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THE WHITE HOUSE
WASHINGTON

August 12, 1993

MEMORANDUM FOR CABINET SECRETARIES

FROM: MACK McLARTY
ELI SECAL

SUBJECT: Budgetary Support for National Service

Congressional consideration of National Service legislation is now nearing conclusion. The President expects to sign the National and Community Service Trust Act of 1993 into law in early September.

The support and active assistance of your department is critical if we are to create quality placements for more than 20,000 Americans this coming year. With your help, many of these participants will become engaged in service activities which directly advance the missions of your departments.

Some federal agencies are already engaged in using full-time volunteers to deliver their programs across the country. For example, the Department of Defense supports Summer of Service and VISTA Summer Associate volunteers serving in communities impacted by base closure and realignment of military facilities. The Department of Health and Human Services involves Foster Grandparents in Head Start programs in a number of communities. Many other agencies, including the Department of Justice, the Department of Housing and Urban Development, and the Department of Interior are currently considering new or expanded efforts.

In addition to these ongoing efforts, National Service is a cost effective way of dealing with many national emergencies. With the assistance of the Department of Agriculture and Federal Emergency Management Agency, for example, additional service volunteers have already begun assisting communities rebuilding after the Midwestern floods.

As you develop your operating plans for FY 1994 and your budget requests for FY 1995, we ask that you identify areas where National Service volunteers can be effectively used to deliver the Administration's programs. Over the months to come, we will be discussing these matters with you in greater depth. As you know, this effort is the main agenda item for the inter-departmental working group chaired by Peter Edelman. Please call on Peter to meet with your senior staff if you would like to discuss this initiative in greater detail.

Original to: CofS-Ron Blackley
cc: OPA/OPL DepDir-Joel Berg

B

THE WHITE HOUSE
WASHINGTON

December 27, 1993

MEMORANDUM TO RON BLACKLEY

FROM: PHIL CAPLAN *PC*
SUBJ: Civilian Community Corps

As we spoke about after a breakfast last month, I have enclosed briefing material about the Civilian Community Corps, part of the Corporation for National and Community Service.

The legislation calls for the Secretary of Agriculture to "develop proposals for the Corps" and to sit on the Advisory Board (see pp. 63 and 68 of the attached statute).

General Donald Scott or Sarah Whitman, both of the CCC, will follow-up with you soon.

Please call if you have any questions.

Thank you.

BUDGET FOR USDA CENTER FOR NATIONAL SERVICE WITH ALL STAFF DETAILED

C

12/30/93

CENTER FOR NATIONAL SERVICE
FY 95 BUDGET
OFFICE OF THE DIRECTOR

SECTION I -----	OPERATING PLANS	ACTUAL OBLIGATIONS	PROJECTED COMMITMENTS	PROJECTED FOR YEAR	VARIANCE FROM PLAN
1100 Salaries:					
Salaries	0	0	0	0	0
Overtime	0	0	0	0	0
Awards	0	0	0	0	0
Lump Sum Payment	0	0	0	0	0
1200 Benefits	0	0	0	0	0
TOTAL, SECTION I	0	0	0	0	0

SECTION II -----	OPERATING PLAN	ACTUAL OBLIGATIONS	COMMITMENTS THROUGH 04/15/93	OBLIGATION/ COMMITMENTS	UNOBLIGATED AS OF 04/16/93
2100 Travel	60,000	0	0	0	60,000
2200 Transportation of Things	2,000	0	0	0	2,000
2300 Rent, Comm, Utilities:					
Leases	0	0	0	0	0
Mail/Communications	8,700	0	0	0	8,700
Rent/Etc., Subtotal	8,700	0	0	0	8,700
2400 Print, Reproduction:					
Printing	7,000	0	0	0	7,000
Photography	3,300	0	0	0	3,300
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
Print/Repro, Subtotal	10,300	0	0	0	10,300
2500 Other Services					
Training	0	0	0	0	0
Design	5,000	0	0	0	5,000
Video and Film	5,000	0	0	0	5,000
Repair and Maintenance	1,300	0	0	0	1,300
Teleconferences	29,180	0	0	0	29,180
Contractors/Agreements	5,000	0	0	0	5,000
	0	0	0	0	0
Miscellaneous	3,996	0	0	0	3,996
Fees	3,000	0	0	0	3,000
Other Ser., Subtotal	52,476	0	0	0	52,476
2600 Supplies/Materials					
Subscript/Public	250	0	0	0	250
Supplies/Materials	2,550	0	0	0	2,550
ADP Software	3,150	0	0	0	3,150
Gasoline	0	0	0	0	0
Supplies/Mat., Subtotal	5,950	0	0	0	5,950
3100 Equipment:					
Equipment	1,000	0	0	0	1,000
ADP Equipment	10,500	0	0	0	10,500
Equipment, Subtotal	11,500	0	0	0	11,500
4100 Prompt Payment Act	0	0	0	0	0
Greenbook Costs	80,995	0	0	0	80,995
	0	0	0	0	0
Reserve	0	0	0	0	0
TOTAL, SECTION II	231,921	0	0	0	231,921
TOTAL, SEC. I & II	231,921	0	0	0	231,921

BUDGET FOR USDA CENTER FOR NATIONAL SERVICE WITH TEN FULL-TIME EMPLOYEES

12/27/93

CENTER FOR NATIONAL SERVICE
FY 95 BUDGET
OFFICE OF THE DIRECTOR

SECTION I -----	OPERATING PLANS	ACTUAL OBLIGATIONS	PROJECTED COMMITMENTS	PROJECTED FOR YEAR	VARIANCE FROM PLAN
1100 Salaries:					
Salaries	522,096	0	0	0	522,096
Overtime	1,000	0	0	0	1,000
Awards	0	0	0	0	0
Lump Sum Payment	0	0	0	0	0
1200 Benefits	144,983	0	0	0	144,983
TOTAL, SECTION I	668,079	0	0	0	668,079

