

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): 01/25/11	3. DATE RECEIVED BY STATE:	STATE APPLICATION IDENTIFIER:														
2b. APPLICATION ID: 11ED125722	4. DATE RECEIVED BY FEDERAL AGENCY: 01/25/11	FEDERAL IDENTIFIER: 09EDHWA001														
5. APPLICATION INFORMATION																
LEGAL NAME: L'Arche USA DUNS NUMBER: 142550644	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Thomas Murphy TELEPHONE NUMBER: (202) 543-0630 FAX NUMBER: INTERNET E-MAIL ADDRESS: tmurphy@larcheusa.org															
ADDRESS (give street address, city, state, zip code and county): 1130 SW Morrison St Ste 230 Portland OR 97205 - 2213 County:																
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 911355711	7. TYPE OF APPLICANT: 7a. Non-Profit 7b. Faith-based organization National Non-Profit (Multi-State)															
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 Fixed Amount Grant	11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: L'Arche USA Volunteer Program															
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): Boston, MA; Chicago, IL; Cleveland, OH; Clinton, IA; Jacksonville, FL; Kansas City, KS; Lynchburg, VA; Mobile, AL; Orange, CA; Portland, OR; Seattle, WA; Spokane, WA; Syracuse, NY; Tacoma, WA; Washington, DC	11.b. CNCS PROGRAM INITIATIVE (IF ANY):															
13. PROPOSED PROJECT: START DATE: 01/25/11 END DATE: 01/25/12	14. CONGRESSIONAL DISTRICT OF: a.Applicant <input checked="" type="checkbox"/> OR 001 b.Program <input type="checkbox"/>															
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;">\$ 21,564.00</td> </tr> <tr> <td>b. APPLICANT</td> <td style="text-align: right;">\$ 0.00</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;">\$ 21,564.00</td> </tr> </table>	a. FEDERAL	\$ 21,564.00	b. APPLICANT	\$ 0.00	c. STATE	\$ 0.00	d. LOCAL	\$ 0.00	e. OTHER	\$ 0.00	f. PROGRAM INCOME	\$ 0.00	g. TOTAL	\$ 21,564.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
a. FEDERAL	\$ 21,564.00															
b. APPLICANT	\$ 0.00															
c. STATE	\$ 0.00															
d. LOCAL	\$ 0.00															
e. OTHER	\$ 0.00															
f. PROGRAM INCOME	\$ 0.00															
g. TOTAL	\$ 21,564.00															
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: Ellen Eischen	b. TITLE:	c. TELEPHONE NUMBER: (202) 543-0630														
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 06/02/11														

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Executive Summary

A L'Arche USA AmeriCorps member will provide physical and emotional care to people with developmental disabilities; assist people with developmental disabilities to participate in social and recreational activities; and provide ongoing supervision, training and support to people with developmental disabilities. She or he will be an active member in the local community, which includes participation in community events, activities, and meetings.

Rationale and Approach

The L'Arche AmeriCorps program helps address a significant need across the country. People with developmental disabilities face a dire shortage of high-quality, stable, community-based housing options. Serving the housing needs of adults with disabilities requires long-term, safe, affordable homes with sufficient supports for those who are not able to fully care for themselves. As of 2004, 41,214 people lived in state-operated institutions for people with developmental disabilities. (Source: Braddock, Hemp and Rizzolo and the University of Colorado. Furthermore, there are significant numbers of adults with developmental disabilities living with aging parents. In *The State of the States in Developmental Disabilities, 2005*, Braddock, Hemp and Rizzolo and the University of Colorado estimated that 711,478 people with DD were living with family caregivers who were sixty years old or older, with another 984,207 living with family caregivers who were 41-59 years old and for whom transition issues were near-term considerations.

L'Arche USA, a faith-based, non-profit organization, helps alleviate the dire shortage in housing for people with disabilities by providing 54 homes and nine apartments throughout the United States, in thirteen states and the District of Columbia, for 220 people with developmental disabilities. In addition, four of our communities have work programs that support 20 people with development disabilities.

In addition to finding suitable permanent housing, it can also be challenging to find truly quality care

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and community integration for these adults. The measurements of quality services for adults with intellectual disabilities include several important factors. For example, Schalock et al.'s (2002) outlines seven important domains of quality of life: (1)emotional well-being, (2) interpersonal relations, (3)material well-being, (4) personal development, (5) physical well-being, (6) self-determination, (7) social inclusion and rights. And O'Brien (1987) identifies five accomplishments necessary for high quality of life: (1)presence, (2)choice, (3)competence, (4)respect and (5)integration. In relation to these factors, the point is made that personal development is only likely to be possible if the individual participates in activities that broaden their experience and allow them to develop new skills and interests (Roberston et al, 2000). It is important to factor in however, that people with disabilities often face challenges in accessing in new social situations independently. Therefore, people with such disabilities need assistance to participate in events that offer new and deepened experiences, personal growth, and fulfillment. L'Arche USA is committed to offering both a stable home setting and a high quality of life for adults with developmental disabilities, fostering community, interpersonal interaction, and personal growth in addition to safe and healthy home environments.

In addition, the L'Arche AmeriCorps program helps to ensure that we have a low assistant (staff person) -to- core person (person with developmental disability) ratio. It has been noted that low levels of engagement in constructive activity, and inadequacies in the quantity and quality of staff-to-resident interaction were common features of past institutional services (Moores & Grant 1976; Burg et al. 1979; Rawlings 1985; Felce et al. 1986; Duker et al. 1989; Duker et al. 1991; Felce et al. 1991). And, in some instances low activity among people with severe intellectual disability and inadequate support from staff remain enduring problems, even in decent home-like environments with high staffing levels and apparent adherence to contemporary service philosophies (Felce & Perry 1995), (Jones, et al, 2001). Our AmeriCorps program helps enable L'Arche to offer the highest quality care, based on interpersonal relationships and mutual sharing and growth among both core people and the assistants they live with.

