

PART I - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE		1. TYPE OF SUBMISSION: Application <input checked="" type="checkbox"/> Non-Construction														
Modified Standard Form 424 (Rev.02/07 to conform to the Corporation's eGrants System)																
2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS):	3. DATE RECEIVED BY STATE: 13-JAN-11	STATE APPLICATION IDENTIFIER:														
2b. APPLICATION ID: 11AC122803	4. DATE RECEIVED BY FEDERAL AGENCY:	FEDERAL IDENTIFIER: 09ACHWI0010005														
5. APPLICATION INFORMATION																
LEGAL NAME: North Central Community Action Program DUNS NUMBER: 096826086	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Steve Frodl TELEPHONE NUMBER: (715) 849-5212 FAX NUMBER: (715) 845-8271 INTERNET E-MAIL ADDRESS: steveamericorps@dwave.net															
ADDRESS (give street address, city, state, zip code and county): 911 Jackson Street Room 104 Wausau WI 54403 - 5696 County:																
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 391080179	7. TYPE OF APPLICANT: 7a. Non-Profit 7b. Community Action Agency/Community Action Program															
8. TYPE OF APPLICATION (Check appropriate box). <input type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input checked="" type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="text"/> <input type="text"/> A. AUGMENTATION B. BUDGET REVISION C. NO COST EXTENSION D. OTHER (specify below):	9. NAME OF FEDERAL AGENCY: Corporation for National and Community Service															
10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:94.006 10b. TITLE: AmeriCorps State	11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: NCCAP AmeriCorps Team- Greater Wausau Area															
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): Marathon County, Wisconsin, primarily in the Greater Wausau Area, including Weston, Schofield, Rothschild and Kronenwetter; with anticipated growth area expected to expand the program boundaries to counties neighboring Marathon Cou	11.b. CNCS PROGRAM INITIATIVE (IF ANY):															
13. PROPOSED PROJECT: START DATE: 08/15/11 END DATE: 08/14/12	14. CONGRESSIONAL DISTRICT OF: a.Applicant <input type="text" value="WI 007"/> b.Program <input type="text" value="WI 007"/>															
15. ESTIMATED FUNDING: Year #: <input type="text" value="3"/>	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? <input type="checkbox"/> YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: <input checked="" type="checkbox"/> NO. PROGRAM IS NOT COVERED BY E.O. 12372															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">a. FEDERAL</td> <td style="text-align: right;">\$ 329,523.00</td> </tr> <tr> <td>b. APPLICANT</td> <td style="text-align: right;">\$ 329,615.00</td> </tr> <tr> <td>c. STATE</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>d. LOCAL</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>e. OTHER</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>f. PROGRAM INCOME</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>g. TOTAL</td> <td style="text-align: right;">\$ 659,138.00</td> </tr> </table>	a. FEDERAL	\$ 329,523.00	b. APPLICANT	\$ 329,615.00	c. STATE	\$ 0.00	d. LOCAL	\$ 0.00	e. OTHER	\$ 0.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 659,138.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
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f. PROGRAM INCOME	\$ 0.00															
g. TOTAL	\$ 659,138.00															
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.																
a. TYPED NAME OF AUTHORIZED REPRESENTATIVE: Steve Frodl	b. TITLE: Program Director	c. TELEPHONE NUMBER: (715) 849-5212														
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 05/02/11														

Narratives

Executive Summary

NCCAP AmeriCorps Team - Greater Wausau Area serves 13 community-based host sites including public schools & non-profit organizations at 23 locations. Focusing on elementary & secondary education emphasizing literacy & language acquisition via tutoring activities, members also mentor youth in a variety of after school programs. Members participate in Trainings including, Citizenship, Career Development. Members also plan & serve at a number of Community Service projects throughout the year.

Rationale and Approach

a. COMPELLING COMMUNITY NEED:

In 2002, State Superintendent of the Department of Public Instruction, Elizabeth Burmaster, implemented The New Wisconsin Promise: Ensuring Quality Education for Every Child, Closing the Achievement Gap. She believes the achievement gap between children of color, those who are economically disadvantaged, and their peers needs to be addressed in Wisconsin. This vision aligns with the AmeriCorps Team - Greater Wausau Area mission which is to enhance the educational opportunities and positive interactions of potentially at-risk children, youth, and their families through the direct service of AmeriCorps members.

This project will be conducted in the Wausau area, in North Central Wisconsin, which is unique in cultural diversity. According to the United States Census, the city's population is 38,426, which includes 2,394 young people under the age of five and 8,506 between the ages of five and eighteen. During the 2008/09 school year, enrollment in the Wausau School District is 8,506 students. The school district's ethnic breakdown is Asian 21 percent, Black 2.5%, Hispanic 2.8%, Native American .9%, White 72%. Wausau now has the largest Southeast Asian population in the state. Wausau also has the 2nd largest English-as-a-Second Language population of any school district in the state while Milwaukee is ranked

Narratives

first, according to the Multi-Cultural and Equity Director of the Wausau School District.

In the Wausau School District 82.9% of the Caucasian students are English proficient, and the English proficiency of the English Language Learners (ELL) is 21.74%. The Hmong began coming to Wausau in the early 1980's. They fought in the Vietnam War and had to move from the hills of Laos because they faced persecution for their loyalty to the United States. They came to the US with little employment skills and limited English speaking skills. Many of the jobs they are qualified for are very low paying. The Job Center in Marathon County estimates that 80% of the Hmong families in the city are living in poverty compared to 17.10% of the Wausau Caucasian population.

In addition, with the refugee camps closing in Thailand and Laos, many new families are arriving. At least 300 new refugees have arrived in Wausau in the past three years. Because of the many years that they have been residing in refugee camps, they came with different issues than their predecessors that make it difficult for them to adjust to their new way of life in the US. Another factor to consider when looking at need is the number of low-income students receiving free or reduced lunch. In the Wausau School District, 37% of the students are receiving free or reduced lunch which is an increase from 30.9% in the 2005/06 school year.

The Wisconsin Knowledge and Concept Exam (WKCE) is something that also should be considered when determining the needs of the area. The WKCE test is given in grades 4, 8, and 10 in five subject areas: reading, math, language, science, and social studies. Under federal law, the Department of Public Instruction is required to provide for inclusion of all students in the statewide assessment. During the 2006/07 school year, the test was administered to over 200,000 students in the above grades.

Substantial research shows that a major predictor of student proficiency scores is the economic status of the child's family. Children from affluent households tend to do better than students from low-income

Narratives

households. An article, "Overview of Poverty and Education" from the Education Encyclopedia summarizes the information from researchers on this issue with this statement: "Although the complex pathways through which family poverty affects child educational outcomes have yet to be fully understood, it is clear that childhood poverty compromises the educational prospects of children and adolescents. Many poor children begin life at a disadvantage, due to family income, low maternal education, single parents, young parents or a combination of these factors. The level of disadvantage may become exacerbated through the lack of cognitively stimulating or safe home environments, conflicted parent-child interactions, poor school and child care environments, and poor neighborhood conditions."

