

# CITY OF WILLIAMSPORT, PA RESOLUTION

RESOLUTION # 9168

DATE 6-24-21

TITLE

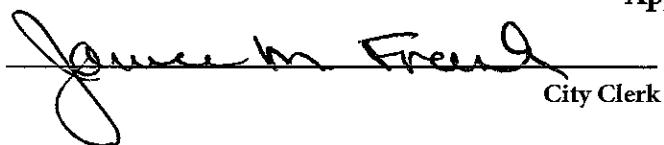
Resolution to Approve the Partnership Agreement between the City of Williamsport and  
STEP AmeriCorps for <sup>6</sup>7 Quarter-Time AmeriCorps Service Member in the Recreation  
Department

**WHEREAS**, the City and STEP AmeriCorps had partnered in the 2020-2021 service term for the use of a part-time service member in the Recreation Department; and

**WHEREAS**, the City would like to renew and continue this partnership for the 2020-2021 service term for the use of <sup>6</sup>7 Quarter-time service member in the Recreation Department.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the City Council of the City of Williamsport that the Mayor and City Controller are authorized to execute the attached partnership agreement with STEP AmeriCorps.

Approved

  
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
President



# M E M O R A N D U M

**DATE:** June 8, 2021  
**TO:** City Council Members (7); Mayor Slaughter  
**FROM:** Kayla Drummond  
**SUBJECT:** STEP AmeriCorps Partner Agreement Resolution

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Attached for Council action Thursday, June 224, 2021 is a resolution authorizing City to proceed with a partnership agreement for the 2020-2021 service term of August 28, 2020 through August 13, 2021 to have 7 quarter-time AmeriCorps Service member serving in the Recreation Department Summer Day Camp Program.

Attached is the Partner Host Site Agreement; to be signed by the appropriate City Officials, Partner Application and Service Position Description for your review. Again, special payment arrangements have been made because our annual budget year does not match with the August through August service term of AmeriCorps. Continuation of this relationship is planned to extend beyond the 2020-2021 service term and the appropriate costs will be reflected in the 2021 budget.

If you have any additional questions please feel free to contact me at your convenience.



## STEP AmeriCorps Summer 2021 Partner Site Agreement

This agreement is between STEP AmeriCorps/ Lycoming-Clinton Counties Commission for Community Action (STEP), Inc.; hereafter referred to as STEP AmeriCorps and the City of Williamsport Recreation Department, hereafter referred to as PARTNER SITE.

**Site Administrator:** Kayla Drummond, Coordinator of Recreation & Special Events

**Telephone:** (570)326-6399

**Cell:** (570) 447-2307

**FAX:** (570) 326-3467

**Site Supervisor(s):** Derek Slaughter, Mayor

**Telephone:** (570)327-7566

**Cell:** (570) 337-5838

**FAX:** (570) 327-7562

Mailing Address: 1550 West Third Street Williamsport, PA 17701

**Email(s):** [kdrummond@cityofwilliamsport.org](mailto:kdrummond@cityofwilliamsport.org)

**Member(s) Name:** Amanda Bair, Melia Lantz, Shelby Kurtz, Charles Goodmond, Kenar Swanston, Shanice Drummond, and Booker Riddick

**Position Type:** 7 Quarter Time Members

Site Federal ID # (if applicable) 24-6000719

**This document assures STEP AmeriCorps/Lycoming-Clinton Counties Commission for Community Action (STEP), Inc. that:**

PARTNER SITE is an approved non-profit or authorized city, county, state, or federal organization.

PARTNER SITE shall execute upon availability all assurances, certifications and Partner Host Site Agreements as required under the guidance supplied by the Corporation for National Service and/or the Governor's Office of Citizen Service – PennSERVE in accordance with the National and Community Service Trust Act of 1993 as well as guidelines put forth by STEP AmeriCorps.

**I. The PARTNER SITE agrees to the following:**

A. PARTNER SITE shall provide representation, Site Administrator and/or Site Supervisor(s) at all Partners' Meetings and Orientation. Fiscal staff from PARTNER SITE are required to attend the in-kind training portion of the Orientation. **Orientation will be scheduled as a 1-on-1 with the Site Supervisor and STEP AmeriCorps Program Manager.**

B. PARTNER SITE shall provide member with thorough orientation to site, including all rules, regulations, policies, procedures, and personnel guidelines.

- C. PARTNER SITE shall provide STEP AmeriCorps a copy of the completed orientation checklist identifying items to be covered in the orientation.
- D. PARTNER SITE shall provide member with a safe and sanitary working environment.
- E. PARTNER SITE shall complete all paperwork, data collection and required reports in a timely and thorough manner, adhering to established guidelines and procedures. In-Kind report due dates are outlined in Section II, IN-KIND MATCH.
- F. PARTNER SITE shall support member participation in Corps meetings, required trainings, and service projects, including approving appropriate schedule changes to support this participation.
- G. PARTNER SITE shall insure that members assigned to this site are not in violation of AmeriCorps legislation regarding prohibited activities. Prohibited Activities, Rider 1.
- H. PARTNER SITE shall comply with all federal, state, and local workplace regulations.
- I. PARTNER SITE shall provide direct supervision and support, as well as adequate workspace for each AmeriCorps member assigned.
- J. Site Administrator and/or Site Supervisor shall provide member with regular, timely and appropriate feedback and support regarding provision of services and fulfillment of duties outlined in the position description. This shall include a *minimum* of mid-program and final performance evaluations (appropriate forms and assistance provided by STEP AmeriCorps staff).
- K. Site Administrator shall ensure that Site Supervisor and all personnel directly supervising AmeriCorps member(s) are provided current and thorough information relevant to member duties, responsibilities, schedule, and prohibited activities.
- L. PARTNER SITE will display the Prohibited Activities Poster in an area that is visible to site supervisors and AmeriCorps members.
- M. PARTNER SITE shall provide each member professional development training specific to that site. Workshops, seminars, and in-services relevant to the type of service participant performs is encouraged and is counted towards the member's hour commitment.
- N. PARTNER SITE shall notify STEP AmeriCorps program staff before changing member's position description or location.
- O. PARTNER SITE shall provide in writing to STEP AmeriCorps any concerns or performance issues related to the AmeriCorps member(s) assigned to their site throughout the first thirty (30) days of each member's activities. This written communication will aide in providing a positive experience for the AmeriCorps member, the partner site and the overall program's performance. In addition, this requirement will help prevent premature dismissal of members from their required term of service. Failure to comply with this requirement by the partner site automatically waives the site's rights to request any type of cash refund or reduction in another member's contribution for non-placement of a member at their site (see II-B below).

## **II. The PARTNER SITE agrees to the following financial responsibility:**

### **CASH MATCH:**

- A. PARTNER SITE shall contribute a cash amount of at least \$8,925.00 per assigned full-time AmeriCorps member, a cash match amount of at least \$7,318.00 per assigned reduced full-time AmeriCorps member, a cash amount of at least \$4,800.00 per assigned half-time AmeriCorps member, **and a cash amount of at least \$2,450.00 per assigned quarter-time member.**
- B. Cash match payment may be made in full at once or in two separate payments (50% of fee each). The first payment will be due upon receipt of invoice. The second remaining payment will be due 30 days after the date of receipt of invoice. Payments received late will be charged a late fee of \$100.00. Failure to meet payment deadlines may result in reassigning the STEP AmeriCorps Member position to another PARTNER SITE and may reflect negatively in subsequent year site selection processes.
- C. PARTNER SITE will assure that all cash match funds are from non-federal funding sources.
- D. Grant terms and conditions from the Corporation for National and Community Service state that if AmeriCorps members leave their position before their term of service is ended for any reason, and the AmeriCorps member has completed more than 30% of their required hours, then the position may only be refilled if STEP AmeriCorps has unused member position slots available.

E. Provided PARTNER SITE has materially complied with the terms of this agreement, material compliance to be determined by STEP AmeriCorps, a portion of the cash match fee paid may be refunded as follows:

- 1) If an assigned member is released for any reason within the first 30 calendar days from the first day of the member's service term, STEP AmeriCorps will retain 20% of cash match fee.
- 2) If an assigned member is released for any reason before completing 30% of their service hours and the position is not refilled with another STEP AmeriCorps member, the PARTNER SITE will be refunded a prorated amount of their cash match based on the costs incurred to date by STEP AmeriCorps for the assigned member.
- 3) If an assigned member is released as described in 2) above, and the member slot is refilled with another STEP AmeriCorps member, the PARTNER SITE will not be entitled to a refund, regardless of the percentage of service hours completed. Slots can only be refilled one time.
- 4) If an assigned member is released for any reason, and has completed 30% or more of their service hours, there will be no refund. STEP AmeriCorps will make every effort to refill the slot, if unused slots are available (See Part II. D.).
- 5) If STEP AmeriCorps reassigns an assigned member at any time due to a PARTNER SITE's non-compliance with this agreement, there will be no refund.

#### **IN-KIND MATCH:**

A. PARTNER SITE shall contribute a documented in-kind match valued at a minimum of \$5,800.00 for each full-time member, \$4,000.00 for each reduced full-time member, \$2,600.00 for each half-time member, **and \$1,300.00 for each quarter-time member** and reduced halftime member over the course of the service year or term.

B. PARTNER SITE must provide documentation of in-kind contributions in accordance with STEP AmeriCorps directives using In-Kind Contribution Form, Rider 2.

C. **PARTNER SITE is required to submit in-kind each month. In-kind contribution forms are due to STEP AmeriCorps each month by the 5<sup>th</sup> day of the following month.**

**\* New procedure for in-kind documentation – training is during site supervisor orientation.**

D. PARTNER SITE shall document all in-kind support with appropriate justification (staff timesheets, invoices for services, receipts, etc.) and maintain appropriate fiscal records at the site.

E. PARTNER SITE shall adhere to the National Service Criminal History Check by providing clearances (Child Abuse, PA Criminal, FBI, and Sexual Offender) for all staff that provide supervision used as In-Kind for the AmeriCorps member(s).

\* Site Administrator and all site supervisors must have current clearances. STEP Inc. will administer all clearances at no cost to Partner Site.

F. Failure to provide in-kind documentation on a timely basis as required or in the amount required will result in non-compliance with this agreement.

#### **III. This document assures PARTNER SITE that STEP AmeriCorps shall:**

A. Execute the STEP AmeriCorps program according to all applicable laws (federal, state & local), rules and regulations and notify PARTNER SITE of any changes in regulations or procedures that have an impact on Site's administration of the STEP AmeriCorps program.

B. Screen all applicants for the program, including all four criminal history clearances and reference checks when appropriate.

C. Provide STEP AmeriCorps member with personal and professional training that enhances his or her ability to perform functions and duties as an AmeriCorps member.

D. Maintain necessary records regarding member (including—but not limited to—applications, resumes, contracts, agreements, assurances, background checks results, worker's compensation coverage, proof of citizenship, timesheets, evaluations, etc.)

E. Maintain and administer payroll for members and provide Workmen's Compensation.

F. Provide full-time members with health care benefits if applicable, while actively serving.

G. Provide PARTNER SITE with forms, paperwork, and information necessary to adequately administer the AmeriCorps program and work to ensure that all forms, paperwork and information are distributed and collected so as to assure their accuracy and timeliness.

H. Provide PARTNER SITE with copies of AmeriCorps regulations and rulings as requested.

I. Provide PARTNER SITE with timely and appropriate feedback regarding PARTNER SITE's administration of the program.

J. Address PARTNER SITE's needs, interests, and concerns in a timely and appropriate fashion.

K. STEP AmeriCorps program staff shall visit PARTNER SITE no less than two (2) times over the course of the program year to assess progress and compliance as well as to provide feedback and assistance.

**\*One visit will be a scheduled formal visit, and one will be an unannounced visit.**

L. STEP AmeriCorps program staff will be available to provide training on as needed basis on various aspects of AmeriCorps program, including In-Kind documentation.

#### IV. Termination of Agreement:

A. Failure to abide by the terms of the Agreement may result in termination of this agreement and immediate removal of AmeriCorps member(s) from the PARTNER SITE; the cash match, required documentation of In-Kind, and other associated costs will be due and payable within 15 days of receipt of invoice and termination action.

B. If the PARTNER SITE finds it necessary to terminate this contract, written notification 15 days in advance is required.

By this agreement, STEP AmeriCorps and this PARTNER SITE shall work together to further the mission of National Service at the local level. The PARTNER SITE understands and agrees to the terms of this agreement.

  
Authorized PARTNER SITE Representative's Signature

Mayor  
Position of Authorized Representative

STEP Representative

Position of STEP Representative

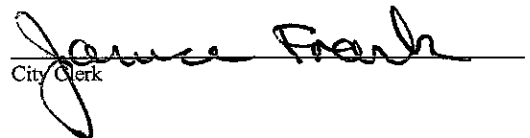
  
Print Name of Authorized PARTNER SITE Representative

06.24.2021  
Date of Execution of this Addendum

Print Name of STEP Representative

Date of Execution of this Addendum

  
City Controller

  
City Clerk



**STEP AmeriCorps Partner Application  
Summer Term 2021**

**Basic Information**

Organization Name: City of Williamsport - Recreation Department \_\_\_\_\_

Street Address: 1550 West Third Street \_\_\_\_\_

City, State, Zip: Williamsport, PA 17701 \_\_\_\_\_

Website: [www.cityofwilliamsport.org](http://www.cityofwilliamsport.org) \_\_\_\_\_

Phone Number: (570) 326-6399 office, (570) 447-2307 work cell \_\_\_\_\_

Fax Number: (570) 326-3467 \_\_\_\_\_

**STEP AmeriCorps Position Request**

Quarter-Time (450hrs) \_\_\_7\_\_\_ Number of Members

**Organization Contact Information**

STEP AmeriCorps Member Supervisor: Kayla Drummond \_\_\_\_\_

Phone Number: (570) 326-6399 office, (570) 447-2307 work cell \_\_\_\_\_

E-mail: [kdrummond@cityofwilliamsport.org](mailto:kdrummond@cityofwilliamsport.org) \_\_\_\_\_

Authorizing Official: Mayor Derek Slaughter \_\_\_\_\_

Phone: (570) 327-7566 / (570) 327-7568 \_\_\_\_\_

E-mail: [dslaughter@cityofwilliamsport.org](mailto:dslaughter@cityofwilliamsport.org) \_\_\_\_\_

Organization's Mission Statement:

**The City of Williamsport's Recreation and Parks Department's mission is to provide enriching recreational activities, maintain beautiful parks and preserve the environment for the well-being of our diverse community.**

How will hosting an AmeriCorps position(s) enhance the mission of your organization?

**Hosting an AmeriCorps position will allow the Recreation department to reach more members of the community by simply providing the department with another person. This means that communications about parks and programming can be conducted in a timely manner, as well as, the ability to offer additional programming. The department is growing to better meet the needs of the surrounding communities.**

Preferred qualifications for each position:

**Experience working with children  
Attention to detail**

What specific trainings do you intend to provide STEP AmeriCorps member(s)?

Besides your organization, are there other stakeholders who will benefit from the service provided by the STEP AmeriCorps member(s)?

**The surrounding Williamsport Area will benefit as a whole by allowing the Recreation Department to host an AmeriCorps member. It will drastically increase the productivity of the department.**

**CAPACITY BUILDING:**

How will hosting an AmeriCorps member(s) improve your organization's capacity?

How will hosting an AmeriCorps member(s) increase efficiency leading to capacity building in your organization?

How will hosting an AmeriCorps member(s) increase effectiveness leading to capacity building in your organization?

What are specific capacity building goals of your organization (i.e., additional programming/services/hours, increasing number of clients, diversifying/expanding clientele)?

Briefly describe the critical community need the AmeriCorps member(s) will address while serving with your organization:



**This AmeriCorps position will be working with children and families in the surrounding communities to offer physical activities, programming and growth opportunities to improve health/wellness, leadership skills, team building, etc.**

What direct service will the member be providing to meet this critical community need?

**This member will be attending programs/activities/events he/she helps to coordinate. This will offer children and families a local opportunity to experience their community's culture and get involved.**

**HEALTHY FUTURES:**

Does your organization address health concerns of clients and/or the broader community?  
If yes, how?

**Yes, we work directly with the Central Pennsylvania Food Bank to provide the children with a healthy meal daily. We also work with the food bank to provide families with family food box (food for the household).**

How might your organization increase health literacy/learning for clients and/or the broader community?

How will hosting an AmeriCorps member(s) improve your organization's capacity to increase health literacy/learning for clients and/or the broader community?

**ACKNOWLEDGEMENTS:**

- ✓ **Members do not serve the staff of organizations; they serve the community through direct, measurable service to individuals, a family, or a group.**
- ✓ Service positions should not be all clerical work or include menial tasks, administrative or other incidental support activities; unless such activities clearly support the direct service and/or capacity building objective and the time spent on these activities are not the member's primary responsibilities.
- ✓ Members may not raise funds for the cash-match or for general operating expenses. Other fund-raising is limited to 10% of a member's time.
- ✓ Members may not write grants to obtain AmeriCorps, Corporation for National Community Service (CNCS) funding or other federal agencies.
- ✓ In addition to serving with your organization members are required to attend STEP AmeriCorps meetings and complete STEP AmeriCorps service projects and trainings throughout the year. Corps meetings will be held one day per month. Service projects include Martin Luther King, Jr. Day of Service and usually two to four additional projects that could be on a weekday or Saturday. Additional trainings may include two days for First Aid/CPR.

KMD     - I verify that our organization can provide on-site member supervision and  
(Initials) purposeful and allowable activities for the member to perform.

Each Partner has a required fiscal commitment when hosting an AmeriCorps member that consists of a non-federal cash match and monthly documented in-kind match. Please explain your organization's capacity to track the required in-kind documentation and to meet the cash match in a timely fashion (i.e. can document supervision time, will provide rent/space cost certification, can track training expenditures).

    KMD     - I verify that our organization can supply the required cash-match and in-kind  
(Initials) documentation from non-federal sources.

### **PROHIBITED ACTIVITIES:**

**STEP AmeriCorps is directly supervised by the state commission, PennSERVE: The Governor's Office of Citizen Service who reports to the CNCS, thus due to federal regulations there are various activities prohibited for members to engage in. While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps Program members may not engage in the following activities:**

- a. Attempting to influence legislation;
- b. Organizing or engaging in protests, petitions, boycotts, or strikes;
- c. Assisting, promoting, or deterring union organizing;
- d. Impairing existing contracts for services or collective bargaining agreements;
- e. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- f. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- g. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- h. Providing a direct benefit to—
  - i. A business organized for profit;
  - ii. A labor union;
  - iii. A partisan political organization;
  - iv. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and,
  - v. An organization engaged in the religious activities described in this section, unless Corporation assistance is not used to support those religious activities;
- i. Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive;
- j. Providing abortion services or referrals for receipt of such services; and,
- k. Such other activities as the Corporation may prohibit.

### **NEW: CNCS Policy 2017.03: Providing abortion services is limited to:**

- l. Performing abortions;
- m. Being present in the room during an abortion in support of the woman or the procedure;

- n. Obtaining or providing medications to induce a medical abortion. Referrals for abortion services is limited to:
- i. Scheduling or arranging for an abortion-related appointment, including any preprocedural appointment required by law to obtain an abortion;
  - ii. Providing or organizing transportation for patients to obtain an abortion when the AmeriCorps member or assigning staff member has actual prior knowledge that the purpose of the visit is to obtain an abortion;
  - iii. Accompanying or providing translation services for patients obtaining an abortion;
  - iv. Providing counseling or support before or during the procedure, including explaining what the procedure will be like, explaining what's required to obtain an abortion in a given state, explaining or obtaining signed abortion consent forms from clients interested in abortions, negotiating fees or insurance coverage for a particular abortion, or other activity that promotes or encourages an abortion;
  - v. Providing information such as the name, address, website, telephone number, or other relevant factual information (such as whether the provider accepts Medicaid, etc.) about an abortion provider; and,
  - vi. Promoting or encouraging use of abortion as a method of family planning.

**In addition to the above activities, the below activities are additionally prohibited:**

**Census Activities.** AmeriCorps members and volunteers associated with AmeriCorps grants may not engage in census activities during service hours. Being a census taker during service hours is categorically prohibited. Census-related activities (e.g., promotion of the Census, education about the importance of the Census) do not align with AmeriCorps state and national objectives. What members and volunteers do on their own time is up to them, consistent with program policies about outside employment and activities.

**Election and Polling Activities.** AmeriCorps members may not provide services for election or polling locations or in support of such activities.

**AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their own initiative, on non-AmeriCorps time, and using non-Corporation funds. Individuals should not wear the AmeriCorps logo while doing so.**

\_\_\_KMD\_\_\_ - I verify that I have read and understand the list of prohibited activities.  
(Initials)

***Non-duplication and non-displacement:***

**AmeriCorps members are prohibited from displacing employee services, duties or activities performed by an employee who recently resigned or was discharged; an employee who is subject to a reduction in force; an employee who is temporarily absent or is on leave.**

**Non-duplication.** Corporation assistance may not be used to duplicate an activity that is already available in the locality of a program. And, unless the non-displacement requirements of this section are met, Corporation assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.

**Non-displacement.**

- a. An employer may not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving Corporation assistance.
- b. An organization may not displace a volunteer by using a participant in a program receiving Corporation assistance.
- c. A service opportunity will not be created under this chapter that will infringe in any manner on the promotional opportunity of an employed individual.
- d. A participant in a program receiving Corporation assistance may not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee.
- e. A participant in any program receiving assistance under this chapter may not perform any services or duties, or engage in activities, that—
  - i. Will supplant the hiring of employed workers; or,
  - ii. Are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.
- f. A participant in any program receiving assistance under this chapter may not perform services or duties that have been performed by or were assigned to any—
  - i. Presently employed worker;
  - ii. Employee who recently resigned or was discharged;
  - iii. Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;
  - iv. Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or,
  - v. Employee who is on strike or who is being locked out.

     **KMD** - I verify this position will not: displace an employee, duplicate a paid staff  
 (Initials) **position or replace a vacant staff position.**

**Verification:**

- I verify this position will not: displace an employee, duplicate a paid staff position, or replace a vacant staff position.
- I verify that our organization can supply the required cash-match and in-kind documentation from non-federal sources.
- I verify that our organization can provide on-site member supervision and purposeful and allowable activities for the member to perform.
- I verify that I have read and understand the list of prohibited activities.
- 

*Kayla M. Drummmond*

6/8/2021

Signature, Title

Date

**LYCOMING AND CLINTON COUNTY KEY NEED CATEGORIES:**

As a Community Action Agency, STEP completes a community needs assessment every three-years. Through the 2018 Community Needs Assessment (CNA), community needs were documented utilizing various methodologies. The data gathered and analyzed provides the basis for all agency programming and supports community collaboration initiatives within STEP's service area. The data illustrates that social service agencies believe there are many community needs not getting adequate attention. When

focus groups were asked about this, the response pinpointed the lack of capacity in social service agencies to address areas of concern. STEP AmeriCorps members will support non-profit organizations through various interventions including resource development, systems development, training, volunteer management, and outreach.

To address the community need of enhancing the capacity of local non-profits to better fulfill their missions, STEP AmeriCorps will focus on community collaboration through connecting with local non-profit social service agencies, who have specific goals for capacity building within their agency.

The following survey is from the Community Needs Assessment (CNA) of Lycoming and Clinton County. The list outlines the key need categories which were defined through understanding previous CNA's and the areas of interest that were mutually important to STEP, River Valley Health and Dental and the broader community.

Listed below the survey is the link to the Community Needs Assessment of Lycoming and Clinton County, 2018.

**Please take a moment to check which areas are main priorities in your organization:**

- 
- Children and Youth
  - Community Engagement
  - Employment and Financial Stability
  - Families in Crisis
  - Housing and Homelessness
  - Medical and Dental Care
  - Senior and Persons with Disabilities Support Services
- 

**COMMUNITY NEEDS ASSESSMENTS OF LYCOMING AND CLINTON COUNTIES, 2018**

<http://www.stepcorp.org/sites/default/files/CNA-Report-2018-Lycoming-County.pdf>

<http://www.stepcorp.org/sites/default/files/CNA-Report-2018-Clinton-County.pdf>



### **Can AmeriCorps Benefit you this summer?**

Believe it or not, summer will be here soon! STEP AmeriCorps is now recruiting service sites and members for the 2021 summer program! Are you a nonprofit, school, or governmental agency seeking extra assistance? Are you an individual looking for temporary, meaningful work? Read below to see how STEP AmeriCorps can be the solution you are looking for!

**Nonprofits, schools, governmental agencies:** STEP AmeriCorps works with qualifying organizations to place an AmeriCorps member to perform an agreed upon service at their site. Partner Sites develop their own position description and choose their preferred term of service for their member. Sites are required to make a financial investment in their member, depending on their chosen term.

### **Interested in becoming a partner site and hosting a STEP AmeriCorps member?**

**Contact Brittany Terre-Blanche, Program Manager**  
**[bbTerre-Blanche@stepcorp.org](mailto:bbTerre-Blanche@stepcorp.org) or (570) 601-9672**

**Individuals:** AmeriCorps is often referred to as the "domestic Peace Corps" where individuals are placed at organizations to meet various community needs through service. As an AmeriCorps member, you receive benefits such as:

- ◆ Living stipend (amount varies based on term)
- ◆ Education Award upon successful completion of the agreed upon term.
- ◆ Health Insurance
- ◆ Childcare assistance (if qualified)
- ◆ Forbearance on active student loans (includes interest accrued while serving)
- ◆ Flexible service schedules (students and employed are welcome to apply)

### **Interested in becoming a member?**

**Contact Lori Boos, Member Development Coordinator**  
**[laboos@stepcorp.org](mailto:laboos@stepcorp.org) or (570) 601-9677**

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### **GENERAL INFORMATION:**

#### **Member:**

- ◆ Living Allowance - \$565 Bi-Weekly (max \$3,390.00)
- ◆ 12 weeks - Serving 40 hours a week.
- ◆ Segal Education Award - \$1,612.43
- ◆ **Must Commit to SERVE ALL 12 WEEKS!!**

#### **Host Site:**

- ◆ Cash Match - \$2,450 (covers part of the member living allowance), per member.
- ◆ In Kind Match –
  - 10 supervision hours/week, per member.
  - **OR** \$1,300.00 total per member.