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L'Arche USA is requesting \$36,000 per year from the Corporation for National and Community Service in order to place 60 AmeriCorps members in our 16 communities at a \$600 cost per member service year (MSY). We are decreasing the number of member slots requested this year. This decrease is due to the fact that we had a challenging recruitment cycle during our previous AmeriCorps grant, and that, although we have a recruitment plan in place, we are concerned that the failing economy will have a continued negative impact on our recruitment efforts. In our first and second awarded grants from The Corporation, we successfully filled the 60 MSY allotted each year. We believe that the recruitment challenges during the most recent grant stemmed from, the intense nature of our AmeriCorps placements; the declining economy causing people to either stay in their current positions or to look for work that offered more financial stability; and the increased rigor of screening for applicants to the program (which has caused an increase in retention rates). Although we are decreasing the number of slots we are requesting, we are asking for an increase in the cost per member that we receive from the Corporation. This increase in cost per member will allow L'Arche USA to offer additional supports to our AmeriCorps members that we believe will help us build the cohesion and strength of AmeriCorps within L'Arche USA, it will allow L'Arche to expand recruit efforts, and it will offer a cushion of funding during a difficult economy. With the additional funds, we will be able to provide each of our members with opportunities to travel within their regions and across the zone (US) to trainings and retreats where they will meet other L'Arche AmeriCorps members, deepen their skill levels and learning, and gain a wider sense of AmeriCorps both within L'Arche and as a nation-wide service network. The increase in cost per MSY will also support expanded recruitment efforts allowing the L'Arche AmeriCorps Recruitment Coordinator to travel to more events, facilitate an increase the funding available for a recruitment brochure and multi-media recruitment efforts in order to reach more potential applicants, and offering funds for improvements to the L'Arche USA website focused on increased recruitment. Finally, the cost increase will offer a 'buffer' of finances for our program in the

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current, difficult, economy in which many of our individual donors will likely not be able to support L'Arche programs at the same level as in recent years.

These 60 members will address three main objectives. First, AmeriCorps members will be responsible for the day-to-day care of the core people (adults with developmental disabilities) in our L'Arche houses ensuring that the core people are given quality care in stable home settings, and that they are able to access their work and community successfully. Second, AmeriCorps members will be responsible for facilitating outings each month where core people are able to engage with their wider community in social events: volunteer activities; entertainment events; and other social engagements ensuring that core people are able to build new relationships and develop and deepen personal skills and interests, keys to fulfillment and quality of life. Thirdly, AmeriCorps members will be responsible for planning and executing at least one project in the larger community during their year of service. The project will inform people outside of L'Arche about the existence of our program and encourage people to learn more about the challenges and the gifts of the developmentally disabled. This third objective is an AmeriCorps-specific role within L'Arche, which achieves goals on several different fronts. The project develops AmeriCorps members' personal skills in planning and community speaking. It addresses one facet of L'Arche USA's strategic plan, to announce the mission and existence of L'Arche to the wider community.' It also offers core people a forum to engage with the larger community and tell their story since most projects involve the help of at least one core person. And finally, the projects are one way the AmeriCorps members are building the community volunteer base of L'Arche and encouraging members of the wider community to become involved in community service and volunteering. And finally, because L'Arche is a very unique program and the service requirements are often more intense than other programs, our AmeriCorps program creates a valuable recruitment opportunity. The presence of the AmeriCorps members helps ensure that our communities have enough support (members) to offer thoughtful and complete quality care to the core people that live in our communities.

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The 60 slots will be divided into full-time, half-time and quarter-time slots. Although most of our members are full-time in AmeriCorps, offering half-time and quarter-time slots allows us to invite students and others during summer months and/or during times when we are in short term, but special need of assistants in our communities. The availability of current students who are able to serve as AmeriCorps members during their schooling, either in the evenings, on weekends, or on holiday or summer breaks, not only fills an important need within L'Arche, but it will also likely be helpful during the challenging economic climate we are in. Offering service opportunities in which members can stay in school and also earn money towards an education award will likely be a strong recruitment point for L'Arche USA. Members who may serve half-time or quarter-time terms with L'Arche will also have a chance to connect with the community, and may find that they are interested in serving a longer term or joining L'Arche outside of the AmeriCorps program when they have a more significant opportunity in their personal schedules. In a similar vein, AmeriCorps has proven to be an extremely useful tool in having our members stay on for longer than one year. Although we recognize that one-year is a great service, L'Arche is always looking for volunteers who are interested in staying with their community for two or more years, and the AmeriCorps program is a great asset in encouraging our members to stay for more than one service term.

We ensure that members are trained, supported and supervised through their AmeriCorps term by having an AmeriCorps site supervisor on site in every L'Arche community. The site supervisor reviews the AmeriCorps handbook and goes through training with each member. Site supervisors are in direct contact with our Project Director on a regular basis so that questions and challenges are dealt with in a collaborative method.

Measurable Outputs and Outcomes:

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Our main output will be daily care of adults with developmental disabilities, with an expected outcome of providing stable, quality home environments for all of our core people. We will measure this output through mid-year and end of year assessments of each AmeriCorps member by a house supervisor.

Facilitation of engagement with the wider community through involvement in activities that interest core people and offer new experiences to deepen and broaden personal growth is a second output. The expected outcome is a high level of quality of life for our core people (adults with disabilities), which we plan to measure through monthly documentation by members and signed by site supervisors of social outings and activities. We will also survey site supervisors twice during each grant year to measure the perceived impact of this output.

