for the grant period] as a limited resource, and support the transportation needs of Members some of whom don't have their own transportation and/or may be working on projects in opposite ends of their regions. We had a vision that all the Members would hop in the Van in the morning, be dropped off at their service site, and get picked up in the afternoon. The problem is that their service site could be an hour from other service sites, in the same region. In addition, Members are usually not serving in a large group, but more in smaller teams of 1, 2, or 3 persons.

One of the teams has almost used up their mileage budget, with 5 months to go. Some teams use their Vans very little, so we have begun (at the end of this quarter) an analysis of mileage use (by team, van mileage compared to personal car reimbursed work-related mileage, and affiliation with project related activity.) We are considering exchanging one of the Vans for a smaller and more economical station wagon rental, but will factor that in to a final analysis.

Division of Labor/Staffing: We are committed to getting things done, and minimizing administration. We have found that there are some very important aspects of the program such as Member Training (planning, organizing, evaluating, identifying trainers, etc) which are extremely time consuming and logistically complicated, and for whom assigned responsibility was never included in any one staff person's job description, as were the activities associated with project development and recruitment and the enrollment screening process (ex. checking references, etc.) We were trying to figure out why we were all so busy having trouble finding adequate time to complete our defined areas of responsibility. We did an informal task inventory, and realized that there were significant areas of responsibility for which there was no individual assigned responsibility, and for which we were all getting the tasks done with some coordinating difficulty. A consequence of this, was that we were fortunate to work with a graduate Student intern (at some unbudgeted program cost) to assist in the workload with some of the unassigned areas. We learned that both the tasks themselves, and the effort involved coordinating with: 5 Team Leaders, 40 Members (our planned enrollment for the 1995-6 service year) five Regional Advisory groups, one State level Advisory Group, one State supervisory department (for which we continue to be

[staffing cont'd] **Operating SiteID#** Grant #95 AHF 001

extremely appreciative of their assistance and encouragement) and one minimally helpful but somewhat demanding (which is beginning to improve) State Commission on National and Community Service, made our organizational and individual work more complicated, and caused both quality, and efficiency to suffer. The stress level, the regular 50+ hour work weeks, and the constant feeling of leaving something out, has caused us to look closer at our staffing, with an eye towards improving it in the next service year.

Project Development: For several reasons: the "instant" start-up (Director hired Thursday, left for Washington/USDA training Monday, began working 2 days/week for that next month during which all staff were hired, recruitment activity planned and materials developed, staff got a computer, moved to 5 different work spaces, planned and organized Member training, found four team houses, did extensive outreach and PR for recruitment purposes, developed staff and Member manuals, created and/or identified program/grant/national service policies, values, and procedures, etc...) took significant staff time. In this first year, most of the projects the Members are working on (at this time) are developing with the assistance of the regional advisory groups and community collaborations. Members have had to inventory communities, identify interested collaborators, work with them to develop responsible, realistic and measurable plans, while for most of the members, getting a crash course in planning/community grassroots activity "101", professionalism, planning concepts such as evaluation, diplomacy, and political sensitivity, etc... and at the same time they have been in training themselves, are helping create this model, experiencing its growing pains, and working hard to be doing service in communities.

Our intention, now that some of the dust can be seen settling on the horizon [or is that a mirage?] is to organize some projects prior to members enrolling, for them to join when they begin service, and to plan some projects for this current service year for the last quarter. Without having to create all the program materials, we now have "the luxury" of focusing on this aspect of the program. This is different, I believe, than many other AmeriCorps programs (ex. public lands and environment, Vermont is fortunate to have all three USDA programs and two State Commission -funded programs) where the service activity is pre-determined. The benefits are obvious to the communities and the programs. Our model has offered significant opportunity for personal Member growth, the chance to experience profession-like stress, creativity, initiative, discovery, and lots of challenges for coordination. Our challenge for this next quarter is to minimize stress, maximize coordination, develop some projects ahead, continue to monitor and assess ourselves internally, set up the mechanism for our external, independent program evaluation, and attempt to improve the process of moving from planning to action so we "can get even more things done."

Operating Site ID# Grant # 95AHF 001

National Identity Activities this Quarter:

- *Members received training in Communication/conflict resolution skills
- *Members began doing statewide distribution of Earned Income Tax Credit materials, and were supported by a radio PSA recorded by Vermont Senator Patrick Leahy, and distributed to 20 radio stations in Vermont
- *To date the Vermont Anti-Hunger Corps has received Tee-shirts and AmeriCorps buttons, we are still waiting for sweatshirts, hats and any other banners or AmeriCorps identifying material. Members were clever enough to wear several layers of Tee-shirts to get them through the winter months.**
- *The VAHC Southwestern team spent an evening with the USDA Vermont Environmental/Public Lands Corps for dinner.
- *Several VISTA workers in the States of Vermont and New Hampshire met with the VAHC Members to share information about their respective programs and related service.
- *All VAHC Members received an orientation manual which included materials from the AmeriCorps handbook plus materials developed specifically for the Vermont Anti-Hunger Corps.
- *All VAHC Members repeated the AmeriCorps pledge at the first three day training event in January.

Activities by region:

- NE Spoke at 4 schools about community service and AmeriCorps
- NE Conducted community needs assessment of 36 communities
- NE Three members became Notary Publics to assist in registering voters.

- SW Conducted community needs assessment of 41 communities
- SW Presentation to 330 community members on hunger/volunteerism
- SW Presentation to 5 Proctor High students and 3 Proctor selectmen about VAHC and planning for high school students service to community program
- SW Presentation at Putney School to 300 students about national service and AmeriCorps

- C Press releases to 12 media sources about VAHC/community service activities
- C Conducted community needs assessment of 30 communities
- C One member became a Notary Public to assist in voter registration

- SE Surveyed 72 people in Windsor to assess community needs
- SE Conducted community needs assessment of 6 major communities in 2 counties
- SE Conducted community needs assessment of 28 communities

- NW Conducted community needs assessment of 10 communities in 4 counties
- NW One member attended 11 hours of GED class to prepare for the test

Operating Site ID# Grant # 95 AHF 001**Changes in Program Organization or Key Staff Positions during this Quarter:**

We found that creating this program from scratch was more work than anyone could have anticipated, including those who drafted the original grant proposal. We therefor welcomed the assistance of a graduate student Intern from the University of Vermont's Masters in Public Administration Program. She has proven to be invaluable in bringing skills, and extra hands to the job of getting this program going, and in the on-going fine tuning. She has completed her service as of March 31, 1995 and we will miss both her wonderful sense of humor, her skills, and her hands as we continue. As a consequence of her involvement, we are anticipating some changes in the administrative work group for the next year's program.

NRCS VERMONT

1

DATE: April 19, 1995

TO: Mr. Joel Berg
USDA- Director of National Service

FROM: Dennis Borchardt, Executive Director
George D. Aiken RC&D
AmeriCorps Project Manager



SUBJECT: AmeriCorps Second Quarterly Report for the
Vermont Fire Technical Support Team (VFTST)

- A) Number of members enrolled at the end of the second quarter vs. number who enrolled at the time of the launch.

3 / 3

- B) Total number of hours of direct service performed by members and total number of hours members were in training.

3,327 hrs. / 282 hrs. to date

- C) Any major staff or structural changes you have made.

None

- D) Progress towards meeting community service objectives.

The following are the VFTST objectives:

1. To work with 40 rural fire departments/ communities in Vermont.

The VFTST is currently working with 72 rural fire departments/ communities in Vermont.

2. To provide 15 rural fire departments/ communities with fire protection water supply plans.

The VFTST is currently surveying sites and collecting engineering data, to be included in 15 fire protection water supply plans.

others in the AmeriCorps family. As one member put it during a de-briefing following the Bremerton project, "It's nice to know that even though I chose to work in one field, there is a lot of other worthwhile work being done by AmeriCorps. It feels great to see that happening."

We were involved in a 100 member, high profile service project on the National Day of Service.

Five new banners were purchased and displayed to help broadcast the AmeriCorps message.

We are continuing work on our own Olympic National Forest AmeriCorps newsletter.

On Earth Day, our members volunteered to work with and supervise over 50 Port Townsend grade school children. It was viewed as a great success by all involved.

17. Significant Program Changes this Quarter: (Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board membership, AmeriCorps Member attrition etc.)

None

12. Summary of Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

In each section below, briefly restate your objectives and describe progress toward them this quarter. Where available, describe relevant evaluation data. Note evaluation activities in which you have engaged.

(a) Direct Service Objectives:

Restoration and enhancement of ecosystems for threatened and endangered species throughout the Olympic National Forest; Watershed restoration for protection of municipal watersheds and salmon bearing streams; Complete rehabilitation and maintenance on campgrounds, picnic areas, and developed recreational facilities; Construction and maintenance of camp sites throughout the Olympic National Forest; Construct a non-wilderness horse camp in order to lessen impact of stock use in wilderness areas and on water resources; Maintain hiking trails throughout the Forest; Improve Forest health through tree pruning and maintenance of a seed orchard.

<u>Objective:</u>	<u>Target:</u>	<u>Accomplished this qtr:</u>	<u>Total:</u>
Wilderness Rehab	3 sites	2 sites	2 sites
Trail Construction	10 miles	1.9 miles	4.1 miles
Interp signing	30 signs	32 signs	40 signs
Trail Mtc	150 miles	52.8 miles	62.8 miles
Trail Bridge Const	2 bridges	0 bridges	0 bridges
Rehab campground	15 sites	4 sites	14 sites
ADA campsite rehab	30 sites	10 sites	30 sites
Rehab campsites	100 sites	30 sites	40 sites
Historical site Rehab	2 sites	0 sites	2 sites
TES Habitat Mtc	300 boxes	58 boxes	258 boxes
T&E Habitat Survey	50 acres	0 acres	700 acres
T&E Species surveys	200 acres	0 acres	0 acres
Install Fences	3000 feet	500 feet	4325 feet
Fence removal	50 feet	0 feet	300 feet
Stream structures	20 structures	3 structures	3 structures
Watershed imp	2 miles	1.23 miles	1.23 miles
Pruning	130 acres	0 acres	30 acres
Seed Orchard mtc	110 acres	110 acres	110 acres
Tree planting	180 acres	252 acres	252 acres
Non native plant rem	.5 acres	.5 acres	.5 acres

(b) AmeriCorps Member Development Objectives: Briefly restate your objectives and describe progress toward them this quarter.

To build a sound work ethic; Teach conflict resolution, leadership skills, and team building skills; Develop multi-cultural sensitivity; Develop responsible community citizenship skills and skills in helping communities facing difficulties.

This quarter we've had a wide variety of topics presented in our weekly education programs: Substance Abuse Education, Olympic Peninsula Fire History, a presentation on job possibilities and adventures in Antarctica, Planned Parenthood, and a presentation on "Internet and How To Use It" to name a few. A peer-elected Leadership Committee was created. A greater amount of residence protocol is now governed by the Members - a definite confirmation of their enhanced conflict resolution skills. As the Members develop leadership skills, they are given the opportunities to put them to use. This quarter crewmembers are functioning as crewleaders on the various worksites.

(c) **Community Building/Strengthening Objectives:** Briefly restate your objectives and describe progress toward them this quarter.

Our community building objectives are based on a strategy for strengthening the community. As the timber and fishing industries decline, communities are looking to tourism as an economic base. In order to attract recreational visitors to the Forest and surrounding communities, community objectives are to make developed recreation sites more accessible, provide for safety considerations and upgrade facilities. This is being done on both the Olympic National Forest and the recreation sites in the surrounding counties. The County Commissioners have given these enhancement projects high priority. Within the Jefferson County and Port Townsend local area Members have improved baseball fields, constructed hiking trail at Gibbs Lake, built and installed accessible sanitation facilities at numerous developed recreation sites, completed community water system improvements, constructed and maintained biofiltration sites along community streets, worked on the development of a neighborhood park and ride site and made a major contribution to the Earth Day efforts. Within Clallan County and the Port Angeles community Members have made major safety improvements and upgraded developed recreation sites at Salt Creek, Dungeness and Lake Cressent Campgrounds. Members completed improvements to the Clallam County fairgrounds. In addition Members have completed many miles of salmon habitat surveys for the Washington State Department of Fish and Wildlife. These community efforts will go far toward improving the communities we live and serve in.

13. Other Accomplishments this Quarter: (Make note of any accomplishments or things gotten done not described above.) Many members have had the opportunity to work on individual projects with Forest Service, Washington State Department of Fish and Wildlife, Community Leaders and others this quarter. These projects range from operating advanced technology for the collection of data to writing and editing a watershed assessment plan for a local area. These projects make a significant contribution not only to the community but to their own personal growth. Members are acquiring experience that will be of great benefit to them as they move on.

The Program Director meets bi-monthly with the other Program Directors in the State of Washington and the State Commission for National Community Service. This quarter these meetings also included a joint meeting of all Program Directors from Washington, Oregon Idaho and Montana. These meetings help us to know what other programs are doing and to coordinate between all our programs. Much good has come from the joint meetings. Microsoft Corporation has, through the efforts of the State Commission, donated software and hardware (modems and interface cables) to link all AmeriCorps sites in the State together on internet. This will allow all of us to share information between sites and to coordinate project information.

14. Unique successes or great stories : (Include stories that would best communicate to the public how AmeriCorps service gets things done. Particularly helpful are stories that include numerical results and creative solutions.)

Our Crew #III was put on an impossible watershed restoration project for the City of Port Townsend. They had to construct 14 check dams on the city water reservoir watershed. The bank was steep and sensitive, so they had to devise a way to move the material without walking on the bank. The crew used culvert pipe as sluiceways. 58.6 tons of material was moved by the crew. The project sponsor, Ian Jablonski, was floored by the amount of

work completed in one week. Each day to show his appreciation he brought a unique food item for the crew, including baked goods and home made sushi. Each night crewmembers came home exhausted, yet enthusiasm was super high.

One of our members was involved in a tragic accident that left him in the hospital for several weeks and temporarily out of the program. Our AmeriCorps community mobilized quickly to organize mailings and visits to the hospital. He is recovering quickly, with a lot of support from his AmeriCorps partners.

One of our members has applied for the AmeriCorps Leaders Program. Out of approximately 3500 applicants nationwide, 80 were selected to continue on with the interviewing process where ultimately 50 will be selected for positions. Our crewmember has been selected into the Leaders Program.

AmeriCorps members battled the fierce Pacific Northwest weather. One of our crews was spiked out for a week in what we call "Front Country Spike". This where they camp in tents in a campground and work directly around that area. One particular week the weather was relentless. Five solid days of rain which didn't let up once. Everyone and everything was soaked but the crew stayed out and worked hard to complete the project. Complete devotion to the cause!

15. Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

A primary challenge has been our living space - maintaining a cooperative living situation where all members work together to work out problems. Keeping the facility organized and clean with so many people in tight quarters is a big part of that challenge.

Another challenge this quarter has been completing assigned crew projects in an efficient and timely manner with many crewmembers on Individual Project status.

