

## Seeking External Peer Reviewers for the Senior Corps RSVP Re-Competition Grant Application Review in Fall 2012

### How to Respond

Please e-mail [peerreviewers@cns.gov](mailto:peerreviewers@cns.gov) to indicate interest and for information on how to apply.

### Tell a Friend or Colleague

If you know someone with the appropriate qualifications, please forward them this Outreach flyer and direct them to e-mail [peerreviewers@cns.gov](mailto:peerreviewers@cns.gov) for information on how to apply.

### Background on CNCS

The Corporation for National and Community Service is a federal agency that engages more than five million Americans in service through its Senior Corps, AmeriCorps, the Social Innovation Fund, and other programs, and leads President Obama's national call to service initiative, United We Serve.

### Background on Senior Corps

Senior Corps taps the skills, talents, and experience of more than 330,000 Americans age 55 and over to meet a wide range of community challenges through three programs – RSVP, the Foster Grandparent Program, and the Senior Companion Program. RSVP volunteers serve in a diverse range of activities that vary based on the local community; Foster Grandparents tutor and mentor young people with special needs; and Senior Companions help frail older adults maintain independence by assisting them in their homes.

### *RSVP Meets Critical Community Needs*

In many communities, RSVP is the only program matching older volunteers with service opportunities such as helping communities prepare and respond to natural disasters, assist survivors of natural disasters, repair and renovate homes for low income individuals, tutor and mentor children, improve the environment, conduct safety patrols, mobilize additional community volunteers, and provide business and technical expertise to nonprofits. For the RSVP Re-competition Funding Opportunity, Senior Corps will award grants to eligible organizations to engage people 55 and older in service activities that align with the Focus Areas identified in the Serve America Act.

The Corporation for National and Community Service (CNCS) is seeking External Peer Reviewers to assess grant applications for the RSVP Re-Competition. We are looking for Peer Reviewers who have demonstrated experience, knowledge, and expertise in programming that engages or serves adults 55 and older in one or more of the **CNCS Focus Areas**:

Disaster Services	Economic Opportunity
Education	Environmental Stewardship
Healthy Futures	Veterans and Military Families

In addition, experience with Corporation for National and Community Service Programs, Capacity Building, Nonprofit Management, Strategic Planning, federally recognized Indian Tribes is also sought:

The skills and experience required to serve as a Reviewer include:

- ✓ strong oral and written communication skills,
- ✓ the ability to collaborate with peers,
- ✓ minimum of 2 years' experience in any of the CNCS Focus Areas and,
  - ✓ minimum of 5 years of applicable experience with older adults\*
  - OR -
  - minimum of 2 years of applicable experience with older adults\*
  - with a 4-year college degree.*

\*older adults are defined as adults 55 and older

Examples include managing or leading a volunteer program focusing on older adult volunteers for -

- ✓ providing companionship, transportation, meal delivery, and other supports to frail seniors
- ✓ tutoring and mentoring school age students
- ✓ Serving veterans and military families
- ✓ disaster preparedness education and response to emergencies
- ✓ volunteer coordination and retention services for non-profits, government, and public entities that can include designing and conducting recognition events

Within these qualifications, CNCS values a diverse pool of potential Reviewers from various backgrounds, tribal organizations, state and local government agencies, institutions of higher education, faith-based, and community organizations. **All qualified individuals are welcome to participate; reasonable accommodations are available upon request.**



## ***What to Expect***

### ***Peer Review Panel Participation***

Each Review Participant will be assigned to a review panel. Reviewers will:

1. Read and assess their assigned applications individually
2. Participate in panel discussions regarding each assigned application
3. Submit individual rating and comments for each assigned application.

Review Participants should be **disciplined**, able to **adhere to deadlines**, and make a **commitment** to the review schedule. Reviewers are required to **collaborate**, **coordinate** and **communicate** with other panel participants, CNCS staff, and submit review products on time. The typical review process **duration is about two weeks** and can take **40 to 50 hours of work time to complete**. There are **mandatory orientation and training sessions**, as well as **panel calls** that will require alterations to your normal work and/or activity schedule. Therefore Review Participants that do not have flexibility in their personal obligations for a review period will not be approved to participate. Participation is limited to the 50 states, District of Columbia and territories.

### ***Collaboration***

External Peer Reviewers must **have strong written and oral communication skills, demonstrated ability to collaborate, and proficiency using computers/technology** for all aspects of the review. Online tools allow for virtual collaboration during panel reviews. **A comfort level with basic internet technologies and regular access to a high-speed internet connection are important. Email responsiveness** is also an essential part of the collaborative process, but its use may be defined by the panel.

### ***Honoraria***

CNCS offers Reviewers and Facilitators, a modest honorarium for their participation in a grant review. The honorarium amount varies, but begins at \$700 depending on the participant's role and the expected deliverables. (Federal employees are ineligible for the honorarium.)

**Thank you for considering service as an External Peer Reviewer for CNCS!**