Another planned output are projects by each AmeriCorps member to 'announce L'Arche' to their wider community. The expected outcome is increased knowledge nationally of L'Arche and of people with disabilities. We will measure the output through documentation by AmeriCorps members of each project completed with statements of the number of people reached and the success of the project. These documents will be approved by site supervisors in each L'Arche community.

In addition, members and site supervisors will be surveyed annually for feedback on their experience with L'Arche AmeriCorps and their recommendations on possible improvements or changes to the program. To the extent possible, we will make incremental changes as necessary. An example of this process occurred in our last AmeriCorps grant cycle when it became clear that our performance measure tracking was not clearly reflecting the good work that our members were doing day to day. We were able to craft a more appropriate performance measure with the input of site supervisors and members and get the measure approved during our grant cycle so that our reports were accurate with the work being done in L'Arche through AmeriCorps. Our AmeriCorps program is reviewed annually by our L'Arche USA Board of Directors where the relevance and the accomplishments of the program are reviewed and discussed. Recommendations and questions from those stakeholders are reported to the AmeriCorps

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Program Director who addressed the points and suggests feedback and/or changes as necessary. We are in touch with the AmeriCorps State Commissions in each of the states where a L'Arche AmeriCorps program exists. The State Commissions inform us of activities being offered for AmeriCorps members and are a state resource for our Site Supervisors as needed.

Potential for Replication:

L'Arche AmeriCorps is clearly outlined in our site supervisor handbook, and each site supervisor is trained by the Project Director. In this way, when/if new L'Arche sites open in the US we are able to train staff and implement the program in new sites easily. There are currently two cities in the US that are in the planning stages of opening a L'Arche community: St. Louis, MO; Atlanta, GA. Should either of those communities open a home during this three-year grant cycle, we would plan to open our AmeriCorps program in those locations.

Organizational Capability

As of November 2011, The L'Arche USA AmeriCorps Program Coordinator is Thomas Murphy. He replaces Abbey Piner who is noted in this narrative from past grant years.

END 2011 CLARIFICATION RESPONSE

L'Arche USA is incorporated as a non-profit 501(c)(3) membership organization in the State of Washington. L'Arche USA is part of the International Federation of L'Arche, which was founded by Jean Vanier in 1964 in Trosly, France. Jean Vanier was awarded the Knights of Columbus Gaudium et Spes Award. This award is the highest honor bestowed by the Knights of Columbus, the largest Catholic fraternal organization in the world with nearly 1.7 million members. Earlier recipients of the Gaudium et Spes Award include Mother Theresa of Calcutta, Cardinal John O'Connor of New York, Cardinal James Hickey of Washington, D.C., Cardinal William Baum of Washington, D.C. Each local L'Arche community

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is a voting member of L'Arche USA, and a national volunteer Board of Directors is elected by the member communities of L'Arche USA.

Each community is asked to sign a Site Agreement and Site Supervisor Agreement in order to be a L'Arche AmeriCorps Site. The Site Agreement clearly outlines the responsibilities of the site and of the site supervisor and outlines the procedure for addressing issues with non-compliance of the Site Agreement.

Board of Directors, Administrators, and Staff: Joan Mahler is the Zone Coordinator/Executive Director of L'Arche USA, as of 2007. Prior to her role as Zone Coordinator/Executive Director, Joan served six years as the Western Regional Coordinator for L'Arche USA, and sixteen years as a health administrator in the state of Oregon. During her years in health administration, Joan served as a member of the board of directors of L'Arche Nehalem, in Portland, Oregon, and of L'Arche USA.

Until the recent appointment of Robert Sackel as the Director of Vocational Development, Joan devoted 5% of her responsibilities to providing supervision for Abbey Piner, L'Arche USA's AmeriCorps Project Director. Robert Sackel has assumed this supervisory responsibility as part of his role as Director of Vocational Development. Robert is responsible for oversight of recruitment efforts for L'Arche USA, development of training, formation and retreat curricula, and work related to membership and retention. Robert has over twenty years experience with L'Arche. He has acted as Assistant Director of L'Arche Syracuse, Community Leader/Executive Director of L'Arche Syracuse, and Regional Coordinator of L'Arche Eastern USA. He co-founded The Leadership Development Formation and Training Programs for L'Arche USA and Canada and has been a member of several L'Arche International Commissions. He is a former Jesuit Volunteer and has over 30 years experience with individuals with disabilities as well as recruitment and training of staff for programs serving people with

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disabilities.

Each local L'Arche community is incorporated as a nonprofit organization within the state it is located. A volunteer Board of Directors assumes the legal responsibility for the operations of the local L'Arche community. Each local community has an executive director who is responsible for the day-to-day operations of the community. In turn, each home or day program has a head of house or workshop coordinator who is responsible for the day-to-day operations of the home or workshop.

The L'Arche USA National Office employs an AmeriCorps Project Director at .5 FTE to implement and oversee the operations of the AmeriCorps program. She processes enrollment procedures and tracks all of the technical data for L'Arche AmeriCorps members. She prepares the enrollment packets, mid-point quarterly reports and exiting packets for distribution to the local L'Arche community AmeriCorps Site Supervisors, then orient and distribute the appropriate materials to the individual AmeriCorps members to process and ensure compliance. The Project Director has regular check-ins with local AmeriCorps Site Supervisors via telephone and is available as necessary to discuss issues or challenges at the local AmeriCorps sites. The local community AmeriCorps Site Supervisors are responsible for overseeing the AmeriCorps members in individual L'Arche communities. Because of past participation with the AmeriCorps Education Award Program, each local L'Arche community is already familiar with the administrative requirements of the program. It will be the local L'Arche community AmeriCorps Site Supervisor's responsibility to verify and document citizenship, age, social security numbers, high school completion or its equivalency, and monthly service logs. In the event of a change in site supervisor, the AmeriCorps Program Director holds weekly phone conferences with the new site supervisor, orienting him/her to the site supervisor role while reviewing the site supervisor manual with the new person. During annual community visits the L'Arche USA Regional Coordinators review AmeriCorps member files and complete the monitoring tool with Site Supervisors and AmeriCorps members.