SECTION II -----	OPERATING PLAN	ACTUAL OBLIGATIONS	COMMITMENTS THROUGH 04/15/93	OBLIGATION/ COMMITMENTS	UNOBLIGATED AS OF 04/16/93
2100 Travel	60,000	0	0	0	60,000
2200 Transportation of Things	1,000	0	0	0	1,000
2300 Rent, Comm, Utilities:					
Leases	0	0	0	0	0
Mail/Communications	5,800	0	0	0	5,800
Rent/Etc., Subtotal	5,800	0	0	0	5,800
2400 Print, Reproduction:					
Printing	4,500	0	0	0	4,500
Photography	3,000	0	0	0	3,000
	0	0	0	0	0
	0	0	0	0	0
Print/Repro, Subtotal	7,500	0	0	0	7,500
2500 Other Services					
Training	0	0	0	0	0
Design	5,000	0	0	0	5,000
Video and Film	5,000	0	0	0	5,000
Repair and Maintenance	1,000	0	0	0	1,000
Teleconferences	22,320	0	0	0	22,320
Contractors/Agreements	1,800	0	0	0	1,800
Labor Employment	0	0	0	0	0
Miscellaneous	1,000	0	0	0	1,000
Fees	1,000	0	0	0	1,000
Other Ser., Subtotal	37,120	0	0	0	37,120
2600 Supplies/Materials					
Subscript/Public	250	0	0	0	250
Supplies/Materials	2,000	0	0	0	2,000
ADP Software	1,000	0	0	0	1,000
Gasoline	0	0	0	0	0
Supplies/Mat., Subtotal	3,250	0	0	0	3,250
3100 Equipment:					
Equipment	1,000	0	0	0	1,000
ADP Equipment	5,000	0	0	0	5,000
Equipment, Subtotal	6,000	0	0	0	6,000
4100 Prompt Payment Act	0	0	0	0	0
Greenbook Costs	73,995	0	0	0	73,995
	0	0	0	0	0
Reserve	0	0	0	0	0
TOTAL, SECTION II	194,665	0	0	0	194,665
TOTAL, SEC. I & II	862,744	0	0	0	862,744

POSSIBLE FUNDS FOR RURAL DEVELOPMENT TEAM
ALREADY IN USDA BUDGET

TITLE	DESCRIPTION FROM FY 94 EXPLANATORY NOTES	POTENTIAL FUNDS (IN MILLIONS)
FMHA Very Low-Income Repair Grants	Provides funds for grants to very low-income elderly owner-occupants to make necessary repairs to improve and modernize their dwellings in order to remove safety and health hazards.	25.000
FMHA Rural Housing for Domestic Farm Labor	Provides funds for USDA to share with state or other political subdivisions, public or private nonprofit organizations, or nonprofit organizations of farmworkers the cost of providing low-rent housing, basic household furnishings and related facilities to be used by domestic farm laborers.	11.000
FMHA Mutual and Self-Help Housing Grants	Provides funds for grants made to local organizations to promote the development of mutual or self-help housing programs under which groups of usually six to ten families build their own homes by mutually exchanging labor. Funds may be used to pay for construction supervisors who will work with the families.	12.750
FMHA Rural Housing Preservation Grants	Provides funds for grants to eligible private nonprofit groups, Indian tribes, and government agencies for the rehabilitation of single family housing owned by low-income and very low-income families and the rehabilitation of rental and cooperative housing for low and very low-income families.	23.000
FMHA Supervisory and Technical Assistance Grants	Provides funds for grants to public and private nonprofit organizations for packaging loan applications for housing assistance under the various housing programs of FMHA.	2.500
FS Research on Enhancing Rural America	Provides funds for research on ways to broaden the economic opportunities available to rural communities with forest-based economies.	13.000
FS Economic Recovery	Provides technical and financial assistance to help communities that have become distressed due to their economic dependence on forest resources, including timber.	4.864
FS Rural Development	Strives to strengthen rural communities and enhance their social and natural environments. Through a more diverse use of forest resources -wood, recreation, wildlife, minerals, scenic quality - communities can develop natural resource-based opportunities and enterprises.	3.890
FS Economic Diversification Studies	Provides funds for studies to be cost-shared with participating communities to develop alternative economic opportunities for strengthening rural communities or regions.	0.550
FS Forest Products Conservation and Recycling	Provides funds to allow the program staff to be a partner in coalitions concerned with the future of both rural and urban communities with an emphasis on, among other things: the role of proper utilization of forest resources in economic development and business retention; identification of needs as part of research project planning and application of new technologies.	1.500

TITLE	DESCRIPTION FROM FY 94 EXPLANATORY NOTES	POTENTIAL FUNDS (IN MILLIONS)
FMHA Very Low-Income Repair Grants	Provides funds for grants to very low-income elderly owner-occupants to make necessary repairs to improve and modernize their dwellings in order to remove safety and health hazards.	25.000
ES Rural Development Centers		.950
Alternative Agriculture Research and Commercialization Center	Provides funds for the Center to offer grants to support the development and commercialization of new industrial and consumer products and uses for agricultural and forestry materials, with preference for projects that benefit rural communities and are environmentally friendly.	6.500
ES Farm Safety	Provides funds for proposals including training emergency rescue professionals in farm accident extrication procedures and education of nonprofessional in first-on-the-scene emergency response procedures.	1.975
CSRS National Research Initiative Competitive Grants	Provides funds for research grants. Emphasis is placed on research in the areas of natural resources and the environment; nutrition, food quality, and health; plant systems; animal systems; rural development, markets, and trade; and processing of value added products.	107.664
RDA Water and Waste Disposal Grants	Provides funds for grants to public and quasi-public, and nonprofit associations, and to certain Indian tribes for the development, storage, treatment, purification, and distribution of water or the collection, treatment, or disposal of waste in rural areas.	500.000
RDA Rural Business Enterprise Grants	Provides funds for grants to finance and facilitate development of small and emerging private business enterprises in rural areas or cities of up to 50,000 population.	42.500
REA Rural Economic Development Grants	Provides funds for grants for the purpose of promoting rural economic development and job creation projects including funding for project feasibility studies costs, start-up costs, incubator projects, and other expenses for the purpose of fostering rural development.	13.025
APHIS Scientific and Technical Services	Programs develop methods to control animals and pests; conduct diagnostic laboratory activities that support the Agency's veterinary programs; and also provides and directs technology development in coordination with other groups in APHIS to support plant protection programs of the agency and its cooperators at the State, national and international level.	53.008
RURAL DEVELOPMENT POTENTIAL FUNDS SUBTOTAL IN MILLIONS:		823.68