16. National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity of AmeriCorps. Examples could include new uniforms, signage or publicity materials; projects with other AmeriCorps programs; coordination with State Commissions or Corporation state offices; training members in national skill areas (communication/conflict resolution or CPR/first aid); participation in national service projects (HIV/AIDS awareness training, environmental audits, or citizenship education); graduations or swearing-in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

We are closely involved with the Washington State Corporation for National Service. Meetings of all Program Managers are held bi-monthly to coordinate our programs across the State. Through a grant from Microsoft all AmeriCorps programs in the State are in the process of being linked together on internet. These efforts help all sites to feel more a part of the total AmeriCorps program. Because of this interaction we have had the unique opportunity to work with a number of neighboring State AmeriCorps programs and to exchange ideas and experiences. We did three exchanges with local AmeriCorps programs this quarter. We did service projects with a Bremerton program, a Mountlake Terrace program, and an Olympia program. These all offered unique opportunities for crewmembers to interact with

* The Members in the portion of the AmeriCorps Program operated by the Forest Service have worked with local communities to strengthen the communities for everyones benefit by:

not only working with communities accumulating Service Hours, but also offering and working with communities numerous hours not counted as Service Hours --- because they wanted to "get things done".

* Improved the living conditions of 43 residents in HOLLY GROVE by assisting them to relocate from flood plain areas.

* Bettered road conditions and thus the Safety Factor by "daylighting" 50 curves on winding roads with "blind" curves--Cutting and clearing brush opened the curve.

* Released 775,000 salmon fry in a fish stocking operation

* Conducted educational programs which reached over 1189 students the 3rd quarter and increased the number of students reached to 1829 to date

This brief Summary (compared to the amount and variety of work undertaken and accomplished) portrays the breadth of service projects and the high work accomplishment rate. More work was accomplished than is listed, due to innumerable small and varied services and tasks completed.

UNITED STATES
DEPARTMENT OF
AGRICULTURE

NATURAL RESOURCES
CONSERVATION
SERVICE

Paula
1107 S. Columbus Avenue
Goldendale, WA 98620
(509) 773-5823

Subject: Second Quarter AmeriCorps Report

DATE: April 19, 1995

copy

To: Lloyd E. Wright, Director
Community Assistance & Resource Development
Natural Resources Conservation Service
Washington, D.C.

Attached is the second quarterly report for the Goldendale, Washington AmeriCorps team. The report contains the progress of both the Rural Development Team and the Environmental Corps.

This report is based on the final Community Service and Community Building Objectives submitted earlier.



DAVID L. KREFT
DISTRICT CONSERVATIONIST

cc: Lynn Brown, STC, NRCS, Spokane, WA
Paul Taylor, ASTC(OP), NRCS, Spokane, WA
Jerry Jacoby, AC, NRCS, Yakima, WA
Bill Basl, Exec Dir, Washington Comm for Nat'l & Comm Service
Olympia, WA

*RDT #s under
NRCS Washington*

*EC #s under
Goldendale*

SECOND QUARTER AMERICORPS REPORT
RURAL DEVELOPMENT TEAM & ENVIRONMENTAL CORPS
(RDT) (EC)

Location: Goldendale, Washington

Time Period: September 19 - March 31, 1995

1.) NUMBER OF MEMBERS ENROLLED AT THE TIME OF THE LAUNCH

<u>RDT</u>	<u>EC</u>
5	8

2.) NUMBER OF MEMBERS ENROLLED AT THE END OF THE SECOND QUARTER

<u>RDT</u>	<u>EC</u>
4	5

3.) TOTAL NUMBER OF HOURS OF DIRECT SERVICE PERFORMED

<u>RDT</u>	<u>EC</u>
4,134 HRS	6,294 HRS

4.) TOTAL NUMBER OF HOURS IN TRAINING

<u>RDT</u>	<u>EC</u>
448 HRS	848 HRS

5.) PROGRESS TOWARDS MEETING COMMUNITY SERVICE OBJECTIVES

Rural Development Team Objective #1

- 8 - Projects Planned, Designed
- 5 - Projects Completed
- 2 - Projects Being Implemented
- 10 - Landowners Assisted
- 1 - Forest Fire Burned Area Treated
- 4.5 - Miles of Stream Treated
- 6 - Miles of Stream Benefited

New requests for assistance have continued to increase for this time period as a direct result of highly visible AmeriCorps projects being implemented.

Environmental Corps Objective #1

- 3 - Projects on Private Land Completed
- 1 - Joint State/Private Project Being Installed
- 5 Mile - Stream Benefited on Private Land

Environmental Corps Objective #2

- 2 - Projects on State Land Completed
- 1 - Joint State/Private Project Being Installed
- 1 - Mile - Stream Benefited on State Land

Environmental Corps Objective #3

- 1 - Forest Fire Burn Area Rehabilitated Benefiting the Little Klickitat River

This Objective is now Considered Complete.

Joint Rural Development & Environmental Corps Objective for Community Building

- 14 - Community Building Projects Were Completed
- 2 - Projects Are Planned and On-Going

Community Building projects were done in cooperation with the Klickitat County Senior Services department, the City of Goldendale and the Washington State Department of Parks.

6.) PRIMARY ACCOMPLISHMENTS

The past quarter encompassed the winter months of our program. Poor weather conditions slowed field work due to snow, rain, ice and mud. AmeriCorps members continued to work on 2 outdoor riparian fencing projects. One was completed and the other is currently on-going. When field work was not practical the combined Rural Development and Environmental Corps personnel took on several community building projects.

The first was the completion of the firewood assistance program. AmeriCorps members converted dead and dying trees into firewood for low income families. These families were referred to us through Klickitat County Senior Services and InterFaith Volunteer Services of Goldendale. Roughly 75 individuals in 25 families benefited from this source of fuel for winter heating of their homes.

AmeriCorps members also constructed a playground set for the kids of an apartment complex serving low income families. The project was completed just as the Christmas school holiday began. Approximately 35 primary school age and pre-kindergarten children benefited.

When snow fell on our community AmeriCorps members were ready with snow shovels in hand to clear the walks and driveways of elderly citizens of our town. We didn't have much snow this year but at least a dozen homes were serviced twice this winter.

AmeriCorps members made 5 in-class presentations on environmental education. Presentations were made in primary, middle and high school class rooms at the request of the local teachers. One-hundred sixty students and teachers have so far benefited from this service.

The AmeriCorps team planned and conducted a community open house. The event included refreshments provided by the local conservation district and several displays depicting AmeriCorps projects. A slide show was presented as well as 2 photo displays and scale models of different projects. Visitors learned about the mission of AmeriCorps and how they might benefit from the program.

7.) PROJECTED OUTCOMES FOR THE NEXT QUARTER

Five new riparian improvement projects are scheduled to begin this spring or early summer. These projects will include fencing for improved management as well as total livestock exclusion along key streams. The latter work will be done by a private landowner in conjunction with the US Fish and Wildlife Service. AmeriCorps members will also work on two stream bank stabilization projects with the Washington State Department of Natural Resources.

AmeriCorps members will continue to provide environmental education assistance to schools through classroom presentations and field trips for hands-on learning. AmeriCorps will also be working with the Washington State Parks Dept. on needed maintenance at three local state parks.

8.) PRIMARY CHALLENGES

The foremost challenge this past quarter has been the loss of 3 Environmental Corps members and 1 Rural Development member due to 2 resignations and 2 terminations with cause. These people will be replaced on a part-time 900 hour appointment. The loss of these people tended to lower team morale. This required a great deal more of my time to help correct the situation and to keep the program moving.

The winter months were particularly hard for keeping morale up when field conditions were poor. The team did an excellent job, however, in scouting out suitable community building activities to fill the time. We also took the opportunity to provide some much needed training.

Most of the previous quarter's problems have been dealt with very effectively. Equipment, vehicles, supplies are at satisfactory levels and the safety level of the team has improved markedly.

9.) PRIMARY TRAINING AND TECHNICAL ASSISTANCE NEEDS

Nearly all of the team's training needs have been met or exceeded. The following training has been received in the second quarter.

- Fisheries habitat ecology & enhancement by WA Dept of Fish & Wildlife
- Inter-agency cooperation with local, state, federal & tribal agencies
- Environmental Education for schools through Project Wild
- First aid and CPR
- Natural resource career & education opportunities by NRCS,
- WA Dept of Ecology and Mt Hood Community College

10.) MEDIA COVERAGE

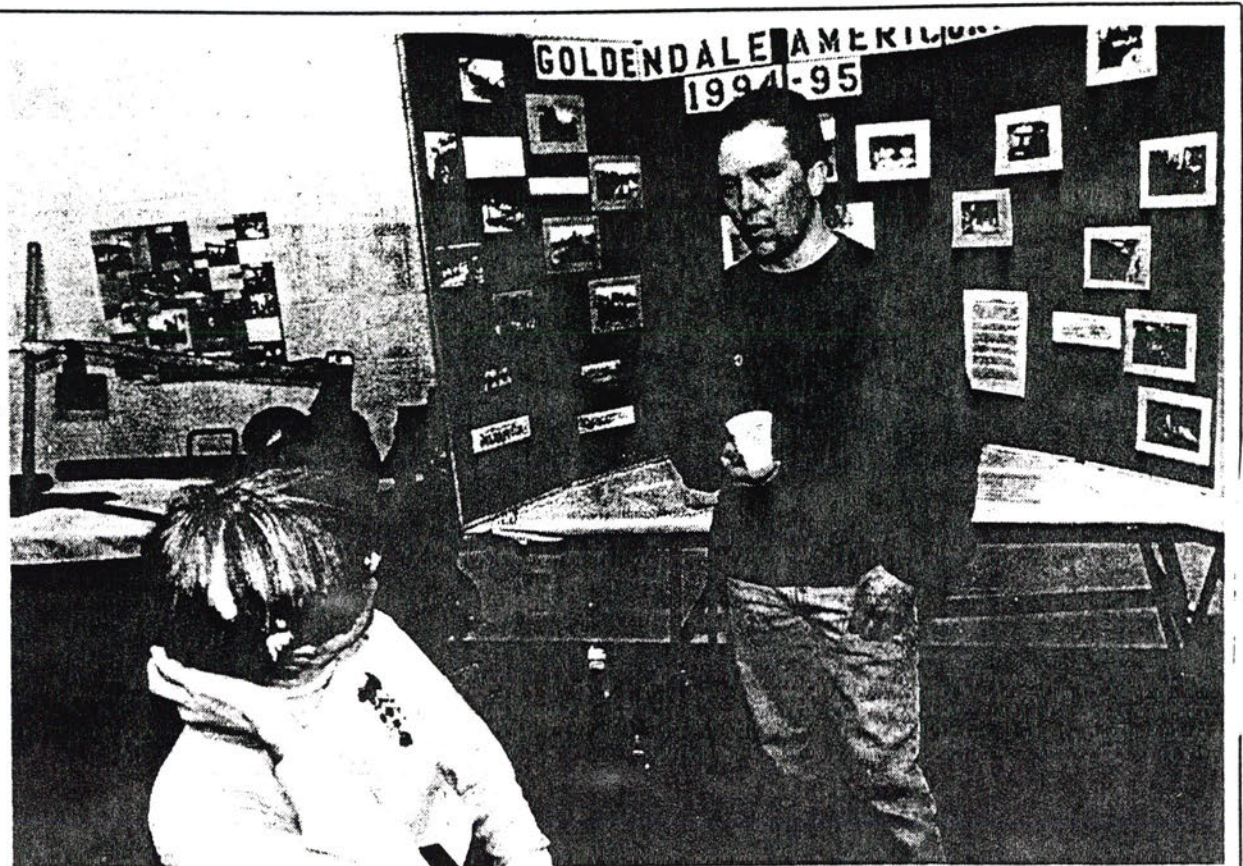
Media coverage this quarter has been scant. The open house did receive some coverage in the local newspaper (copy of news article is attached). AmeriCorps members have contributed several articles to a small community newsletter. There seems to be some reluctance locally to acknowledge an "environmental" program such as this. There is a considerable level of antagonism toward programs that appear to be "environmental" as a backlash of the spotted owl controversy. As we continue to educate the public about AmeriCorps I feel we will receive a more positive coverage.

AmeriCorps displays work

The Goldendale AmeriCorps team invited the community to an open house at the Klickitat Public Utility District meeting room in Goldendale on March 3, to show off the work it has done, including:

- Erosion control on Butler Creek in the Simcoe Mountains, preventing some of the damage from last summer's forest fire;
- Building fences to protect riparian zones and fish habitat;
- Cutting timber on Observatory Hill into firewood;
- Construction of playground equipment at Three Mountain Village in Goldendale;
- Leveling, seeding and mulching lawn for Georgeville Head Start.

(Pictured is AmeriCorps member Tim King at the open house.)



WA

Corporation for National Service
Operating Site Quarterly Report

- 1. Operating site name: Olympic National Forest - Fort Worden AmeriCorps
- 2. Program name: USDA Forest Service
- 3. Corporation grantee name: USDA Forest Service

4. Mark the reporting quarter to which this form applies:

First Quarter (10/1-12/31)
 Second Quarter (1/1-3/31)
 Third Quarter (4/1-6/30)
 Fourth Quarter (7/1-9/30)

5. On what date did your AmeriCorps Members begin service or training? Nov 01

6. In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.

Number of AmeriCorps Members	Total Cumulative Hours of required Service	
34	21,000	Full-time
		Part-time

- 7. Please provide estimates of the following:
 - (a) Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities: 4
 - (b) Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers: 32

Primary Accomplishments this Quarter:

It is important to know before reading of the many good things that AmeriCorps Members are "getting done" that this work is work while high priority for the Forest Service and local County governments, is work that was not funded. If it were not for AmeriCorps this work would not get done at all. Thanks AmeriCorps!

Our primary focus this quarter has been on lower elevation recreation projects for both Clallam and Jefferson County Parks and Recreation. The projects being completed for Jefferson and Clallam Counties are being funded through President Clinton's Economic Adjustment Act.

For Jefferson County, the local State government, 2.2 miles of trail have been constructed at Gibbs Lake. This included 500 feet of turnpike. Four vault toilets which meet the Americans with Disabilities Act (ADA) standards have been constructed and installed in County parks. This provides access to many people who would not have been able to use these sites in the past.

For Clallam County, Dungeness Park and Salt Creek Campgrounds have been renovated. This included the installation of 2000 feet of new wooden fencing, and renovation of the campsites. Sites have been leveled, picnic tables and fire rings repaired or replaced and barrier logs replaced. This is the first major renovation effort in these campgrounds and will insure the availability of quality campsites for many years into the future. In addition, Camp David Jr. has been renovated. This historic County Park has had much needed building maintenance and painting completed.

On the Olympic National Forest Members have completed trail maintenance on each of the four Districts. Trails are being cleared, drainage problems corrected and turnpike constructed. 16.5 miles of trail were cleared of fallen trees, 500 feet of turnpike installed and 10 miles of trail have been maintained to Forest Service standard. Two National Forest campgrounds have been improved to meet ADA standards with the installation of new fire places, adjustment of concrete picnic table positions and leveling of campsites. This is a major focus for the Olympic National Forest AmeriCorps program for 1995. Members have pruned 20 acres of mixed conifer timber stands to improve the quality of future timber stands in support of ecosystem management.

Members have installed 200 bird (Kestrel) nesting boxes on the Quinault Ranger District. Each box must be at least 20 feet above the ground. Members, using climbing gear climbed each tree and successfully installed the boxes. This was a great effort in safe work practices and team building.

Opportunities for individual or small group projects were offered beginning this quarter. This program allows Members to sharpen their skills and follow their interests, while the Forest Service has been able to accomplish much needed tasks that are not suitable for an entire crew. An interpretive project was completed on one District; one Member is involved as the writer/editor of a watershed analysis process; three Members have scouted trails developing plans for maintenance. This is a very successful part of the Fort Worden program.