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L'Arche USA was honored to be recognized by the Catholic Network of Volunteer Services as the 2008 recipient of the Father George Mader Award for Faith Based Volunteerism. We were honored to be noticed among a group of fellow faith-based programs who are doing powerful work across the country and the world. Collaboration with these programs as well as more local organizations brings a stability and strength to our own program. L'Arche USA collaborates with other faith based organizations including the Catholic Network of Volunteer Service, the Jesuit Volunteer Corps, Lutheran Volunteer Corps, Francis Corps, and Camphill USA.

In addition to these national programs, L'Arche USA vocational and day programs that employ core people in our communities and local congregations that offer stability and support to our programs. L'Arche USA is well established in each of the 16 communities where our programs exist in addition to the two L'Arche projects. We have strong and dedicated volunteers from our local communities who provide care through respite work, companion volunteering, cooking dinner, offering in-kind donation, and supporting the overall mission of L'Arche by spreading the word of the work that we do. We rely heavily on the strong support of these community volunteers and believe that their continuing dedication is a testament to the good work that L'Arche is doing across the country. L'Arche USA also has a strong alumni body across the country. These alumni support our programs through spreading recruitment efforts via word of mouth (a method we have found to be very successful); financial support, and support through a continued presence in L'Arche communities when possible. Our boards of director for both L'Arche USA and for each of our local sites are volunteers as well. These boards are a backbone of volunteer service allowing each of our sites to exist and to grow.

Budget/Cost Effectiveness

Please note that a budget revision has been made to reflect the clarification request of April 25, 2011. The revised budget will reflect the amount of consideration for this grant application of

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\$21,564 and 36.0 MSYs.

END 2011 CLARIFICATION RESPONSE

Please see three items noted below as C1 - C5 in response to budget clarification requests:

C1: Budget adjusted in the budget section of this application.

C2: 50 FT; 16 HT; and 8 QT members are noted in the w/o Allow section of the budget to reflect 60 total MSY (74 total member slots).

C3: L'Arche USA EIN: 911355711 -- confirmed

L'Arche USA reports to the IRS via a 990 form.

C4: DUNS number: 014809864 confirmed.

C5: The grant narratives and budget preparation are a collaborative process among L'Arche USA staff. Abbey E Piner, the contact staff, discusses and edits the grant with Joan Mahler, L'Arche Executive Director and with Bob Sackel, Vocational Development Director for L'Arche USA. Joan Mahler approves the grant's narrative and budget before the grant is submitted to the Corporation for National and Community Service.

We understand that the assurance should and the contact should be separate, and we are working with our Program Officer and eGrants staff to resolve the issue.

END CLARIFICATION RESPONSES.

L'Arche USA is requesting 60 MSY at \$600 per member for each year of this three year grant. The MSY will be comprised of full-time, half-time, and quarter-time slots.

1. Cost Effectiveness

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Because L'Arche in the United States has been in existence for over 30 years, many of the local communities have built up an extensive network of support of friends, volunteers and benefactors. The combined budgets for the 16 existing L'Arche communities are approximately \$9,000,000. Of this amount \$1,800,000 is raised through private grants and donations. L'Arche USA's operating budget for fiscal year 2009 is \$935,800. Of this amount, \$296,662 is derived from local L'Arche community fees. The remainder is raised through fundraising efforts. Our financial support is quite diversified with 32% of it coming from fees assessed for services from our local sites/communities, and the remainder through private donor fund raising and through private and public sector grants. This diversification of funding supports our ability to offer the AmeriCorps program and of course then supplements the actual costs.

2. Budget Adequacy:

The AmeriCorps funding supports staffing specifically for AmeriCorps, assistant recruitment, enrollment and training, in addition to administrative and office expenses, specific to AmeriCorps. The budget is adequate because L'Arche USA is able to draw on existing resources, staff, and our other funding sources. If awarded a three-year grant again, we are confident that it is sustainable and adequate given that it has been adequate and sustainable for the past three grant cycles. The request for \$8000.00 of increased funding while requesting less MSY slots than in our last grant reflects our goal of continuing to enroll strong applicants who will stay through their entire service year and to focus on strengthening the impact of the AmeriCorps experience for our members. We realize that, as an EAP program, all of our AmeriCorps costs are not covered by this AmeriCorps grant, and that alone it runs a deficit yearly due to our choice to offer a living stipend to our members, which is not covered by the EAP funding. However, because of our current structure and resources beyond AmeriCorps, we are able to supplement the program with other funding sources. We choose to continue this structure because AmeriCorps is a highly effective and valued program for our sites. In closing, L'Arche USA appreciates

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the consideration by the Corporation for National Service of this application for a grant of \$36,000 per year of three years, to support 60 AmeriCorps members in their placements with L'Arche in the United States. L'Arche USA looks forward to a continued successful partnership with the Corporation for National Service in implementing the Education Awards Program, in meeting critical functions in the care of people with developmental disabilities, and in creating rewarding volunteer opportunities for the AmeriCorps members who will come to live and work in a L'Arche community in the coming years, and who will certainly impact their future communities with the strengths and skills that they gain through their service experience.