POTENTIAL SOURCES OF FUNDS FOR
ANTI-HUNGER AND EMPOWERMENT TEAMS
ALREADY IN USDA BUDGET

G

TITLE	DESCRIPTION FROM FY 94 EXPLANATORY NOTES	POTENTIAL FUNDS (IN MILLIONS)
ES Expanded Food Nutrition Education Program	Targets low-income youth and families with young children and helps them to acquire the knowledge, skills, attitudes and changed behavior necessary to improve their diets.	61.431
ES D.C. Extension Service	Conducts programs in the District of Columbia addressing critical issues and problems, especially in the areas of youth development, family living, home horticulture, consumer education, community resource development, and food and nutrition.	1.038
ES Food Safety	Conducts education projects which address the needs of the different participants within the food industry. The aim is to increase responsible involvement in protecting the safety of the food supply.	1.975
ES Indian Reservation Extension Education		1.750
ES Nutrition Education Initiative	Provides funds for programs in which the Extension Service and FNS are collaborating to develop nutrition education programs that target the most needy WIC clients, who are vulnerable to at-risk factors and to those who are eligible for food assistance programs and need help to receive these benefits.	4.265
ES Rural Health and Safety		2.000
HNIS Research Program	Provides funds for competitive contracts to conduct various research activities.	.075
FNS Nutrition Studies and Education	Provides funds for FNS nutrition studies and education efforts.	15.835
FNS WIC Evaluation Projects	Provides funds for various projects to evaluate the effectiveness of the WIC program as well as provide resources for States to conduct individual evaluations	.500
FNS Food Stamp Employment and Training Program	Provides funds for 100 percent grants to States to implement employment and training programs for the purpose of assisting members of households participating in the Food Stamp Program in gaining skills, training or experience that will increase their ability to obtain regular employment.	75.00
FNS Food Stamp Research, Evaluation, and Demonstration Projects	Funds to support the FNS research agenda in several areas including, welfare reform, coordination and simplification, evaluation of program effectiveness operations and integrity, and nutrition education and monitoring.	10.600

H

POTENTIAL SOURCES OF FUNDS FOR
ENVIRONMENT AND PUBLIC LANDS TEAM
ALREADY IN USDA BUDGET

TITLE	DESCRIPTION FROM FY 94 EXPLANATORY NOTES	POTENTIAL FUNDS (IN MILLIONS)
FS Urban and Community Forestry	Provides for State Foresters and contracted private consulting foresters to give technical assistance to private landowners to develop plans for and ensure proper tree planting.	12.500
FS Trees for the Future	Provides for expanded tree planting and stewardship efforts on private forest lands and in urban and community areas. In addition to environmental benefits, urban forestry programs can provide productive seasonal jobs for inner city youth.	12.500
FS Maintenance of Facilities	Provides for Maintenance and minor renovation of facilities including roof replacements, siding, painting, floor coverings, and electrical and mechanical systems.	26.495
FS Forest Road Maintenance	Provides for maintenance planning, roadside brushing, surface grading, replace/repair bridges and other structures and obliteration of roads no longer needed.	82.198
FS Forest Trail Maintenance	Provides for maintenance work including clearing pathways of encroaching vegetation and fallen trees, repairing or improving trail signs, treadways, drainage facilities, and bridges.	31.332
FS Research Construction	Provides construction of research facilities.	3.572
FS Construction for Fire, Administrative, and other Purposes	Provides for replacement, construction and improvement of offices, employee housing, service and storage buildings, nursery buildings, airports, and heliports. Also provides water, waste, electrical and similar utility systems to provide quality facilities to support fire and general administrative purposes.	10.264
FS Recreation Construction	Provides for repair and rehabilitation of existing recreation facilities, to meet health and safety standards, protect soil and water resources and to construct new facilities to meet public recreation needs.	73.604
FS Forest Road Construction	Program finances for planning, management, project engineering, construction, and reconstruction of multipurpose road systems on and adjacent to NFS land.	133.218
FS Trail Construction	Provides for redevelopment and improvement of the trail system. Trail redevelopment emphasizes the reconstruction and relocation of substandard trails resulting from age, heavy use, location or lack of maintenance. Reconstruction includes facility work such as bridge replacement, tread replacement, drainage structures, and barrier removal.	33.510
FS Natural Resource Protection and Environmental Infrastructure Initiative	Provides for correcting resource damage and health and safety conditions by accomplishing heavy maintenance and repair of recreation facilities especially in counties with high unemployment.	79.000

TITLE	DESCRIPTION FROM FY 94 EXPLANATORY NOTES	POTENTIAL FUNDS (IN MILLIONS)
ARS Research on Soil, Water, and Air Sciences	Provides for development of management guidelines, practices, and systems for promoting cost-effective conservation and enhancement of the quality and production capacity of our Nation's soil, water, and air resources. Emphasis is being placed on water quality protection, sustainable agriculture, waste utilization, and a better understanding of the impact of global change on agricultural productivity on soil and water conservation and protection.	83.524
ES Sustainable Agriculture	The program provides a critical step between research efforts and producers adopting improved management practices. The program focuses on: establishing validation applied research and demonstration projects; developing databases and decision support systems utilizing research based information resulting from projects funded under subtitle B.	2.963
ASCS Water Bank Program	Provides technical assistance to land owners and operators who enter into agreements for the conservation of specific wetlands.	1.490
SCS Conservation Technical Assistance	Provides funds for specialists to inventory and interpret site-specific information about soil, plant, water, and other physical conditions to determine possible alternative land uses and conservation treatment alternatives.	24.509
SCS Great Plains Conservation Program	Provides assistance to farmers and ranchers in planning and applying resource management systems on their farms and ranches to prevent or reduce the effects of the climatic hazards of the area.	6.055
SCS Watershed and Flood Prevention Services	Provides funds to carry out preventative measures, including but not limited to reseed, engineering operations, methods of cultivation, the growing of vegetation, rehabilitation of existing work and changes in use of land.	50.122
SCS Watershed Planning	Provides funds for the Department to make surveys of proposed small watershed projects and prepares plans in cooperation with local sponsors.	1.920
SCS Resource Conservation and Development	Provides assistance to farmers and ranchers in planning and applying resource management systems on their farms and ranches to prevent or reduce the effects of the climatic hazards of the area.	26.871
SCS River Basin Surveys and Investigations	Provides funds to conduct research, investigations, and surveys of watersheds of rivers and other waterways.	1.154
Reforestation and Stand Improvement	Provides funds to reforest harvested areas, unsuccessful plantations, and areas damaged by fire, insects, or disease and to release planted trees from competing vegetation or overcrowding	62.828
ARS Special Fund	Provides funds for additional labor, subprofessional, and junior scientific help to be employed under contracts and cooperative agreements to strengthen work at Federal research installations in the field.	2.500
ENVIRONMENTAL AND PUBLIC LANDS TEAM POTENTIAL FUNDS SUBTOTAL IN MILLIONS:		815.14