Unique successes or "great stories":

Our greatest success is in the lives of Members. We began this program with a curious collection of very diverse individuals. Our program is a residential camp with a facility that is somewhat small for the number of Members who live there. As we have lived, worked and played together over the past five month we see the development of leaders, the development of the group into a "team" and the development and use of some great conflict resolution skills. All this coupled with the work skills and work ethic is making major changes in the lives of the Members. Members are now taking on more and more responsibility for the success not only of the program but their community. It is a great joy to see this development in the Members.

The Olympic National Forest Fort Worden program have had many successes and great stories this quarter. This region has been hit by at least 3 separate major storm this quarter and AmeriCorps Members and Staff have responded by being flexible in their work locations and types of work to continue through it all and still keep the amazing pace of work.

- *Great story: One crew of Members moved two 20 inch diameter by 60 feet long logs by hand down a steep mountain hiking trail on the Quilcene Ranger District. These logs were used as log stringers for a bridge the crew was constructing. To safely move these logs was teamwork at its best.
- *Great story: One crew of Members spent part of one week climbing trees on the Quinault Ranger District with climbing spurs to hang bird boxes. 169 separate trees were climbed with no accidents or injuries. Each tree was climbed at least 20 feet then the nest box was attached to the tree. This was a great exercise in teamwork and trust.
- *Great story: The rehabilitation of Browns Creek Campground after severe flood damage. A popular camping area on the Hood Canal Ranger District, it is now ready to operate. In January of this year, flooding destroyed part of the campground. The campground is normally open for use year around and is a popular destination for campers. In an emergency schedule change, AmeriCorps crews totally rehabilitated the campground and reopened it for public use.
- *Great story: Jefferson County had been planning for weeks to have an AmeriCorps crew do work on Memorial Field in downtown Port Townsend. Projects were lined up to keep the entire crew busy for weeks. Crew members completed a weeks worth of tasks in just three days. Tim Black, Jefferson County Assistant Recreation Director reported in the Port Townsend Leader newspaper "They work so fast, it's incredible. They work really hard. I'm impressed".
- *Unique success: The Whidby Island Independent newspaper sent a photographer to take photographs and write a story on AmeriCorps. AmeriCorps crews have not worked on Whidby Island but stories of their great success had reached key staff from the newspaper.

Summary of Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(1) Direct Service Objectives:

AmeriCorps Members have moved a long way toward accomplishing our Direct Service Objectives and have in fact exceeded planned targets in some areas. It is estimated that one third of all planned objectives for the Olympic National Forest have been met. This has been done while Members have snowed out of Forest Service managed lands for much of the winter.

Objective:	Target	Accomplished this quarter	Total Accomplished
Wilderness Rehab	3 sites	0	0 sites
Trail Construction	10 miles	2.2 miles	2.2 miles
Interp signing	30 signs	8 signs	8 signs
Trail Mtc	150 sites	6 sites	10 sites
Trail Bridge Const	2 bridges	0 bridges	0 bridges
Rehab campground	15 sites	10 sites	10 sites
ADA campsite rehab	30 sites	14 sites	20 sites
Rehab campsites	100 sites	10 sites	10 sites
Historical site Rehab	2 sites	2 sites	2 sites
TES Habitat Mtc	300 boxes	200 boxes	200 boxes
T&E Habitat Survey	50 acres	0 acres	700 acres
T&E Species surveys	200 acres	0 acres	0 acres
Install Fences	3000 feet	2325 feet	3,825 feet
Fence removal	50 feet	300 feet	300 feet
Stream structures	20 structures	0 structures	0 struct.
Watershed imp	2 miles	0 miles	0 miles
Pruning	130 acres	10 acres	30 acres
Seed Orchard mtc	110 acres	0 acres	0 acres
Tree planting	180 acres	0 acres	0 acres
Non native plant rem	.5 acres	0 acres	0 acres

It is interesting to note that AmeriCorps work is being accomplished in a VERY cost effective manner. A recent contract for trail maintenance on the Quinault Loop Trail (Quinault Ranger District) was awarded to the low bidder for clearing and grubbing (heavy maintenance) at \$1.84 per lineal foot or \$9,715 per mile. AmeriCorps crews completed heavy maintenance on the Lower Big Quilcene trail (Quilcene Ranger District) at a cost of \$1,333 per mile. This is a savings of \$8,382. per mile. At a time when trail maintenance budgets have been greatly reduced this is a tremendous help. If it were not for the AmeriCorps crews, many of the trails on the Forest would not be opened for public use this year. An evaluation of past pruning contracts on the Olympic National Forest show that contract costs for high reach (18 foot) pruning has been approximately the same as the costs incurred by AmeriCorps crews (approximately \$300. per acre). Comparison for other AmeriCorps work projects is unavailable as the Forest has not contracted this type of work in the recent past.

(2) AmeriCorps Member Development Objectives:

While much of the development we see in Members is not recorded in the sessions they attend or in the number of class room hours but in the personal growth that comes from learning leadership, teamwork, conflict resolution skills and practicing them in our daily jobs as we develop skills and learn a work ethic. As the community of AmeriCorps comes together to resolve issues is where we see the real development. These Members have come a long way in 5 months toward becoming the kinds of people I want to see leading our country into the future!

In addition all Members attended the American Red Cross disaster training and have helped save a number of homes from flooding in the recent flooding in the Quilcene WA area.

All Members successfully completed Fireman training and are now qualified to assist in wildfire suppression efforts if called upon.

Members are given quarterly evaluations and conferences on development. This helps the Member understand where he/she is doing quality performance and where they can work for improvement as they strive to improve themselves and the community they live in.

10 crew members successfully completed chainsaw training and are qualified to operate chainsaws.

(3) Community Building/Strengthening Objectives:

When I think of community I think of two separate communities. One is the community or town we work in and the other is the community we live in the case of our residential program the Fort Worden headquarters.

Much of the projects we have been working on this quarter is within the communities of Port Townsend and Port Angeles. These projects are high priority projects identified by the community and prioritized by the County Commissioners. These projects have been funded through a Forest Service Rural Community Assistance Grant under President Clinton's Economic Adjustment Act. These projects would not have been funded or accomplished were it not for this funding. These projects have been high profile and have been very well received by the community. This is evidenced by the support in the local newspapers. There have been several articles in the Port Townsend Leader, Port Angeles Peninsula Daily News and the Whidby Island Independent. As we continue to accomplish projects that directly support the communities we live in support for AmeriCorps grows stronger each day. On one project 4 members of the local Native Plant Society worked side by side with Members to accomplish a project. This shows community building at its finest!

Members in their home environment have continued the development of planning teams and weekend recreational activities to grow closer together as a community. This coupled with a Washington State University Extension Ropes Challenge Course have greatly strengthened this community. All these coupled together are helping to strengthen individuals and the community.

Primary Challenges Encountered this Quarter:

Much of the issues we have dealt with this quarter relate to the winter season and the need to make project changes due to the weather. Members continue to amaze the project managers with their flexibility and adaptability. On several occasions we have had to change plans as crews were driving to the work site. Members have made the needed changes without loss of productivity. Project evaluations indicate that Members are exceeding expectations for both quality and quantity of work accomplished.

One issue that has not been resolved to the Members satisfaction is the issue of AD pay for wildland firefighting. It is the feeling of the Members that they would like to help out with the fire fighting effort if called upon but that it is too much to ask them to do so as AmeriCorps Members. The fire fighting job is far more hazardous and exhausting than their regular daily work and they should be compensated similar to other firefighters. Of the 32 Members who attended basic fire fighting training, 28 have signed up to be members of a fire crew if called upon IF the issue of AD pay while on the fire line can be resolved.

One incident of concern did arise this quarter and it involved the use of alcohol by Members. Our camp is a residential program with members from 18 to 25 years old. With this mix one of the rules is that there is no alcohol consumption or possession on the base. Four Members were found consuming alcohol at the base one evening. 3 Members were suspended for 1 week and 1 Member was terminated. The termination was based on several past problems as well as this incident. This situation was discussed with all members at the Monday circle meeting and Members felt it had been handled appropriately.

One of the challenges that face us in the residential program is maintaining a rich and upbeat community atmosphere with the limited living space available. There are 3 large common areas but not much space to get away by yourself. This has increased the opportunities for Members to utilize newly learned conflict resolution skills and is leading to a very close knit community of Members. Efforts to find additional storage space would be beneficial.

The Wednesday evening educational program has been a big hit with Members. Topics of interest are received from Members and then speakers are found to put on the educational evening. Many of the topics have related to the environmental issues and the Forest Service has supplied many of the speakers. Other topics include wilderness survival, financial planning, resume writing and other interesting topics.

National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity of AmeriCorps. Examples could include new uniforms, signage or publicity materials; projects with other AmeriCorps programs; training Members in national skill areas (communications/conflict resolution, or CPR/first aid); participation in national service projects (HIV/AIDS awareness training, environmental audits, or citizenship education); graduations or swearing-in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

New uniforms were received for all Members this quarter. Procured from Lion Uniform Group of Lion Apparel, each Member received two long sleeve uniform shirts. Lion Apparel sewed AmeriCorps patches to the left sleeve. In addition we have purchased heavy duty sweat shirts for each Member. These sweat shirts have a large 12 inch full color AmeriCorps symbol on the back and say "Getting Things Done, Olympic National Forest on the right front. The wearing of the uniform has greatly increased awareness of the program in the community.

In addition we have accomplished an number of visibility projects within the community. These include Kah-Tai vegetation project and the Port Townsend Community Center project.

The Olympic National Forest program is represented at the Washington State AmeriCorps workshop. Program Directors and selected Members meet every 4-6 weeks with the Washington State Commission for National and Community Service to discuss AmeriCorps issues and how we can work together to "get things done". These meetings are very valuable in sharing our programs and helping us all work together toward the same goals.

We are in the process of developing a package for Washington State Congressional and Senate members to utilize in Washington DC. This book includes color photos of Members working and a discussion of the accomplishments. This is a consolidated effort of all the AmeriCorps groups working within the 6th Congressional District of Washington.

The flood relief efforts previously discussed were video taped by KING TV from Seattle and shown on the evening news.

Changes in Program Organization or Key Staff Positions during this Quarter:
(Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board memberships, etc.)

None

TRAINING AND TECHNICAL ASSISTANCE
(T/TA) OPERATING SITE REQUEST FORM

Operating site name: Olympic National Forest - Fort Worden

Corporation Grantee/State Commission name: USDA Forest Service

Operating site ID number: 4047F180

I. T/TA REQUEST

1. Please briefly describe your need for T/TA. (What is the problem you are addressing? When do you need T/TA delivered?)
AmeriCorps and Community. How we can on a National basis work toward solving issues. Understanding the complete concept of National Community Service. This would give the Members a since that they are part of something much bigger than they might see.

2. Indicate the category of T/TA that would best meet your need. Please number your first three choices in order of priority.

1* Regional/National Training/workshop

Regional/National Tele-video Conference

2 On-site training. If so, for whom? Members and Staff

On-site consultation

Suggested consultant(s)

Number of days: 3-5

Start date: June 95

One-on-one telephone consultation

Resource Materials (curricula, readings, bibliographies, other)

3 Peer exchange

Not sure what is most suitable

Other

*Note: I would be willing to work on a committee to develop this if needed. I can be reached at 360-765-2221.

Low

AGGREGATE REPORT
FINANCIAL STATUS REPORT
(Short Form)

(Follow instructions on the back)

1. Federal Agency and Organizational Element to Which Report is Submitted United States Department of Agriculture	2. Federal Grant or Other Identifying Number Assigned By Federal Agency 95ENF018	OMB Approval No. 0348-0039	Page 1	of 1 pages
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3. Recipient Organization (Name and complete address, including ZIP code)
**USDA Forest Service, Olympic National Forest
 1835 Black Lake Blvd.S.W.
 Olympia, WA 98512-5623**

4. Employer Identification Number 060902	5. Recipient Account Number or Identifying Number 025260	6. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	7. Basis <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual
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8. Funding/Grant Period (See Instructions) From: (Month, Day, Year) 10-01-95	To: (Month, Day, Year) 09-30-96	9. Period Covered by this Report From: (Month, Day, Year) 10-01-95	To: (Month, Day, Year) 02-28-95
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10. Transactions:	I Previously Reported	II This Period	III Cumulative
a. Total outlays	0	391,937	391,937
b. Recipient share of outlays	0	0	0
c. Federal share of outlays	0	391,937	391,937
d. Total unliquidated obligations			
e. Recipient share of unliquidated obligations			
f. Federal share of unliquidated obligations			
g. Total Federal share (Sum of lines c and f)			
h. Total Federal funds authorized for this funding period			
i. Unobligated balance of Federal funds (Line h minus line g)			



12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.

13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

Typed or Printed Name and Title David F. Johnson AmeriCorps Program Director	Telephone (Area code, number and extension) (360) 765-2221
Signature of Authorized Certifying Official <i>David F. Johnson</i>	Date Report Submitted 03-30-95

12. Summary of Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

In each section below, briefly restate your objectives and describe progress toward them this quarter. Where available, describe relevant evaluation data. Note evaluation activities in which you have engaged.

(a) Direct Service Objectives:

Restoration and enhancement of ecosystems for threatened and endangered species throughout the Olympic National Forest; Watershed restoration for protection of municipal watersheds and salmon bearing streams; Complete rehabilitation and maintenance on campgrounds, picnic areas, and developed recreational facilities; Construction and maintenance of camp sites throughout the Olympic National Forest; Construct a non-wilderness horse camp in order to lessen impact of stock use in wilderness areas and on water resources; Maintain hiking trails throughout the Forest; Improve Forest health through tree pruning and maintenance of a seed orchard.

<u>Objective:</u>	<u>Target:</u>	<u>Accomplished this qtr:</u>	<u>Total:</u>
Wilderness Rehab	3 sites	2 sites	2 sites
Trail Construction	10 miles	1.9 miles	4.1 miles
Interp signing	30 signs	32 signs	40 signs
Trail Mtc	150 miles	52.8 miles	62.8 miles
Trail Bridge Const	2 bridges	0 bridges	0 bridges
Rehab campground	15 sites	4 sites	14 sites
ADA campsite rehab	30 sites	10 sites	30 sites
Rehab campsites	100 sites	30 sites	40 sites
Historical site Rehab	2 sites	0 sites	2 sites
TES Habitat Mtc	300 boxes	58 boxes	258 boxes
T&E Habitat Survey	50 acres	0 acres	700 acres
T&E Species surveys	200 acres	0 acres	0 acres
Install Fences	3000 feet	500 feet	4325 feet
Fence removal	50 feet	0 feet	300 feet
Stream structures	20 structures	3 structures	3 structures
Watershed imp	2 miles	1.23 miles	1.23 miles
Pruning	130 acres	0 acres	30 acres
Seed Orchard mtc	110 acres	110 acres	110 acres
Tree planting	180 acres	252 acres	252 acres
Non native plant rem	.5 acres	.5 acres	.5 acres

(b) AmeriCorps Member Development Objectives: Briefly restate your objectives and describe progress toward them this quarter.

To build a sound work ethic; Teach conflict resolution, leadership skills, and team building skills; Develop multi-cultural sensitivity; Develop responsible community citizenship skills and skills in helping communities facing difficulties.