Budget Narrative: L'Arche USA For Each Fiscal Year of One, Two and Three: Section I. Program
Operating Costs

A. and B. Personnel Expenses:

* \$20,000 L'Arche USA will devote 0.5 FTE for the AmeriCorps Project Coordinator. \$17,500 will cover the Project Coordinator's salary and benefits. The remaining \$2500 will support the 10% time of the Director of Vocational Development, who supervises the Project Coordinator.

* Travel C.1. and C.2. :

* \$1000 For staff and AmeriCorps members to attend university volunteer fairs and site visits. L'Arche USA will contribute \$1,000 to this effort through integration with other non-related AmeriCorps activities during the course of each year.

D. Equipment:

* \$500 Maintenance of equipment such as fax machine, computer and printer. Purchase of cable equipment for internet service.

E. Supplies:

* \$1000 Preparation of required forms and development of proper tracking systems necessitates acquiring printed materials and need for general office supplies.

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F. Not Applicable

G.1. and G.2. Staff and Member Training:

* \$1500 for member trainings & retreats L'Arche USA will incorporate all training for AmeriCorps members and staff into other activities through annual and regional ongoing workshops and through involvement of the three L'Arche USA regional coordinators.

H. Evaluation: \$1500 L'Arche USA's three regional coordinators will monitor and evaluate program sites for effectiveness of enrollment and retention of AmeriCorps members through their annual site visits. Cost per region: \$1,000 for a total of \$3,000. The additional \$1500 contributed by L'Arche USA.

I. Other Program Operating Costs:

* Office Expenses: \$4,000 Telephone, fax, utilities expenses, Internet access, office rent and bookkeeping expenses.

* Recruitment/PR: \$6,000 Recruitment materials, advertising, website update, maintenance and implementation of all recruitment strategies including recruitment committee work.

Total Amount

* CNCS Share \$36,000

As reflected in the budget narrative, the increase in cost per MSY will allow L'Arche USA to offer additional supports to our AmeriCorps members that we believe will help us build the cohesion and strength of AmeriCorps within L'Arche USA, it will allow L'Arche to expand recruit efforts, and it will offer a cushion of funding during a difficult economy. With the additional funds, we will be able to provide each of our members with opportunities to travel within their regions and across the zone (US) to trainings and retreats where they will meet other L'Arche AmeriCorps members, deepen their skill levels and learning, and gain a wider sense of AmeriCorps both within L'Arche and as a nation-wide service network. The increase in cost per MSY will also support expanded recruitment efforts allowing the L'Arche AmeriCorps Recruitment Coordinator to travel to more events, facilitate an increase the

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funding available for a recruitment brochure and multi-media recruitment efforts in order to reach more potential applicants, and offering funds for improvements to the L'Arche USA website focused on increased recruitment. Finally, the cost increase will offer a 'buffer' of finances for our program in the current, difficult, economy in which many of our individual donors will likely not be able to support L'Arche programs at the same level as in recent years.

Evaluation Summary or Plan

The evaluation plan will include measuring the impact of the program from the viewpoints of the AmeriCorps members, the Site Supervisors, and the head of each L'Arche community. L'Arche will interview AmeriCorps members at the end of their term to measure their rate of satisfaction with serving as a member. We will ask them to report on what they found to be the benefits of serving in AmeriCorps, to rate their overall satisfaction with the program, and to comment on how they perceive the program to benefit the community. We will survey site supervisors annually to glean their perspective on the impact of the AmeriCorps program on the members, the adults with disabilities in the communities served, and on the wider community. Finally, we will survey the leaders of the L'Arche communities annually about the impact they see AmeriCorps having on the members, the L'Arche community, and the wider community.

Amendment Justification

N/A

Clarification Summary

C1:

DIVERSE CORPS:

We recruit and place applicants both locally and nationally to get a broad cross-section of applicants from a wide range of ages; life histories; backgrounds; and talents.

We are designing our website and promotional materials to include photos of a diverse array of

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community members in L'Arche. This process is part of an effort to reflect our communities' ethnic diversity and age diversity. It is a visual recruitment effort for ensuring a diverse corps.

We value the different perspectives that local applicants and those from across the country offer to our communities. We work to recruit younger assistants (usually in their early -- mid twenties) through a diverse network of colleges/schools, and we seek out older applicants through community connections such as religious places of worship; community centers; and service placement organizations.

REWARDING MEMBERS:

Formally, L'Arche rewards members by highlighting achievements in local and national newsletters, on community and organization-wide email postings, and with individual thank you notes.

Informally, members are acknowledged by their supervisors, house leaders, and/or mentors when they apply training and personal skills to challenging situations in their house/community and/or surpass their daily responsibilities to do significant tasks for the community (i.e. plan volunteer days; plan events/activities for the community; etc).

Finally members are offered experiences and trainings through their service in L'Arche that can be very rewarding (i.e. personal development and formation through mentors and experience with people with disabilities; trainings both formal and informal on a philosophy of life and of welcoming people of all abilities into relationships and into society; living and serving alongside people from many different countries and backgrounds).

PROMOTING AN ETHIC OF SERVICE:

During the initial orientation of a service year with L'Arche, AmeriCorps members are welcomed into

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the philosophy of service within L'Arche. This orientation is the start of a yearlong process in promoting an ethic of service through acts of daily living as well as reflections, community activities, retreats, and other formation opportunities which center around L'Arche Identity and Mission statement, an encapsulation of the L'Arche service philosophy.

Members may be offered the opportunity to attend a retreat during their service year where they are given the opportunity to reflect on their service term and encouraged to consider ways they have changed and grown through their service experience. The retreats include other assistants and are guided by L'Arche leaders.

In addition, each member will have a 'mentor' throughout his/her year of service who will provide structured conversations on members' strengths and challenges and opportunities to reflect on personal growth and experience for the member.

