

# 10 ~ 12 Months

## Community & Site Partnerships



Most AmeriCorps programs cannot be successful without the support and participation of the service sites and community partners. To sustain these partnerships, you will need to perform several key tasks: conduct a final site visit, formally recognize the partners' contributions, and renew Site agreements with those community partners who wish to continue their relationship with your program.

### ***At the end of this section, you will be able to***

- Conduct final site visits if necessary.
- Celebrate the successes of your organization and your host/service site partners.
- Complete the financial closeout process.
- Access and use a variety of tools and electronic resources to complete all activities in the Tools for Success section.

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### Final Site Visit

#### What is a final Site Visit?

A final site visit can guide each organization to reflect on the viability of the overall service relationship including challenges or areas of conflict. The outcome of a final site visit can guide both organizations to determine whether continuing the partnership would be productive.

#### Why should I be concerned with conducting a final Site Visit?

The final site visit provides you with a picture of the site's overall functioning. This visit can also guide future conversations related to partnering for the following program year. The final site visit not only provides time and space to see how the organization is functioning, but also whether the AmeriCorps program fits well with the mission of the partnering organization.

#### How do I do it?

The general purpose of site visits may include one or more of the following:

✓	Assess administrative, financial, management and organizational capabilities and systems.
✓	Identify or clarify problems, issues, or concerns.
✓	Resolve or follow up on problems, issues, or concerns.
✓	Monitor systems, policies, practices, or procedures.
✓	Monitor and review compliance with grant award.
✓	Identify technical assistance and training needs.
✓	Provide technical assistance.
✓	Establish a continuous improvement system for financial management and grants compliance.

#### Resources

<i>Resource</i>	<i>Description</i>	<i>Contact</i>
Effective Practices Database	Contains a number of tools for conducting a site visit.	<a href="http://www.nationalservicerresources.org/">www.nationalservicerresources.org/</a>

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### Site Recognition

#### What is Site Recognition?

Celebration, acknowledgement, thanks! It takes a lot of work to make change in a community. It is equally strenuous to build an outstanding partnership. At the end of a year of service, take the opportunity to highlight and celebrate the successes of your site partners.

#### Why should you implement a Site Recognition program?

Recognition is a crucial element in maintaining a great partnership. Partners invest significant human and financial resources to build the relationships, serve the community, and support the members. Show your appreciation for their effort and commitment.

#### How do you do it?

✓	Develop a mechanism to collect “great contributions”.
✓	Budget for a year-end celebration.
✓	Publish a newsletter to highlight great achievements.
✓	Create an organizational award to acknowledge publicly a strong partnership.
✓	Use the media to get the word out about your sites.
✓	Be creative! Recognition can come in many forms and should be personalized.
✓	Make it someone’s job to maintain relevant information about your site partners.
✓	Consider a recognition program as an investment in organizational and community loyalty.