This quarter we've had a wide variety of topics presented in our weekly education programs: Substance Abuse Education, Olympic Peninsula Fire History, a presentation on job possibilities and adventures in Antarctica, Planned Parenthood, and a presentation on "Internet and How To Use It" to name a few. A peer-elected Leadership Committee was created. A greater amount of residence protocol is now governed by the Members - a definite confirmation of their enhanced conflict resolution skills. As the Members develop leadership skills, they are given the opportunities to put them to use. This quarter crewmembers are functioning as crewleaders on the various worksites.

(c) Community Building/Strengthening Objectives: Briefly restate your objectives and describe progress toward them this quarter.

Our community building objectives are based on a strategy for strengthening the community. As the timber and fishing industries decline, communities are looking to tourism as an economic base. In order to attract recreational visitors to the Forest and surrounding communities, community objectives are to make developed recreation sites more accessible, provide for safety considerations and upgrade facilities. This is being done on both the Olympic National Forest and the recreation sites in the surrounding counties. The County Commissioners have given these enhancement projects high priority. Within the Jefferson County and Port Townsend local area Members have improved baseball fields, constructed hiking trail at Gibbs Lake, built and installed accessible sanitation facilities at numerous developed recreation sites, completed community water system improvements, constructed and maintained biofiltration sites along community streets, worked on the development of a neighborhood park and ride site and made a major contribution to the Earth Day efforts. Within Clallan County and the Port Angeles community Members have made major safety improvements and upgraded developed recreation sites at Salt Creek, Dungeness and Lake Cressent Campgrounds. Members completed improvements to the Clallam County fairgrounds. In addition Members have completed many miles of salmon habitat surveys for the Washington State Department of Fish and Wildlife. These community efforts will go far toward improving the communities we live and serve in.

13. Other Accomplishments this Quarter: (Make note of any accomplishments or things gotten done not described above.) Many members have had the opportunity to work on individual projects with Forest Service, Washington State Department of Fish and Wildlife, Community Leaders and others this quarter. These projects range from operating advanced technology for the collection of data to writing and editing a watershed assessment plan for a local area. These projects make a significant contribution not only to the community but to their own personal growth. Members are acquiring experience that will be of great benefit to them as they move on.

The Program Director meets bi-monthly with the other Program Directors in the State of Washington and the State Commission for National Community Service. This quarter these meetings also included a joint meeting of all Program Directors from Washington, Oregon Idaho and Montana. These meetings help us to know what other programs are doing and to coordinate between all our programs. Much good has come from the joint meetings. Microsoft Corporation has, through the efforts of the State Commission, donated software and hardware (modems and interface cables) to link all AmeriCorps sites in the State together on internet. This will allow all of us to share information between sites and to coordinate project information.

14. Unique successes or great stories : (Include stories that would best communicate to the public how AmeriCorps service gets things done. Particularly helpful are stories that include numerical results and creative solutions.)

Our Crew #III was put on an impossible watershed restoration project for the City of Port Townsend. They had to construct 14 check dams on the city water reservoir watershed. The bank was steep and sensitive, so they had to devise a way to move the material without walking on the bank. The crew used culvert pipe as sluiceways. 58.6 tons of material was moved by the crew. The project sponsor, Ian Jablonski, was floored by the amount of

work completed in one week. Each day to show his appreciation he brought a unique food item for the crew, including baked goods and home made sushi. Each night crewmembers came home exhausted, yet enthusiasm was super high.

One of our members was involved in a tragic accident that left him in the hospital for several weeks and temporarily out of the program. Our AmeriCorps community mobilized quickly to organize mailings and visits to the hospital. He is recovering quickly, with a lot of support from his AmeriCorps partners.

One of our members has applied for the AmeriCorps Leaders Program. Out of approximately 3500 applicants nationwide, 80 were selected to continue on with the interviewing process where ultimately 50 will be selected for positions. Our crewmember has been selected into the Leaders Program.

AmeriCorps members battled the fierce Pacific Northwest weather. One of our crews was spiked out for a week in what we call "Front Country Spike". This where they camp in tents in a campground and work directly around that area. One particular week the weather was relentless. Five solid days of rain which didn't let up once. Everyone and everything was soaked but the crew stayed out and worked hard to complete the project. Complete devotion to the cause!

15. Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

A primary challenge has been our living space - maintaining a cooperative living situation where all members work together to work out problems. Keeping the facility organized and clean with so many people in tight quarters is a big part of that challenge.

Another challenge this quarter has been completing assigned crew projects in an efficient and timely manner with many crewmembers on Individual Project status.

16. National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity of AmeriCorps. Examples could include new uniforms, signage or publicity materials; projects with other AmeriCorps programs; coordination with State Commissions or Corporation state offices; training members in national skill areas (communication/conflict resolution or CPR/first aid); participation in national service projects (HIV/AIDS awareness training, environmental audits, or citizenship education); graduations or swearing-in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

We are closely involved with the Washington State Corporation for National Service. Meetings of all Program Managers are held bi-monthly to coordinate our programs across the State. Through a grant from Microsoft all AmeriCorps programs in the State are in the process of being linked together on internet. These efforts help all sites to feel more a part of the total AmeriCorps program. Because of this interaction we have had the unique opportunity to work with a number of neighboring State AmeriCorps programs and to exchange ideas and experiences. We did three exchanges with local AmeriCorps programs this quarter. We did service projects with a Bremerton program, a Mountlake Terrace program, and an Olympia program. These all offered unique opportunities for crewmembers to interact with

others in the AmeriCorps family. As one member put it during a de-briefing following the Bremerton project, "It's nice to know that even though I chose to work in one field, there is a lot of other worthwhile work being done by AmeriCorps. It feels great to see that happening."

We were involved in a 100 member, high profile service project on the National Day of Service.

Five new banners were purchased and displayed to help broadcast the AmeriCorps message.

We are continuing work on our own Olympic National Forest AmeriCorps newsletter.

On Earth Day, our members volunteered to work with and supervise over 50 Port Townsend grade school children. It was viewed as a great success by all involved.

17. Significant Program Changes this Quarter: (Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board membership, AmeriCorps Member attrition etc.)

None

Environmental Corps Objective #1

- 2 - Projects on Private Land Completed
- 1 - Joint State/Private Project Being Installed
- 1 Mile - Stream Benefited on Private Land

Environmental Corps Objective #2

- 1 - Project on State Land Completed
- 1 - Joint State/Private Project Being Installed
- 0.75 Mile - Stream Benefited on State Land

Environmental Corps Objective #3

- 1 - Forest Fire Burn Area Rehabilitated Benefiting the Little Klickitat River

This Objective is now Considered Complete.

Joint Rural Development & Environmental Corps Objective for Community Building

- 3 - Community Building Projects Started
- 1 Project Completed and 2 On-Going

New requests for assistance have increased 100% for this time period as a direct result of highly visible AmeriCorps projects being implemented. This type of service to our community has never been available before. It is being received very well. Working partnerships have been established with the City of Goldendale, Klickitat County Senior Services and Interfaith Volunteer Services to plan and implement community building projects.

6.) PRIMARY ACCOMPLISHMENTS

The Rural Development Team (RDT) and Environmental Corps (EC) work together in nearly all aspects. Whereas the main job of the RDT is to plan and design projects they are also involved with actually implementing the projects in the field. The Environmental Corps has the main responsibility for installing projects. Members of the EC are rotated to work with the RDT to plan and design projects. In this way everyone gets a chance to be involved with all areas of each AmeriCorps projects.

The AmeriCorps team rebuilt a half-mile stretch of fence that protects a key riparian area along the Little Klickitat River. The materials were purchased by the Central Klickitat Conservation District through a water quality grant from the State of Washington.

The team also worked on protecting the water quality of one mile of stream that runs through the Butler Canyon forest fire burn area. Over 300 acres were treated with dozens of log check dams across steep slopes and broadcast seeding of grass and straw mulching. Eight sediment retention dams were also installed in heavily burned side drainages to protect the water quality and fisheries habitat in Butler Creek.

A quarter mile of Pine Creek was benefited by the installation of eight log check dams to stop severe head-cutting of the stream bed. The project will slow erosion and sedimentation of the stream as well as help to re-establish the wetland nature of the stream near its headwaters. These dams were installed using local native materials, crushed rock supplied by the Klickitat County Public Works Department and other materials supplied through a State water quality grant administered by the Eastern Klickitat Conservation District.

The AmeriCorps team is now working on a 2 1/2 mile fencing project that will facilitate the restoration of Simmons Creek. The project is under the sponsorship of the local Coordinated Resource Management Planning group. Materials are being supplied by group participants Champion International and the Washington State Department of Natural Resources. The planning group is under the lead sponsorship of the Underwood Conservation District.

As a result of the Team's work four additional requests for assistance have been received. The requests have been for aid in implementing riparian area protection and enhancement projects. We anticipate that requests will increase during the spring and summer of 1995.

The AmeriCorps team has also been very busy with three Community Building projects. The first involved establishing a play ground lawn for a new Head Start school sponsored by the Yakima Indian Nation. The tribe requested assistance in preparing the site and seeding and mulching the lawn. This new school serves our local American Indian community. The AmeriCorps teams service has been well received and several of the team members were publicly recognized at the recent Celilo Falls Pow Wow.

The Team is currently working on converting dead and dying trees into firewood for qualified families. AmeriCorps has coordinated with the City of Goldendale (who owns the trees) to allow this to happen. Klickitat County Senior Services, Klickitat-Skamania Development Council and Interfaith Volunteer Services refer the qualified people to the Rural Development Team for a permit to pick up the firewood. The City has benefited by the cleanup of a fire and pest hazard and by the beautification of their property. To date dozens of pickup loads of firewood have made their way to homes that need heat this winter. This will be an on-going project this winter until all of the firewood is picked up.

The other current area of community building involves assisting elderly and physically challenged residents. Cases are referred to the Rural Development Team to assist these people with physically challenging tasks. This service is provided as needed and when AmeriCorps members are available.

7.) PROJECTED OUTCOMES FOR THE NEXT QUARTER

The second quarter will cover the winter months here in Goldendale. As weather allows the Rural Development Team and Environmental Corps will be working in the field to complete the on-going Simmons Creek project and a new project on Pine Creek. The firewood program and elderly/physically challenged assistance program will continue as needed. If weather permits, AmeriCorps will be involved with assembling a play ground area for a low income assistance apartment complex in Goldendale. The play ground set is being purchased by the apartments board of trustees. Residents of the apartments will also assist in the assembly.

It is anticipated that an additional 7-10 projects will be planned and designed during the second quarter. The Rural Development Team is currently trying to arrange a training course in environmental education for AmeriCorps members. These AmeriCorps members would then take this curriculum to local schools to provide environmental education opportunities.

8.) PRIMARY CHALLENGES

There have been several challenges along the way in getting AmeriCorps up and running. Most of these challenges have been met very successfully. This is due primarily to the effective and enthusiastic support I have received from my supervisor and the State Conservationists office.

The first challenge was obtaining tools, vehicles and office space for the Rural Development Team and Environmental Corps. Two GSA vehicles have been leased (a van and 6-passenger pickup) and two NRCS four-wheel drive pickups have been transferred to this office. Most of the needed tools and personal safety equipment were purchased from GSA and local sources as appropriate. The balance of the needed tools and equipment were donated by the Boise Cascade Corporation. The donation was made directly to the Central Klickitat Conservation District for the AmeriCorps team to use (see attached letter).

Office space leasing took some time due to scarce local availability. Currently the Rural Development Team is housed in the NRCS office and the Environmental Corps has their own office down the street. The EC have their own conference room and tool storage room so that they can function separately or in conjunction with the RDT and NRCS.

The second major challenge involved our first injured AmeriCorps member. The injury occurred during the third week of service. At that time no one knew how AmeriCorps members were going to be treated. The Office of Workers Compensation had not even heard of AmeriCorps! The injured member did receive the necessary medical treatment and the details of lost wages compensation are being worked out.

Along this line, the whole issue of leave time for AmeriCorps members should be addressed. Each member is allotted 40 hours of paid personal leave time during their term of service. I am finding that this is well short of the actual need. We have several members who have exhausted their paid leave and have had to go on Leave Without Pay. We are scheduling make-up times so that members can finish their terms of service on time. Since this leave time is a combination of sick and annual leave I suggest that the leave hours be expanded to 60 hours next year.

The third main challenge centers on AmeriCare. This is the child care assistance program for qualified AmeriCorps members. It has moved very slowly. We have been two months into the program year and no payments have been received by the child care providers. The agency responsible for the program is woefully understaffed. The people on the phone have been helpful and friendly, they are just overwhelmed with their caseload. The end result has been a low morale problem for two of our team members.

Other concerns are as follows. To date we have not received any AmeriCorps T-shirts, caps, pins or other promised identifying paraphernalia. One of my bigger challenges is molding this group of people into a true team. Finding experienced leadership for the team is essential. I strongly urge anyone seeking an AmeriCorps program to either provide or recruit an experienced leader.

9.) PRIMARY TRAINING AND TECHNICAL ASSISTANCE NEEDS

Our AmeriCorps members need first aid/CPR training as well as a defensive driving course. These courses generally involve a fee per individual. We are exploring creative ways to get this training as soon as possible.

Training in technical aspects of resource management and conservation practice planning and design are being provided field and area office NRCS staff. Outside trainers will probably be used on occasion to provide specialized training.

10.) MEDIA COVERAGE

Copies of local newspaper coverage are attached. Boise Cascade Corporation is having a special report prepared by their public relations firm. A representative from that firm visited the AmeriCorps team in the field taking pictures and doing interviews. When the final report is done we will receive a copy.

We are having a little trouble convincing our local paper to cover the work that AmeriCorps is doing. Copies of articles that have been done are attached. We will be contacting regional papers for special interest features as well.

11.) OTHER DOCUMENTATION

Attached are letters we have received from some of the recipients of AmeriCorps efforts. AmeriCorps members also created a table top display to be used at an AmeriCorps gathering December 9th in Portland, Oregon. The display outlines some of the early projects the team has worked on. Photos of the display and projects on the ground will be available with the second quarter report.

UNITED STATES
DEPARTMENT OF
AGRICULTURE

NATURAL RESOURCES
CONSERVATION
SERVICE

Paula
1107 S. Columbus Avenue
Goldendale, WA 98620
(509) 773-5823

Subject: First Quarter AmeriCorps Report

DATE: December 9, 1994

To: Lloyd E. Wright, Director
Community Assistance & Resource Development
Natural Resources Conservation Service
Washington, D.C.

Attached is the first quarterly report for the Goldendale, Washington AmeriCorps team. The report contains the progress of both the Rural Development Team and the Environmental Corps.

This report is based on the final Community Service and Community Building Objectives submitted earlier.