Finally, each member is asked to complete an end of term service evaluation in which he/she is asked to reflect on the highlights of the service year; the biggest challenges of the service year; and if/how the year has changed the member. The evaluation encourages the members to reflect thoughtfully on the impact of their service year on them personally and on their community, promoting an ethic of service continuing past their time as an AmeriCorps member.

C2: MEMBERS' ROLE IN VOLUNTEER GENERATION AND SUPPORT

Members are responsible for planning and implementing a project during the year to recruit community volunteers. The project is open ended, and offers members the opportunity to be creative in their volunteer recruitment design. Often members plan a presentation with one of the residents with disabilities in their L'Arche home, and present about L'Arche to a group of potential volunteers

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(elementary or high school classrooms; church groups; community centers; etc.). Presentations reach about 30 individuals, on average. Individuals reached by the projects are invited to learn more about L'Arche by visiting a community and becoming a volunteer. Volunteers recruited can be one time or recurring volunteers.

Two Examples of Member Project Summaries:

1. "Ellen (L'Arche Portland core member (person with disability)) and I (AmeriCorps member) spoke to a Psychology class about L'Arche. I gave a brief history of L'Arche and of our community's history. Ellen and I also shared photos, and Ellen spoke about her experience in L'Arche. The class consisted of a mix of female/male students. The class was approximately 30 students of sophomores and juniors. The hope was to introduce L'Arche to the students and contact information was provided in case the students desired to connect with L'Arche."

2. "A core person and I gave a presentation to students in the adult education program at Carlos-Rosario Charter Schools in Washington, DC. We talked about what L'Arche is, shared our experiences in the community, and invited the students to come over for a visit or to become a volunteer. It was a challenge to present to both English & Spanish speakers, but we were well received and accomplished our goals of spreading the word in about L'Arche and inviting people to become volunteers."

C3: ENHANCING CAPACITY OF LOCAL ORGANIZATIONS

Our AmeriCorps members enable L'Arche core members to participate in volunteer and working roles in the community offering diversity and relationship building with people with disabilities in locations that may otherwise not have the experience (i.e. restaurants; coffee shops; grocery stores; faith congregations; etc).

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By companioning with people with disabilities to enable them to interact in the larger community L'Arche and our AmeriCorps members enhance the capacity within our communities and neighborhoods for compassion and relationship building. The example below helps share this point:

EXAMPLE: L'Arche and our AmeriCorps members enhance communities: Clarice, a core person (person with disability) in a L'Arche community, has been the Costco card holder for her household for the past three years despite the fact that Clarice is not able to shop at Costco by herself. AmeriCorps members in L'Arche make it possible for Clarice to be the primary shopper for her household. Three years ago, when Clarice first became the card holder, the employees at Costco would look to the AmeriCorps member with Clarice when they asked questions, requested to see the Costco card, or offered to help the customers. After three years, and different AmeriCorps members, Clarice is now acknowledged by the Costco employees as the primary shopper when she comes to Costco each week. The employees look Clarice in the eye, they direct their request for the Costco card to Clarice, and they offer her an enhanced and more appropriate level of respect and attention. AmeriCorps members, by companioning with people with disabilities throughout our communities, are helping to enhance the capacity of our communities and institutions to accept diversity and engage with people different than ourselves. They are also enhancing the capacity of communities and institutions in acknowledging the challenges and the capabilities of people with mental and physical disabilities.

C4: PLAN FOR SELF-ASSESSMENT AND CONTINUOUS IMPROVEMENT

We are able to identify strengths and weaknesses through annual feedback requests from members, site supervisors, and community leaders. With this information we are able to get a picture of the things we are doing well and those things that we can improve. At the beginning of each grant year we will take the time to review responses from these feedback forms from throughout the year and implement changes as necessary for the coming grant year.

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In a similar system, members are given the opportunity to both assess the program and to be assessed themselves half way through their service year and again at the close of their service year. The member can note progress made from start to middle to end of their service term, and they can note their satisfaction with the service site's responses to their concerns and suggestions.

Site supervisors 'meet' with the program director once every six weeks over the phone. This is a time to address challenges and suggestions that the site has and a time for the site supervisor to share concerns from the members at that site. Each topic reviewed is addressed again during or before the next six-week check-in.

Continuation Changes

NO CHANGES TO GRANT NARRATIVES.

ENROLLMENT:

Although L'Arche USA did improve recruitment in 2009, we still did not reach 100% enrollment in the last grant year. We are working to improve our 57% enrollment rate to 100%. A first step toward the goal of 100% enrollment was the approval of a decrease in MSY from 74 to 60 MSY awarded for this new grant cycle. We feel that this number better represents the need among our AmeriCorps sites.

Our recruitment plan for AmeriCorps members is three-fold, with an overall focus on tactics that specifically align with our program's mission and model. We are (1) engaging colleges (undergraduate and graduate programs) in a more targeted way; (2) we are connecting with alumni for recruitment purposes; and (3) we continue to increase our focus on follow-through with each applicant.

We are tailoring our recruitment efforts in the university setting to students and professionals with a

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background in fields that align with the work of L'Arche. A few examples include social work; nursing; special education, campus/residential life, and faith based student organizations. This effort aims to recruit those applicants who might be particularly interested in and suited for the L'Arche USA AmeriCorps Assistant position. In addition, we are working to build personal relationships with the leaders of student organizations on campuses in order to have a more direct and consistent voice for recruitment efforts. We are contacting schools and departments with whom we already have a presence, and identifying those schools with which we would like to start building connections.

We realize that our sites identify 'word of mouth' as a strong source for recruiting quality applicants. As such, we are focusing our efforts to leverage alumni of the program in our recruitment process. The L'Arche USA Commission on Recruitment will be working to identify forums for previous members (assistants) to engage with potential applicants in their communities, at universities, and through social networking sites. Although we feel sure that alumni often recruit organically, sharing their experiences and stories with friends and acquaintances, we are hopeful that by engaging in a more structured way with alumni, we will create opportunities for them to share their experiences with larger and wider audiences.