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

January 18, 1994

To: Sarah Whitman, Don Mathis, NCCC

From: Joel Berg, USDA JB

Re: USDA-Related Projects for the NCCC in Maryland

In response to both our meeting and the attached note from Phil Caplan to USDA, Chief of Staff Ron Blackley, I have been able to make great strides in identifying Departmental resources to develop proposals for how USDA can create and help manage work projects for the NCCC.

Below are some preliminary ideas for joint NCCC/USDA projects that would fit the Corporation's human or environmental priorities. If any of these ideas interest you, we will develop them in much greater depth:

- * **Building a nature center in Beltsville, Maryland.** USDA's Soil Conservation Service is planning to build a nature center and trail for visitors. This large and labor-intensive project could be a perfect early signature project for the NCCC.
- * **Performing anti-hunger and other anti-poverty work in Baltimore.** NCCC participants could help low-income individuals and the elderly apply for food stamps and the Women, Infants, and Children (WIC) program, overhaul their diets, and learn to prevent foodborne illnesses. Team members could also help individuals obtain the expanded Earned Income Tax Credit or otherwise benefit from the Administration's new programs aimed at empowering citizens to lift themselves out of poverty.
- * **Working to improve the water quality of the Anacostia River and the Chesapeake Bay.** NCCC participants could perform some of the physical work needed to protect these ecosystems, such as work in streambank stabilization, watershed improvements, and wetland protection or repair. Team members could perform water quality assessments by conducting samplings. They could also help organize community cleanup days -- they could even organize a Saturday in which hundreds of USDA employees volunteer.
- * **Providing food assistance to migrant farm workers on the nearby Delmarva Peninsula of Delaware.** The Delmarva Ministries currently provides emergency food assistance to between 800 to 1,000 migrant laborers and their families in Delaware. NCCC participants could help expand or improve this service delivery.

* **Helping teach environmental education in Maryland schools.** The Forest Service has extensive experience in recruiting young people to teach environmental education. Building upon this experience, USDA could help supervise NCCC participants working in schools and speaking at civic organizations to teach on a wide variety of environmental topics, including: safe handling of household chemicals, tree planting in urban and suburban areas, testing for radon, recycling and reducing waste, and decreasing non-point source pollution.

* **Running urban farms in Baltimore.** Funding to Baltimore urban gardening projects has recently been cut significantly, so NCCC members could possibly play an important role in continuing projects to allow poor Baltimore residents to grow their own food.

* **Working on a national forest in Virginia.** NCCC participants could work out of Camp Augusta Springs in the George Washington National Forest of Virginia; this camp has residential facilities that housed a 48-person youth forest camp last summer. NCCC participants can perform work in trail maintenance, recreation management, fish and wildlife management, facility construction and maintenance, and water and soil conservation.

* **Providing flood relief in the Midwest.** Existing youth corps have played a vital role in the recovery of the flooded Midwest. Unfortunately, heavy flooding is possible again this spring. NCCC participants could be brought into the area rapidly. USDA agencies -- particularly the Soil Conservation Service --- could help coordinate NCCC participants working with local conservation corps members, 4-H volunteers, and work-study students. They could provide physical labor critical to short-term clean up, as well as human services needed for long-term recovery. They could also assist in some of the long-term infrastructure repair, such as levee rebuilding.

USDA would provide the following for each project:

One full-time employee to provide technical assistance for each work project. In the case of some projects, USDA might be able to provide up to six employees to act as co-crew leaders for each crew.

Training for each participant and/or crew leader. USDA would provide all the technical training needed for each participant and/or each crew leader to perform the difficult anti-hunger, environmental, or flood-relief tasks assigned to them.

Tools and educational materials needed in each project by participants and/or crew leaders. USDA would provide tools and equipment and any pamphlets, maps, and/or handbooks needed to perform projects.

Additional educational curricula in the areas of the environment and anti-hunger work. In addition to the limited information needed to perform each work project, USDA would also develop advanced curricula in the areas of the environment and nutrition to advance the personal growth of NCCC participants.



United States
Department of
Agriculture

Office of
Public Affairs

Office of
Public Liaison

Washington, D.C.
20250

Enb

TO: DR. LEODREY WILLIAMS, ACTING ADMINISTRATOR, EXTENSION SERVICE

FROM: JOEL BERG, DIRECTOR, OFFICE OF PUBLIC LIAISON

DATE: JANUARY 14, 1994

RE: REQUEST FROM THE KANSAS GOVERNOR'S OFFICE

The Governor's Office of the State of Kansas has requested that we assign a full-time Extension Agent to work on the Kickapoo Reservation in Northeast Kansas with the Kickapoo Youth Conservation Corps.

In August, I visited the reservation and met with the Director of the participants in the youth corps. The corps, which is funded by the federal Corporation for National and Community Service, performs a wide variety of human service and environmental tasks on the reservation. Since the reservations¹ was hit badly by the flooding, the corps will focus most of its activities in the near-term on flood relief. At the time of my visit, the Director requested help from an Extension Agent who could provide technical assistance to the corps; farming and tree planting programs. I concluded from my visit that the Corps was desperately in need such technical assistance.

Given Secretary's Espy commitment that USDA will be as responsive as possible to helping flood relief efforts, and given President Clinton's passionate support for youth service efforts such as the Kickapoo Youth Service Corps, I would hope we could use some of the flood relief money allocated to the Kansas Extension Service to fund one full-time Extension Agent on the reservation.

Please contact me if you have any questions about how we might be able to fulfill this request from the State of Kansas.

