

CONFERENCE SPENDING REPORT FOR WEB POSTING

Corporation for National and Community Service (CNCS)

Report on FY 2014 Conference Activities

January 29, 2016

As part of the government-wide effort to expend resources more efficiently and effectively, the President signed [Executive Order 13589](#) “Promoting Efficient Spending” – encouraging agencies to reduce costs and improve efficiencies. To further promote and ensure accountability and oversight in spending, OMB issued [Memorandum-12-12](#), “Promoting Efficient Spending to Support Agency Operations” in May 2012. The memorandum directs Federal agencies to publish a report on conference activities in excess of \$100,000 for the previous fiscal year on their website each year by January 31.

In FY 2015, CNCS conducted three conference activities in excess of \$100,000:

Tribal Applicant Training – AmeriCorps and Senior Corps

Date and Location: April 8-10, 2015, Washington, DC

Purpose: CNCS continued to implement strategies in 2015 to increase applications for the statutory tribal set-aside funds for AmeriCorps State and National, and to support a new Senior Corps competition open only to tribes. Our outreach included hosting (at no cost to the participants) this training for interested applicants that focused on applying for and managing tribal AmeriCorps and Senior Corps funds. This convening, in part, was instrumental in producing the highest ever number of applications for funding, awards to grantees, and number of members serving in tribal communities.

Number of Participants: 54

Food and Beverage: \$0

Audio Visual: \$9,154

Materials: \$1,359

Logistics and Support: \$39,968

Sponsored Travel (invited speakers and guests): \$64,500

Employee Travel: \$0

Contractor Travel: \$0

Total Cost to US Government: \$114,981

Methodology Used to determine which Costs Relate to the Conference: These are the final reported costs for the event.

Description of the Contracting Procedures Used: A call against a Blanket Purchase Agreement was awarded on a competitive basis using standard procurement operating procedures. A review was conducted by the Office of Procurement Services to evaluate the costs before the award was made.

AmeriCorps State and National Symposium

Date and Location: September 15-18, 2015 (included 2 pre-conference and 5 post-conference events), Arlington, VA

Purpose: The AmeriCorps State and National Symposium is the annual meeting for AmeriCorps State and National direct program and commission grantees. The meeting included sessions on research and evaluation, the Office of Inspector General, financial

management, disaster response, veterans and military families, and inclusion for people with disabilities.

Number of Participants: 461 (of this total, 47 CNCS staff attended as presenters and 39 CNCS staff attended as participants)

Food and Beverage: \$23,818

Audio Visual: \$46,959

Materials: \$29,746

Logistics and Support: \$77,308

Sponsored Travel (invited speakers and guests): \$17,437

Employee Travel: \$0

Contractor Travel: \$0

Total Cost: \$195,268

Methodology Used to determine which Costs Relate to the Conference: These are the final reported costs for the event.

Description of the Contracting Procedures Used: A call against a Blanket Purchase Agreement was awarded on a competitive basis using standard procurement operating procedures. A review was conducted by the Office of Procurement Services to evaluate the costs before the award was made.

Social Innovation Fund (SIF) Convening

Date and Location: September 15-17, 2015, Washington, DC

Purpose: The SIF Grantee Convening is the annual meeting for SIF Classic and Pay for Success grantees. Each grantee was able to bring one or two subgrantee representatives. The meeting included sessions on communication, sustainability and evaluation. We also conducted a one-day orientation for the new 2015 SIF Classic Grantees and new staff on existing SIF Classic and Pay for Success grantees.

Number of Attendees: 275, including 33 CNCS staff

Food and Beverage: \$18,828.52

Audio Visual: \$79,873.79 including general AV, live streaming, still photography, videography, video editing, closed captioning, internet, and mobile app development

Materials: \$10,379.52

Logistics and Support: \$71,935

Sponsored Travel (invited speakers and guests): \$401.22

Employee Travel: \$0.00

Contractor Travel: \$3,927.00

Registration Fees Collected: \$14,450.00. This amount was subtracted from the Total Cost, below.

Total Cost: \$170,895

Methodology Used to determine which Costs Relate to the Conference: These are the final reported costs for the event.

Description of the Contracting Procedures Used: A call against a Blanket Purchase Agreement was awarded on a competitive basis using standard procurement operating procedures. A review was conducted by the Office of Procurement Services to evaluate the costs before the award was made.