And finally, we are continuing to improve our recruitment by offering more and better follow-through with each application. By offering additional information at each step of the process and by creating multiple opportunities for applicants' questions to be addressed and answered, we are finding that recruiting knowledgeable, self-aware candidates well suited to L'Arche AmeriCorps is more possible.

RETENTION:

Our 2009 -- 2012 EAP application outlines a plan for increased retention, and we are implementing the points of that plan with significant success. In the past grant year, we were able to report a 100%

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retention rate for members in service in the 2008 -- 2009 grant year, a 33% increase over the previous year. One aspect of our retention plan notes that the Vocational Development Director will work with each site to outline overall best practices in L'Arche for welcoming and training of members during the first year of service. We know that attention to this piece of our program offers support and learning that both draw and keep quality members. We continue to focus on quality training and a fully supported member experience during their service year as factors that will propagate high rates of retention.

In addition, intentional collaboration between the Vocational Director and the Recruitment Coordinator is part of our retention plan. This connection acknowledges L'Arche's understanding that the recruitment and retention processes are linked. As mentioned above, we have worked to refine our recruitment and screening process to be thorough and clear so that interested applicants are as prepared as possible for the type of service they are applying for in L'Arche. We have seen an improvement in both recruitment and retention in the past year, and attribute part of those successes to this process.

COLLABORATION WITH STATE COMMISSIONS:

L'Arche USA has been in contact with each of the state commissions in the 13 states in which we currently operate, and during this 2009 -- 2010 grant year we are increasing our collaboration with those agencies. In previous years, we have inquired with each commission about information on attending annual AmeriCorps Launch days. Several of our communities have sent AmeriCorps assistants to those events. In addition, several of our communities are already an active part of their state's AmeriCorps listservs and attend meetings, service fairs, and volunteer forums as they are able.

We have submitted a consultation form via email to each of the 13 AmeriCorps state commissions in which we currently have AmeriCorps sites. To date we have gotten confirmation from eight states, all of

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which have approved L'Arche USA AmeriCorps in their state (Virginia, New York, Illinois, Florida, Iowa, Massachusetts, Kansas and Washington). In addition to approval, some of these states (Virginia, Kansas and Massachusetts) have requested additional information, which we are providing via provided forms, through emails and in scheduled phone calls. We are waiting for confirmation of consultation from five other states: Ohio, Alabama, California, the District of Columbia, and Oregon.

Each L'Arche AmeriCorps site supervisor has been notified that we will be increasing our communication with state commissions. We look forward to potential resource sharing and collaboration that may come from these relationships in the future.

NO CHANGES IN PERFORMANCE MEASURES

BUDGET FOR YEAR TWO OF GRANT:

The L'Arche AmeriCorps Budget for grant year 2010 - 2011 will continue as stated in the grant application and noted below. This budget continues to represent our priorities and needs.

Budget Narrative: L'Arche USA For Fiscal Year Two

A. and B. Personnel Expenses:

* \$20,000 L'Arche USA will devote 0.5 FTE for the AmeriCorps Project Coordinator. \$17,500 will cover the Project Coordinator's salary and benefits. The remaining \$2500 will support the 10% time of the Director of Vocational Development, who supervises the Project Coordinator.

* Travel C.1. and C.2. :

* \$1000 For staff and AmeriCorps members to attend university volunteer fairs and site visits. L'Arche USA will contribute \$1,000 to this effort through integration with other non-related AmeriCorps activities during the course of each year.

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D. Equipment:

* \$500 Maintenance of equipment such as fax machine, computer and printer. Purchase of cable equipment for internet service.

E. Supplies:

* \$1000 Preparation of required forms and development of proper tracking systems necessitates acquiring printed materials and need for general office supplies.

F. Not Applicable

G.1. and G.2. Staff and Member Training:

* \$1500 for member trainings & retreats L'Arche USA will incorporate all training for AmeriCorps members and staff into other activities through annual and regional ongoing workshops and through involvement of the three L'Arche USA regional coordinators.

H. Evaluation: \$1500 L'Arche USA's three regional coordinators will monitor and evaluate program sites for effectiveness of enrollment and retention of AmeriCorps members through their annual site visits. Cost per region: \$1,000 for a total of \$3,000. The additional \$1500 contributed by L'Arche USA.

I. Other Program Operating Costs:

* Office Expenses: \$4,000 Telephone, fax, utilities expenses, Internet access, office rent and bookkeeping expenses.

* Recruitment/PR: \$6,000 Recruitment materials, advertising, website update, maintenance and implementation of all recruitment strategies including recruitment committee work.

Total Amount

* CNCS Share \$36,000

Performance Measures

SAA Characteristics

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

Priority Areas

- | | |
|---|---|
| <input type="checkbox"/> Education | <input checked="" type="checkbox"/> Healthy Futures |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input type="checkbox"/> Environmental Stewardship | <input type="checkbox"/> Veterans and Military Familie |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Economic Opportunity | <input checked="" type="checkbox"/> Other |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |

Grand Total of all MSYs entered for all Priority Areas 36

Service Categories

Other Human Needs Primary Secondary

Strengthening L'Arche Visibility Nationally

Service Category: Other Human Needs

Measure Category: Strengthening Communities

Strategy to Achieve Results

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

L'Arche AmeriCorps members will design and implement at least one project during their service term that presents L'Arche to a group of people that may not already know about the organization.

Result

Result: Output

30 presentations (projects) will be conducted.

Indicator: Project completed.