DAVID L. KREET
DISTRICT CONSERVATIONIST

cc: Lynn Brown, STC, NRCS, Spokane, WA
Paul Taylor, ASTC(OP), NRCS, Spokane, WA
Jerry Jacoby, AC, NRCS, Yakima, WA
Bill Basl, Exec Dir, Washington Comm for Nat'l & Comm Service
Olympia, WA

FIRST QUARTER AMERICORPS REPORT
RURAL DEVELOPMENT TEAM & ENVIRONMENTAL CORPS
(RDT) (EC)

Location: Goldendale, Washington

Time Period: September 19 - November 30, 1994

1.) NUMBER OF MEMBERS ENROLLED AT THE TIME OF THE LAUNCH

<u>RDT</u>	<u>EC</u>
5	8

2.) NUMBER OF MEMBERS ENROLLED AT THE END OF THE FIRST QUARTER

<u>RDT</u>	<u>EC</u>
5	9

3.) TOTAL NUMBER OF HOURS OF DIRECT SERVICE PERFORMED

<u>RDT</u>	<u>EC</u>
1,680 HRS	2,944 HRS

(A total of 336 hours of paid holiday time was used)

4.) TOTAL NUMBER OF HOURS IN TRAINING

<u>RDT</u>	<u>EC</u>
320 HRS	576 HRS

5.) PROGRESS TOWARDS MEETING COMMUNITY SERVICE OBJECTIVES

Rural Development Team Objective #1

- 5 - Projects Planned, Designed
- 3 - Projects Completed
- 1 - Project Being Implemented
- 5 - Landowners Assisted
- 1 - Forest Fire Burned Area Treated
- 1.75 Miles - Stream Benefited
- 2 - Additional Projects Planned & Designed

New requests for assistance have increased 100% for this time period as a direct result of highly visible AmeriCorps projects being implemented.

Environmental Corps Objective #1

- 2 - Projects on Private Land Completed
- 1 - Joint State/Private Project Being Installed
- 1 Mile - Stream Benefited on Private Land

Environmental Corps Objective #2

- 1 - Project on State Land Completed
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As a result of the Team's work four additional requests for assistance have been received. The requests have been for aid in implementing riparian area protection and enhancement projects. We anticipate that requests will increase during the spring and summer of 1995.

The AmeriCorps team has also been very busy with three Community Building projects. The first involved establishing a play ground lawn for a new Head Start school sponsored by the Yakima Indian Nation. The tribe requested assistance in preparing the site and seeding and mulching the lawn. This new school serves our local American Indian community. The AmeriCorps teams service has been well received and several of the team members were publicly recognized at the recent Celilo Falls Pow Wow.

The Team is currently working on converting dead and dying trees into firewood for qualified families. AmeriCorps has coordinated with the City of Goldendale (who owns the trees) to allow this to happen. Klickitat County Senior Services, Klickitat-Skamania Development Council and Interfaith Volunteer Services refer the qualified people to the Rural Development Team for a permit to pick up the firewood. The City has benefited by the cleanup of a fire and pest hazard and by the beautification of their property. To date dozens of pickup loads of firewood have made their way to homes that need heat this winter. This will be an on-going project this winter until all of the firewood is picked up.

The other current area of community building involves assisting elderly and physically challenged residents. Cases are referred to the Rural Development Team to assist these people with physically challenging tasks. This service is provided as needed and when AmeriCorps members are available.

7.) PROJECTED OUTCOMES FOR THE NEXT QUARTER

The second quarter will cover the winter months here in Goldendale. As weather allows the Rural Development Team and Environmental Corps will be working in the field to complete the on-going Simmons Creek project and a new project on Pine Creek. The firewood program and elderly/physically challenged assistance program will continue as needed. If weather permits, AmeriCorps will be involved with assembling a play ground area for a low income assistance apartment complex in Goldendale. The play ground set is being purchased by the apartments board of trustees. Residents of the apartments will also assist in the assembly.

It is anticipated that an additional 7-10 projects will be planned and designed during the second quarter. The Rural Development Team is currently trying to arrange a training course in environmental education for AmeriCorps members. These AmeriCorps members would then take this curriculum to local schools to provide environmental education opportunities.

8.) PRIMARY CHALLENGES

There have been several challenges along the way in getting AmeriCorps up and running. Most of these challenges have been met very successfully. This is due primarily to the effective and enthusiastic support I have received from my supervisor and the State Conservationists office.

The first challenge was obtaining tools, vehicles and office space for the Rural Development Team and Environmental Corps. Two GSA vehicles have been leased (a van and 6-passenger pickup) and two NRCS four-wheel drive pickups have been transferred to this office. Most of the needed tools and personal safety equipment were purchased from GSA and local sources as appropriate. The balance of the needed tools and equipment were donated by the Boise Cascade Corporation. The donation was made directly to the Central Klickitat Conservation District for the AmeriCorps team to use (see attached letter).

Office space leasing took some time due to scarce local availability. Currently the Rural Development Team is housed in the NRCS office and the Environmental Corps has their own office down the street. The EC have their own conference room and tool storage room so that they can function separately or in conjunction with the RDT and NRCS.

The second major challenge involved our first injured AmeriCorps member. The injury occurred during the third week of service. At that time no one knew how AmeriCorps members were going to be treated. The Office of Workers Compensation had not even heard of AmeriCorps! The injured member did receive the necessary medical treatment and the details of lost wages compensation are being worked out.

Along this line, the whole issue of leave time for AmeriCorps members should be addressed. Each member is allotted 40 hours of paid personal leave time during their term of service. I am finding that this is well short of the actual need. We have several members who have exhausted their paid leave and have had to go on Leave Without Pay. We are scheduling make-up times so that members can finish their terms of service on time. Since this leave time is a combination of sick and annual leave I suggest that the leave hours be expanded to 60 hours next year.

The third main challenge centers on AmeriCare. This is the child care assistance program for qualified AmeriCorps members. It has moved very slowly. We have been two months into the program year and no payments have been received by the child care providers. The agency responsible for the program is woefully understaffed. The people on the phone have been helpful and friendly, they are just overwhelmed with their caseload. The end result has been a low morale problem for two of our team members.

Other concerns are as follows. To date we have not received any AmeriCorps T-shirts, caps, pins or other promised identifying paraphernalia. One of my bigger challenges is molding this group of people into a true team. Finding experienced leadership for the team is essential. I strongly urge anyone seeking an AmeriCorps program to either provide or recruit an experienced leader.

9.) PRIMARY TRAINING AND TECHNICAL ASSISTANCE NEEDS

Our AmeriCorps members need first aid/CPR training as well as a defensive driving course. These courses generally involve a fee per individual. We are exploring creative ways to get this training as soon as possible.

Training in technical aspects of resource management and conservation practice planning and design are being provided field and area office NRCS staff. Outside trainers will probably be used on occasion to provide specialized training.

10.) MEDIA COVERAGE

Copies of local newspaper coverage are attached. Boise Cascade Corporation is having a special report prepared by their public relations firm. A representative from that firm visited the AmeriCorps team in the field taking pictures and doing interviews. When the final report is done we will receive a copy.

We are having a little trouble convincing our local paper to cover the work that AmeriCorps is doing. Copies of articles that have been done are attached. We will be contacting regional papers for special interest features as well.

11.) OTHER DOCUMENTATION

Attached are letters we have received from some of the recipients of AmeriCorps efforts. AmeriCorps members also created a table top display to be used at an AmeriCorps gathering December 9th in Portland, Oregon. The display outlines some of the early projects the team has worked on. Photos of the display and projects on the ground will be available with the second quarter report.



United States
Department of
Agriculture

Soil
Conservation
Service

1107 South Columbus Avenue
Goldendale, WA 98620
(509) 773-5822

Subject: Equipment Donation To AmeriCorps

Date: November 3, 1994

To: Bill Hatch
Boise Cascade Corporation
P.O. Box 106
Goldendale, WA 98620

Dear Bill,

On behalf of the AmeriCorps program and the USDA Soil Conservation Service I wish to thank you for Boise Cascade's generous donation of equipment to our AmeriCorps team. The hard hats and hand tools are being used everyday. Our work has been greatly benefited by the addition of this vital equipment.

As a matter of legalities the USDA Soil Conservation Service cannot accept donations. However, the Central Klickitat Conservation District can receive this equipment as a donation. Therefore, for the record, your donation has been gratefully received by the Central Klickitat Conservation District on behalf of the AmeriCorps team.

Again, we sincerely thank you and Boise Cascade for your immediate and generous response to the needs of the AmeriCorps team.

Sincerely,

DAVID L. KREFT
DISTRICT CONSERVATIONIST

cc: Paul Taylor, ASTC (operations), SCS, Spokane
Jerry Jacoby, AC, SCS, Yakima



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





Boise Cascade

Timber and Wood Products Division

Central Washington Region
P.O. Box 106
Goldendale, Washington 98620
509/773-4343

December 9, 1994

Dave Kreft
Natural Resources Conversation Service
1107 South Columbus Avenue
Goldendale, Wa 98620

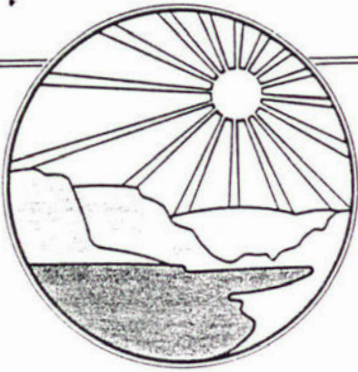
Dave:

I would like to take this opportunity to thank you and the AMERICORPS volunteers for the excellent job done in rehab work on the Butler Creek fire on Boise Cascade fee lands. The volunteers proved to be very reliable and creative in the course of their work, able to perform exceptionally well with minimal instruction and each one showed an eagerness to learn that is demonstrated in the quality of the work performed. Without the volunteers, the rehab work on Butler Creek would not have been as complete. Again, my thanks.

In the future, there may be other projects on Boise Cascade lands that would interest the volunteers. When the decision for these projects is made and if you have an interest, I will be in contact.

Sincerely,

Richard Lawson
Logging Contract Supervisor
Boise Cascade Corporation



CITY OF GOLDENDALE

P.O. BOX 69

1103 SOUTH COLUMBUS

GOLDENDALE, WASHINGTON 98620

December 8, 1994

David Kreft
Natural Resources Conservation Service
1107 South Columbus Ave.
Goldendale, Wa. 98620

Dear Mr. Kreft:

I would like to thank you and the AmeriCorp program for the excellent service you have provided to the City of Goldendale.

The City of Goldendale saved taxpayer dollars by the utilization of the AmeriCorp program. Their efforts towards our timber clean up project on Observatory Hill were exemplary. I stopped several times and talked with the workers during the course of the project, to find them all pleasant, knowledgeable and enthusiastic about our project as well as the AmeriCorp project.

Again, thanks for the offer to utilize the resources of the AmeriCorp program which benefitted the City of Goldendale through a tremendous savings of tax dollars.

Sincerely,

Ehman J. Sheldon
City Manager

EJS:pg
cc: City Council

KLICKITAT COUNTY SENIOR SERVICES

Room 110, 228 West Main St.
Goldendale, Washington 98620
Phone 773-3757
Toll Free (800)447-4858

P.O. Box 43
White Salmon, Washington, 98672
Phone 493-3068

December 8, 1994

David Kreft
Natural Resources Conservation Service
1107 South Columbus Ave.
Goldendale, Wa 98620

Dear Mr Kreft,

We appreciate the involvement that the Americorps team has provided us in helping to serve the Senior population of our community, by their contribution of providing the wood and splitting and stacking it. It has helped some of our financially incumbered Seniors meet their need to remain in the comfort of their own home and have the type of heat of their preference.

It is nice to have a team that we can call on to help with the minor repair and yard work and snow removal for our Seniors who can no longer do, or, is safe for them to do, and our agency is not funded to provide these services.

A lot of our Seniors are low income and are too proud to ask for help. The Americorps program enables Seniors to see that their need gives rise to an opportunity for someone else to benefit. This in fact, is a very needed service that has worked well.

We appreciate your help and commend your team for the fine work that they have done and will look forward to their continued cooperation in helping us help our community.

Sincerely,



Wendy L. Jung-Rodges
Office Manager

December 9, 1994

Mr. David Kreft
District Conservationist
U.S. Dept. of Agriculture
1107 So. Columbus Ave.
Goldendale, WA 98620

Dear Mr. Kreft:

Re: Local AmeriCorp Team

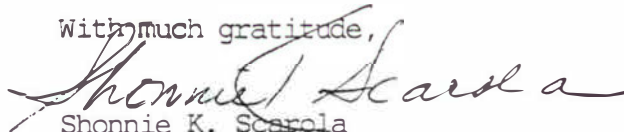
On Nov. 1, 1994, I met with 3 representatives of our local AmeriCorp team. They were: Sandra Armstrong, Marci Braniff and Gina George. They explained they were willing to assist Interfaith Volunteer Services, Senior Services and/or other various local social agencies with various winter projects for the elderly and disabled residents.

I found these individuals to be very positive, very willing to help, courteous and responsible. After our meeting, they drove out to Horseshoe Bend Road to split and stack wood for an elderly couple. They also transported some furniture to the General Store for another elderly lady.

I have also been in contact with the AmeriCorp concerning firewood on Observatory Hill.

I am most appreciative of their assistance and cooperation.

With much gratitude,



Shonnie K. Scarola
Interfaith Volunteer Services
Goldendale Area

AmeriCorps*USA

Operating Site Quarterly Report

Date this report was completed: 4/5/95

CONTACT INFORMATION:

Name of person completing this report: Tommy Adkins

Position of person completing this report: AmeriCorp - Lincoln County Development Authority

Operating Site ID # (Please refer to attached list): _____

Telephone number: (304) 824-3838

Fax number: (304) 824-8278

e-mail address (if available): n/a

Corporation for National Service Operating Site Quarterly Report

- 1. Operating site name: Lincoln County Development Authority
- 2. Program name: U.S.D.A. Rural Economic and Community Development - WV
- 3. Corporation grantee name: U.S.D.A. - Rural Economic and Community Development - WV
- 4. Mark the reporting quarter to which this form applies:
 First Quarter (10/1—12/31)
 Second Quarter (1/1—3/31)
 Third Quarter (4/1—6/30)
 Fourth Quarter (7/1—9/30)
- 5. On what date did your AmeriCorps Members begin service or training? 9/19/94

6. In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.

	Number of AmeriCorps Members	Total Cumulative Hours or Required Service
Full-time	1	936
Part-time		

- 7. Please provide estimates of the following:
 - (a) Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities: _____
 - (b) Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers: _____

Primary Accomplishments this quarter: (In detail, describe your central activities, project milestones, and most important “things gotten done” this quarter.)

One of my biggest accomplishments, not only as an AmeriCorp member, but also personally was being awarded a grant for \$4,500 from the Appalachian Community Fund. This grant will be used to purchase a computer, some software, and advertising space in the local paper for our bartering program.

We (the Lincoln County Economic Development Authority) have completed four of the five Benedum Mini-grant meetings. This program allows a group of community citizens to form a community project (e.g. walking tracks, beautification) and be awarded as much as \$2,000 from the Benedum Foundation to help complete this project. As of this date, Lincoln County has been awarded the largest Benedum Grant ever, over \$70,000, for as many as 35 projects. These meetings will be completed on April 29th.

We have continued to work with the State Development Office to make Lincoln County to a Certified Development Community (CDC). A program in which local EDA offices can be awarded \$25,000 to improve economic development in your county or region. We have completed all steps needed to be a CDC, other than the \$25,000 matching moneys. As soon as we have matching funds we can receive the \$25,000 from the State.

Unique successes or “great stories”: (Briefly describe any unique and/or exceptional successes, program highlights, or “great stories” about AmeriCorps people, projects or partnerships that occurred this quarter.)

A great story from me would be about my week’s stay in Jackson with Mr. Jack Burlingame, the EDA’s executive director in Jackson County. Mr. Burlingame was kind enough to “tutor” me for a week. I followed him around day to day, learning all I could from an old pro. Jack has been in economic development for 10 years. He seemed to have an answer for all my questions, if he didn’t know the answer, he would find it for me.