The effect of poverty on education is definitely true in Wisconsin. State Superintendent Burmaster points out the impact of family poverty is evident in school test scores. On the tenth grade reading test, only 53% of the states' low-income students were proficient or advanced compared to 82% of the high income students. In analyzing the reading scores of low-income students in the Wausau School District compared to their economically advantaged peers, one can see these same results. In grade four, 69% of the low-income students scored proficient or advanced compared to 88% of their higher income peers. In grade eight, 77% of the low-income students scored proficient or advanced compared to 92% of their higher income peers. Lastly in grade ten, 65% of the low-income students were proficient or advanced compared to 87% of their higher income peers. Since the AmeriCorps program will be focusing on literacy it is primarily concerned about the reading scores in the Wausau School District so did not do a comparison of the other academic subject scores.

The data demonstrates that there are a high number of low-income students in the area and students of color. Early intervention is needed so the low-income families living in Wausau have the same opportunities as their middle-income neighbors. Schools, community agencies, faith-based

Narratives

organizations, businesses, and parents all must play a significant role in a child's educational progress to help them succeed. Therefore, the AmeriCorps Team-Greater Wausau Area is proposing to continue to conduct a program in the Wausau area that will focus on literacy tutoring, and mentoring. Having AmeriCorps members serving at the sites increases each participating organization to increase their outreach to the community, serve more youth and keep more at-risk students engaged in completing their education and out of trouble.

b) DESCRIPTION OF ACTIVITIES AND MEMBER ROLES

The AmeriCorps Team - Greater Wausau Area will consist of 11 participating agencies and 6 schools within the Wausau School District with 20 full-time members, 11 half-time members, and 1 minimum-time summer member. The full-time and half-time members will serve 12 months and the minimum-time members will serve three months during the summer, from June through August. Each AmeriCorps member will have a job description detailing his/her responsibilities. Each agency will have a designated host site supervisor assigned to its member. The host site supervisor will be involved in training the member for their specific service and will conduct a formal mid-year and end-of-year performance evaluation. The AmeriCorps Program Director will conduct three member development sessions a month with all of the members.

Although each host site will provide somewhat different opportunities for its members, the goals and objectives of the AmeriCorps Team - Greater Wausau Area will be met by all of the host sites and members doing their part. Since the need in the Wausau area is to improve academic achievement, tutoring and classroom assistance will be the main emphasis of the program. Tutoring will be conducted during and after school in a variety of sites which include: the Department of Public Instruction,

Narratives

Wausau School District, Storefront Learning Center, Wausau Area Hmong Mutual Association, and Neighbors' Place Community Center. .

While the core of the project will involve direct service to youth, with the coordination of the AmeriCorps Director, all AmeriCorps members will work together to implement community service projects as well as recruit volunteers to assist with the projects. Members will be required to serve a minimum of 36 hours planning and/or participating in team projects. This will further enhance the members' ability to improve the lives of potentially at-risk youth and increase the capacity of the Wausau community to enhance and build a better volunteer base. Twelve members will serve as tutors or literacy assistants in grades one through twelve in the local schools, including three charter schools, the Department of Public Instruction and the Storefront Learning Center - a well-established alternative high school. In addition tutors will be housed at the Wausau Area Hmong Mutual Association (WAHMA) and the Neighbors' Place working with adult Hmong English Language Learners and after school with elementary students. Except for the half-time member serving at the alternative high school and the Hmong Association the tutors will all be full-time members. The member at WAHMA will tutor as well as serve as a translator and interpreter for Hmong health education initiatives. The schools where members serve are chosen according to where the greatest need exists. The tutors hosted by the Wausau School District are selected by the Multi-Cultural and Equity Director. The other tutors and literacy assistants are also selected by their host sites.

In accordance with community needs, the AmeriCorps Team tutors serve Southeast Asian refugees as well as the growing number of other minorities. AmeriCorps members will also work with other students identified by teachers as needing extra attention to improve their literacy skills. The middle school students served by the DPI are primarily Southeast Asians who have been identified as having the potential to enter post-secondary education but need both tutoring and mentoring services to allow

Narratives

them to reach that goal. AmeriCorps members will accompany the students on field trips, attend workshops, and engage them in volunteer activities. The students to be tutored at WAHMA will be the recently arrived refugees whose English language skills are low and are in need of special assistance to succeed in the school system.

The tutoring process will incorporate both one-on-one activities and small group work. In elementary schools this will include assistance in the delivery of an effective, research based practice within a Comprehensive Core Literacy Program including the five key components of Phonemic Awareness, Phonics Instruction, Fluency Instruction, Vocabulary Instruction and Comprehension Instruction. Training by school district literacy coordinators will develop these skills and strategies for the AmeriCorps members. The DPI tutor will work primarily with small study groups providing individual assistance as needed or facilitate students working together on an assignment and these students will be measured by an advance in grade levels.

A need that was addressed by the Wausau School District for the first time in 2005-2006 was to effectively serve seventh and eighth grade students who are unable to function in a regular classroom setting because of behavioral or other problems. A charter school, New Horizons, was established specifically for those students. The success of this school has led to the development of a second charter school Excel, Enrich Achieve Academy (EEA) to serve high school students with the same behavioral issues. The AmeriCorps members serving these students will provide tutoring assistance and supervise the students while they are engaged in hands-on experiences such as doing community service, buying and preparing their lunches and going on field trips. Both schools provide a learning atmosphere and individual attention where students experience success. The AmeriCorps members serve two important functions at New Horizons and EEA. Firstly they will assist with the academic activities individually and in small groups. Secondly they will provide support and encouragement to each of the students both in

Narratives

the classroom and during the field trips they take each week while also teaching appropriate behavior and respect for others.

At the public high school, the AmeriCorps member will tutor newcomer ELL students -- primarily Hispanic and Hmong in small classroom groups and the ELL Resource Center, assisting students with assignments or research projects and teaching study skills. At the alternative high school the member will work individually with students who aren't able to function in a structured school. The one-on-one supportive approach provides a situation more conducive to the student staying in school until graduation. A third charter school was established in 2006 as a public Montessori School to serve students on a first come, first served basis. This has provided children who ordinarily wouldn't have an opportunity to learn under this system to participate. It has expanded to three classrooms and now has three AmeriCorps members serving there and the program plans to continue with that number. At all sites students will be measured either by advancement in grade levels or achievement of study skills.

Seven full-time and eight half-time members will be serving at community organizations to provide number of services in and out of school to involve children and youth in positive activities and to provide safe places for them when they are not in school. These include after-school, vacation, and summer activities through the Boys and Girls Club and the YMCA where the members interact with and supervise the students in games and activities. Both sites model and teach appropriate behavior and social skills. The Girls Scouts' elementary and middle school programs will engage students in educational, self-esteem, and other enrichment activities. Through Big Brothers Big Sisters in-school children are matched with an adult mentor to enhance school engagement and success. At Children's Service Society one full time member will mentor children of families in crisis by mentoring them on site or monitoring visitation with parents and engaging these children in positive activities. Five members will be engaged in activities that extend the scope of service of the AmeriCorps Team - Greater Wausau

Narratives

Area. One full-time member will serve as a Health and Safety Educator through the American Red Cross in Marathon County. This position involves making presentations to community organizations and schools on disaster preparedness. Until a member was placed with the Red Cross they had no one on staff to do regular community and school presentations. This AmeriCorps position will increase the capacity of families to take preventive measures and respond effectively in case of a disaster. 2009/10 will be the fifth year for that position. The half time member who will be tutoring at WAHMA will also be assisting with the development of the Hmong Health Education Network website. This is a recent initiative that has as its purpose improving access to health education and services for the Hmong Community. One half-time member will serve at Neighbors' Place Community Center at the food pantry, overseeing the distribution of food to needy families, monitoring supplies and overseeing the volunteers. Another full time member will serve as a Community Resource Specialist for Marathon County/ City of Wausau Diversity Affairs Office, to work with the area ethnic communities to improve communication and services to assist minority residents in assimilating and participating in community life.