CC: Steve Mullen, 4-H Youth Program

Dr. Richard Wootton, Associate Director, Extension Service

Oleta Fitzgerald, Director of Intergovernmental Affairs

Ron Blackley, Chief of Staff

Susan Stroud, Corporation for National and Community Service



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

January 12, 1994

To: Bob Nash
From: Joel Berg *JB*
Re: Next Steps for the Rural Development Team

Our plans to create a rural development team as part of the President's AmeriCorps initiative are moving ahead. I have briefed Wilbur Peer on the initiative and will attempt to meet shortly with each of your administrators. In the short term, we could use your help in three areas:

Staff - We are in critical need of the full-time assistance of a rural development expert to aid in the development of our team. It would be extremely helpful if you could assign a talented, experienced, and energetic senior-level employee from one of your agencies to work full time -- or nearly full-time -- on this project for a month. I would suggest Rick Wetherill, the Deputy Regional Director of RDA in the Southwest Region, who has provided us with an insightful and creative series of suggestions on national service, and who has expressed interest in working with us further.

Empowerment Zones/Enterprise Workshops - It is wonderful that the EZ/EC application book includes a full page on national service. To further explain AmeriCorps to potentially interested groups and individuals, I would request that a very short part of the agenda of each of your regional workshops be devoted to AmeriCorps. **Peter Necheles has already agreed to this, but we need you to approve funding for all or part of my travel expenses.** (Our office has virtually no remaining travel budget.)

Budget - Since the Corporation for National Service has only a small pot of money devoted to federal agencies, the White House has made it clear that they expect federal agencies to run AmeriCorps programs with significant funds from their own budgets. Consequently, Ron Blackley has issued a memorandum requesting all agencies to determine how much of their budget might be spent on national service. We estimate that each participant in the Rural Development Team will cost USDA approximately \$30,000 a year. Therefore, for the first year of our program, 700 participants would cost us \$21 million, 500 participants would cost us \$15 million, 400 participants would cost us \$12 million, and 200 participants would cost us \$6 million. I would appreciate it if you could begin to consider how much your agencies might be able to contribute to a program that would help carry out many of their vital missions.

I look forward to meeting with you and/or your staff in the near future to discuss these matters.

CC: Wilbur Peer



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

January 12, 1994

BACKGROUND BRIEFING FOR THE VICE-PRESIDENT

From: Joel Berg, Director of National Service *JB*
Subject: AmeriCorps Members You Will Be Meeting in Kentucky

At least eight AmeriCorps Members, sponsored by the USDA/AmeriCorps Rural Development Team, will attend your Empowerment Zone town meeting in Monticello, Kentucky.

You may want to introduce them individually at the meeting, and even ask them a few questions about the remarkable service they are performing in the surrounding communities.

These AmeriCorps Members were specifically placed in that area to help implement the Empowerment Zone initiative. Most are working on projects related to economic growth, rural housing, and environmental quality.

The USDA/AmeriCorps Rural Development Team simultaneously reinforces many of your long-time themes. Run as a unique public/private partnership between USDA, the Corporation for National and Community Service, and local governments and/or non-profit organizations, the Team is a model of reinventing government. Furthermore, it meets your long-standing goal of finding innovative ways to bridge the false division between environmental protection and economic development. You should also know that the AmeriCorps Members will utilize Internet to help introduce rural communities to the resources made available by the Information Superhighway.

The overall USDA AmeriCorps program has 1,200 Members serving in 38 states.

All USDA AmeriCorps projects are "getting things done" in communities, while promoting community, opportunity, and responsibility.



United States
Department of
Agriculture

Office of
Public Affairs

Office of
Public Liaison

Washington, D.C.
20250

Memo

**TO: BOB NASH
ASSISTANT SECRETARY
RURAL DEVELOPMENT**

**FROM: JOEL BERG
DIRECTOR OF PUBLIC LIAISON**

DATE: JANUARY 11, 1994

**RE: TEMPORARY DETAIL OF RICK WETHERILL, RDA, TO WORK WITH
USDA/AMERICORPS PROGRAM**

I am writing to request your further support in making a reality the USDA/Americorps Rural Development Team that I was directed by the Secretary to develop as part of national service, which as you know, is one of Clinton's top priorities.

Your support and the work of a number of staff people from RDA, FmHA, and REA, have been important to our reaching a critical crossroads. We have completed a draft plan for the Rural Development Team and are ready to write a proposal to submit to the Corporation for National Service by the April 15 deadline.

Rick Wetherill, deputy regional director, SW region, RDA, has been especially helpful in the development of our plans for the Rural Development Team. In November, he sent me a document in response to our Rural Development draft plan which included some insightful ideas about how to organize and manage this team.

In view of his experience, knowledge, and interest, I think that he would be an excellent candidate to put together our final proposal in this area. In addition, he would be an excellent person to tie the Empowerment Zone/Enterprise Community Program into our Rural Development Team plans. Therefore, I would like to request that he be detailed to the Office of Public Liaison to accomplish this task on a full-time, temporary basis.

I will call your office within the next couple of days to make an appointment to discuss this matter in detail. Thanks for your consideration of this request.



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

January 10, 1994

To: Under and Assistant Secretaries, Agency Administrators, Office Heads

From: Ron Blackley, Chief of Staff 

Subject: Sponsorship of National Service Initiatives

The Administration's national service program -- now known as AmeriCorps -- is one of the President's top priorities. Participants in AmeriCorps will earn a small living wage while performing work that addresses unmet human, environmental, educational and public safety needs. For each year of service successfully performed, participants also earn an educational voucher of \$4,725, which they may use to pay for college, vocational school, job training, or graduate school.

This program presents an exciting opportunity for USDA. Secretary Espy has announced that USDA will run a Rural Development Team, a Public Lands and Environmental Team, and an Empowerment and Anti-Hunger Team. These teams will likely participate in activities in areas related to most USDA agencies, including sustainable agriculture, USDA feeding programs, rural development, National Forest maintenance and construction, rural housing, urban tree-planting, nutrition education, soil conservation, youth-at-risk, farmers' markets, watershed protection, urban farming, and food safety.

The White House has made it clear that the Department should identify areas in operating plans and budget requests where AmeriCorps volunteers can be used to effectively deliver our programs. In order to properly plan our efforts, please compile a list of current FY 94 initiatives that lend themselves to AmeriCorps participation, as well as an estimate of how much money your agency might be able to spend on national service initiatives in FY 95. Please provide this information to Joel Berg, Director of Public Liaison and National Service, by January 24, 1994.

