



The Corps Network



Master Youth Agreement with the U.S. Forest Service



The Corps Network Master Participating Agreement (16-PA-11132424-051) applies to the U.S. Forest Service (USFS) and is a Nation-wide agreement that can be used by any USFS Office for award to Full Members of The Corps Network (TCN).

Objective

The purpose of this agreement is to provide a mechanism for cooperation between Service and Conservation Corps and the U.S. Forest Service to support U.S. Forest Service priorities, including: restoring resilient landscapes, building thriving communities, managing wildland fires, promoting safety, and supporting diversity and inclusion. Corps help the U.S. Forest Service complete mission-critical projects and engage the next generation of conservation and preservation stewards.

How It Works: Steps of Engagement

1	Local USFS sites identify a project that can be completed by a Corps
2	The USFS site may reach out to TCN directly or to a Member Corps of TCN.
3	The USFS site typically asks for a cost estimate from the Corps based on the scope of work, duration of the project, and number of Corpsmembers needed.
4	TCN Member Corps can reach out for assistance or create their detailed budget for the project. <ol style="list-style-type: none"> The Master Participating Agreement requires 25% match from the Corps, based on the total project budget, not just the federal funds. The match can be cash or in-kind. There is a 5% administrative fee of the project funding, excluding the match share.
5	Once the detailed budget is complete, The Corps Network will fill out the relevant budget forms.
6	USFS and the Corps will define their expectations and roles for the project in the draft supplemental project agreement.
7	USFS will submit the supplemental project agreement and detailed budget to the appropriate Grants Management Specialist within USFS.
8	TCN and the Corps receive and e-mail with the official paperwork after USFS has approved it. TCN will sign the Supplemental Project Agreement and create an additional Project Agreement between TCN and the Corps.
9	TCN creates a reimbursement template that the Corps will use to track their expenses along with any receipts, payroll, etc., TCN will reimburse Corps' actual expenses on a monthly basis.
10	The Corps must submit a quarterly performance report to TCN that will be passed on to USFS.
11	The Corps will track participant hours for Public Lands Corps (PLC) Hiring Authority eligibility and coordinate with USFS staff to generate signed PLC certificates of eligibility.

Contact: Hillari Howard, howard@corpsnetwork.org, 202-640-1230.

The Corps Network Resource Assistants Program (RAP) Partnership with the U.S. Forest Service

About

The USFS Resource Assistants Program (RAP) provides flexible individual placements for individuals at least 17 years of age with FS units and offices and gives preference to participants who are enrolled in or are recent graduates from an institution of higher education. The USFS RAP is a rigorous, immersive work and learning experience that provides interns exposure to the USFS organization, provides developmental and training opportunities, and allows for a meaningful contribution to the Forest Service mission. The program is relevant to a broad range of the emerging workforce and increases the diversity of a highly qualified candidate pool. The RAP must engage resource assistants in a minimum GS-4 level work experience that allows for meaningful and measurable contributions to the USFS mission.

Locations Served: Any Region, Station, Area (R/S/A), or the Washington Office (WO) of the USFS.

Expectations of the Resource Assistants Program

- Resource Assistants (RAs) can participate without undue financial hardship
- The safety and well-being of RAs are a priority. Health care benefits and a housing allowance are encouraged, as appropriate, to facilitate engagement from diverse participants and placement of RAs in locations with housing barriers or challenges.
- Flexible program standards and funding models are permitted to recruit and retain Resource Assistants with specialized or highly competitive skill sets and form a range of socioeconomic backgrounds.
- All RAs require a NACI (National Agency Check and Inquiries) background investigation
- Indirect agreement costs should not exceed more than 35% of the total cost per intern including the partner match.

**For the purpose of the Resource Assistants Program agreement, The Corps Network will engage only formally accredited Corps that can demonstrate their ability to meet the minimum standards, and provide the flexible options, as required by USFS:*

Minimum Standards	Flexible Options
\$350.00 weekly stipend, full time	Higher weekly stipend, as appropriate
\$200.00 weekly stipend, half time	Housing allowance
\$1,250.00 travel allowance	Uniform allowance
NACI background check	Education awards and/or bonuses
Worker's compensation insurance	Health benefits

Preference shall be given to individuals who are enrolled in an institution of higher education, including vocational and certificate programs which qualify for an associates degree, or who are recent graduates from an institution of higher education. Particular attention will be given to ensure full representation of women and participants from historically Black, Hispanic, and Native American schools or other schools with diverse student populations.

Contact: Hillari Howard, howard@corpsnetwork.org, 202-640-1230.