

Grant Continuation Report from Task Force

Recommendation: Authorize proposal request with conditions to be met before submission to federal agency.

Legal Applicant: Maine Street Skowhegan

Program Name: Skowhegan AmeriCorps Outdoor Program

Category: AC Formula
 AC Competitive
 Other Competition

Type: Planning
 Operating
 Fixed Price
 Ed Award Only

Year in Grant Cycle: Year 1 Year 2 Year 3

Continuation Dates: Start: 01/01/2024
End:12/31/2024

New Resources for Continuation: Funds and Slots

	CNCS	Local Share	% change from prior year				
Operating	144,000	n/a	10.8%				
Member Support		n/a					
Indirect (Admin)		n/a					
% sharing proposed	0%	n/a					
% share required	0%	n/a					
Cost-per-member proposed (max allowed)	\$28,800 proposed (\$28,800 allowed)		10.8%				
Total AmeriCorps Member Service Years:							
		Slot Types Requested					
		FT	HT	RHT	QT	MT	Total
Slots With living allowance		4	2				6
Slots with only ed award							

TASK FORCE REVIEW SUMMARY:

BUDGET

- Financially, the program remains sustainable and fundraising plans are in place for 2023.
- For the most part, Main Street Skowhegan has met its compliance requirements and still has significant work to do to increase the number of individual participants whose behavior has changed as a result of this program.

POSITIONS/SLOTS

- The work plan for the 5-member crew is realistic and obtainable given the narratives I reviewed.
- While Main Street Skowhegan has met or exceeded many of their target outcomes, they need to increase the number of individuals served and the percentage of participants indicating that their behaviors have changed as a result of this program. Given their goals, the level of positions Main Street Skowhegan has requested appears to be reasonable.

PERFORMANCE TARGETS

- Many of the performance measures were significantly exceeded and should and should be adjusted reasonably.
- While recommending that funding for this proposal be authorized, I would like to see Main Street Skowhegan revisit their targets. Do they intend to increase their numbers in areas where they

overperformed (i.e., number of organizations that received capacity building services)? And do they need to decrease the target for the number of people who indicated that their behavior has changed as a result of the program?

CHANGES IN OPERATING PLANS

- I didn't see any significant changes to the operating plans.
- Given that only 14.88% of the survey pool of participants indicated that they changed their behavior (or intend to do so), I would like to see Main Street Skowhegan invest some of their MSY time towards figuring out why. Do they need to target different populations? Do they need to change their programming in a manner that would inspire participants to change their behavior?

OTHER COMMENTS

- Analyze the tool and process for collecting data related to the performance measure about the number of individuals reporting a change in behavior (14.88% 54 of 363).
- It seemed to me, through my review process, that this number should have been higher. So, maybe they are not capturing the data in an effective manner.
- It appears as though Main Street Skowhegan is taking this project seriously by achieving their compliance metrics and much work still needs to be done to achieve sustainable changed behavior amongst the Skowhegan population.

	Authorize Proposal	Modify: Increase	Modify: Decrease	Deny Request
Budget	X			
Positions/participant slots	X			
Performance targets		X		
Operating plans	X			
Other:				

Conditions or requirements of continuation award:

- Adjust/increase performance targets on measures where actual accomplishment was exceeded significantly.
- Clarify how data to assess performance is gathered. From impact results it appears they may not be aggressive in collecting data or correctly collecting data. Perhaps not targeting the right population for engagement if behavior change is goal.
- Indicate how they intend to increase percent of participants indicating that their behavior has changed as a result of this program -- or decrease the target number from 363, which does not appear to be achievable.
- The living allowance for each member slot serving on a full-time basis must be stated in the budget narrative and meet the Commission's minimum standard amount.

PROGRAM DESCRIPTION (executive summary from grant application):

Main Street Skowhegan proposes to have six AmeriCorps members who coordinate and execute no-cost outdoor recreation programming designed to increase physical activity and engagement with nature for local community members in Skowhegan, Maine. At the end of the third program year, the AmeriCorps program will have increased participation rates in outdoor recreation programming by 8.8 percent (725 individuals). In addition, the AmeriCorps members will leverage an additional 30 volunteers who will engage in and lead community outdoor recreation programming. This program will concentrate on the Healthy Futures Focus Area with the AmeriCorps investment of \$144,000.

SERVICE LOCATIONS (new sites are italicized):

Legal applicant’s operating site

PERFORMANCE MEASURES (targets and achievement for prior years; targets proposed for new year):

Measure: Needs and Service Activities

Output: Number of Individuals Served

Target = 725

Actual = 658 (90.76% of target)

New = 725

Outcome: Number of individuals reporting a change in behavior or intent to change behavior

Target = 363

Actual = 54 (14.88% of target)

New = 363

Measure: Capacity Building

Output: Number of organizations that received capacity building services

Target = 1

Actual = 6 (600% of target)

[Somerset Public Health, REACH After School Program, Lake George Regional Park, AYCC, KVCAP and the SPACE]

New = 1

Outcome: Number of Additional Service units or activities done by leveraged volunteers

Target = 12

Actual = 30 (250% of target)

New = 12

Measure: Member Development

Output: Number of AmeriCorps member training/development activities

Target = 5

Actual = 20 (400% of target)

New = 5

Outcome: Number of AmeriCorps members with increased knowledge/skill

Target = 5

Actual = 5 (100% of target)

New = 5

Where the performance measures target has been exceeded or met, the targets should be reasonably increased.

OPERATING PERFORMANCE SUMMARY:

Enrollment current year. Note that unused 900 hour slot has candidate who will be enrolled in June.

Service Term	Awarded slots	Used Slots	% Of enrollment
1700	4	4	100%
1200			
900	2	1	50%
675			
450			
300			
Overall	6	5	83.3%

Retention -- keeping members engaged once they start service. Data is last completed year (Jan-Dec 2022)

Service Term	Filled slots	Left early	Successfully completed	% Retained
1700	4	0	0	100%
1200				
900	1	0	0	100%
675				
450				
300				
Overall	5	0	0	100%

COMPLIANCE:

The program is consistently compliant in the following areas

- Member eligibility documents complete and accurate.
- Member enrollment and retention within CNCS tolerance for variability (typically 5%). See table in comments below for data.
- Member time logs are signed and approved in accordance with regulations and within reasonable time.
- Member training requirements are met.
- Personnel system for program staff results in compliance with grant/contract/provisions.
- Member host site selection, agreements, training, performance monitoring, and supervision are compliant.
- Program administrative system results in compliance with grant regulations, contract, special terms/conditions.
- Fiscal systems result in program compliance.
- Financial reports complete, accurate, submitted on time.
- Inclusion and accessibility requirements are met.
- Develops community partnerships to foster community ownership, sharing of resources, service coordination and infrastructure development.
- Accesses community support for volunteer/member
- Accesses community support for volunteer/member development and training that is beyond what was required in the program design and budget.
- Develops Oversight/Advisory Committee/Boards to effectively involve target community in implementation
- Access additional funding from diverse sources
- Successfully expands program/site service delivery
- Access additional equipment/supplies/ materials/resources/training (beyond those budgeted) to accomplish unexpected projects
- Build community awareness to advocate the importance of the project to potential supporters and general community.

Needs improvement -

Engagement of non-AmeriCorps volunteers. 14 Vol-to-date; 54 Hours served; 3.9 Avg hrs/vol