

<p style="text-align: center;"><b>2005 Homeland Security Grantee Meeting</b> <b>March 2-4, 2005</b> <b>Washington, DC</b></p>
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**Meeting Purpose:**

To provide a forum for:

- (1) Corporation-funded programs engaged in homeland security activities to exchange effective practices, tools and materials and to enhance skills necessary for successful homeland security program development, maintenance and growth; and,
- (2) Corporation staff to update program staff on current information and expectations for homeland security programs.

**Overall Theme – Sustainability:**

The key ingredients for strong sustainable programs are:

- A strong, viable volunteer base;
- Effective communications, outreach plans and activities;
- Strong, inclusive and diverse community-based partnerships; and,
- A diverse resource base.

**Meeting Objectives:**

By the end of this meeting, you will:

- Improve your understanding of the benefits of homeland security programming in collaboration with CNCS;
- Enhance your skills in resource development, measuring performance, telling the story, and developing effective partnerships that contribute to excellent homeland security program management;
- Build a strong network of local and national peers working on homeland security issues within and across program types;
- Share effective tools and practices; and,
- Discuss latest information on the goals and direction of homeland security within the context of national and community service.

## Day 1 – Wednesday, March 2, 2005

Time	Session/Description
8:30- Noon	<p><b>Pre Conference Meeting for New SVP Grantees:</b>  <i>This session will provide an introduction to working with CNCS for first time grantees.</i>  <b>Mt. Vernon Room</b></p>
8:30 -1:00 pm	<p><b>Registration</b> <span style="float: right;"><b>Foyer, New Hampshire Ball Room</b></span></p>
8:30 – 1:00 pm	<p><b>Homeland Security Activities Fair – Display Set-Up</b>  <b>New Hampshire Ballroom</b></p>
1:00 – 2:15 pm	<p><b>Opening Session: Homeland Security And National Service</b>  <b>New Hampshire Ballroom</b></p> <p>The opening session will highlight the accomplishments of the CNCS Homeland Security Initiative to date and provide an overview of the major themes and desired outcomes for the meeting. This session will highlight current support of the initiative as well CNCS Homeland Security programs in action through presentations on the variety of grantee activities.</p> <p><i>Opening and Welcome:</i>  <i>Tess Scannell, Director of Senior Corps</i>  <i>Rosie Mauk, Director of AmeriCorps</i>  <i>Amy Cohen, Director for Learn and Serve America</i>  <i>Desiree Sayle, Director of Freedom Corps</i></p> <p><i>Review of where we have been with this work:</i>  <i>Cee Cee Molineaux, Emergency Management and Homeland Security Coordinator</i>  <i>Celebration of National Service efforts in Disaster Relief in Florida:</i>  <i>Glenn Kasper, Florida State Director, Christian Contractors Association</i>  <i>Ken Skalitzky, FEMA Voluntary Agency Liaison, Region 4</i>  <i>National Service Efforts in Homeland Security Activities</i>  <i>A collage presentation</i></p>
2:15 - 2:30 pm	<p><b>Break</b></p>
2:30 – 3:30 pm	<p><b>Regional/Cluster Meetings</b></p> <p>Meet and network with other grantees from your geographic region to share best practices and discuss regional issues related to Homeland Security.</p> <ul style="list-style-type: none"> <li>• West <span style="float: right;"><i>Monticello</i></span></li> <li>• Central <span style="float: right;"><i>Mt. Vernon</i></span></li> <li>• Northeast <span style="float: right;"><i>New Hampshire 3</i></span></li> <li>• Southeast <span style="float: right;"><i>New Hampshire 2</i></span></li> </ul>
3:30 - 5:00 pm	<p><b>Program Affinity Group Meetings</b></p> <p>Meet and network with your CNCS program staff and others from your program type to address homeland security programming goals and strategies, share your successes, discuss common challenges, and receive updates from CNCS staff.</p> <ul style="list-style-type: none"> <li>• Senior Corps and Special Volunteer Programs <span style="float: right;"><i>New Hampshire 3</i></span></li> <li>• Learn And Serve America <span style="float: right;"><i>Mt. Vernon</i></span></li> <li>• AmeriCorps*State and National <span style="float: right;"><i>New Hampshire 2</i></span></li> <li>• Citizen Corps POC <span style="float: right;"><i>Monticello</i></span></li> </ul>
5:30 – 7:00 pm	<p><b>Reception and Homeland Security Activities Fair</b>  <b>City Center Ball Room</b></p> <p>Learn about your colleagues and their Homeland Security programs. View program displays that describe activities, resources, and partnerships. See what others are up to and identify people you want to connect with during the meeting.</p>
7:00 pm	<p><b>Dinner on your own</b></p>

