



2010 AmeriCorps Project Director Training

Radisson Rochester Riverside Hotel

October 18 – 20, 2010

Monday, October 18th

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|----------------|---|------------------|
| 1:00 – 1:15 pm | Welcome and Overview
<i>Mark Walter, Executive Director</i> | Douglass |
| 1:15 - 2:15 pm | AmeriCorps Updates for the 2010-11 Program Year
<i>State Commission Staff</i>

<i>State Commission staff will provide state and federal updates pertaining to National Service and volunteerism. Subjects will include an overview of AmeriCorps achievements in 2010, new Commission initiatives for 2011, a summary of the 2011-12 Grants Process, ARRA close out, the Volunteer Generation Grant, and new Monitoring and Compliance policies among other important information.</i> | Douglass |
| 2:15 – 2:30 pm | Break | Mezzanine |
| 2:30 – 3:30 pm | Criminal History Checks for Corporation Programs
<i>Presenter: Kris Tecce, Independent Contractor</i>

<i>Determining the suitability of members and grant-funded staff is a crucial requirement established by regulation in 2007, as well as the Serve America Act. The key component of this regulation is the National Service Criminal History Check for all covered positions, and the Serve America Act expanded the requirements for who is covered. This session will address the regulations, requirements and alternatives. It will provide participants with a clear understanding to whom these requirements apply and under what circumstances; what is necessary to determine suitability; the timeline to accomplish the background checks; and the potential ramifications of not adhering to the requirement.</i> | Douglass |
| 3:30 – 4:45 pm | Networking Session – AmeriCorps Program Best Practices
<i>Presenter: AmeriCorps Program Directors and Commission Staff</i>

<i>This session will engage AmeriCorps Program Directors in discussion around implementation of the Serve America Act by issue area. Program Directors will share strategies they employ to move their program forward under this new legislation.</i> | Douglass |

Dinner on your own



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- 8:00 – 9:00 am Continental Breakfast **Douglass**
AmeriCorps Portal and OCFS Contract Management System (CMS)
AmeriCorps Program Directors and Commission Staff
- This session will provide an opportunity for participants to ask questions related to these two automated systems.*
- 9:00 – 10:15 am **Updates from the Corporation for National & Community Service** **Douglass**
Rosa Moreno-Mahoney, Deputy Director of AmeriCorps, CNCS
- This session will provide audience with updates from the Corporation for National and Community Service relative to the implementation of the Serve America Act, the development of the Corporation's Strategic Plan, the 2011 Budget and more.*
- 10:15 – 10:30 am **Break** **Riverview Ballroom**
- 10:30 am – 12:00 **Breakout Session #1** **Fitzhugh**
Moving Beyond Icebreakers- How to Apply Interactive Methods to Deepen Your Member Sessions.
Doug Ackley, Director of Rochester Programs, The Center for Teen Empowerment
- Participants will explore the depth and richness of several interactive exercises, and their ability to increase positive participation, productivity and inspiration, to create and maintain relationships, and to discuss challenging topics all while engaging the hearts, minds, and energies of participants.*
- Breakout Session #2** **Eastman**
Programmatic and Financial Compliance as a Team Effort
Kris Tecce, Independent Contractor
- This session will focus on the interrelation of the program and financial staff and how their roles, responsibilities, decisions, and actions affect not only the grant and its management, but also each other and their interdependencies. This session will review and explore specific areas where decisions or actions by financial or program staff can significantly affect program and grant compliance.*





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12:00 – 1:00 pm

Lunch

Douglass

Presenters: Jane McNamara, New York State Council on the Humanities
Marilyn Rosche, Director, Rochester AmeriCorps

Topic: "Meaning of Service"

1:00 – 2:30 pm

Breakout Session #1

Fitzhugh

Moving Beyond Icebreakers- How to Apply Interactive Methods to Deepen Your Member Sessions.

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Participants will explore the depth and richness of several interactive exercises, and their ability to increase positive participation, productivity and inspiration, to create and maintain relationships, and to discuss challenging topics all while engaging the hearts, minds, and energies of participants.

Breakout Session #2

Eastman

Programmatic and Financial Compliance as a Team Effort

Kris Tecce, Independent Contractor

This session will focus on the interrelation of the program and financial staff and how their roles, responsibilities, decisions, and actions affect not only the grant and its management, but also each other and their interdependencies. This session will review and explore specific areas where decisions or actions by financial or program staff can significantly affect program and grant compliance.

2:30 – 2:45 pm

Break

Riverview Ballroom

2:45 – 3:45 pm

Common Audit Issues and Pitfalls

Douglass

Kris Tecce, Independent Contractor

This session will provide an overview of the common issues and pitfalls that have been found in CNCS-funded programs during Office of Inspector General (OIG) audits, CNCS monitoring and site visits, and other reviews. In addition, participants will gain a better understanding of what documentation is needed for member files, what records and information will be reviewed during a monitoring visit or audit, and the significance of these records for determining allowable costs





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3:45 – 5:00 pm

Town Hall Discussion

Douglass

Susan Stern, Commission Chair

Mark Walter, Commission Executive Director

This interactive session will provide an opportunity for you to learn about how the New York State Commission and its programs fit into the national landscape. Opportunity will be provided for you to ask questions and provide comments to the Commission as we move forward into 2011.

Dinner on your own

Wednesday, October 20th

8:30 – 10:30 am

National Performance Measures

Douglass

Sue Hyatt, Business Non-Profit Connections, Inc.

This session will focus on the National Performance Measurement initiative of the Corporation for National and Community Service. Topics will include an overview of the National Performance Measures, the Corporations focus on reporting impact, data collection instruments, and techniques for reporting impact in an effective manner.

10:15 – 10:30 am

Break

Mezzanine

10:45 – 11:45 am

National Performance Measures (Continued)

Douglass

Sue Hyatt, Business Non-Profit Connections

11:45 – 12:00 noon

Closing Remarks

Douglass



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