# AmeriCorps Seniors: Common Monitoring Findings

March 2025

Compliance Monitoring

**AmeriCorps Seniors**

# Agenda



- Office of Monitoring FAQs

- Common Monitoring Findings

- Grantee Monitoring Resources

- Discussion Questions

# AmeriCorps Seniors Grantee Resources

**1**



[Region] Office of Regional Operations

**AmeriCorps Seniors: Common Monitoring Findings**

February 2025

Compliance Monitoring

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## Download Resources

Presentation Slides

AmeriCorps Monitoring

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GRANTEES AND SPONSORS

**Monitoring**

< GRANTEES AND SPONSORS

Criminal History Checks

Evidence Readiness Resources

Monitoring

National Performance Measurement Core Curriculum

The Office of Monitoring independently monitors and tests AmeriCorps-funded grants, projects, and recipient organizations to ensure program activities are in compliance with Federal regulations and AmeriCorps policies. Our aim is to increase the capacity of both AmeriCorps and our funded organizations to comply with regulations and focus on what is important: serving communities across America.

This page hosts resources that our sponsors may need to access to comply with monitoring requests. While sponsors may access anything hosted on this page, we would like to emphasize that the development of our office means that future processes and resources may change.

Contact Information: monitoring@americorps.gov

## Resources

- Office of Monitoring Public Report - 2020-2024 ›
- On-site Monitoring - At a Glance ›
- Remote Monitoring - At a Glance ›
- CAP At a Glance ›
- Overview of Uniform Monitoring Package (UMP) (Updated Annually) ›
- Office of Monitoring FAQ ›
- FY24 UMP Grantee Resource ›

# Office of Monitoring FAQs

*Monitoring MythBusters*

# Monitoring MythBusters

*Office of Monitoring FAQs*

**AmeriCorps Seniors**

**1**    Monitoring isn't necessary -- why have a separate office?

Monitoring helps ensure federal funds are used appropriate and that programs follow regulations. A dedicated office provides specialized expertise and an objective review process to support both accountability and program success.

# Monitoring MythBusters

*Office of Monitoring FAQs*

**2**    My grant was selected for monitoring because my organization did something wrong.

Grants are selected for monitoring based on a variety of factors, including routine oversight, funding levels, and risk assessments. Monitoring is a proactive process that helps identify best practices and ensure compliance – not a sign of wrongdoing.

# Monitoring MythBusters

*Office of Monitoring FAQs*

AmeriCorps
Seniors

**3**  AmeriCorps evaluates small and large agencies differently.

The monitoring process applies consistent criteria to all organizations, regardless of size. However, the approach may be tailored to fit an organization's structure and resources, ensuring fair and effective evaluation.

# Monitoring MythBusters

*Office of Monitoring FAQs*

**4** AmeriCorps will tell me what systems to use and how to write my policies.

No, the Office of Monitoring does not dictate specific systems or policies. Instead, it reviews whether your organization's chosen systems and policies meet federal requirements and best practices. You have the flexibility to implement what works best for you.

# Monitoring MythBusters

**AmeriCorps Seniors**

**5**   If I briefly describe a process or document, AmeriCorps can confirm if it's compliant.

Compliance depends on full context and documentation. While the Office of Monitoring can provide general guidance, a complete review is necessary to determine compliance with federal requirements.

# Monitoring MythBusters

*Office of Monitoring FAQs*

**6** There are no opportunities to provide feedback about the monitoring process.

Feedback is encouraged! The Office of Monitoring values input and regularly seeks feedback to improve processes. Grantees can share their experience through an anonymous online survey.

# Who's Who in AmeriCorps Monitoring

Associate Monitoring Officers
Monitoring Officers
Senior Monitoring Officers

Office of Audit and Debt Resolution

Corrective Action Plan (CAP) Specialists

Portfolio Managers
Senior Portfolio Managers

Criminal History Check Team

AmeriCorps Seniors Program Team

# Common Monitoring Findings

*Trends, Compliance, Impact*

**AmeriCorps Seniors**

# Grantee Monitoring Resources

*Tools for Compliance and Success*

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# General Best Practices

- [Uniform Monitoring Package](#) Self-Assessment

- Annual Policy Review

- Review the Rules

- Document, Document, Document

- When in Doubt, Reach Out!