## Day 2 – Thursday, March 3, 2005

Time	Session/Description
8:00 - 9:00 am	<p><b>Networking Continental Breakfast on Special Interest Topics.</b>  <i>New Hampshire Ball Room</i></p>
8:00- 5:00 pm	<p><b>TA with eGrants and WBRS</b>  <i>Foggy Bottom</i></p> <p>Visit the computer lab and meet with technical assistance providers for one-on-one assistance on eGrants, reporting, and other CNCS administrative and compliance systems. Sign up at the registration desk.</p>
9:00 -10:00 am	<p><b>Plenary Panel: Building Effective Partnerships in Homeland Security</b>  <i>Theme 1: Developing Community Partnerships for Homeland Security</i>  <i>New Hampshire Ball Room</i></p> <p>This panel will focus on (1) the role and needs of the organizations involved in homeland security and (2) their perspectives on creating strong partnerships with national service programs and their volunteers to support a broad spectrum of homeland security activities.</p> <p><i>Panelists:</i></p> <ul style="list-style-type: none"> <li>• <i>Citizens Corp and its National affiliates: Karen Marsh</i></li> <li>• <i>National Emergency Management Association (NEMA): Linda Soos-Davis</i></li> <li>• <i>American Red Cross: Gregory Smith</i></li> <li>• <i>National Voluntary Organizations Active in Disaster (NVOAD): Ande Miller</i></li> </ul>
10:00 -10:30 am	<b>Break</b>
10:30 – 12:30 pm	<p><b>Concurrent Sessions: Homeland Security Skill Enhancement</b>  <i>(Sessions will be repeated on Day 3 - Participants will choose one each day)</i></p> <p><b>1. Supporting HS Program Success Through Effective HS Partnerships</b> <span style="float: right;"><i>Mt. Vernon</i></span></p> <p>National Service programs are often “the new kid on the block” in the minds of other organizations who have long been involved in Homeland Security activities, sometimes making developing partnerships, finding appropriate roles and getting involved challenging. This interactive session will show you ways to more effectively partner within the National Service family and with other community groups. It will help you clarify the assets you bring to a partnership, identify and approach potential partners, and navigate the five steps to creating successful partnerships.</p> <p><i>Presenters:</i>  <i>Gloria Davis, Ohio Citizen Corps (TH)</i>  <i>David O'Reilly, Data Administrator, Ohio Citizens Corps (TH)</i>  <i>Suzanne Richards, Florida CNCS State Office (F)</i>  <i>Rich Marinucci, Fire Chief, Farmington Hills Fire Dept. Michigan</i>  <i>Olan Johnston, Maine Citizen Corps</i></p> <p><i>Facilitator: Sue Hyatt, Project TAHS</i></p> <hr/> <p><b>2. Building HS Programs For Volunteer Recruitment And Retention</b> <span style="float: right;"><i>New Hampshire 1</i></span></p> <p>Volunteers are an important resource helping programs meet their mission and engage successfully in the implementation of their activities in the community. However, there are special considerations for how to recruit, train, manage, and retain volunteers for Homeland Security activities. This interactive session will provide you an overview of effective systems for recruiting and using volunteers in Homeland Security, the opportunity to share your success stories and strategies, and help you identify ways to</p>