One minimum time summer member will complete 300 hours of service in a 3-month term during June, July, and August. The AmeriCorps member will provide direct service to academically challenged high schools students that participate in a six-week educational program conducted by the Department of Public Instruction.

The Wausau AmeriCorps Team will continue to enroll members of the Hmong Community to serve with the program. They have proven to be excellent role models for the children they serve as they are either in college or planning to enter a post-secondary education. Their Hmong language skills are invaluable in communicating with the recent arrivals from camps in Thailand.

As in past years, all members will be engaged in community service projects outside their regular service

Narratives

sites. AmeriCorps member committees will plan some of the projects. Past projects have include designing and painting murals at the Women's Community Domestic Abuse shelter children's playroom, the Boys and Girls Club and the educational center at the Wausau School Forest. National Service Days will also be a priority for projects. In the last two years the members planned and presented public events to commemorate the life of Dr. Martin Luther King, Jr. at the University of Wisconsin, Marathon County, with the collaboration of the diversity clubs on campus. AmeriCorps members will continue annual participation in the "Make a Difference Day Community Leaf Raking" and "Fill a Back Pack Fill a Need" school supply donations projects. AmeriCorps members will take turns with other groups serving at the interfaith community suppers held at a local church on Sundays - a day that other soup kitchens are not open and will plan other projects throughout the program year.

To ensure AmeriCorps member compliance with the rules on prohibited service activities as stated in 45 C.F.R.2520.65, the following steps will be followed. During orientation, the rules will be reviewed with all members. The rules are also detailed in their Member Contracts, which are signed by the member, the site supervisor and the AmeriCorps Program Director, and in the Member Handbook. Site supervisors will also be informed about the rules detailed in the Site Supervisor Handbook during supervisor orientation. Review of the monthly site reports and site visits will also indicate if any prohibited service activity has taken place. It has been standard practice within the program for members to contact the AmeriCorps Program Director if they have any questions about whether or not a particular activity is allowable.

c) MEASURABLE OUTPUTS AND OUTCOMES

The AmeriCorps Team - Greater Wausau Area will provide one set of three aligned Performance

Narratives

Measures for Tutoring, our primary service activity, will encompass an Output, an Intermediate Outcome, and an End Outcome. There will be one Output Performance Measure for Volunteer Management. In addition, there will be one Intermediate Outcome for Citizenship Training. Lastly, there will be one Intermediate Outcome for Participant Development.

The Tutoring Output will project that 100 students will be tutored and that twelve members will be placed as tutors. Students will be tutored from three to five times a week for an hour each time. AmeriCorps tutors will be trained in the delivery of an effective, research-based Practice within a Core Literacy Program, including the five key components of Phonemic Awareness, Phonics Instruction, Fluency Instruction, Vocabulary Instruction and Comprehension Instruction. Wausau School District Literacy Coordinators develop these skills and strategies for the AmeriCorps members.

The Tutoring Intermediate Outcome will provide detail regarding the running record of advancement in reading levels throughout the year. The goal will be that 80% percent of the tutored students in grades 1-5 will achieve progress, tracked by the members on tally sheets, in the following language and word study learning opportunities: Interactive Read Aloud, Shared Reading, Shared Writing and Interactive Writing.

The Tutoring End Outcome states that by the end of the year 80% of the tutored students in grades 1 - 5 will have advanced by at least one Guided Reading Levels as tracked by the teachers on the "Running Record." Also 75% of students in grades 6-12 will have increased their Literacy level using the Measures of Academic Progress (MAP) system of recording student progress. MAP tests measure academic growth over time, independent of grade level or age and measures what a child know and needs to learn. The instruments and resources referred to are already used in the Wausau School System and have been developed by the Literacy Collaborative and Lesley University.

Narratives

The Output Measure for Volunteer Management will project that 300 volunteers will be recruited through the AmeriCorps team members and will serve a combined total of 3,000 hours as recorded by the AmeriCorps members on monthly reports.

The Citizenship Training Intermediate Outcome will project that all members will receive four hours of citizenship training and will demonstrate by means of a pre and post test that they have gained knowledge regarding effective citizenship.

The Participant Development Intermediate Outcome will state that all AmeriCorps members will have a written education/career plan and 95% of the members who complete their term of service will transition into employment, school, or a second year of AmeriCorps.

d) PLAN FOR SELF-ASSESSMENT AND IMPROVEMENT

In the past, North Central Community Action Program (NCCAP) has worked closely with the Wisconsin National and Community Service Board staff to design program objectives to meet state and national requirements. AmeriCorps members who will be tutoring will receive extensive training on how to work with students that are in need in guided reading groups.

Students in need of tutoring will be identified by their teachers. A "Running Record of Advancement" will be tabulated which identifies the student's guided reading level. Once the assessment is administered, the member and host site supervisor will be responsible for helping to develop the student's reading level and the assessment is ongoing. In addition to the tutoring assessment other

Narratives

methods of assessment will include: member timesheets submitted through the OnCorps reporting system by site supervisors at the end of every two week pay period; and monthly reports by members which document the number of people served, activities completed, and volunteers involved as well as to share any success stories or anecdotes and submitted to the Program Director. Site supervisors will submit monthly reports in OnCorps to document staff and other in-kind match. OnCorps is the Wisconsin Commission Reporting System that replaces WBRS.

Identification of strengths and weaknesses of the program are determined in several ways. Ongoing communication between the program supervisors and members are maintained throughout the year, both formally and informally. At the site visits questions are asked of the members about the satisfaction with their service site and activities, and how their responsibilities match the position description. There are two formal reflection sessions held during the year and an end of the year survey completed by the members after service to provide more information about their satisfaction with service to and to determine what improvements to the program are needed. AmeriCorps members are asked at a meeting early in the year for suggestions about any training they want beyond the scheduled topics. If there is a serious issue with a member's performance expressed by the host site supervisor, a meeting is arranged between the supervisor, the program director and the member to resolve the issue. A written description of the problem, outcome of the discussion and any remedial steps that need to be taken and a time frame for the remediation is signed by all parties and each will receive a copy. As a result of such meetings, any improvement needed in member selection or member orientation will be implemented.

e) COMMUNITY INVOLVEMENT

The AmeriCorps Team - Greater Wausau Area is unique in that it was formed as a collaboration of

Narratives

community agencies who were interested in establishing an AmeriCorps program in the area and having members placed at their sites. The agencies participating in the AmeriCorps program are among others who in the past have collaborated to identify needs and plan strategies for addressing community issues. The first time was when the Hmong refugees came to the Wausau area in the 1980s. The Hmong needed assistance in finding homes, learning the language, securing jobs, and becoming self-sufficient. These same agencies have remained in contact to address other community needs such as homelessness, poverty, and lack of affordable health care. As a result of the achievement gap in the Wausau School District, the lack of after school programming, and limited school resources, many of these agencies came together again in 1994 to explore ways to address these serious issues. They decided to write a grant which was funded to operate an AmeriCorps program with Northcentral Technical College serving as the fiscal agent. When that program ended after three years, several of the original agencies wrote a new grant in 1994 with North Central Community Action Program as the fiscal agent, and this partnership has continued through this current application. The supervisors from each host site constitute the Coordinating Council for the AmeriCorps Team-Greater Wausau Area. There will be 11 organizations hosting members in 2009/10.