If you have any questions concerning AmeriCorps, please contact Joel Berg, 720 -4623, Room 213A.



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

January 8, 1993

To: Paul Johnson, Chief, Soil Conservation Service
From: Joel Berg, USDA National Service Coordinator JB
Subject: Follow-Up on AmeriCorps

Thank you so much for taking the time to meet with me about how SCS can participate in the President's AmeriCorps initiative.

As we discussed, SCS can have a major role in both our Environmental Team and our Rural Development Team. To date, Jim Fuller, Carl Bouchard, and Jeff Anliker of your staff have provided invaluable assistance and advice.

In advance of my meeting with you and your senior staff, let me suggest a few areas which I believe would be useful for us to specifically discuss:

1) Pilot Program in Maryland in April -

The National Civilian Community Corps --- the only part of AmeriCorps that will be managed directly by the Corporation for National and Community Service --- will begin a 60-person pilot program this April which will be based in Ft. Meade, Maryland.

Participants in this pilot could potentially help construct the SCS nature center in Beltsville and/or could work on water quality projects and soil conservation projects related to the Chesapeake Bay and the Anacostia River.

Could SCS provide immediate assistance so that USDA can play an important role in the April start-up?

2) Summer of Service Program -

This year's Summer of Service program sponsored by the Corporation for National and Community Service is aimed at crime. In conjunction with the Chicago High School of Agricultural Sciences and the National Future Farmers of America, SCS could help run a summer project aimed at recruiting gang members and other at-risk youth into running urban farms. The program participants would then help form community anti-crime patrols at the farms and create "safe-havens" surrounding the farms for other community activities.

Could SCS provide staff or other resources for such a project?

3) Long-Term Project Locations -

We have been considering placing Rural Development Team programs in some or all of the following locations: the Mississippi Delta, the Texas-Mexico Border, the Pacific-Northwest in areas impacted by the spotted owl, Maine, Kansas, Appalachia, the Four Corners area (Utah, Colorado, New Mexico, and Arizona), Alaska, North Dakota, Southern Illinois.

We have been considering placing Public Lands and Environment Team locations in some or all of the following areas: the Hudson River Valley, the Columbia River, the Florida Everglades, Olympia Peninsula in Washington, the New Jersey Shore, Northern California, New Hampshire, Mississippi Delta, Massachusetts, Charleston, Rock, Nebraska, South Dakota, Wyoming, Idaho, Denver, Dallas.

Do these locations make sense? What other locations would make sense or are high priority areas?

4) Specific Tasks for the Rural Development Team

The Rural Development Team would establish regional clusters of "professional" and "paraprofessional" participants who could assist communities in identifying needs and resources necessary for economic well-being. The participants would have diverse education and training and would be matched up with individual communities or regions that have specific needs that can be filled by someone with that specific background.

The need to develop new leadership in rural America was a continuing theme of Secretary Espy's recent Rural Development Forum. Americorps/USDA Rural Development Team can help redress that problem by playing a major role in developing that leadership. We will make a concerted effort to recruit participants who want to return to areas similar to those in which they were raised. This program can help begin reversing America's rural "brain drain."

Individuals will be placed in communities where their particular talents can best be utilized. Experts in connecting rural homes to municipal water systems will be matched up to areas with that need. Experts in tourism will be matched up with communities that want to develop their tourism. Experts in sustainable agriculture will be matched up with groups of farmers who need technical assistance in that area. Experts in grant writing will be matched up with communities that need grant writing. Experts in attracting small businesses will be matched up with communities that want to attract more small business. Experts in watershed protection will be matched up with areas that need such help. General planners would also be matched up with communities that need to develop overall economic plans.

Some possible job descriptions:

- * Assistant State Rural Development Coordinator - Assists USDA State Rural Development Coordinators in helping boost Empowerment Zones and Enterprise Communities. Collects data, provides outreach, coordinates community resources, helps develop strategic plans, helps implement the program, analyzes local data for agencies and organizations so that the needs of the under-served are considered.
- * Small Business Plan Developer and Information Broker - Assists in the assessment and development of markets for unique local products.
- * Regional Circuit Rider - Works part time in a number of towns in a region. Provides technical assistance to communities throughout a region in brokering, strategic planning, and community assessment.
- * Sustainable Agriculture Advisor - Works with farmers in the region to help them develop model sustainable agriculture farms. Directs 4-H volunteers to perform some of the labor intensive work, such as fence-building, needed for successful sustainable farming.
- * Volunteer Coordinators - The team member would recruit and supervise adult and youth volunteers as part of the SCS Earth Team.

* **Watershed Assistance Process Facilitator** - Works to coordinate local watershed protection programs in order to save wetlands, guard drinking-water quality, and prevent flooding. The team member would explain watershed assistance programs, identify key potential participants in local watershed steering committees, arrange local organizational meetings, and facilitate the identification of watershed needs, problems, and concerns.

* **Natural Resource Specialist** - Under the direction of a Soil Conservation Service professional employee, the team member would work in low-income and socially disadvantaged areas to assist in the acceleration of watershed protection, work with field engineers in the design and layout of community projects, and work with the local Resource Conservation & Development(RC&D) Coordinator for economic development for disadvantaged groups.

* **Landscape Architect** - The team member would work with soil conservation districts, RC&D councils, and area conservationists to coordinate and include landscape architectural planning for the purpose of maintaining, enhancing, or restoring ecological, social, and economic conditions.

* **Recreation Specialist** - The team member would provide technical assistance for all activities relating to recreation and tourism, including coordinating efforts among all government agencies, furnish recreation planning and design, and collect and disseminate information on what alternatives will best fit local needs.

* **Regional 4-H Youth Development Coordinator** - The team member would work with county Extension agents and 4-H coordinators to manage local students involved in youth service.

Which of these jobs would be most useful for rural communities and regions? What role can SCS employees play in training and managing participants in these positions?

4) Specific Tasks for the Environment Team

The Public Lands and Environment Team would have both urban and rural components.

Participants could renovate urban and rural parks, plant trees, perform conservation work in national forests, teach environmental education, promote urban farming, test water quality, boost sustainable agriculture, clean-up rivers and lakes, help families weatherize their homes, instruct the public on how to dispose of household chemicals, and restore wetlands.

