

***NOTE: This document should be signed by a Certifying Official, then scanned and uploaded as part of a complete Host Site application.***

## PROHIBITED ACTIVITIES

While charging time to the Keystone SMILES AmeriCorps Program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or the Corporation, members may not engage in the following activities:

Attempting to influence legislation.

Organizing or engaging in protests, petitions, boycotts, or strikes.

Assisting, promoting, or deterring union organizing

Impairing existing contracts for services or collective bargaining agreements.

Engaging in partisan political activities or other activities designed to influence the outcome of an election to any public office.

Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials.

Engaging in religious instruction; conducting worship services; providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization.

Providing a direct benefit to:

i. A business organized for profit;

ii. A labor union;

iii. A partisan political organization;

iv. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and

v. An organization engaged in the religious activities described in paragraph (g) of this section, unless Corporation assistance is not used to support those religious activities.

Conducting a voter registration or using Corporation funds to conduct a voter registration drive;

Providing abortion service or referrals for receipt of such services;

Other activities as the Corporation may prohibit, upon notice to the Grantee. AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above.

Individuals may exercise their rights as private citizens and may participate in the above activities on their initiative, on non-AmeriCorps time, and using non-Corporation funds. The AmeriCorps logo should not be worn while doing so.

**NONDUPLICATION** - Corporation assistance may not be used to duplicate an activity that is already available in the locality of a program. And, unless the requirements of paragraph (f) of this section are met, Corporation assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.

**NONDISPLACEMENT** - (1) An employer may not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving Corporation assistance. (2) An organization may not displace a volunteer by using a participant in a program receiving Corporation assistance. (3) A service opportunity will not be created under this chapter that will infringe in any manner on the promotional opportunity of an employed individual. (4) A participant in a program receiving Corporation assistance may not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee. (5) A participant in any program receiving assistance under this chapter may not perform any services or duties, or engage in activities, that—(i) Will supplant the hiring of employed workers; or (ii) Are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures. (6) A participant in any program receiving assistance under this chapter may not perform services or duties that have been performed by or were assigned to any—(i) Presently employed worker;(ii) Employee who recently resigned or was discharged;(iii) Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;(iv) Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or (v) Employee who is on strike or who is being locked out.

**RESTRICTIONS ON FUNDRAISING** - AmeriCorps members may raise resources directly in support of your program's service activities.

Examples of fundraising activities AmeriCorps members may perform include, but are not limited to, the following: (1) Seeking donations of books from companies and individuals for a program in which volunteers teach children to read; (2) Writing a grant proposal to a foundation to secure resources to support the training of volunteers; (3) Securing supplies and equipment from the community to enable volunteers to help build houses for low-income individuals; (4) Securing financial resources from the community to assist in launching or expanding a program that provides social services to the members of the community and is delivered, in whole or in part, through the members of a community-based organization; (5) Seeking donations from alumni of the program for specific service projects being performed by current members.

AmeriCorps members may not:

- (1) Raise funds for living allowances or for an organization's general (as opposed to project) operating expenses or endowment;
- (2) Write a grant application to the Corporation or to any other Federal agency.

An AmeriCorps member may spend no more than ten percent of his or her originally agreed -upon term of service, as reflected in the member enrollment in the National Service Trust, performing fundraising activities

At no time may a member:

- Engage in any activity that is illegal under local, state, or federal law.
- Engage in activities that pose a significant risk to others.

### NEED STATISTIC VERIFICATION

IF you can provide documentation that your host site serves “a majority of economically disadvantaged students and/or a majority of children with special or exceptional needs;” then members may serve any student you identify.

OTHERWISE, individual students must be economically disadvantaged or have special or exceptional needs to receive AmeriCorps service.

Please complete the chart below with statistic that verify your Host Site’s service population. You may choose to aggregate statistics by District or Agency, or list them separately, by building.

BUILDING, PROGRAM SCHOOL OR AGENCY NAME	PERCENT OF THE STUDENTS WHO ARE ECONOMICALLY DISADVANTAGED	PERCENT OF THE STUDENTS WHO HAVE SPECIAL OR EXCEPTIONAL NEEDS	DATE AND SOURCE OF DATA

### SIGNATURES

By my signature, I verify I have read and understand the Host Site Application submitted on behalf of my school or agency below.

I further affirm I have the authority to submit the application on behalf of said school or agency and that the information provided via the application is true and complete, to the best of my knowledge.

\_\_\_\_\_  
Host Site Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Host Site