Jackson County has been very successful in their economic development initiatives. They have a series of flood control and water supply dams that have helped develop infrastructure in the County. As a result of the infrastructure improvements, they are a successful thriving community.

Jack introduced me to several people, not only from Jackson County, but on the state level as well. The people I met were from different areas of business, government, as well as his family. I was given the grand tour of Jackson County’s Industrial Park, it was the nicest I’ve ever seen. The park was equipped with water, sewer, 3 phase power, and even fiber optics. It also ran adjacent to a railroad and was less than 30 minutes from I-77. Jack informed me that Jackson County was the first designated inland port in the State of West Virginia.

I learned a lot from Jack that week in Jackson County. My personal opinion is that anyone involved in economic development should spend some time with Mr. Burlingame.

Summary and Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(Briefly describe how accomplishments this quarter relate to achieving each of your three sets of annual outcome objectives (1) Direct Service Objectives, (2) AmeriCorp Member Development Objectives, and (3) Community Building/Strengthening Objectives. Where available, describe evaluation data that indicate progress during the past quarter toward achieving your annual outcomes. Summarize activities related to establishing an evaluation system or conducting your local evaluation (e.g. instruments developed, data collection plans established, etc.)

(1) Direct Service Objectives:

When I think of direct service I think “face to face.” I have worked with Gerry Stover, my site supervisor, on developing a bartering system for the residents of Lincoln County. This system will allow people of a low social and economical status to work for bartering dollars, by trading one service for another. By trading services, people who don’t have full time employment can offer their service (e.g. painting a house) for bartering dollars, which in turn can be used at local businesses for goods or other services. These goods and / or services wouldn’t be available to these people if they didn’t have the bartering dollars, not because they couldn’t afford them, but because they would spend their money on more important goods and services.

(2) AmeriCorp Member Development Objectives:

I attended the Jackson County Development authority to get some ideas from them. They have been very successful in economic development in the past ten years. The week was very productive, I received important feedback on how to implement our strategic plan.

(3) Community Building/Strengthening Objectives:

The Benedum mini-grant program fits the Community Building objective to a T. This program is conducted in two phases. The first phase is more or less a preliminary setup for the actual development of community projects. Phase II has strict attendance requirements (3 people from each project has to attend 4 of the 5 meetings). This attendance policy makes sure that people are really dedicated to a project, as opposed to just being another face in the crowd. We have about 33 projects in all, ranging from beautification to an outdoor theater. Our final meeting will be held April 29th. When this meeting is over the groups can begin working on their projects. They have 6 months to complete each project. This has been an interesting project. I recommend that all communities try the Benedum Foundation Mini-grants Program.

Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

Some challenges faced by us, was trying to improve community involvement in more of our projects. The people of Lincoln County are hardworking and honest, but it took some convincing that we are doing not only the right thing but what's best for the County. Some of the people here are politically driven, so we needed to show them that development of Lincoln County is not politically based, but community based.

Lincoln County is a poor county and what we have tried to do is show the people how to turn what many think are disadvantages into advantages. It hasn't been easy, but we are progressing fairly well.

National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity with AmeriCorps. Examples could include new uniforms, singe or publicity materials; projects with other AmeriCorps programs; training members in national skill areas (communication/conflict resolution or CPR/first aid); participation in national service projects (HIV / AIDS awareness training, environmental audits, or citizenship education); graduations or swearing in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

A state wide gathering of AmeriCorp members in West Virginia was held on January 16-17, in Charleston, WV at John XXIII Pastoral Center. The purpose of the meeting was to share AmeriCorp experiences, both good and bad, trade tips on what works and what doesn't, and support the celebration of Dr. Martin Luther King Day by participating in events planned by the state Martin Luther King Commission. AmeriCorps members attended the "Living the Legacy Forum" which discussed WV efforts to deal with conflict and racism through reconciliation and conflict resolution. Following the event, members participated in a symbolic march and bell ringing ceremony on the Capitol steps, during which Governor Caperton addressed the audience on the importance of mutual respect and acceptance. In remembrance of Dr. King's legacy, a training session on non-violence and conflict resolution was conducted by Rick Wilson of the WV Economic justice Project (American Friends Service Committee).

Changes in Program Organization or Key Staff Positions during this Quarter:
(Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board membership, etc.)

Other than Ann Chalos taking the place of Jenny Philips, none.

WV

AmeriCorps*USA

Operating Site Quarterly Report

Date this report was completed: 4/5/95

CONTACT INFORMATION:

Name of person completing this report: Wendy Dalton and Dawn Dunnings

Position of person completing this report: AmeriCorp - Council of the Southern Mountains

Operating Site ID # (Please refer to attached list): _____

Telephone number: (304) 448-2118

Fax number: (304) 448-3287

e-mail address (if available): n/a

Corporation for National Service
Operating Site Quarterly Report

- 1. Operating site name: Council of the Southern Mountains
- 2. Program name: USDA - Rural Economic and Community Development Services - WV
- 3. Corporation grantee name: USDA Rural Economic and Community Development Services - WV
- 4. Mark the reporting quarter to which this form applies:
 First Quarter (10/1—12/31)
 Second Quarter (1/1—3/31)
 Third Quarter (4/1—6/30)
 Fourth Quarter (7/1—9/30)

5. On what date did your AmeriCorps Members begin service or training? 9/19/94

6. In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.

	Number of AmeriCorps Members	Total Cumulative Hours or Required Service
Full-time	2	1685
Part-time		

- 7. Please provide estimates of the following:
 - (a) Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities: _____
 - (b) Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers: _____

Primary Accomplishments this quarter: (In detail, describe your central activities, project milestones, and most important "things gotten done" this quarter.)

On March 22, 1995, The Council of the Southern Mountains began the implementation of the annual countywide gardening program for Fiscal Year 1995. The Gardening Program entails a great degree of planning in order to meet each goal set forth by the Council of the Southern Mountains Family Advocacy Program. **The goal for Fiscal Year 1995 is to inspire, necessitate, and aid 750 families in McDowell County by encouraging participation in the establishment of family gardens,** thereby aiding each family in their ever increasing struggle to provide adequate nutritional supper to fulfill each families most necessary needs. That need being to feed McDowell County's families. Though in the primary stages of the program, as it is yet very early in the gardening season, many successes have been enjoyed by the program, which in a large part is due to the participation of our agency's AmeriCorps workers.

Already, two gardening workshops have transpired with approximately 100 individuals participating in order to better educate themselves in the how-to's of gardening. Also, as of April 14, 1995, 420 gardening applications have been processed and approved, and all have received garden seed packages cost free as a direct result of the efforts of the AmeriCorps workers and the staff of the Council. The seed packages included greens, cucumbers, beans, potatoes, beets, corn, and onions, as well as fertilizer.

In short, approximately 1300 McDowell Countians will be fed a larger variety and nutritious array of foods because AmeriCorps workers care, and this is only the beginning. As it is their future, that give them a chance to help create an even better

future for McDowell County. Working together, our children will enjoy a brighter and more fulfilling tomorrow.

Unique successes or “great stories”: (Briefly describe any unique and/or exceptional successes, program highlights, or “great stories” about AmeriCorps people, projects or partnerships that occurred this quarter.)

In late December of 1994, the Council of the Southern Mountains received its EZ/EC designation. We have been assisting our supervisor with getting community input in this process. We have already received \$3 million. In turn, that figure will double and this time next year will amount to \$40 million. Our supervisor plans to use us to help implement the strategic plan for McDowell County. We are identifying the components that both of us will work on. P

An abandoned hospital, formerly known as Stevens Clinic, will be renovated into a multipurpose facility. The strategic plans have been revised to create Family Resource Centers which will be located in the new building. We will be assisting the Council and EC board in implementing this project. It is a project that will be created from the ground up as there is not currently a program of this kind in McDowell County.

Summary and Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(Briefly describe how accomplishments this quarter relate to achieving each of your three sets of annual outcome objectives (1) Direct Service Objectives, (2) AmeriCorp Member Development Objectives, and (3) Community Building/Strengthening Objectives. Where available, describe evaluation data that indicate progress during the past quarter toward achieving your annual outcomes. summarize activities related to establishing an evaluation system or conducting your local evaluation (e.g. instruments developed, data collection plans established, etc.)

(1) Direct Service Objectives:

Low Income Energy Assistance Program (LIEAP) supplies fuel such as kerosene, gas, coal, wood, or electric to the homes of low-income households. In some cases they pay the electric bills. We helped to coordinate this effort in McDowell County. We went out into the community and provided information to residents about the program.

Furthermore, we put news releases in the local paper. In all we received approximately 1,051 applications for fuel and over 3200 individuals were helped with their fuel bills.

The Toys For Tots Program was another one of our Direct Service Objectives. We helped coordinate the event that is held every Holiday season for underprivileged children ages 0 to 13. Over 2400 toys were gathered from local businesses and citizens. They were also fed a nutritious meal at the event.

IT CHILDREN

We also conducted the McCann survey this quarter. This survey was done for a grant to receive child care services in McDowell County. In cooperation with the Tug River health Association and VISTA we sent our four separate surveys to individuals throughout the county. The results were used to apply for the AT&T grant for childcare. The grant was submitted and we are awaiting the results.

(2) AmeriCorp Member Development Objectives:

1. We attended a Regional Head Start Rally composed of West Virginia, the District of Columbia, Maryland, Delaware, and Pennsylvania in Charleston, West Virginia. It encouraged the need for Head Start.
2. We attended a meeting on the Pre-K program sponsored by the Board of Education in McDowell County. They are proposing to move head Start level from 3-4 years olds to 2-4 years old.

(3) Community Building/Strengthening Objectives:

We spent one day at the Head Start in Charleston reading stories to children and talking to parents.

Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

The primary challenges we have encountered this quarter are related to our role in the recent EZ/EC designation of McDowell County. We are very excited about this award and are working with our supervisor to develop some objectives that we can work on through the AmeriCorp program.

WV

AmeriCorps*USA

Operating Site Quarterly Report

Date this report was completed: 4/5/95

CONTACT INFORMATION:

Name of person completing this report: Paul Smith

Position of person completing this report: AmeriCorp - P.R.I.D.E. of Logan County

Operating Site ID # (Please refer to attached list): _____

Telephone number: (304) 752-1047

Fax number: (304) 752-1047

e-mail address (if available): n/a

Corporation for National Service
Operating Site Quarterly Report

- 1. Operating site name: P.R.I.D.E. of Logan County
- 2. Program name: USDA Rural Economic and Community Development Services - WV
- 3. Corporation grantee name: USDA Rural Economic and Community Development Services - WV
- 4. Mark the reporting quarter to which this form applies:
 First Quarter (10/1—12/31)
 Second Quarter (1/1—3/31)
 Third Quarter (4/1—6/30)
 Fourth Quarter (7/1—9/30)
- 5. On what date did your AmeriCorps Members begin service or training? 9/19/94

6. In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.

	Number of AmeriCorps Members	Total Cumulative Hours or Required Service
Full-time	1	960
Part-time		

- 7. Please provide estimates of the following:
 - (a) Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities: _____
 - (b) Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers: _____

Primary Accomplishments this quarter: (In detail, describe your central activities, project milestones, and most important "things gotten done" this quarter.)

1. Organizing service projects with local area High School service organizations. (student councils, key clubs, etc) #
2. Counseled and assisted in help organizing the Buffalo Creek Community Patrol. Helping in planning of fund raising activities, to help fund and put the community patrol in working order. #
3. Coordinated and planned remodeling of the Head Start program's playground. This was done through volunteer work by high school students. I coordinated the work to be done and directed the work crews on the days they came to remodel the playground. We got donations from local restaurants to feed the volunteers lunch. #

Unique successes or “great stories”: (Briefly describe any unique and/or exceptional successes, program highlights, or “great stories” about AmeriCorps people, projects or partnerships that occurred this quarter.)

During this quarter, I have worked with local area high schools. I am coordinating service projects for Head Start programs. On February 17, 1995, Man High School Student Council visited Lorado Head Start to remodel the programs playground. Due to ill weather, the student council demonstrated Chemistry and Physics experiments in the classrooms. This day was used as a learning experience for the Head Start students as well as the Student Council. Man High School Student Council returned on March 31, 1995 to remodel the playground. Man High School jazz band also attended the event to keep the kids interested while the Student Council went to work on the playground. During this day the student council recemented two slides and put sandboxes around some of the playground equipment. Another day is set up in mid May for the Student Council to return and continue working on the project.

Logan High School Student Council came to Logan Head Start to do work on the playground on February 25-27, 1995. During this day they cleaned brush and debris out of an 8' fence that surrounds the playground lot. This lot is about 30' by 80'. Other dates are being set for Man High School Student Council to return.

Chapmanville High School Key Club visited Logan Head Start on March 17, 1995. During this day, they painted several walls which were covered with graffiti. While half of the key Club were painting (approximately 22 students) the other Key Club members were providing exercise to the Seniors of Logan County and Head Start

Students by teaching them how to line dance. The Key club is arranging their schedule to return and do a wall mural where they covered the graffiti.

Summary and Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(Briefly describe how accomplishments this quarter relate to achieving each of your three sets of annual outcome objectives (1) Direct Service Objectives, (2) AmeriCorp Member Development Objectives, and (3) Community Building/Strengthening Objectives. Where available, describe evaluation data that indicate progress during the past quarter toward achieving your annual outcomes. summarize actives related to establishing an evaluation system or conducting your local evaluation (e.g. instruments developed, data collection plans established, etc.)

(1) Direct Service Objectives:

I have worked with low income families, to build a higher self esteem and confidence within the family. This has been done through working with the Head Starts of the County and other Community Action Networks.

Public Safety and Domestic Violence:

I have been working with a drug infested community. It had one of the largest drug busts in West Virginia history. The Community Action Network is working on plans to obtain an old building in the community. The building will be renovated into a recreational center for the younger generation use productively. There are plans of having a teen pregnancy center in the building to educate our youth on teen pregnancy.

I have also been coordinating with and counseling community watch programs in Logan County. We have been working with other communities throughout the community to start community watches in their neighborhoods.

(2) AmeriCorps Member Development Objectives:

During this quarter I attended:

1. Several Public Relations Classes held for the Head Start Program.
2. Interagency meetings
3. Training on Community Development (March 19 - 24)
4. Attended a Head Start Convention (March 13-15)
5. Attended a seminar on "negativity in the workplace"

(3) Community building / Strengthening Objectives:

Education: Youth Leadership Development

Since I have been coordinating local service groups (High Schools), they have brought educational projects into head start classrooms. On different occasions, the high school students have taught chemistry and physics, as well as country line dancing to the individuals in the Head Start program. The young members of Head Start feel a important and enjoy the attention they are receiving. The students leave with a sense of "getting things done."

Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

1. I am having a lot of challenges in trying to get the news media to cover the projects I am coordinating. I have also made arrangements with the news media one month in advance, and still do not get any coverage.
2. I am having some difficulty in funding these service projects "Is there a grant or something available".

