

Certifications + Assurances

REQUIRED POLICIES:

I will provide UCA with a copy of my organizations **Drug Free Workplace, Non-Discrimination and Workplace Harassment Policies**.

ACKNOWLEDGEMENTS:

I understand that United Communities AmeriCorps Members are required to attend and participate in team meetings, in-service trainings, and a minimum of three service events per year. We support UCA in its effort to provide members with trainings and civic engagement requirements and will accommodate these absences (with advance notice, when possible) for this purpose.

ASSURANCES:

As the duly authorized representative of the applicant organization, I certify, to the best of my knowledge and belief, that the applicant organization:

- Has the legal authority to apply for federal assistance, has not violated a Federal criminal statute, and has the institutional, managerial, and financial capability (including funds sufficient to pay the **cash match**) necessary to ensure proper planning, management, and completion of the project described within this application.
- Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program and will keep such records and provide such information to UCA or to the Federal government with respect to the program as may be required for fiscal audits and program evaluation, including documentation of **in-kind match**.
- Will comply with the **non-displacement** rules found in section 1777(b) of the National and Community Service Act of 1990 as amended (42 U.S.C. 12501 et seq.). Specifically, an employer shall not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the employer using an AmeriCorps member; a service opportunity shall not be created that will infringe on the promotional opportunity of an employed individual; an AmeriCorps participant shall not perform any services or duties or engage in activities that (1) would otherwise be performed by an employee as part of the employee's assigned duties; (2) will supplant the hiring of employed workers; (3) are services or duties with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures; or (4) have been performed by or were assigned to any presently employed worker, an employee who recently resigned or was discharged, an employee who is on leave, an employee who is on strike or is being locked out, or an employee who is subject to a reduction in force or has recall rights subject to a collective bargaining agreement or applicable personnel procedure. Should a placement site offer a full-time job to a member during his or her service year, the host organization will be responsible for the full cash match per the contract. UCAN is not responsible for a replacement AmeriCorps member at that site.

- Will comply with the **ineligible service** provisions found in section 132 of the Act. Specifically, a program may not use AmeriCorps members to perform service that provides direct benefit to any (1) business organized for profit; (2) labor union; (3) partisan political organization; (4) organization engaged in religious activities (unless such service does not involve the use of assistance or participants to give religious instruction, conduct worship services, provide instruction as part of a program that includes mandatory religious education or worship, construct or operate facilities devoted to religious instruction or worship, or engage in any form of proselytizing; or (5) nonprofit organization that fails to comply with the restrictions contained in section 501 (c)(3) of the Internal Revenue code (26 U.S.C. 501 (c)(3)). However, the provisions contained in section 132 of the Act shall not be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative.
- Will comply with all **Prohibited Activities** related to AmeriCorps member service (refer to *Proposal Guidelines*)
- Will comply with **National Service Criminal History Check** policy regarding members, which states until final results of the fingerprint background checks are confirmed and cleared by the UCA Program Director, members will not be able to serve.
- Will comply with **National Service Criminal History Check** policy regarding site supervisors & mentors, which states that all site supervisors & site mentors will complete a full background check in order to document their supervision time as in-kind for AmeriCorps. UCA will step site supervisors through the NSCHC process following new host site orientation.

By signing below, I certify that I agree to perform all actions and support all intentions in the Acknowledgement, Certification and Assurances sections above. By signing below, I also certify that the all information included in my host site application is accurate and true, as any falsified information may result in release of our National Service Member.

CONTRACT PERSONS FULL NAME:

CONTRACT PERSONS SIGNATURE

DATE: