

MEMORANDUM

TO: Board of Directors
Corporation for National and Community Service

FROM: James F. Manning

DATE: October 15, 2003

RE: 2004 AmeriCorps Guidelines

On September 23, 2003, the Board of Directors approved a resolution directing the Corporation to continue using the program year 2003 guidelines to govern the selection of AmeriCorps grantees until further notice, with the following qualifications:

- (1) giving priority consideration for professional corps programs, without prejudice to the role of faith-based and community organizations and the Corporation's strategic plan; and
- (2) undertaking rulemaking to establish regulations regarding sustainability, the limitation on Federal costs, and other significant issues, consistent with applicable directives from Congress.

The purpose of this memorandum is to recommend, for your approval, an implementation plan for the 2004 guidelines. Attachment A list specific provisions of the 2003 guidelines that, in our view, warrant updating. Most of these do not reflect a material change in substance. However, we wish to draw your attention to language on page 3 of Attachment A relating to the average Corporation cost per member. While not replacing the 2003 average Corporation cost per member of \$12,800, the proposed language would place applicant organizations on notice that this amount is likely to decrease as a result of the 2004 appropriations process. Reducing the average Corporation cost per member would represent a change from the 2003 guidelines and is likely to generate concerns within the national and community service field. However, it may be a step that is unavoidable to comply with Congressional directives and funding constraints.

In addition, we propose to modify the language in the Board's resolution relating to priority consideration, to incorporate, with the exception of programs run by Federal agencies, the list of priorities identified in the applicable statutory provision – section 133(d) of the National and Community Service Act. See Attachment B.

I am attaching a draft resolution approving these recommendations as Attachment C.

As presented by the General Counsel during the Board call earlier this week, the guidelines are time sensitive. The State Commissions must have this document quickly in order to produce the guidelines to be utilized within their state competitions. Because

of this, I ask that you sign, date and return the enclosed resolution (Attachment C) by fax to Frank Trinity by the close of business on Friday, October 17, 2003, if possible.

Please feel free to contact me if you have any questions (202.606.5000).

Thank you.

Attachment A: Side by Side showing proposed changes to 2003 Guidelines
Attachment B: Section 133(d) of the National and Community Service Act
Attachment C: Draft resolution for Board consideration