	<p>strengthen your existing volunteer programs to enhance success.</p> <p><i>Presenters:</i>  <i>Mary M. Hobart, K1MMH, Chief Development Officer, The American Radio Relay League</i>  <i>Erik Labym Team Leader/Volunteer Coordinator, Pace University Community and Volunteer Mobilization.</i></p> <p><i>Facilitator: Justine Murray, Project TAHS</i></p>
	<p><b>3. Effective HS Communications: Telling Your Story</b> <span style="float: right;"><b>New Hampshire 2</b></span></p> <p>Gaining visibility for your program by getting the word out to the community about your activities is an important component of successful and sustainable Homeland Security programs. This session will provide you many useful tips for communicating your story and will provide you an overview of the new Project TAHS Online Communications Toolkit. In addition, you will hear from two grantees about the activities they have engaged in to promote their specific Homeland Security program to the media and the general public.</p> <p><i>Presenters:</i>  <i>Jill Meyer, HLS Volunteer, Orlando Citizen Corps (TH)</i>  <i>Traci Blue, Volunteer Program Manager, Orlando Citizen Corps (FR)</i>  <i>John Poole, Director of Communications, Ohio Community Service Council (TH)</i>  <i>Bruce Bailey, St. Louis AmeriCorps (FR)</i></p> <p><i>Facilitator: George Haddow, Project TAHS</i></p>
	<p><b>4. Building A Diverse Base Of Support: Identifying New Areas Of Support</b> <span style="float: right;"><b>New Hampshire 3</b></span></p> <p>Having the resources you need to support your programming is an ongoing issue for National Service programs and all nonprofits. In this session, you will learn how to develop an effective resource development plan and use the new Project TAHS Resource Development Toolkit to more effectively plan and engage in developing resources. You will also learn practical tips on raising funds from private sector sources and how to access non-CNCS public sector funding.</p> <p><i>Presenters:</i>  <i>Madalene Mielke, Principal, Arum Group</i>  <i>Lisa Lewis, Branck Management Specialist, Grants Management Branch, DHS/FEMA</i>  <i>Tim Lovell, Intergovernmental Relations Administrator, Tulsa Project Impact/Citizen Corps, City of Tulsa</i></p> <p><i>Facilitator: Jane Bullock, Project TAHS</i></p>
	<p><b>5. Effective Use of Senior Volunteers in HS Activities</b> <span style="float: right;"><b>Monticello</b></span></p> <p>Using senior volunteers in Homeland Security programming provides unique opportunities and is, in many cases, a relatively untapped resource for National Service programs. Seniors as volunteers do present considerations that need to be addressed during recruitment, training, and supervision. This session will provide you with examples of promising practices for using seniors, as well as an overview of the new Project TAHS Senior Volunteer Toolkit which includes sample volunteer assignments, program designs, and a variety of planning and implementation tools. Come brainstorm with your colleagues to identify potential local resources and program management approaches that can assist you in effectively using senior volunteers in your homeland</p>

	<p>security activities.</p> <p><i>Presenters:</i>  <i>Paul Wilkinson, De/EASI Charter Member and Commissioner, DE Community Service Commission</i>  <i>Jody Woodcock, Program Manager, Special Volunteer Program, Pierce Co., WA</i>  <i>Faye Stone, Deputy Executive Director, Special Volunteer Program, NC Commission on Volunteerism</i></p> <p><i>Facilitator: Peggy Knight, Project TAHS</i></p>
<p>12:45 – 1:45 pm</p>	<p><b>Luncheon Plenary: Conversation with CEO, David Eisner</b>  <b><i>New Hampshire Ball Room</i></b></p> <p>In this session join a conversation with CNCS CEO David Eisner about the future directions of Homeland Security for National Service programs.</p>
<p>1:45 - 2:00 pm</p>	<p><b><i>Break into PM Sessions</i></b></p>
<p>2:00 - 3:30 pm</p>	<p><b>Performance Measurement for Homeland Security Programs (Part I)</b></p> <p><b>1. Setting up your PM System:  For Senior Corps and SVP 2004 Grantees</b>  <i>Note: this is a 2 part session</i> <b>Monticello</b></p> <p>In this interactive workshop, you will review performance measurement and how it contributes to program planning and improvement. The workshop will help you develop an understanding of results (outputs, intermediate outcomes and end outcomes) for your project and demonstrate the relationship of your project's logic model to your work plan. You will learn the specific components of performance measurement (indicator, target, and how measured) and begin creating a work plan.</p> <p><i>Presenter: Alan Dietz, Project STAR</i></p> <p><b>2. PM and Writing Your Final Report  For 2002 SVP Grantees and Experienced Senior Corps</b>  <b><i>New Hampshire 3</i></b></p> <p>In this workshop, you will review reporting challenges and receive tips on how to create strong performance measurement reports on your SVP project for your stakeholder groups. The workshop will include ideas on how to complete a report when your available data is less than perfect. You will receive resources in identifying the best reporting method for varied audiences.</p> <p><i>Presenter: Sue Hyatt, Project STAR</i></p> <p><b>3. Strengthening Performance Measurement Outcomes for Improved Reporting  For AmeriCorps*State and National</b> <b><i>New Hampshire 2</i></b></p> <p>In this participatory workshop, you will review and discuss outcomes commonly described by AmeriCorps*State and National programs working in Homeland Security and explore ways to improve these. We will work to develop stronger, more substantial outcomes for various types of Homeland Security activities, including prevention, preparation, response and recovery. You will have the opportunity to work with others in identifying potential outcomes for your AmeriCorps program, strategies and methods for data collection and key components of strong reporting.</p>