The urban component would be mostly non-residential and members would work on conservation projects on public and private lands in cities of various sizes. The rural component would be both residential and non-residential and would perform conservation-related work projects on private and public lands in rural America.

The urban and rural programs could be linked, with teams members having the option of transferring between the rural and urban settings. For example, a team member could work in a rural environment for ten months and then in an urban environment for another two months.

Some possible tasks:

- * Water quality assessments - Team members can conduct samplings and provide technical help with delivery systems. They can also work on sanitation and sewerage (wastewater treatment) system improvement.
- * Environmental Education -- Team --- going door-to-door, working in schools and speaking at civic clubs --- could teach a wide variety of topics: safe handling of food, how to make your household more eco-friendly, testing for radon, recycling and waste reduction, and reducing nonpoint-source pollution.
- * Energy Conservation- --- Team members could work in crews to provide the physical assistance in weatherizing homes and generally making them more energy efficient.
- * River and Streams Protection - We could possibly run river protection teams in conjunction with the Department of Interior and the Environmental Protection Agency. In a Hudson River Team, USDA participants could work with farmers in the river's watershed to reduce the run-off of agricultural pesticides.
- * Tree Planting - As part of the Administration's initiative to combat global warming, the Public Lands and Environmental team could play a lead role in tremendously expanding the number of trees planted annually in America. Plantings could take place in urban and rural areas on both public and private lands.
- * Urban Conservation Projects - Team members can repair facilities in public parks, paint murals, fix playgrounds and other facilities at public schools, run recycling programs, and run urban farming programs in which low-income individuals grow their own food.
- * Urban Farming Projects -Team members could help low-income urban residents to grow their own food. We could possibly run such a program at public housing complexes in tandem with the Department of Housing and Urban Development. We could possibly run a city-wide program in Chicago the Chicago high school of agriculture.

* Wetlands Restoration - The Department of Interior and the Environmental Protection Agency has expressed interest in potentially running a joint program to help restore the Everglades. We could also perform wetlands restoration tasks throughout the country.

* Sustainable Agriculture - Team members could work under the direction of Extension agents or other sustainable agriculture experts to help local farmers complete some of the labor intensive work -- such as constructing fences -- that is needed to implement a sustainable agriculture plan.

Which of these jobs would be most useful for rural communities and regions? What role can SCS employees play in training and managing participants in these positions?

6) Budget for Our Long-Term Programs -

Participants in non-residential Environmental Team projects will cost us approximately \$15,000 per year. Participants in residential Environmental Team projects would cost us approximately \$20,000 per year. Participants in the Rural Development Team would cost us approximately \$30,000 per year. Assuming that half of the Environmental participants are residential and half are non-residential, the following charts outlines various budgets for increasing numbers of participants.

Environment Team # of participants	Rural Development Team # of participants	Total Cost
250	50	5.875 million
500	100	11.750 million
1,000	200	21,000 million
1,500	300	33.750 million

Which, if any, of these budget levels might be realistic for SCS for FY'95?

7) Contracting Out With Existing Conservation Corps -

The Forest Service and the National Park Service frequently contract-out work projects to existing conservation corps throughout the nation. The corps provide work much more cheaply than private contractors.

How might SCS begin contracting-out levee repair or other work to existing youth service corps?

8) Midwest Flood Relief

Existing youth corps have played a vital role in the recovery of the flooded Midwest. Unfortunately, heavy flooding is possible again this Spring. Corps members, 4-H volunteers, and work-study students could provide physical labor so critical to short-term clean-up, as well as human services needed for long-term recovery. They could also assist in some of the long-term infrastructure repair such as levee re-building.

What role could SCS state and county offices play in Midwest flood relief this spring?

(File)

Presidential Events

January 5, 1994

To: Bob Nash
From: Joel Berg JB
Subject: Potential Presidential Visit to USDA AmeriCorps Site

Acting White House Scheduler Billy Webster has asked the Cage to present recommendations of events in which the President could participate in February or March to stress his commitment to both the middle class and to government reform.

I have recommended he visit with our AmeriCorps Members in an EZ/EC community. If you think this is a good idea, perhaps you could express your support to Charlie or the White House.

January 5, 1994

To: Jim Lyons
From: Joel Berg 
Subject: Potential Presidential Visit to USDA AmeriCorps Site

Acting White House Scheduler Billy Webster has asked the Cage to present recommendations of events in which the President could participate in February or March to stress his commitment to both the middle class and to government reform.

I have recommended he visit with our AmeriCorps Members in the Pacific Northwest, or other FS or NRCS sites. If you think this is a good idea, perhaps you could express your support to Charlie or the White House.

January 5, 1995

To: Charlie Rawls
From: Joel Berg 
Subjected: Possible AmeriCorps Events for the President

As you know, AmeriCorps is one of the President's top personal priorities and one of the Administration's most unblemished success stories. Therefore, I would recommend that the President participate in an event related to USDA's AmeriCorps program that would stress the following themes:

- * The USDA/AmeriCorps program is one of the Administration's most important efforts to boost the "forgotten middle class" --- most AmeriCorps/USDA Members are from middle income families.
- * The USDA/AmeriCorps program, put into full effect in 38 states only a year and a half after Bill Clinton took office, is proof that the President is making good on his promises.
- * The USDA/AmeriCorps program is reforming and reinventing government by creating inventive public/private partnerships to help the government work better but cost less.

While the President could visit any one of our hundreds of sites in rural and urban areas of every region of the country, I would make some specific suggestions:

- 1) Visit with AmeriCorps Members in Los Angeles. Such a trip could help ease the anger of city officials over the Administration's recent decision not to place an Empowerment Zone in the city. We have a very successful anti-hunger program in Los Angeles and excellent environmental and rural development programs in the metropolitan region.
- 2) Visit a combined rural development/environmental AmeriCorps site in the Pacific Northwest. This would stress the President's commitment to balancing environmental protection with economic growth.
- 3) Meet with Members who left welfare to join AmeriCorps. We have remarkable success stories of how AmeriCorps has empowered former welfare recipients to break themselves from the bonds of dependence and give something back to their country.
- 4) Visit an AmeriCorps Member working to implement an Empowerment Zone or Enterprise Community. USDA has placed AmeriCorps Members with college degrees in most of the designated areas and has trained them specifically to help implement this initiative.
- 5) Hold a meeting or a national teleconference with all our AmeriCorps Members throughout the country. Such an event would highlight the President's commitment to rural America and garner a large amount of media coverage in the dozen of medium and small media markets in which the Members serve.

