



**Serve Washington**  
**AmeriCorps Planning Grant Orientation**  
**January 6, 2022 – 10am-12pm**  
***Virtual Gathering***

**Location:** WebEx:  
[Join the Meeting](#)  
Audio Only: 1-855-929-3239  
Access code: 2463 679 5719 (if needed)  
Password: AmeriCorps22! (if needed)

**Objectives:** Planning Subgrantees will:

- understand program administration, compliance expectations and requirements to effectively apply for high quality national service operational grants; and
- develop relationships within the national service network and identify resources to aid their work.

10:00 am – 10:15 am	<b>Welcome and Introductions</b> <ul style="list-style-type: none"><li>• Serve WA Mission/Vision Activity</li><li>• Greetings from Executive Director</li><li>• Learning the AmeriCorps Way of Life</li></ul>	Robyn Harris, Senior Program Officer  Amber Martin-Jahn, Executive Director
10:15 am – 10:30 am	<b>Overview of Planning Grant Year</b> <ul style="list-style-type: none"><li>• Curriculum and Benchmarks</li><li>• Planning Grant Special Terms</li><li>• Introduction to Program Handbook</li></ul>	
10:30 am – 10:40 am	<b>Program Handbook</b> <b>Chapter 1 &amp; 2</b> <ul style="list-style-type: none"><li>• Laws, Regulations, Terms/Conditions</li><li>• National Service and Washington State</li></ul>	
10:40 am – 10:55 am	<b>Program Handbook</b> <b>Chapter 3 &amp; 4</b> <ul style="list-style-type: none"><li>• The AmeriCorps Way of Life <i>In the Weeds</i></li><li>• Lingo and Defining Terms</li><li>• AmeriCorps Members vs Employees</li><li>• Prohibited and Allowable Activities</li><li>• Non-Discrimination</li><li>• Criminal History Checks (NSCHCs)</li><li>• Member “Stuff”</li><li>• Affiliation with AmeriCorps</li><li>• Records Retention</li></ul>	

10:55 am – 11:05 am	<b>~STRETCH BREAK~</b>
11:05 am – 11:15 am	<b>Program Handbook Chapters 5 &amp; 6</b> <ul style="list-style-type: none"><li>• The AmeriCorps Way of Life <i>For Operational Subgrantees</i></li><li>• Reporting Requirements</li><li>• Monitoring</li></ul>
11:15 pm – 11:25 pm	<b>Operational Grant Opportunities</b>
11:25 pm – 11:30 pm	<b>Virtual Introduction to Serve WA Team and Next Steps</b>
11:30 pm – 12:00 pm	<b>Final Q&amp;A</b>
12:00 pm	<b>Adjourn</b>