National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity with AmeriCorps. Examples could include new uniforms, signage or publicity materials; projects with other AmeriCorps programs; training members in national skill areas (communication/conflict resolution or CPR/first aid); participation in national service projects (HIV / AIDS awareness training, environmental audits, or citizenship education); graduations or swearing in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

During this quarter I attended:

1. Several Public Relations Classes held for the Head Start Program.
2. Interagency meetings
3. Training on Community Development (March 19 - 24)
4. Attended a Head Start Convention (March 13-15)
5. Attended a seminar on “negativity in the workplace”
6. Attended a Dr. Martin Luther King Rally in Charleston
7. Attended a statewide AmeriCorps meeting was held to discuss educational opportunities within WV, evaluate the possibility of an electronic bulletin board, and conduct training on public relations writing and marketing. (March 10, included corporation and USDA members)

Changes in Program Organization or Key Staff Positions during this Quarter:
(Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board membership, etc.)

No changes in program organization.

THE WHITE HOUSE
WASHINGTON

March 27, 1995

Paul Smith II
P.O. Box 284
Accoville, West Virginia 25606

Dear Paul:

It is an honor to welcome you as a Member of the inaugural class of AmeriCorps. AmeriCorps is built on the tradition of national service established by programs such as the Peace Corps and the Civilian Conservation Corps. Like these programs, AmeriCorps provides opportunity while demanding responsibility and a commitment to confront and solve our nation's most pressing problems. I commend you for responding to this bold challenge.

You and more than 20,000 other AmeriCorps Members are making a difference by bringing emergency care to areas that have suffered from natural disaster, revitalizing inner-city neighborhoods, walking the beat with police, teaching in crowded classrooms, building homes for working families, and restoring our country's natural resources. You have accepted the responsibility to get things done on a local level and to learn from people of all different backgrounds. And you are creating common ground that all of us — as a nation — can build upon.

I am committed to making AmeriCorps a long-term success, and your input will help to achieve this goal. I want to know about the challenges you are facing and how you are meeting them; about how you are affecting the people and the communities you serve; and about how your work with AmeriCorps has changed you as an individual and as a citizen. Please take a moment to write to me at The White House, The AmeriCorps Program, 1600 Pennsylvania Avenue, Washington, D.C. 20502.

When we launched AmeriCorps in September, I asked three basic questions: What is right? What is wrong? And what are we going to do about it? As an AmeriCorps Member, you are doing what is right. You have shouldered enormous responsibility for yourself, for your neighbors, and for our nation. You represent what is best about America, and I look forward to hearing from you.

Sincerely,





P.R.I.D.E. IN LOGAN COUNTY, INC.

McDADE HALL, EAST STRATTON STREET

P.O. BOX 1346

LOGAN, WEST VIRGINIA 25601

(304) 752-6868 - 752-6872 - 752-6873

Fax: 304-752-1047

DATE: APRIL 12, 1995

Honorable Bill Clinton
President
United States of America
Washington, D.C. 20502

Dear Mr. President

Out of respect to your letter I have received, here with is a brief summary of the work and challenges I have encountered since becoming an AMERICORP MEMBER.

I really enjoy working for the AMERICORP PROGRAM. I feel like I am able to give something back to the community. While in the military, I gave my country four years of my life. Now I would like to do the same for my community, and make a difference. I want younger generations to have a chance in making their dreams come true, and not be interrupted by drugs and violence. I grew up in this area, but I had a chance to turn my life around. I have almost received an ASSOCIATE DEGREE from SOUTHERN WEST VIRGINIA COMMUNITY COLLEGE and I am transferring to GLENVILLE STATE COLLEGE, where I will be working on my BACHELORS in NURSING. Then to W.V.U., where I am going for my ANESTHIOLOGY DEGREE. I feel no matter where I go or what I become, I will always be able to give back to my community, and hopefully make it a safe and productive environment and a place to get things done.

Since I started in this position, I have been multi-tasking in trying to get things done in the community. First, I have been coordinating local high school service clubs. These service clubs have been remodeling LOGAN COUNTY'S HEADSTART PROGRAM playground. LOGAN HIGH SCHOOL KEY CLUB came to LOGAN HEADSTART and worked very hard at removing vines from an eight (8) foot fence, which covered a lot approximately thirty(30) feet by eighty(80) feet. This task took

LOGAN COUNTY COMMUNITY ACTION AGENCY, SINCE 1964

Progressive Rejuvenation Improvement, And Development Enterprises in Logan County

about two(2) days to complete. CHAPMANVILLE HIGH SCHOOL KEY CLUB also went to LOGAN HEADSTART where they covered a wall that had graffiti, painted a rusty firescape and rails, and bolted a merry-go-round to the ground. A small portion of the KEY CLUB taught line-dancing to the HEADSTART STUDENTS and SENIORS of Logan County. MAN HIGH SCHOOL STUDENT COUNCIL went to LORADO'S HEADSTART PROGRAM to remodel their playground, while there they re-cemented two (2) slides, one set of monkey bars, and built a sandbox around a merry-go-round. These students from local area high schools are really making a difference for their communities and are willing to participate in GETTING THINGS DONE.

I am working with a COMMUNITY ACTION PROGRAM. LOGAN COUNTY has been classified as a CHAMPION COMMUNITY. We have used information from a survey that was taken, on trying to locate community leaders as well as new groups formed within the last couple of years. We are in the process of arranging a meeting with these organizations. I have attended about one hundred and thirty (130) hours of training that has been affiliated with the community development approach. The USDA office in West Virginia was the overseer for the training. I am also in the process of getting a ramp made for a elderly disabled man, which needs immediate attention. I have just been contacted by B.J. Webster from OMAR WV, where there was a large drug bust a few weeks back. They are wanting remodel an old house into a YOUTH CENTER to try to keep the younger adults away from drugs and violence in the future I am also counseling and assisting with private entrepreneurs in getting their businesses started, which is in support of programs in LOGAN COUNTY. I also volunteer with P.R.I.D.E in ways such as Housing, Seniors, Headstart, and seeing that THINGS ARE GETTING DONE.

Sincerely,

Paul W. Smith

enc: a copy of the President's letter of inquiry.

AmeriCorps*USA

Operating Site Quarterly Report

Date this report was completed: 4/5/95

CONTACT INFORMATION:

Name of person completing this report: Belinda Totten

Position of person completing this report: AmeriCorp - Mingo County Commission - Housing Authority

Operating Site ID # (Please refer to attached list): _____

Telephone number: (304) 235-3479

Fax number: (304) 235-0357

e-mail address (if available): n/a

Corporation for National Service
Operating Site Quarterly Report

- 1. Operating site name: Mingo County Commission - Housing Authority
- 2. Program name: USDA Rural Economic and Community Development Services
- 3. Corporation grantee name: USDA Rural Economic and Community Development Services
- 4. Mark the reporting quarter to which this form applies:
 First Quarter (10/1—12/31)
 Second Quarter (1/1—3/31)
 Third Quarter (4/1—6/30)
 Fourth Quarter (7/1—9/30)

5. On what date did your AmeriCorps Members begin service or training? 12/12/94

6. In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.

	Number of AmeriCorps Members	Total Cumulative Hours or Required Service
Full-time	1	584
Part-time		

- 7. Please provide estimates of the following:
 - (a) Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities: _____
 - (b) Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers: _____

Primary Accomplishments this quarter: (In detail, describe your central activities, project milestones, and most important "things gotten done" this quarter.)

I have dealt with approximately 30 or more families in Section 8 housing briefings. I take applications and work with the Housing Authority staff to answer questions of our clients. The Section 8 briefing meetings are held each month. The briefings are held for families to come in and update their applications. We review the facts about the Section 8 rental program. Briefings are held once a month in each county with two or three meetings in one day, each consisting of 10-15 people.

I also began my briefing training with my supervisor, Virginia L. Brannan. The training consists of a mock briefing whereas Ms. Brannan act as the tenant, and I am the representative of the Housing Authority. She evaluated my performance and gave me an idea of what I need to improve on in order to actually give my own briefing to the families. I am planning to start doing my briefings sometime in the next few weeks.

I worked on approximately 25 inspections. We contact the land lords and tenants to inform them of the repairs needed to be completed on properties in order for it to pass as a Quality Standard house.

Unique successes or "great stories": (Briefly describe any unique and/or exceptional successes, program highlights, or "great stories" about AmeriCorps people, projects or partnerships that occurred this quarter.)

We successfully helped over 15 families get into quality standard homes. I feel this a great accomplishment. It really feels good to be able to help people in Southern West Virginia.

Our family self-sufficiency program is taking off, and more families are on there way to becoming self-sufficient. This program is designed to assist families obtain jobs, go to school, etc. to help them become self-sufficient over a five year period. In addition to my own caseload of families, I will have responsibilities in this program area.

DESCRIBE
#

Summary and Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(Briefly describe how accomplishments this quarter relate to achieving each of your three sets of annual outcome objectives (1) Direct Service Objectives, (2) AmeriCorp Member Development Objectives, and (3) Community Building/Strengthening Objectives. Where available, describe evaluation data that indicate progress during the past quarter toward achieving your annual outcomes. summarize activities related to establishing an evaluation system or conducting your local evaluation (e.g. instruments developed, data collection plans established, etc.)

(1) Direct Service Objectives:

I scheduled appointments for 150 new families off our waiting list. The Housing Authority maintains a mailing list of approximately 800 individuals waiting to be placed in quality standard homes. We will be placing these 150 families in the near future.

I received training and a briefing orientation for placing new families o the Section 8 program

I traveled to adjacent counties to meet with low income families requiring assistance

Mingo County is working on 911 emergency service. This is going to be evaluated in Mingo County's development plans to find exact cost, and location. We will proceed with implementing this much needed service as soon as the preliminary findings are complete.

(2) AmeriCorp Member Development Objectives:

I have completed my briefing training and an orientation program in to the Section 8 Housing Program. My supervisor required me to complete a mock briefing.

(3) Community Building/Strengthening Objectives:

I worked with my supervisor and the Mingo County Commission in checking references of consultants who sent in proposals to do a development plan for Mingo County. The plan will include streets, roads, sewer systems, transportation, 911, and many more components. In the near future I will be working with the consultants as they come into the community and begin their work.

Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

Due to the extent of work involved in working with low income families and housing, I have been in training for the past few months. In the near future, I feel confident enough to explain its Housing Authority's Program to low income families, and know that I am not misleading them or giving them false information. I was in the January class of the USDA AmeriCorp program.

National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity with AmeriCorps. Examples could include new uniforms, signage or publicity materials; projects with other AmeriCorps programs; training members in national skill areas (communication/conflict resolution or CPR/first aid); participation in national service projects (HIV / AIDS awareness training, environmental audits, or citizenship education); graduations or swearing in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

I have attended National Training in Memphis Tennessee, "Helping Communities Survive."

I have posted AmeriCorps signs and USDA - AmeriCorps posters on the doors leading into the Mingo County Court House. I also have placed the signs in the Housing Authority's office. The Mingo County Courthouse receives a lot of traffic as it is our county seat.

Changes in Program Organization or Key Staff Positions during this Quarter:
(Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board membership, etc.)

None to report.

WV

AmeriCorps*USA

Operating Site Quarterly Report

Date this report was completed: 4/15/95

CONTACT INFORMATION:

Name of person completing this report: Tracey Munza

Position of person completing this report: AmeriCorp Member - WV Development Council (EZ/EC)

Operating Site ID # (Please refer to attached list): _____

Telephone number: (304) 363-0967

Fax number: (304) 363-7027

e-mail address (if available): n/a

Corporation for National Service Operating Site Quarterly Report

- 1. Operating site name: WV Rural Development Council
- 2. Program name: USDA Rural Economic and Community Development Services-WV
- 3. Corporation grantee name: USDA Rural Economic and Community Development Services - 1
- 4. Mark the reporting quarter to which this form applies:
 First Quarter (10/1—12/31)
 Second Quarter (1/1—3/31)
 Third Quarter (4/1—6/30)
 Fourth Quarter (7/1—9/30)
- 5. On what date did your AmeriCorps Members begin service or training? 9/19/95

6. In the table below indicate (a) the number of full and part-time AmeriCorps Members that were enrolled as of the last day of the reporting quarter and (b) the total cumulative service hours completed by the AmeriCorps Members as of the last day of the reporting quarter.

	Number of AmeriCorps Members	Total Cumulative Hours or Required Service
Full-time	1	1074
Part-time		

- 7. Please provide estimates of the following:
 - (a) Total number of non-AmeriCorps Member volunteers who were involved in AmeriCorps service activities: _____
 - (b) Total hours of AmeriCorps service activities completed by non-AmeriCorps Member volunteers: _____

Background:

This AmeriCorp position is designed to help sustain community based development efforts by providing technical assistance to the 15 communities in West Virginia that developed plans under the Administration's Empowerment zones and Enterprise Communities (EZ/EC) program. Specifically, the WV Rural Development Council has established a multi-community EZ/EC liaison position to: serve as an information link to communities on available resources; assist in planning, coordination, and facilitation of community meetings and planning sessions; and work with the Governor's Community Economic Development (CED) Team to identify opportunities for multi-lateral federal/state technical assistance.

Primary Accomplishments this quarter: (In detail, describe your central activities, project milestones, and most important "things gotten done" this quarter.)

NATIONAL INITIATIVES

- EZ/EC Task force
(member of federal task force via the National Rural Development Partnership)

State Rural Development Councils (SRDCs) are involved in the EZ/EC process to different degrees in different ways in their respective states. (The West Virginia Rural Development Council has been extremely active throughout the EZ/EC process, and continues to be a significant player in its implementation.) There is no formula for their participation, but SRDCs are convinced of the value of their involvement, and concerned that if certain riches are not filled, significant opportunities will be lost, particularly in non designated EZ/EC applicant communities.

The EZ/EC Task Force has identified appropriate roles for the SRDCs in this process. These include helping to make both over-arching EZ/EC processes and "on the ground" program activities work better. We have worked to build an understanding of (a) key relationships to be developed, (b) key needs of gaps to be filled, and (c) key resources available to communities. The task force hopes to give input into the evaluation plan for the entire EZ/EC program.

- Health/Welfare Reform Systematic Change Initiative

The Health and Welfare Reform SCI (Systemic Change Initiative) Group is working to see that rural people and communities have opportunities to participate in federal and state health and welfare policy development processes. It's goal is to develop and implement approaches for informing and soliciting input from rural people and communities through SRDCs and other relevant groups.

In an effort to incorporate the concerns of all SRDCs, the group surveyed all Executive Directors on the status of health and welfare reform initiatives in their states. This questionnaire was used to establish the relative priority level of these issues within state councils. My direct responsibility was to compile the data and prepare a summary of the results for my supervisor and chair of the working group, Joe Barker.

- Federal Partner Involvement - collecting and distributing information on federal agency support / resources being offered to EZ/EC Champion communities.

STATE INITIATIVES

- EZ/EC Support Structure:

In September '94, Governor Caperton promised to help each community which applied in the EZ/EC process to ~~implement the ideas developed whether or not these areas received federal funding~~. Since then, community liaisons and representatives of the WV Rural Development Council (including myself) have met with these communities to ~~encourage a focus on one or two priority projects of~~ impact that could be accomplished in the next two years. At the same time, representatives of the WV Rural Development Council (including myself) have met with these communities to encourage a focus on one or two priority projects of impact that could be accomplished in the next two years. At the same time, representatives of multiple state agencies have been working to develop better information and communication networks to support these efforts.

