



# 2018 AmeriCorps\*Texas All-Grantee Meeting

## Agenda

**Wednesday, February 28, 2018**

**7:00–7:45 AM**

### **Olympic Trials (Optional)**

Meet coach Pat in the lobby by the front entrance of the hotel. Get excited for 45 minutes of light to moderate exercise in the hotel parking lot. Events include jogging, strength exercises, partner exercises, and body weight resistance moves. All fitness levels welcome.

**8:30–9:00 AM**

### **Registration + Light Breakfast**

**9:00–9:45 AM**

### **Opening Ceremonies**

We will kick-off the event with an Olympic themed ice breaker to get to know one another and learn which organizations are represented.

**9:45–10:45 AM**

### **Addressing the Athletes**

**Liz Darling**, President/CEO, OneStar Foundation  
**Chris Bugbee**, COO, OneStar Foundation  
**Jaclyn Kolar**, Manager, AmeriCorps\*Texas, OneStar Foundation

OneStar leadership will share national service updates, including federal budget details, what's new at OneStar, and what to expect for 2018.

**10:45–11:00 AM**

### **Break**

**11:00 AM–12:00 PM**

### **Keep the Torch Burning: Continuity and Transition Planning**

**Jaclyn Kolar**, Manager, AmeriCorps\*Texas, OneStar Foundation  
**Elisa Gleeson**, Senior Grants Management Specialist, OneStar Foundation

From staff turnover to natural disasters, change is constant at organizations. In this session, we'll discuss best practices to ensure your program is set up for seamless transitions in the event of expected and unexpected changes. Participants will leave with tangible action items for continuity planning.

**12:00–1:15 PM**

### **Lunch on Your Own**

**1:15–2:15 PM**

### **Going for Gold: Asset Utilization and De-Obligation**

**Mary Voorhies**, Senior Grants Officer, OneStar Foundation  
**Betty Jo Schafer**, Grants Officer, OneStar Foundation

In this team sport, program and fiscal staff will review budget-to-actuals and mid-year projections for their programs, and learn how to calculate de-obligation. Grantees will be split into breakouts for cost-reimbursement grants and fixed amount grants. Participants will leave prepared to request budget reallocations and report de-obligated funds.



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**2:15–3:15 PM**

### **500 Meter Speed Skating: OnCorps Training**

**Mary Voorhies**, Senior Grants Officer, OneStar Foundation

**Betty Jo Schafer**, Grants Officer, OneStar Foundation

**Joshua Winata**, Program Officer, OneStar Foundation

**Pat Guzmán-Weema**, Program Officer, OneStar Foundation

During this speedy split program and fiscal session, staff will learn the ins and outs of using OnCorps for reporting. Fiscal staff will learn how to report the AFR, De-Obligation, Federal Funds Used as Match, and Federal Program Income. Program staff will learn how to submit the APR.

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**3:15–3:30 PM**

### **Break with Snacks**

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**3:30-5:00PM**

### **The Nuts and Bolts of National Service Appropriations**

**Tom Branen**, Chief Policy Officer, America's Service Commissions

**Emily Steinberg**, Director, External Affairs, America's Service Commissions

**Austin Buchan**, Chief Executive Officer, College Forward

Join America's Service Commissions as we walk you step-by- step through the ins and outs of the annual federal appropriations process for national and community service. We will provide analysis, predictions, and priorities and introduce you to the cast of characters who have the most influence on the process, including key administration officials and members of Congress. We will also provide a preview of some promising opportunities for service legislation and funding at the state level and discuss strategies to educate state officials about national service programs and member activities.

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**5:00-6:30 PM**

### **Reception at the Olympic Village (Optional)**

Join OneStar for an afterhours reception. DoubleTree is graciously providing a complimentary drink ticket and appetizers for all participants. Additional drinks are available for purchase at a cash bar.

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## 2018 AmeriCorps\*Texas All-Grantee Meeting

**Thursday, March 1, 2018**

**8:00–9:00 AM**

### **Meet with the IOC – Interested OneStar Colleagues (Optional)**

OneStar staff will be available for one-on-one or group conversations over a bowl of Texas Wheaties (aka breakfast tacos). Please email your Program or Grants Officer in advance if you want to schedule a one-on-one conversation, otherwise stop by to join a group discussion.

Additionally, this time will be used for a meet-up of programs with planning grants or those interested in a planning grant.

**9:00–10:30 AM**

### **Team Bobsled: Recruiting Members & Finishing the Race**

**Pat Guzmán-Weema**, Program Officer, OneStar Foundation

**Joshua Winata**, Program Officer, OneStar Foundation

During this session, we will review current portfolio trends in member recruitment and retention, explore the factors that affect building and keeping a strong team, and learn best practices for filling your bobsled with a winning crew. Come prepared to share strategies that your program has found effective for recruiting and retaining members.

**10:30–10:45 AM**

### **Break**

**10:45 AM–12:15 PM**

### **Keeping the Gold: Coaching Members on Financial Literacy**

**Financial Literacy Coalition of Central Texas**

During this session, the Financial Literacy Coalition of Central Texas will offer guidance for delivering financial literacy training and coaching based on the FDIC's Money Smart curriculum. Participants will receive resources and tools customized for use with AmeriCorps members.

**12:15–1:30 PM**

### **Working Lunch: Meet the Rest of Team USA**

**Andrew Lowe**, Program Officer, CNCS

**Chris Neukom**, Assistant Program Director, AmeriCorps NCCC

**Glenn Goodrich**, Manager - AmeriCorps VISTA, OneStar Foundation

In this working lunch session, attendees will learn how to maximize their impact by leveraging other streams of service. Participants will learn how to apply for an NCCC Project, VISTA or Senior Corps Project, or host an individual VISTA through a VISTA Intermediary Project.



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**1:30–2:15 PM**

### **Ski Jumping into Inclusivity: Overcoming the Challenges of Recruiting and Retaining Members with Disabilities**

**Betty Jo Schafer**, Grants Officer, OneStar Foundation

**Kailee Selzer**, Evaluation and Outreach Specialist, OneStar Foundation

In this session, we will be reviewing the benefits of including members with disabilities in our programs, where we are at as a portfolio with recruiting and retaining members with disabilities, and best practices for increasing our recruitment and retention of members with disabilities.

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**2:15–2:30 PM**

### **Break**

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**2:30–3:00 PM**

### **Showcasing our Medals: Using Communications Tools to Highlight our Victories**

**Joshua Winata**, Program Officer, OneStar Foundation

**Betty Jo Schafer**, Grants Officer, OneStar Foundation

In this session we will be introducing and discussing programs and resources, including the AmeriCorps\*Texas Social Media Service Ambassadors, that we use to communicate the impact and success of our programs.

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**3:00–4:00 PM**

### **Closing Ceremonies**

#### **AmeriCorps\*Texas OneStar Foundation Team**

We will be holding a town hall for participants to ask the AmeriCorps\*Texas team questions. We will wrap-up the meeting with a recap of learning and action plans for the future.

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