	<p align="center"><i>Presenter: Robin Lackey, Project STAR</i></p> <p><b>4. PM and Reporting Learn &amp; Serve America</b> <span style="float: right;"><b>Mt. Vernon</b></span>  <i>Note: this is a 2 part session</i></p> <p>In this workshop, participants will review performance measurement instruments that will collect common output and outcome data across all ten Learn and Serve America Homeland Security programs. Participants will have the opportunity to participate in the development of a student survey that all programs will use to measure disaster preparedness, civic development, academic engagement, conflict resolution, and a sense of security and safety. This workshop is designed to be both informational as well as interactive.</p> <p align="center"><i>Presenter: Ken Terao, Project STAR</i></p> <p><b>5. Checking In</b>  <b>For Citizen Corps Point of Contacts</b> <span style="float: right;"><b>New Hampshire 1</b></span></p>	
3:30 - 4:00 pm	<b>Break</b>	
4:00 – 5:30 pm	<b>Performance Measurement for Homeland Security Programs (Part II)</b>	
	1. <i>Setting up your PM System I For Senior Corps and SVP 2004 Grantees (Continuation)</i>	<i>Monticello</i>
	2. <i>PM and Reporting Learn &amp; Serve America (Continuation)</i>	<i>Mt. Vernon</i>
4:00 – 5:30 PM	<p><b>What Have We Learned?</b>  <b>For 2002 Grantees, AmeriCorps and Citizen Corps POCs.</b> <span style="float: right;"><b>New Hampshire 3</b></span></p> <p>This facilitated discussion with the inaugural grantees in the Homeland Security Initiative will focus on what we have learned in the special initiative in homeland security and National Service.</p>	
5:30 pm	<b>Dinner on your own</b>	

## Day 3 – Friday, March 4, 2005

Time	Session/Description
8:00 - 9:00 am	<b>Networking Breakfast on Special Interest Topics</b> <i>New Hampshire Ball Room</i>
8:00 – 2:30 pm	<b>TA with eGrants and WBRs.</b>  Visit the computer lab and meet with technical assistance providers for one-on-one assistance on eGrants, reporting, and other CNCS administrative and compliance systems. Sign up at the registration desk.
9:00 -10:00 am	<b>Plenary Session: Thinking Outside The Box: Including People With Special Needs As Participants As Well As Recipients Of Service.</b> <i>Theme 3: Volunteers As A Resource For Homeland Security</i> <i>New Hampshire Ball Room</i>  Mike Collins, Director of the Center for Independent Living, Sacramento, California will provide insight and statistics to help you think outside the box about how to include people with special needs in your programming, as both recipients and participants.
10:00 -10:30 am	<b>Break</b>
10:30 -12:30 pm	<b>Concurrent Sessions: Homeland Security Skill Enhancement</b> <i>(Repeat of Sessions from Day 2 - Participants will choose one each day)</i>
	1. <i>Supporting HS Program Success Through Effective HS Partnerships</i> <span style="float: right;"><i>Mt. Vernon</i></span>
	2. <i>Building HS Programs For Volunteer Recruitment And Retention</i> <span style="float: right;"><i>New Hampshire 1</i></span>
	3. <i>Effective HS Communications: Telling Your Story</i> <span style="float: right;"><i>New Hampshire 2</i></span>
	4. <i>Building A Diverse Base Of Support: Identifying New Areas Of Support</i> <span style="float: right;"><i>New Hampshire 3</i></span>
	5. <i>Effective Use Of Senior Volunteers In HS Activities</i> <span style="float: right;"><i>Monticello</i></span>
12:45 – 1:45 pm	<b>Luncheon Plenary: Potential New Roles for National Service in Homeland Security</b> <i>New Hampshire Ballroom</i>  Karen Willis, Senior Public Health Advisor, Office of Terrorism Preparedness and Emergency Response, Centers for Disease Control will discuss the need for a partnership between the public health community and the skills and resources of the CNCS volunteer network. She will talk about potential roles for National Service programs under the current CDC initiatives and how to be more mutually supportive to promote better sustainability.
2:00 – 3: 00 pm	<b>Closing: Regional/Cluster Breakout Sessions</b>  This closing session will provide an opportunity for you to discuss future possibilities for partnering and information sharing with other grantees and identify roles in Homeland Security appropriate for your state/region.
	<ul style="list-style-type: none"> <li>• West <span style="float: right;"><i>Monticello</i></span></li> <li>• Central <span style="float: right;"><i>Mt. Vernon</i></span></li> <li>• Northeast <span style="float: right;"><i>New Hampshire 3</i></span></li> <li>• Southeast <span style="float: right;"><i>New Hampshire 2</i></span></li> </ul>