I have been working as a member of this "Liaison Team" to develop a support structure for these communities. As of March 1, these areas have been informed of their ability to apply for specifically targeted SCBG assistance. Each could receive \$500,000 with no match or could receive up to \$750,000 if they provide up to \$250,000 in matching funds - loans or local resources. It is envisioned that the Governor's Community First Program will assist the identified local areas in refining their strategic plans and identifying one or two activities that can be completed within the next two years. At this time, the proposal is open for public comment, and I am working to build support on the local level.

Last quarter I submitted an EZ/EC funding notebook to the WV Development Office, listing all the projects communities identified in their strategic plans, budget breakdowns, and expected timelines. Since then, this compilation has been distributed to most agency representatives working on EZ/EC implementation.

- Center for Economic Options/Leadership Development
(in cooperation with the Northeast Regional Rural Development Center at Penn State University)

Purpose: to survey communities regarding leadership development needs, building upon experiences through the EZ/EC and Benedum Mini-Grants Processes. The EZ/EC Liaison Team will use this information to plan a leadership development institute for representative of Champion Communities.

The Community Mini-Grants Program

The community Mini-Grants Program provides an opportunity for community groups to develop their organizational skills and to propose and receive funds for a specific community project. A community group can be either an existing community group or a group of at least three persons who join together to carry out a mini-grants project.

The Community Mini-Grants program is conducted in two phases, which take approximately 12 to 18 months to complete. All phases of the program are coordinated by a local steering committee. Funds awarded to each community by Benedum Foundation cover the expenses associated with conducting the two phases and with making mini-grants awards.

The purpose of the Mini-Grant process is to ~~identify new leadership in small communities and to motivate local participation in strategic planning efforts~~. Phase I consists of three community meetings at least three weeks apart to build group meeting skills, focus on aspects of community development, and provide information on the Community Mini-Grants program. Phase II consists of five meetings at least four weeks apart, during which a community facilitator assists the steering committee in coordinating workshops on specific topics such as strategic planning and grant-writing.

WV Community Collaborative

The Collaborative is a small group of agency representatives (WV Development Office, Governor's Office, etc.) working to provide technical assistance and training to WV communities. Specifically, the group is focusing on leadership development training to complement recent activities, such as the EZ/EC application process.

Leadership Development Survey

Tracey Munza is assisting the Center for Economic Options to survey communities participating in the Community Mini-Grants program to assess what lessons can be learned from the process. She will be evaluating the program in narrative form to give the Collaborative more substantial information on outstanding community needs. In particular, Tracey is interested in:

- tools to evaluate leadership development progress within communities
- formats for presenting such information (previous studies)
- strategies for holding community meetings, interviews, etc.
- Community Information Network/Internet Access to Resources
 - Since agencies have individual grant guidelines with different application procedures, timelines, and review criteria, the EZ/EC liaison team is creating an electronic network to: (a) provide more accurate and complete grant information, (b) improve communication between communities, and (c) serve as a trading post for EZ/EC discussions and success stories. At this time, Rachel Tompkins (Special assistant to the Governor) is working to secure a budget to implement this project.
 - In the interim, I am using the ~~internet~~ Federal Catalog for Domestic Assistance for example) to ~~research funding opportunities for Champion Communities~~ for example, many EZ / EC applicant communities mentioned community and organizational interest in increased access to telecommunications technologies. The Department of Commerce is operating a new program designed to increase access to the information Infrastructure. The TIIAP (Telecommunications and Information Infrastructure Assistance program) provides matching grants to state and local entities to help them access and use new tele-technology effectively. By researching FCDA Reference number 11.552, I was able to provide communities more information and contracts regarding this \$64 million program.
- AmeriCorps: RECD representative to state planning committee
 - On March 10th, a statewide AmeriCorps meeting was held to discuss educational opportunities within WV, evaluate the possibility of an electronic bulletin board, and conduct training on public relations writing and marketing. In celebration of Nation Service Week (week of April 24th), the statewide group will be completing two service projects: SAFE Shelter Cleanup in Welch and outdoor Classroom development in Braxton County.

LOCAL INITIATIVES

- Fairmont Liaison Work:
 - Working with City Manager Ed Thorne and the Fairmont EZ/EC committee to re-evaluate their strategic plan, and in particular to make the planning process more inclusive. A commitment was made to include the local CAP agency, local service providers, and surrounding communities. They are interested in developing additional low-income housing, addressing un(der)employment via retraining, and improving the downtown area via the Mainstreet program.

- **WVU Extension Service**
Assisting agents in developing a community partnership to establish a county CC program. In addition, I have been researching funding opportunities for the Camp Mar Mac renovation project. The state AmeriCorps team may sponsor a service day (weekend?) this summer to help finish the nature trail and camp cleanup.
- **Public Service Outreach:**
- Ongoing technical assistance to the Union Mission of Fairmont
Contact: Lori Toothman, 363-0300(ext. 20)

Unique successes or "great stories": (Briefly describe any unique and/or exceptional successes, program highlights, or "great stories" about AmeriCorps people, projects or partnerships that occurred this quarter.)

"Power of One" Program: Based on a short silent 60 second video Christa Haas and I have begun a series of group discussions about the five people and the situations featured in this video (school segregation in the South, Gandhi, climbing the Berlin Wall, Mother Teresa, and an unnamed man in Tiananmen Square). We are trying to get people to think about what it takes to accomplish the extraordinary, to stand out from crowd to make a difference, and to concentrate and exercise the power of one. We hope this will further interest in the merits of public service and the AmeriCorps program. For more information about reaction to our presentation, you may wish to contact the Fairmont Kiwanis club. We anticipate working within the Mon/ Marion county high schools this spring.

Summary and Progress this Reporting Quarter Toward Accomplishing Annual Objectives:

(Briefly describe how accomplishments this quarter relate to achieving each of your three sets of annual outcome objectives (1) Direct Service Objectives, (2) AmeriCorp Member Development Objectives, and (3) Community Building/Strengthening Objectives. Where available, describe evaluation data that indicate progress during the past quarter toward achieving your annual outcomes. summarize activities related to establishing an evaluation system or conducting your local evaluation (e.g. instruments developed, data collection plans established, etc.)

* Please note that for this position, Direct Service Objectives *are* Community Building Objectives.

(1) Direct Service Objectives/ Community Building Objectives:

Providing continued technical assistance to the EZ/EC applicant communities, through the projects listed above under "Primary Accomplishments". The West Virginia Rural Development Council (WVRDC) is in a unique position to partner with RECD to achieve some real measurable outcomes in the next few years. My service to date has been establishing a multi--community liaison position to perform the following:

- serve as an information link to the communities on federal, state, and other resources available to the communities to further develop and implement local EZ/EC strategies;
- work as a liaison with the WVRDC federal agency members and others to identify specific technical assistance interventions in response to community generated needs;
- assist, where requested, in the planning, coordination and facilitation of community meetings and planning sessions;
- interface with the Governor's Office's Community Economic Development Team to identify opportunities for multi-lateral federal/state technical assistance to the communities;

- act as a liaison with the National Rural Development Partnership to advance, where applicable, issues, barriers and/or regulatory constraints that may impede the ability of local communities to implement EZ/EC strategies.

The purpose of this "liaison" activity is to continue support to these 15 communities and to sustain the strategic planning effort. The Governor's Office has made a commitment to work with these communities and is working toward the following three goals:

- To implement at least one project identified by community planning in the next two years.
- To implement projects that move the community toward its overall vision and plan.
- To continue to build community capacity to plan and implement projects.

(2) AmeriCorp Member Development Objectives:

Received training in community planning and local leadership development through the Heartland Center for Leadership Development at the AmeriCorps training in Memphis, TN. In addition, I have participated in several workshops via the National Rural Development Partnership, which focus on measuring outcomes on measuring outcomes in community-building programs in rural areas. Recently, I attended a NRDP conference in Washington, D.C., which dealt with creating a cross agency, intergovernmental response system to meet the needs of rural communities.

On the state side, there have been several meetings of AmeriCorps members which included all the sponsoring organizations. These sessions have provided a great opportunity for members to share success stories, discuss challenges, and network. This communication has been valuable in addressing the "isolation" feeling many members have experienced. It was also valuable to be exposed to the diversity of the group and the various backgrounds which led them into community service.

Primary Challenges Encountered this Quarter: (Report on problems resolved and unresolved, obstacles to achieving program objectives, significant sources of delay, program elements not meeting expectations, events or incidents that caused concern.)

I feel somewhat isolated in my activities (although the conference calls Ann recently initiated have really helped), and I have received limited feedback from the AmeriCorp representative regarding the scope of my work. At this time, I have already committed most of my remaining hours to the community leadership projects and EZ/EC liaison activities described above. Therefore, I trust these objectives (as previously submitted) have been approved by the Corporation.

National Identity Activities this Quarter: (Report on activities this quarter that fostered the national identity with AmeriCorps. Examples could include new uniforms, signage or publicity materials; projects with other AmeriCorps programs; training members in national skill areas (communication/conflict resolution or CPR/first aid); participation in national service projects (HIV / AIDS awareness training, environmental audits, or citizenship education); graduations or swearing in ceremonies, use of national recruitment, use of AmeriCorps Member Handbook.)

National Training in Memphis, Tennessee.

State AmeriCorps Coordination Activities:

A state wide gathering of AmeriCorp members in West Virginia was held on January 16-17, in Charleston, WV at John XXIII Pastoral Center. The purpose of the meeting was to share AmeriCorp experiences, both good and bad, trade tips on what works and what doesn't, and support the celebration of Dr. Martin Luther King Day by participating in events planned by the state Martin Luther King Commission. AmeriCorps members attended the "Living the Legacy Forum" which discussed WV efforts to deal with conflict and racism through reconciliation and conflict resolution. Following the event, members participated in a symbolic march and bell ringing ceremony on the Capitol steps, during which Governor Caperton addressed the audience on the importance of mutual respect and acceptance. In remembrance of Dr. King's legacy, a training session on non-violence and conflict resolution was conducted by Rick Wilson of the WV Economic Justice Project (American Friends Service Committee).

NRDP Publication: (please see attached preliminary copy)

Due to my experience last year working with the National Rural Development Partnership in Washington, D.C., I was asked to serve a consulting role to the 4th Annual Leadership Meeting in Colorado last October. Since my supervisor (Joe Barker) is Executive Director of the WVRDC, this function seemed appropriate and valuable in achieving my service objectives. Specifically, I was asked to write a summary of the meeting, outlining the Systemic Change Initiatives and placing the meeting in an organizational development context. This meeting laid the groundwork for the creation of several task forces dealing with rural development impediments. One of these groups (Streamline Planning) is working directly with lessons learned from the EZ/EC process. See EZ/EC Task Force information under "National Initiatives" above.

This document is being published through USDA and the National Rural Economic Development Institute, and will be distributed to RECD representatives across the U.S., Executive Directors of all 39 State Rural Development Councils, and agency workers dealing with rural development across 16 federal departments in D.C.

Changes in Program Organization or Key Staff Positions during this Quarter: (Report staff turnover in management or supervisory positions, changes in partner/sponsor relationships, changes in board membership, etc.)

Other than Ann Chalos taking the place of Jenny Philips, none.

OPTIONAL FORM 99 (7-90)

FAX TRANSMITTAL

To <u>Joe Bug</u> Dept./Agency _____ Fax # _____	From <u>Dee</u> Phone # _____ Fax # _____
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NSN 7540-01-317-7368 5099-101 GENERAL SERVICES ADMINISTRATION

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APR 01 '95 15:24 RONALD K HAMILTON

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USDA Rural Development Team AmeriCorps Project

West Virginia Second Quarter Report

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The Natural Resources Conservation Service in West Virginia during the second quarter operated three projects with 5 county field locations in the AmeriCorps Program. The three projects are the Archaeologist, Rural Community and Farmer Assistance, and the Sustainable Agriculture Project. During the quarter we had 5 full time members serving 12 counties and in some cases serving on a state wide basis, as in the case of the Archaeologist Project where important archaeological and historical sites studied, documented and preserved are scattered throughout the state.

The members completed work on 8 community service projects this quarter. Activities included assessing nutrient loadings to the soil and water resources associated with limited resource agricultural communities in selected watersheds of the state. Over 500 acres of land was tested and evaluated for nutrient management planning despite the winter season. Plans were developed for two field days to be conducted this spring for the agricultural communities they serve.

The archaeologist developed archaeological investigations of 4 sites of significance in the state and assisted a local community to develop preservation plans for the Romney Trenches, an important civil war historical site. The archaeologist completed training of over 150 NRCS staff in proper archaeological investigation and documentation in concert with the state historical preservation officer.

At the end of the second quarter we advertised for applications for five members which included an anticipated loss of two members for personal reasons and three new members. Due to delays in advertisement during a leadership transition in WV and coordination with the state commission, the new member slots will not be filled until about May 15 to insure a diverse applicant pool.

One joint project of note is the small cities block grant program process training that the members were provided. USDA RDT RECD members and NRCS and FS members were provided small cities block

grant application process training and assisted a small community to conduct an income survey as part of the grant process to fund a local project.

The five members completed, this quarter, a total of 2711 hours of community service work at their service locations which included 280 hours of formal training and on the job training. To date the members have completed 4784 hours of community service.

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IOWA AMERICORPS SECOND QUARTER REPORT

Members in the Emmetsburg, Williamsburg, and Indianola sites have been continuing to work with landowners in the Emergency Wetlands Reserve Program (EWRP) by helping them complete the program contracts and restoration plans. The Members activities have resulted in approximately 10,000 acres of ag land being offered for participation in the EWRP. This will result in a savings of \$700,000 per year in average price supports and deficiency payments for these lands. The restored wetlands will benefit the communities by enhancing water quality, improving wildlife habitat, and reducing future flooding. Public information efforts centered on acquiring landowner interest through letters, phone calls, and landowner meetings for those expressing an interest in either the EWRP or Wetlands Reserve Programs.

In Waterloo, one Member working on an agricultural demonstration farm, has come with 70 different designs for hands on activities which can be used to help to show urban people where their food comes from. She is also setting up working farm tours. Another Member was pleased when the Clayton County Conservation Board accepted the development plan she designed for the Rural heritage Museum.

A barrier from the past was taken down by one Member calling a meeting to explain Silos and Smokestacks to the African-American Community in Waterloo. A meeting was held and around 15 African-Americans attended. This meeting reopened the door that had been closed for 2 years. Also her work on the Public Market is progressing well. There will be a National Conservation Civilian Corps Member group from Denver, CO coming this summer to work on this project.

One Member is building partnerships with the Amish and Mesquakie Native American communities which will benefit from the projects that Silos and Smokestacks plan to implement farm tourism.

One Member in Indianola has been helping with the development of an autistic group home by South East Polk Schools near Des Moines. She is helping design the landscape in the area to help the clients feel more comfortable with their surroundings.

In Council Bluffs, one Member has been working on details and graphic illustrations for outdoor classrooms and the US Highway 169 Corridor Planting Project.

The Member in Postville has finished revising a regional tourism directory for northeast Iowa. They have now been printed and are being distributed. He is also the contact person for the Iowa Sesquicentennial efforts to organize the Iowa 150 Mississippi River Adventure, a 300 mile canoe trip down the Mississippi River.

The Member working with the GIS system in Oakland was contacted by the Monona County Conservation Board Director who asked him to make a map of the county's recreational areas. This map was created and will be put into that counties recreation brochure.

One Member developed a series of intensive grazing meetings in northeast Iowa where there is a heavy concentration of dairy and beef operations. These pasture walks are scheduled throughout