The AmeriCorps Team Coordinating Council agencies are well-established educational, community, and faith-based organizations in the community. In year 2008/09, the agencies hosting members are: the American Red Cross - Marathon County Chapter, Big Brothers Big Sisters, Birch Trails of the Northwestern Great Lakes, Boys and Girls Club, Children's Service Society, Department of Public Instruction, Neighbor's Place Community Center, Marathon County/City of Wausau Diversity Affairs Office, Storefront Learning Center, Wausau School District, Wausau Area Hmong Mutual Association and Woodson YMCA. These agencies keep informed on community activities and needs through their participation in local networking opportunities such as the Wausau Council of Volunteer Administrators, Community Planning Council of Marathon County, Marathon County United Way, and

Narratives

the Marathon County Literacy Council. As a result the AmeriCorps Team - Greater Wausau Area was formed not to replicate existing programs either on the local or state level, but to address the needs of the community and its non-profit organizations by filling gaps in service.

Through the sponsorship of the AmeriCorps Coordinating Council, 32 AmeriCorps members will recruit, organize, and manage volunteers for area service projects, and tutor and mentor hundreds of low income youth and students of color. In addition, the American Red Cross will train the AmeriCorps members in disaster relief to better prepare our community for homeland security. One AmeriCorps member will be placed at the American Red Cross to help prepare and publicize disaster relief materials and train community volunteers for disaster emergencies so they will be able respond to local disasters such as fires or tornados.

The agencies will continue to be involved in the partnership by attending Council meetings when called. The Council will approve the distribution of slots to the host sites and when a new organization applies to have an AmeriCorps member, will approve the request upon determining whether the position meets the focus issues and responsibilities within the program, and the agency is capable of supporting a member.

f) RELATIONSHIP TO OTHER NATIONAL AND COMMUNITY SERVICE PROGRAMS

There is only one other National and Community Service Program in the area - Wausau Fresh Start which is a youth corps. Fresh Start members have participated in the Regional Disaster Relief Training, co-sponsored by the AmeriCorps Team -- Greater Wausau Area and The Red Cross, and this will continue in 2009/10. The program will explore opportunities to collaborate with other National and

Narratives

Community Service Programs. The AmeriCorps program Director will attend the quarterly Program Director meetings to network and share best practices and will attend the statewide national service conferences where all three streams of service are represented. The AmeriCorps Director will attend all the National Conferences on Volunteering and Service for further networking and training experiences.

g) POTENTIAL FOR REPLICATION

The AmeriCorps Team - Greater Wausau Area has been in existence since 1998. While there are similar multi-site AmeriCorps programs operating in Wisconsin, The AmeriCorps Team - Greater Wausau Area is unique because the organization is a collaboration of community partners. Each agency agreed to pay a percentage of the member Living Allowance and to provide supervision and support of the members assigned to them, and to act as the oversight team for the program's operation. The program's location in the local outreach office of the Department of Public Instruction has been very helpful in enrolling Hmong members as that is the majority of the population served by DPI. It has also been very effective having the Multi-Cultural and Equity Director of the Wausau School District as an original member of the Coordinating Council.

Organizations in other communities that would like to establish an AmeriCorps program but aren't large enough to operate one as single agencies can replicate the AmeriCorps Team's model. This is especially effective in smaller communities. Setting several meetings to come to agreement on the program's service focus and identifying an organization willing to be the fiscal agency are the essential first steps. It is important to identify other organizations in the community either to become host sites or to provide other support such as member training opportunities, meeting space, volunteer opportunities and financial sponsorship for community projects. Collaboration with other national service programs is

Narratives

another option. Program staff always willing to talk with groups wanting to organize an AmeriCorps in their own communities.

Organizational Capability

ABILITY TO PROVIDE SOUND PROGRAMMATIC AND FISCAL OVERSIGHT:

North Central Community Action Program (NCCAP) will be the fiscal agent for the AmeriCorps Team - Greater Wausau Area Program. NCCAP has been in existence in Marathon County since 1973 and was awarded a Wisconsin National and Community Service AmeriCorps grant in 1998. NCCAP is a non-profit organization that administers federal, state, and local housing programs, such as: WHEDA, weatherization, WIA, food distribution, and Emergency Housing Assistance Fund (EHAF). NCCAP has also been the fiscal agent for the local Wausau Department of Public Instruction Learn and Serve grants, local foundations, and Marathon County Department of Employment and Training WIA and JTPA programs. NCCAP has a budget of over 3.5 million dollars. Anderson and Tackman, Inc. in Wausau is the auditor. The addition of the AmeriCorps program to its administrative responsibilities has provided a new opportunity to serve low-income families in the area. One of its projects, the Storefront Learning Center, became one of the AmeriCorps host sites in 2004 and will continue to have a member serving there.

As a multi-site program model, support and oversight of services will be provided by ongoing communication with the AmeriCorps Program Director and members of the Coordinating Council. A Supervisor orientation session is scheduled at the beginning of the year program to review policies and procedures and distribute the Supervisors Handbook. The orientation will include information about reporting procedures, prohibited activities and disciplinary procedures for members. If there is concern about a problem with a site that wasn't resolved between the Director and the site, the Council will be able to take action or support the Program Director's request for improvement. Site visits are also part

Narratives

of the oversight of host agencies.

Service sites are selected or approved by the Coordinating Council. Except for the initial formation of the program, when the sites came together to write a grant application, the usual process is that a site that is interested in hosting a member contacts the Program Director and describes the type of position they are requesting. If the position fits within the program focus, and is appropriate for an AmeriCorps member a description will be brought to the Council when it is time to write a grant application. The potential new site's request will be included with those of current host sites and a decision will be made by the Council about the number of available slots that will be awarded to each site. As to ensuring the capability of an organization new to the program to support a member, in a smaller community like Wausau, the Council members will usually already be acquainted with the organization and the quality of its operations. The funding relationships with the sites have been very positive.

The majority of sites have been willing to increase their match for the Living Allowance, and have been cooperative in submitting monthly staff reports on in-kind staff time match for supervising members. They have also provide documentation of other in-kind match such as equipment, supplies, telephone, internet access and space required to support the services of their member(s). Programmatic relationships with the agencies involve ensuring that the types of AmeriCorps positions they are offering meet the AmeriCorps requirements and do not violate any activity prohibitions.

Compliance with fiscal requirements is monitored by the fiscal office in reviewing match reports and receipt of match for the member Living Allowance. The invoices submitted to the sites clearly state that federal funds cannot be used for the cash match. Auditors engaged by NCCAP also review the fiscal records for the AmeriCorps program.

Narratives

Compliance for programmatic requirements is determined through the position descriptions, copies of which are kept in the program office, and confirming that the positions accurately describe the duties that the members are performing, through site visits and member reports.

Connections with the sites occur mainly in contacts with the AmeriCorps Program Director who AmeriCorps members and site supervisors know is always available to answer questions or consult on a problem. The AmeriCorps Program Director will also bring to the site supervisors member concerns, compliance issues or requests for report information.. During the recruitment period there is continual communication about applicants.

Any issues or concerns about a particular site will be discussed, but because the host sites are very committed to and invested in the program they are very aware of the importance of maintaining the overall vision and mission. Connections are maintained between sites because members from one site will often assist with a project or activity at another site. All sites receive updated copies of the member meeting and training schedule.