Memo

To: Susan Stroud
From: Joel Berg
Date: January 4, 1994
Subject: **Next Steps for AmeriCorps at USDA and Other Federal Agencies**

I hope you had a joyous holiday season. It's great to finally be in the year of AmeriCorps implementation. I love the video you guys produced and will be showing it to the Secretary and our sub-cabinet in the near future.

It is my firm belief that federal agencies should not simply act as a sub-grant-making entities providing yet another filter for the Corporation's funds, but that each agency should bring something unique to the table in actually helping manage AmeriCorps programs. This document lays out a series of six concrete steps (some of which I have recommended before) that would be helpful in enabling federal agencies to reach this goal.

Given the snail-like pace of federal agencies (including my own), I believe these steps should be taken in January if we are to start programs in September:

1. Obtaining Additional Budget Funds:

As you know, Secretary Espy has announced his intention for USDA to run three different types of AmeriCorps programs: a Rural Development Team, an Empowerment and Anti-Hunger Team, and a Public Lands and Environment Team. In the next few days, I will be presenting him three different funding options, each of which takes into account our goal of obtaining \$5 million from the Corporation to pay for educational vouchers for 1,000 participants.

Option A - \$19 million in USDA Funds: This option would fund 1,000 participants, including 400 in the Empowerment and Anti-Hunger Team, 400 in the Public Lands and Environment Team, and 200 in the Rural Development Team. The Corporation would pay for the educational vouchers of all 1,000 participants, but USDA would pay all other costs.

Option B - \$29 million in USDA Funds: This option would fund 1,400 participants, including 500 in the Empowerment and Anti-Hunger Team, 500 in the Public Lands and Environment Team, and 400 in the Rural Development Team. The Corporation would pay for the educational vouchers of participants in both the Empowerment and Anti-Hunger Team and the Public Lands and Environment Team, but USDA would pay for the educational vouchers of all the participants in the Rural Development Team. USDA would pay all other costs.

Option C - \$45 million in USDA Funds: This option would fund 2,400 participants, including 1,000 in the Empowerment and Anti-Hunger Team, 1,000 in the Public Lands and Environment Team, and 400 in the Rural Development Team. The Corporation would pay for the educational vouchers of participants in the Empowerment and Anti-Hunger Team, and USDA would pay for the educational vouchers of all the participants in the other two teams. USDA would pay all other costs.

I will recommend that Secretary Espy choose the \$29 million option, since I believe 1,400 participants -- at 30 pilot locations -- is a ambitious yet manageable goal for our first year. With this funding, we could meet 7% of the Corporation's total goal of placing 20,000 AmeriCorps participants in the first year.

While \$29 million seems like a great deal of money --- and it is --- such a sum would comprise less than one half of one percent of the \$62 billion USDA budget.

I would request that you take one or both of the following steps:

- * Send a letter from Eli to Espy requesting that the Secretary set-aside significant funds in the FY95 budget for national service. To my knowledge, neither Espy nor Chief of Staff Ron Blackley has seen Eli's original letter.
- * Have Eli request a meeting with Secretary Espy to discuss these and other matters.
- * Request OMB to approve a specific line-item for AmeriCorps programs in the USDA budget. This request must be granted in advance of the President's February 7 budget address.

Other federal agencies that desire to run AmeriCorps programs of their own will likely need similar help.

2) Securing Health Insurance and Child Care for Our Participants:

The provisions of the law which require us to provide health insurance and child care to all participants who need it could prove quite costly. Neither our existing Youth Conservation Corps run by the Forest Service nor existing state and local youth corps have much experience in providing these benefits. We also need to plan how our health provisions would change after enactment of the President's Health Security Plan. I recommend that the Corporation provide assistance to federal agencies in both these areas. Perhaps the Corporation could coordinate group health coverage for participants in the NCCC and AmeriCorps programs run by federal agencies.

3) Helping Federal Agencies with Administrative Tasks

Federal departments seeking to implement AmeriCorps programs of their own will face not only the unique challenges posed by youth service, but must also deal with traditional federal government problems dealing with procurement, employees performance evaluations, accounting, time and attendance of employees, etc. I suggest that the Corporation explore the possibility of establishing a central administrative entity to perform these functions for all federal AmeriCorps projects.

This administrative group could be developed jointly **at no cost to the Corporation** by using both volunteer executives from major corporations and federal employees on non-reimbursable details from federal agencies.

4) Communicating the Importance of National Service to Mid-Level Managers:

While the President has talked about the importance of AmeriCorps at two or more Cabinet meetings, that message has not filtered down to assistant secretaries, department budget staff, agency administrators, and other key mid-level agency administrators. To rectify this, I recommend the following:

- * Ensure that the President mentions AmeriCorps in his State of the Union address. He should specifically mention that he expects federal agencies to play significant roles in expanding the service infrastructure.
- * Require all 3,000 Schedule "C" political appointments in the federal government, as well as relevant members of the career Senior Executive Service, to attend briefings on AmeriCorps.
- * Ask the President to issue an executive order outlining how agencies should participate in AmeriCorps. The order should require each agency to set up offices of national service run by full-time coordinators. (Many agency coordinators are now able to devote only a small portion of their time to national service.)
- * Ensure that all members of the White House staff continually communicate internally and externally that AmeriCorps is a top priority of the President.
- * Set up a legal briefing on the National and Community Service Act for representatives from the offices of general counsel and the budget offices at each federal agency.

5) Working With Federal Agencies to Raise Private Money

Corporation staff should work with the agencies to develop joint Corporation/agency fundraising plans for each agency AmeriCorps program.

6) Raising Money From Federal Employees

Create a "National Federal Employee Serve-A-Thon" in which federal employees perform a day of community service on a designated Saturday in order to raise money for agency AmeriCorps projects. At USDA alone, if every employee raised \$100 from family and friends, we could collect \$10 million for our AmeriCorps programs. This would require the Office of Personnel Management (OPM) to grant agencies a special exemption from the Combined Federal Campaign (CFC).