Target: Each AmeriCorps member will plan and implement a project to present L'Arche to community members that do not already know about the organization.

Target Value: 30

Instruments: Presentations will include a brief questionnaire to be completed by attendees asking them to rate their awareness of the developmental disability community and L'Arche both before and after hearing the presentation. Attendees will also be offered the opportunity to volunteer with a L'Arche community. Presentations will include a sign-up sheet for any interested attendees to indicate their interest in volunteering or learning more about L'Arche. This tally will be included in documentation of impact on the greater community by AmeriCorps members projects.

PM Statement: 30 projects will be presented by 36 AmeriCorps members. Some members may choose to present a project in tandem with a colleague.

Prev. Yrs. Data

Result: Intermediate Outcome

900 people who did not previously know about L'Arche USA will learn about the organization's alternative model of care for adults with developmental disabilities.

Indicator: Participants/ Attendees of each Project

Target: 900 community members will be reached through 30 presentations.

Target Value: 900

Instruments: Completed Project Worksheet noting number of participants reached by project as well as an indication of their awareness of the disabilities community and L'Arche both before and after attending the presentation. Tally of attendees who sign up to volunteer or learn more about L'Arche will also be conducted.

PM Statement: 900 community members will be learn about L'Arche USA through 30 presentations.

Prev. Yrs. Data

Providing Services for People with Developmental Disabilities

Service Category: Other Human Needs

Measure Category: Needs and Service Activities

Strategy to Achieve Results

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

L'Arche AmeriCorps members will work to build relationships of mutual care and respect among people with developmental disabilities and offer support that allows those adults opportunities for personal growth through interpersonal relationships and community engagement in work, volunteering, community groups, and social outings.

Result

Result: Output

100 adults with disabilities who live in L'Arche communities will be given direct care and opportunities to build interpersonal relationships and engage in social activities through assistance from AmeriCorps members.

Indicator: Number of adults with disabilities served by each AmeriCorps member.

Target: 100 adults with disabilities will be served by AmeriCorps members each grant year.

Target Value: 100

Instruments: Monthly reports by AmeriCorps members, and signed by Site Supervisors noting the number of adults with disabilities directly served each month.

PM Statement: 50 AmeriCorps members per year will provide direct care services to 100 people with developmental disabilities offering opportunities for interpersonal relationships and assisting core members (adults with disabilities) in engaging in social activities in the larger community.

Prev. Yrs. Data

Result: End Outcome

Opportunities for social engagement will impact adults with developmental disabilities in L'Arche positively by offering increased quality of life through new relationships, interests, and skills. In

Result: End Outcome

In addition, these outings will also impact the local community positively, introducing them to the talents and gifts of adults with developmental disabilities.

Indicator: Site supervisor survey responses on the impact of core members' (adults with

Target: Eighty percent of site supervisors will report that social engagements have had a positive impact on adults with developmental disabilities.

Target Value: 80%

Instruments: Annual site supervisor survey.

PM Statement: Eighty percent of site supervisors will report, through an annual survey, that AmeriCorps member facilitated social engagements for adults with developmental disabilities provide a positive impact for those adults.

Prev. Yrs. Data

Result: End Outcome

disabilities) social engagements, facilitated by AmeriCorps members. The survey

Result: End Outcome

qualifies impact on core members' and well as impact on residents of the local

Result: End Outcome

community.

Result: Intermediate Outcome

100 adults with developmental disabilities will be directly accompanied by an AmeriCorps member, on social outings and engagements each month creating opportunities for building and sustaining interpersonal relationships and fostering personal development.

Indicator: The number of social outings/engagements adults with disabilities are involved in

Target: AmeriCorps members will facilitate 500 opportunities for building and sustaining personal development for adults with disabilities each year of the three year grant cycle.

Target Value: 500

Instruments: Monthly reports by AmeriCorps members, and signed by Site Supervisors noting the number of social outings/engagements facilitated each month.

PM Statement: 50 AmeriCorps members will assist 100 adults with developmental disabilities to build interpersonal relationships, broaden their personal experiences, and develop new skills and interests by facilitating 500 social outings/engagements annually.

Prev. Yrs. Data

Result: Intermediate Outcome
each month.

Recruitment of Baby Boomers

Service Category: Other Human Needs

Measure Category: Needs and Service Activities

Strategy to Achieve Results

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

L'Arche USA will focus some recruitment efforts specifically towards citizens born between 1946 and 1964.

Result

Result: Output

Five percent of AmeriCorps members enrolled annually will be part of the Baby Boomer population, born between 1946 and 1964.

Indicator: Birth date of applicants from application materials and birth certificates.

Target: Five percent (3 baby boomers annually) will be enrolled as AmeriCorps members.

Target Value: 5%

Instruments: Applications and/or birth certificates

PM Statement: Through targeted recruitment efforts, L'Arche USA will aim to recruit 5% of AmeriCorps members from the 'baby boomer' population, those citizens born between 1946 and 1964.

Prev. Yrs. Data

Result: Intermediate Outcome

L'Arche USA will recruit 50 community volunteers annually who were born between 1946 and 1964.

Indicator: Number of community volunteers at each site who were born between 1946 and 1964.

Target: 50 community volunteers who identify as baby boomers (born between 1946 and 1964) will serve in 16 L'Arche communities nationally.

Target Value: 50

Instruments: Community volunteer applications with DOB information.

PM Statement: L'Arche USA will recruit 50 community volunteers who were born between 1946 and 1964 to serve in 16 L'Arche communities national-wide as respite/companion volunteers to adults with disabilities in L'Arche communities.

Prev. Yrs. Data

Required Documents

Document Name

Status

Evaluation

Not Applicable

Labor Union Concurrence

Not Applicable