BOARD OF DIRECTORS, ADMINISTRATORS, AND STAFF

Ron Schnyder has served as the Executive Director of NCCAP since 1980. Mr. Schnyder is a past VISTA Volunteer so has a personal interest in keeping the AmeriCorps Team - Greater Wausau Area active and alive in this community. NCCAP consists of 40 full-time employees and an 18 member Board of Directors with a board structure of officers and five committees. Within NCCAP, the AmeriCorps Team - Greater Wausau Area will be directed by the AmeriCorps Director, Ms. Josie Paleologue-Pierce. She has served as director since 1998. Ms. Paleologue-Pierce has administered other state and federal grant

Narratives

programs when she was employed with The Women's Community and the YWCA. She has an extensive experience of working with individuals from low-income backgrounds and assisting individuals to become self-sufficient. She has substantial experience in designing, implementing, and coordinating training opportunities in the area of employability skills and curriculum development.

Pam Glynn, the Director of Administration at NCCAP will monitor the incoming grant funds and expenditures of the program, oversee payroll, prepare the annual audit, and supervise all fiscal record keeping. Ms. Glynn has been in this position for 15 years. The AmeriCorps program will also form a Coordinating Council of its eleven host site representatives. The AmeriCorps Director will handle the overall coordination of the program and will report to the Coordinating Council as well as the fiscal agent.

PLAN FOR SELF-ASSESSMENT OR IMPROVEMENT

Staff and The Coordinating Council will review the outcomes of program activities, and member end of the year surveys on their service experience each year to determine if the overall program is meeting community needs as they relate to the AmeriCorps Team mission. Depending on the outcome information changes will be made as needed in programming. In its role to provide general oversight of the program, the Council will also monitor the Program Director's performance. NCCAP and the Program Director will continue to improve communication systems between the two offices to ensure that information on member data and billing functions for program activities is accurate and handled in a timely manner. In addition, the program will continue to respond to suggestions resulting from monitoring visits by the Serve Wisconsin's Program Officers.

Narratives

PLAN FOR EFFECTIVE TECHNICAL ASSISTANCE

Technical assistance for the program is achieved through training sponsored by Serve Wisconsin Staff National and Community Service Board, including training on the on-line reporting and systems and grants applications. Technical assistance providers engaged by the Corporation for National Service are a continual source of materials related to tutoring and other services for youth and families which the program has found very useful. Host sites have not requested technical assistance or training as each one operates differently and have their own resources. The training that the program does provide the host sites is on member supervision and completion of reports which happens during the Site Supervisor Orientation at the beginning of each program year. Ongoing support is also given to supervisors regarding the new OnCorps reporting system. Program Director will assist in finding resources when requested. Every year the State Commission sends a survey to Program Directors to determine what their training needs are and does provide several training opportunities for program during the year. Money is also budgeted in the AmeriCorps grant for the Program Director and the Assistant to the Program Director in participate in other training opportunities.

SOUND RECORD OF ACCOMPLISHMENTS AS AN ORGANIZATION

a) VOLUNTEER RECRUITMENT AND SUPPORT:

Volunteers are utilized in a limited form beyond the service at the host sites. The sites will be responsible for recruiting volunteers to serve with the AmeriCorps members at their own agencies. The sites will provide support for their volunteers. The AmeriCorps members will recruit volunteers to serve at service

Narratives

projects and report the numbers on their monthly reports along with the data on volunteers serving with them at the host sites, and the demographic information on the volunteers. The primary function for volunteers with the organization outside the host sites will be training for the AmeriCorps members. Several community members present training to the members every year, as described under Sustainability section above. The volunteer trainers will expand the capacity of the organization to provide a variety of quality training opportunities to members on an in-kind basis which would not be possible otherwise with limited training dollars. The purpose of the trainings is for member personal development and to increase their effectiveness as AmeriCorps members.

b. ORGANIZATIONAL AND COMMUNITY LEADERSHIP:

The AmeriCorps Team is becoming known as a source for community service. We are called upon to have AmeriCorps members help with the annual "Community Make a Difference Day Leaf Raking" and the "Fill a Back Pack, Fill a Need" school supplies distribution to low-income families. The local art museum counts on the members to assist with their large annual fall festival for children. New agencies have joined the program as host sites because they recognize the value of the program. Individual members of the Coordinating Council are active on many boards and in community events. The Program Director is a member, and is a member of the Marathon County Association of Volunteer Administrators and participates in the Community Forum on the Marathon County LIFE report sponsored by the Community Planning Council and United Way and also the Healthy Marathon County annual Forum. The Program Director and several Council members are graduates of the Leadership Wausau/Marathon County nine month training program. The Chair of the AmeriCorps Team's Coordinating Council is a supervisor on the Marathon County Board. Ron Schnyder, the Executive Director of NCCAP received an Award as Director of the Year from United Way for his leadership in establishing the Emergency

Narratives

Housing Assistance Fund (EHAF) which is a multi-agency consortium that provides homeless prevention services to residents of Marathon County. NCCAP also serves as the fiscal agent for EHAF which has been recognized by the State for this community collaboration.

c. SUCCESS IN SECURING MATCH RESOURCES:

The program has been very successful in securing an increase in the cash match for the member Living Allowance from the host sites. The sites have also been documenting in-kind match for staff time (including staff time sheets) and other support such as space, equipment, and supplies provided to the member. This documentation is provided to the Program Director monthly. The living allowance cash match, has increased each year from 22.5% in the first year to 45% in 2009/10. The success in securing annual increases in the staff match is made possible by the host sites' recognition of the value of the program and their commitment to its continuation.

SUCCESS IN SECURING COMMUNITY SUPPORT THAT RECURS, EXPANDS IN SCOPE, INCREASES IN AMOUNT, AND IS MORE DIVERSE

a) COLLABORATION:

The collaboration of the host sites that make up the Coordinating Council provides different types of programming enabling the program to serve a greater number of youth. The program's collaboration with the Department of Public Instruction has provided several benefits for the AmeriCorps Team program. The program rents space in the DPI offices which includes use of office supplies and

Narratives

equipment including computers. AmeriCorps program staff members been able to participate in some training for the DPI staff on computer programs In addition the AmeriCorps staff has been able to participate in other training sponsored by DPI such as Hmong Culture, and Poverty And Education presented by Ruby Payne, an expert and author on that subject. Several of the AmeriCorps members were also invited to attend the latter training. DPI also benefits from the collaboration in that they share the costs for a drumming circle/team building training that the AmeriCorps Team sponsors each year, and are able to bring a number of their students that they serve to the event. Other collaborations include involving the Diversity Club and Multi-cultural Center of the University of Wisconsin Marathon County Center twice planning and presenting a community event for Martin King Jr. Day at the campus. An ongoing collaboration is with the Sunday Community Suppers, sponsored by local churches where the AmeriCorps members frequently assist with set-up, greeting diners, serving and clean-up. Each member is required to serve at least once at the Suppers. Collaborations such as these examples do provide services to meet a variety of community needs.

b) LOCAL FINANCIAL AND IN-KIND CONTRIBUTIONS:

In-kind match has increased over the over the life of the program, largely because the host sites have become more diligent in reporting their match and the system for following up with sites has improved. Also the host sites have a strong commitment to the program's success. The program has been fortunate that the Marathon County Public Library has allowed the program to use their large meeting room and audiovisual equipment for the member meetings at no cost. A local organization, The Alexander Foundation, has covered the cost of the joint AmeriCorps Program and DPI summer internship recognition luncheon every year for members and their supervisors. This has been achieved through the DPI's relationship with the foundation. There have been several community members that have

Narratives

provided training without compensation and the program continues to look for new facilitators, which will also increase the in-kind match.

c) WIDE RANGE OF COMMUNITY STAKEHOLDERS

The community stakeholders are the eleven community organizations and that make up the Coordinating Council. Two of the eleven are the Wausau School District and DPI that serves several schools within the district. Other stakeholders include the organizations that benefit from the service of members at special community projects, and the families of children that receive valuable educational services and safe, positive activities when school is not in session. The AmeriCorps Team- Greater Wausau Area has an association with the University of Wisconsin Marathon County, through collaboration on some projects with the Diversity Club and the Multi-Cultural Center on some projects and we are able to hold our Disaster Relief Training on the Campus (for a fee). For the past two years we have been invited to participate in an event where local agencies can set up a display and promote their programs. In the current year we will have a display at the Marathon County Collaboration Event hosted by the Marathon County Disability Network. There has been a more diverse group of stakeholders as the members get involved in more community projects and as we add new host sites. The support of the stakeholders in providing supervision, mentoring, and member training is invaluable. In addition, the schools that many of the members attend have allowed them time off to attend statewide AmeriCorps events, because they understand the importance of these opportunities for personal development. The Program Director has been writing a quarterly column in the Wausau Daily Herald newspaper at their invitation, which is an opportunity to make the program more widely known in the community.

Narratives

d) SPECIAL CIRCUMSTANCES:

The program services have a positive impact on the community as poverty is an issue; 37% of the Wausau School District students qualify for free or reduced lunch an approximately 21% of the school population is Southeast Asian, with many of this minority group being recent refugees from Thailand.

Cost Effectiveness and Budget Adequacy

COST EFFECTIVENESS

a) CORPORATION COST PER MEMBER SERVICE YEAR (MSY)

The AmeriCorps Team -- Greater Wausau Area is requesting 20 full-time members, 11 half-time members, and 1 minimum-time member for the 2009/10 program year and the cost per full-time member will be \$11,769. This does not exceed the maximum \$12,600 MSY.

b) DIVERSE NON-FEDERAL SUPPORT

The cash match from the host sites is derived from nonfederal sources. It is clearly stated on the billing statement to the sites that they cannot use federal funds for the match. The amount of non-federal cash match for the program has increased each year from 22.5 percent in the first year to 43% for 2009/10 program year. The sources for the match are listed in the budget. The sources of cash match and in-kind match varies from site to site. When new organizations become host sites, they will agree to provide the requested match. Other match will come from sites sending members to training sessions or conferences and using the cost of attendance as an in-kind match.

Narratives

c) DECREASED RELIANCE ON FEDERAL SUPPORT:

Each year the program has increased the cash match share of the costs to the host sites in order to sustain the program from the initial 22.5% to 45% for 2009/10. In-kind match has also increased due to improved reporting from the sites.

BUDGET ADEQUACY

The budget is adequate to support all the program activities, member costs, and staff costs. The poverty rate and number of Southeast Asian refugees have been a strong incentive to the community partners to supply cash and in-kind match in order to serve the population in need of these services and support the program.

Evaluation Summary or Plan

EVALUATION PLAN

Internal Evaluation: At the end of each program year the AmeriCorps members who have completed their term of service will evaluate the quality of their AmeriCorps experience a post service survey, including a section for suggestions on program improvement. This has been a routine practice of the program every year. Members will also complete evaluations after specific training sessions to help the program determine the effectiveness of the topics and trainers. In addition, when performing site visits members are always questioned on their satisfaction with the program and if they are in need of more information or support to assist them in performing their service.

External Evaluation: During the 2009 - 2010 grant year we will identify potential organizations to

Narratives

perform a comprehensive evaluation of the program to include interviews and surveys of members, host site supervisors and community stakeholders. We will first approach the two local Universities about designing and performing the evaluation. Once an organization has been selected we will meet with the evaluators and provide background information on the program, a copy of the grant and other information they will need to design the evaluation process. Once the evaluation design has been presented and accepted by the program, dates will be set for starting and completing the process and submission of the evaluation results to the program.

Amendment Justification

N/A

Clarification Summary

30 April 2010

Clarification Summary

Budget Clarification Items have been addressed in the Budget Narrative

Programmatic Clarification Items:

Regarding: "URGENT" there is confusion as this application has a formula grant number and it has a competitive grant number, please clarify the grant number.

Response: The 2010-2011 application is a continuation of the 2009-2010 application with ID 09AC094622, Grant # 09ACHWI0010005.

Narratives

Regarding: Criminal History Check Requirement, please verify that criminal history checks will be conducted.

Response: The NCCAP AmeriCorps Team - Greater Wausau Area program currently conducts the three criminal history checks that are required in Wisconsin; the Wisconsin state criminal registry check, the National Sex Offender Public Registry check and the Wisconsin Circuit Court Access/CCAP check on all AmeriCorps Team - Greater Wausau Area program members that are funded under this grant. The program will continue to conduct these three required background checks for all new staff and members.

Program Staff:

Sam Hall, AmeriCorps Team - Greater Wausau Area Program Assistant, hired 08/14/2006, has the NSOPR the WCCA and the Wisconsin state criminal history check results in his file.

Steve Frodl, AmeriCorps Team - Greater Wausau Area Program Director, hired 03/30/2009, has the NSOPR the WCCA and the Wisconsin state criminal history check results on file.

The AmeriCorps Team - Greater Wausau Area program will require the host sites to provide us with documentation that background checks are conducted for all new host site supervisory and support staff whose time is documented as in kind match to the grant.

Regarding:

Performance Measurement,

i. SAA Characteristics and

Narratives

ii. National Performance Measures.

Response:

i. "Urban" has been selected.

ii. "Education" and "not opting in" remains selected.

"Other" and "not opting in" has been selected.

(saf)

29 April 2011

CLARIFICATION SUMMARY for 2011-2012 (Continuation year 3/3):

Budget Clarification Items:

Budget and Budget Narrative have been updated and modified.

2011-2012 budget clarification items noted as Application Clarifications from CNCS have been addressed and clarified in eGrants.

1. Budget revised to equal funding and MSY amount listed; \$329,523, 30 MSY and 38 member positions.

Budget Section I:

Full FICA and other fringe are included in hourly wage of member supervision and support as Personnel Expenses, Grantee Share for the host site agencies.

Narratives

Itemized costs of travel and related expenses to CNCS sponsored meetings included in budget.

Drumming Circle moved to I.F. as a Contractual Service. The Drumming Circle is a Member Training session.

Cost of criminal history checks increased from \$7.00 to \$52.25 to cover increase in cost of FBI background check and service fee.

100% of allocation for telephone, internet and staff space is to CNCS/AmeriCorps program staff. Telephone, internet and space is included as Other Program Operating Costs for Host Agencies Rent, Grantee Share.

Budget Section II:

8 education award only and 4 stipend minimum time slots removed from Member Costs, Living Allowance and all other budget sections.

Budget Section III:

Rate for Grantee Share of administrative/indirect costs has been updated & clarified.