# Resource Recap



**AmeriCorps**

About    Serve    Partner    Members & Volunteers    Grantees & Sponsors    Newsroom    Contact

**GRANTEES AND SPONSORS**

# Monitoring

**Where can I find Office of Monitoring resources?**

Office of Monitoring page, AmeriCorps website:

**americorps.gov/grantees-sponsors/monitoring**

- Uniform Monitoring Package
- At-a-Glance & Overview documents
- Supplemental Document Templates
- FAQs
- Corrective Action Planning documents
- Link to Criminal History Check page

# Resource Recap

# Resource Recap

**AmeriCorps Seniors**

**AmeriCorps**

About | Serve | Partner | Members & Volunteers | Grantees & Sponsors | Newsroom | Contact

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# National Service Criminal History Checks

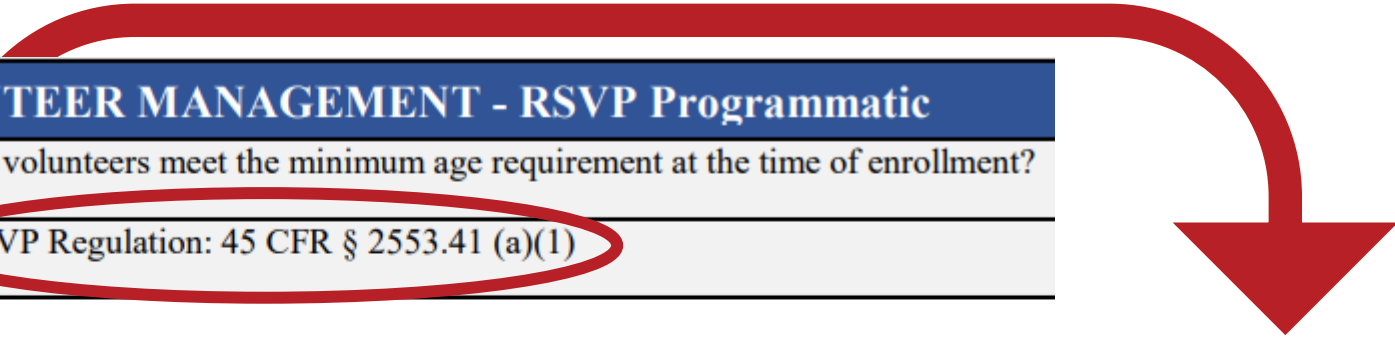**National Service Criminal History Check Page**

AmeriCorps Website

- Quick Links
- 2025 Training Events
- NSCHC Rule Quick Summary
- NSCHC Guidance
- How to Conduct NSCHC
- NSCHC GovDelivery Emails
- NSCHC Archive

# Resource Recap

## 08.01: RSVP VOLUNTEER MANAGEMENT - RSVP Programmatic

| 08.01.01 | Do volunteers meet the minimum age requirement at the time of enrollment? |
|---|---|
| References: | RSVP Regulation: 45 CFR § 2553.41 (a)(1) |
| Notes: | |
| Recommendations for Improvement: | |

**Code of Federal Regulations Website: https://www.ecfr.gov/**

## Code of Federal Regulations
### A point in time eCFR system

NATIONAL ARCHIVES

eCFR

**READER AIDS**

Welcome to the new eCFR! Check out our *Getting Started* guide to make the most of the new site.

*Enter a search term or CFR reference (eg. fishing or 1 CFR 1.1)*

# Resource Recap

**AmeriCorps Seniors**

**monitoring@americorps.gov**

**CHC@americorps.gov**

**Litmos**

**Regional Office Staff**

**Peer Support**

**Grant Terms & Conditions**

**AmeriCorpsSupport@ truescreen.com**

**Program Handbooks (FGP, RSVP, SCP, SDP)**

**Notice of Grant Award**

# Monitoring Self-Assessment Questions

*Answering Your Key Monitoring Questions*

# Question & Answer

*What questions do you still have?*

# Discussion Questions

*Share Insights, Explore Solutions*

# Discussion Questions

1. What item(s) on the self-assessment did you find confusing or surprising?

2. Are there any items you think might be a challenge for your agency?

3. In conducting the self-assessment, what did you identify as your program's areas of strength?

4. Have you created any resources (policies, procedures, checklists, manuals, trainings, etc.) that you believe will help your program stay in compliance?

5. In addition to the self-assessment just completed, are there any other steps you typically take to self-monitor your programs?

6. Do you have any concerns or questions about the monitoring process?

# For More Information

**General Questions**
Monitoring Webpage
monitoring@americorps.gov

**NSCHC Questions**
NSCHC Webpage
chc@americorps.gov

**AmeriCorps Seniors**