Programmatic Clarification Items:

1. The desired grant award start date is 08/15/2011. The member enrollment start date is 08/15/2011.
2. Criminal history checks for all members and staff will include the state registry check and the NSOPR, in addition an FBI fingerprint check will be completed for anyone with recurring access to vulnerable

Narratives

populations.

3. References to 8 education-award only and 4 stipend minimum time slots removed and budget updated accordingly.

Performance Measure Clarification Items:

PM#1 - Volunteer Management removed.

PM#2 - Tutoring (Elementary) Explanation: The Wausau School District does Progress Monitoring of students in the watch category or at-risk category of reading every two weeks. The AmeriCorps members are part of the data analysis of the Progress Monitoring by keeping a tally of the running record data with students they tutor. Teachers are responsible for administering the running record, and results are discussed with AmeriCorps members. Members work with teachers to identify tutoring needs and strategies depending upon the analysis of the progress monitoring results. AmeriCorps members are trained in data analysis and effective tutoring techniques. Training is done by professional reading specialists from the Wausau School District.

PM#3 - Citizenship Training removed.

PM#4 - Tutoring (Middle School) Explanation: The Wausau School District does Progress Monitoring of students in the watch category or at-risk category of reading every two weeks. The AmeriCorps members are part of the data analysis of the Progress Monitoring by keeping a tally of the running record data with students they tutor. Teachers are responsible for administering the running record, and results are discussed with AmeriCorps members. Members work with teachers to identify tutoring needs and strategies depending upon the analysis of the progress monitoring results. AmeriCorps members are trained in data analysis and effective tutoring techniques. Training is done by professional reading specialists from the Wausau School District.

PM#5 - Career Development removed.

Narratives

(saf 04.29.2011)

Continuation Changes

Please note; we were originally awarded formula funding for 2009-2010, then we were withdrawn from Formula and awarded Competitive funding. The Competitive application approved for 2009-2010 did not include updates or revisions made to the Formula application.

Please note that there has been a change in Program Directors. The following revised information was updated in our 2009-2010 Formula application: Within NCCAP, the AmeriCorps Team - Greater Wausau Area will be directed by the AmeriCorps Program Director, Mr. Steven Frodl. Mr. Frodl began as Program Director on March 30th, 2009. Mr. Frodl has experience working with federal grant programs when he was employed with Forward Service Corporation as the Assistant Director of the TRIO Educational Talent Search program in the Crandon/Rhineland offices, and while he was employed with CAP Services working as the Assistant Director of Refugee Services in Stevens Point. He has worked as an AmeriCorps Team - Greater Wausau Area host site supervisor for at least 6 program years while employed with the Boys & Girls Club of the Greater Wausau Area, DC Everest/Greenheck Field House site, and prior to that through the Salvation Army - Wausau Community Center. His resume includes an extensive amount of experience working with individuals and families from under-represented and low-income backgrounds and assisting these individuals to become successful and self-sufficient. He has substantial experience working with potentially at-risk youth and assisting in their social development and academic success. Along with this, he is very familiar with both the traditional and alternative school systems in the Wausau area as well as the other community agencies that can be drawn upon as resources.

Narratives

RETENTION FOR 2008 - 2009:

Reasons for members not being retained include; moved from the area, took a higher paying job not related to their career plan, and did not complete the required service hours during the designated program year.

Host sites are being asked to update their position descriptions continually and are being asked to screen the candidates in the interview process in greater detail, fully outlining the work and the clients to be served before the candidates accept the positions. The Program Director remains responsible for monitoring member's hours served and remaining to be served, and will intervene when hours fall behind average weekly expectations. A first quarter performance evaluation plan has been implemented to facilitate member/site supervisor/program director communications and implement corrective actions that encourage successful completion of member terms.

CHANGES FOR 2010 - 2011:

The Tutoring (Middle School) Intermediate Outcome measure has been clarified.

Recognizing the opportunity and need for program growth and expansion in the 2010-2011 program year, the AmeriCorps Team - Greater Wausau Area proposes an increase in funding to allow an expansion of Member Service Years (MSY) to grow from the current 25.7 MSY in 2009-2010, to 30.0 MSY in 2010-2011.

This strategy will expand the current portfolio of agencies served to include the DC Everest School District in the Rothschild/Schofield/Weston and surrounding areas in the South Wausau metro area. It

Narratives

is anticipated that the DC Everest could utilize a total of 4.0 MSY. Initial discussions with DCE administrators indicate that the district is willing to join the AmeriCorps Team - Wausau program in expanding their services and including AmeriCorps members as program assistants to provide programs that will enhance the educational opportunities and positive interactions of students served both during and after school. Programs could include the new charter school initiative, after-school programs at two elementary schools serving low-income families, an after-school tutoring program at the junior high school, a possible school forest assistant, an alternative education program assistant, and a farm-to-school program leader.

Additional growth for the AmeriCorps Team - Greater Wausau Area would also include a continued collaborative effort with the Central Wisconsin Children's Theatre. A successful effort was incorporated into the program in the summer of 2009 with a minimum time member, and the Children's Theatre, in a potential collaborative effort with the University of Wisconsin - Marathon County Center Drama Department are beginning discussions about a shared venture to use theatre to teach social and other skills to potentially at risk youth and teens. This effort would request a half-time AmeriCorps member.

In the summer of 2009, the Department of Public Instruction utilized 5 minimum time AmeriCorps members as their Upward Bound Camp Counselors. For 2009-2010 they have only 1 minimum time slot allocated. With the Edward Kennedy Serve America Act, the possibility of serving a cumulative total of 2.0 MSY could allow counselors, having already served 1 or 2 minimum time terms to serve again, and the DPI would definitely be interested in this possibility. An additional 0.5 to 0.75 MSY could be successfully used here.

Finally, school districts and non-profit organizations outside of the Wausau area, and in several instances, counties neighboring Marathon County are inquiring of how to use AmeriCorps members in

Narratives

their programs. The Boys & Girls Club of Portage County is one that has expressed interest in participating. The Boys & Girls Club of Langlade County would also be approached. Outlying school districts in western Marathon County as well as school districts to the northeast of Wausau would also be approached. Several have already expressed interest in creating or continuing after school programs, but acknowledge that resources are extremely limited. An already established AmeriCorps program reaching out to assist them in providing members to serve in their programs would be welcomed.

In sum, it will not be difficult to increase the number of members in the AmeriCorps Team - Greater Wausau Area program from 25.7 MSY in the 2009-2010 program year to 30.0 MSY in 2010-2011. The additional members would benefit immensely from being a part of the already existent AmeriCorps Team in Wausau, the program, considering its history of documented program success is capable of welcoming these members, and the communities, and especially the youth and families of these communities would benefit immensely from the impact and programs we provide and support.

ENROLLMENT for 2009-2010: Due to host sites withdrawing from the program due to the economy and new sites needing to be secured, several full time slots were converted to smaller sized slots and late hires were made. As a result, the Enrollment rate for 2009-2010 was 113.9%.

RETENTION for 2009-2010: Due to a variety of personal circumstances, the retention rate for 2009-2010 was 80.5%. These circumstances were a result of the members' personal lives, and were not a result of the program design or management.

Specifically, reasons for members being exited early include: 1 mid-term exit to join the AmeriCorps NCCC program, 1 member exiting early as her daughter was not ready for child care, 1 member moving

Narratives

out of the state with her family to live with parents where her husband found employment, 2 members being dismissed for failure to comply with host site schedules and performance expectations, 1 member being dismissed for a breach of confidentiality standards after oral and written notices were given, 1 member withdrawing due to a host site misunderstanding of position expectations (perhaps over qualified for the position, and discontent with actual performance expectations), 1 member requested a transfer due to his unease working with the elementary aged students and was suspended from his original Wausau School District elementary school site and after a lengthy suspension was reassigned to a different Wausau School District senior high school where it was determined that he could not feasibly complete the full time term so he was exited and re-enrolled as a half time member. Finally, 2 members exited prior to completion of service due to personal and compelling circumstances, of which 1 was health related, and the other due to personal/family, divorce and child care/welfare concerns that took a lot of her energy and resulted in lost hours.

CONTINUATION CHANGES for 2011-2012 (Continuation year 3/3):

The desired grant award start date is 08/15/2011.

The member enrollment start date is 08/15/2011.

Budget and Budget Narrative have been updated and modified.

2011-2012 budget clarification items noted as Application Clarifications from CNCS have been addressed and clarified in eGrants.

(saf 04.29.2011)

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Narratives

Performance Measures

SAA Characteristics

- AmeriCorps Member Population - None
 Geographic Focus - Urban
 Geographic Focus - Rural
 Encore Program

Priority Areas

- Education
Selected for National Measure Healthy Futures
Selected for National Measure
 Environmental Stewardship
Selected for National Measure Veterans and Military Families
Selected for National Measure
 Economic Opportunity
Selected for National Measure Other
Selected for National Measure
 Disaster Services
Selected for National Measure

Grand Total of all MSYs entered for all Priority Areas 10

Service Categories

- Tutoring and Child (Elementary) Literacy Primary Secondary
Tutoring and Child (Middle Sch.) Literacy Primary Secondary

Tutoring

Service Category: Tutoring and Child (Elementary) Literacy

Measure Category: Needs and Service Activities

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

The AmeriCorps members will follow techniques to tutor students designed by the Center for Reading Recovery and the Literacy Collaborative in the five areas of literacy identified: Phonemic Awareness, Phonics, Vocabulary Development, Reading Fluency and Reading Comprehension Strategies.

Results

Result: Output

Output: 60 students in grades 1 - 5 will be receive comprehensive tutoring in literacy attainment from AmeriCorps members.

Indicator: student beneficiaries

Target: 60 students in grades 1 - 5 will receive comprehensive tutoring in literacy development and records will be kept on attendance and reports on the number of students tutored will be

Result: Output

submitted monthly to the program office.

Target Value: 60

Instruments: Monthly reports by the members submitted to the program office documenting the number of tutored students and classroom records of student attendance.

PM Statement: 60 students in grades 1 - 5 will receive comprehensive tutoring in literacy development and records will be kept on attendance and reports on the number of students tutored will be submitted monthly to the program office

Prev. Yrs. Data In 2007 - 2008, 45 students in grades 1 - 5 received comprehensive tutoring from the AmeriCorps members. In 2008/09, 60 students received comprehensive tutoring throughout the school year and summer school session from AmeriCorps members.

Result: Intermediate Outcome

80% of tutored students in grades 1- 5 will have increased by 10% the number of the following

language and word study skills attained through their involvement with the AmeriCorps members:

Interactive Read Alouds, Shared Reading, Shared Writing and Interactive Writing.

Indicator: improved reading scores

Target: 80% of the tutored students in grades 1 - 5 will increase by 10% the number of language and word study language skills achieved in the tutoring sessions.

Target Value: 80%

Instruments: Members will keep a tally sheet to indicate when a student has increased in each of the language and word study skills

PM Statement: 80% of the tutored students in grades 1-5 will increase by 10% the number of language and word study skills in each of the following language and word study skills: Interactive Read Alouds, Shared Reading, Shared Writing and Interactive Writing as a result of their involvement with the AmeriCorps Tutors.

Prev. Yrs. Data In 2007 - 2008, 92% of the tutored students in grades 1 - 5 increased in the number of the four language and word study skills they achieved. In 2008/09, the Wausau School District reported that the AmeriCorps Team - Wausau program met the language and word study skill performance measure as proposed.

Result: End Outcome

By providing AmeriCorps members with comprehensive tutor training and offering tutoring 3-5 times per week, the service recipients will increase their literacy levels and school achievement.

Indicator: improved reading scores

Target: 75% of students in grades 1 - 5 tutored by the AmeriCorps members will gain by one Guided Reading Level.

Target Value: 75%

Instruments: The instrument to be used will be "Running Record" of "Guided Reading" levels administered by the classroom teachers which tracks the progress of students in improving their literacy skills.

PM Statement: 75% of students in grades 1 - 5 tutored by the AmeriCorps members will improve by at least one "Guided Reading" level using the teacher administered "Running Record."

Prev. Yrs. Data In 2007 - 2008 95% of students tutored by the AmeriCorps member improved their literacy skills by at least one Guided Reading Level. In 2008/09, the Wausau School District reported that the AmeriCorps Team - Wausau program met the literacy skills performance measure as proposed.

Tutoring

Service Category: Tutoring and Child (Middle Sch.) Literacy

Measure Category: Needs and Service Activities

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

AmeriCorps members will tutor students individually and in small groups to help them gain improvement in their literacy levels.

Results

Result: Intermediate Outcome

45 middle and secondary school students will be tutored by AmeriCorps members with the result of increasing their literacy skills by 10% at mid year.

Indicator: improved reading scores

Target: 75% (45 of 60) of students tutored by the AmeriCorps members will increase their literacy skills by 10% at mid-year.

Target Value: 75%

Instruments: Tally sheets kept by the AmeriCorps members and approved by classroom teachers will document student literacy progress.

PM Statement: 75% (45 of 60) of the middle and secondary students tutored by the AmeriCorps members will improve their literacy skills by at least 10% as measured on tally sheets kept by the members and verified by the classroom teachers.

Prev. Yrs. Data In the 2008/09 program year, the Wausau School District reported that this objective was met.

Result: End Outcome

75% of tutored middle and secondary school students will improve their literacy skills by at least one level by the end of the school year.

Indicator: improved reading scores

Target: 75% of tutored middle and secondary school students will improve their literacy skills by at least one level by the end of the school year as a result of the tutoring by the AmeriCorps members.

Target Value: 75%

Instruments: The MAPPS Assessment tool used by the Wausau School District will be used to measure student progress.

PM Statement: 60 middle and secondary school students will be tutored by AmeriCorps members and 75% will improve their literacy skills as measured by the MAPPS Assessment tool.

Prev. Yrs. Data In the 2008/09 program year, the Wausau School District reported that this objective was met.

Result: Output

60 middle and secondary school students selected by classroom teachers will be assigned to the AmeriCorps members for comprehensive tutoring 3 - 5 times a week.

Indicator: student beneficiaries

Target: 60 middle and secondary school students will receive comprehensive instruction in literacy attainment

Result: Output

Target Value: 60

Instruments: AmeriCorps members will record the number of students tutored and submit a monthly report on the numbers to the program office.

PM Statement: 60 middle and secondary school students will receive comprehensive tutoring in literacy development.

Prev. Yrs. Data The monthly record of the number of students tutored have been kept every year and have consistently been submitted to the program office. In the 2008/09 program year, this objective was met.

Required Documents

Document Name

Status

Evaluation

Already on File at CNCS

Labor Union Concurrence

Not Applicable