

Corporation for National and Community Service 2019 Sustainability Plan

Executive Summary

Agency Background

Mission

The Corporation for National and Community Service (CNCS) is an independent Executive Branch Agency. Our mission is to engage Americans in service and volunteering across the country to improve lives, strengthen communities, and foster civic engagement. CNCS is the nation's largest grant maker for service and volunteering and supports hundreds of programs that focus on the environment.

Thousands of national service participants assist with disaster preparation, mitigation, response, and recovery to support communities impacted by climate change. Last year, CNCS awarded 125 AmeriCorps State & National projects and more than 14,000 member positions to improve, maintain, and protect the environment. During that same period, more than 600 AmeriCorps National Civilian Community Corps (NCCC) members carried out an additional 92 environmentally-focused projects. Across the two programs, members support more than 330,000 acres of parks and public land.¹

CNCS-Leased Spaces

At the start of FY 2019, CNCS had a portfolio of 170,795 rentable square feet (RSF) in leases through the General Services Administration (GSA); CNCS's Washington, D.C. headquarters is comprised of 84,606 RSF and the agency's 45 field offices total 86,189 RSF. In 2018, AmeriCorps NCCC independently leased 340,300 RSF for its four campuses. These locations were primarily dormitory and office spaces.

Improving Operational Functions

Realigning CNCS's Field Office Structure

In the last year, CNCS embarked on a Transformation and Sustainability Plan to expand access, improve customer service, strengthen community impact, and build the long-term sustainability of national service. As part of the plan, CNCS is realigning its workforce and workplaces from a state office structure to a regional office. The new model will have approximately 18-25 employees at one of eight regional offices in contrast to our previous structure which comprised a mix of multi-state and single-state offices in 46 state offices.

The Manchester, NH; Denver, CO; and Kansas City, MO locations will open in September 2019; Los Angeles, CA; Atlanta, GA; and Columbus, OH offices will open in February 2020; and the Austin, TX

¹ The AmeriCorps State & National (ASN) project figures represent the number of FY 2018 projects that indicated a focus on environmental stewardship and the number of AmeriCorps positions awarded to carry out environmental activities. The NCCC project figures represent the number of environmental projects that started in FY 2018 and the number of NCCC members that served on these projects. For ASN, the acres of public land figure derives from project progress reports submitted at the end of FY 2018, which primarily represents activities funded with FY 2017 appropriations. For NCCC, the acres figure comes from project completion reports for projects that took place in FY 2018.

location will open in June 2020. CNCS will continue to lease office space in San Juan, PR but anticipates turning this space back to GSA in the future.

To implement CNCS's Transformation plan, CNCS partnered with GSA to close 40 state offices between May 1 and July 1, 2019, which resulted in an 82% decrease in the agency's GSA-leased space in FY2019.

Optimizing the Use of Leased Spaces

CNCS is evaluating ways to more effectively utilize office space in alignment with applicable sustainability guidelines and Executive Order 13834, Efficient Federal Operations, and in order to be responsible stewards of federal funding. The agency has created a plan that dramatically reduces the square footage per person from an existing average of 461 RSF per person to 239 RSF per person. This plan follows the GSA model of smaller individual work areas with a greater allocation to shared office functions.

GSA has office locations that are often under-utilized due to employees working remotely. CNCS will leverage this scenario to benefit both entities. The two parties have created agreements for CNCS to use GSA office space (Flexspace) in Denver, CO and Kansas City, MO as the agency builds out its permanent regional offices in these locations. Leasing these spaces will allow CNCS to optimize work with efficient space standards, enjoy amenity-rich spaces with no build-out cost, and pay a lower rental cost. GSA will benefit from a higher rate of utilization and reduced cost of energy per person. When GSA Flexspace is not available, CNCS plans to lease temporary, fully-furnished offices through a new GSA contract vehicle. Examples of temporary office locations include co-work spaces such as Regus or WeWork.

In regards to its permanent office spaces, CNCS submitted a Program of Requirements for GSA to construct permanent spaces in federal buildings that meet energy efficiency and sustainability requirements. These plans include requesting offerors and contractors to submit hazardous materials data and acquiring renewable energy technology and energy- and water-efficient products and services. The tenant build-out may take approximately 24 months depending on space availability.

Performance Summaries

Fleet

The AmeriCorps NCCC program leases a fleet of GSA vehicles to support staff and members who travel around the country providing critical services to underserved communities. These fleets and their fuel usage levels are monitored and managed by GSA.

In 2018, CNCS maintained approximately 320 vehicles, working closely with GSA to obtain the most efficient vehicles to meet its mission requirements. AmeriCorps NCCC primarily uses 15-person vans and minivans to transport multiple team members to their assignments. Additionally, the agency has modified the size of some vehicles to reduce the rate of vehicle emissions.

CNCS has improved fleet efficiency by:

- Encouraging staff and members to make trips together in the 12- or 15-passenger vans and minivans in lieu of making multiple trips with smaller groups; multiple occupants are required for van trips
- Ensuring trained staff and program members regularly check their vehicle's tire inflation

- Directing support vehicles – which transport tools, supplies, and personal equipment – to carry materials to support multiple teams rather than a single team

In June 2017, NCCC closed its regional campus in Baltimore, MD. As a result of this, some teams had to drive further distances since they could no longer use the Baltimore campus for lodging purposes. Even so, NCCC reduced their Gasoline Gallon Equivalents (GGEs) and petroleum use by 21% between FY2017 and FY2018.

Energy and Water

AmeriCorps NCCC pays utilities at one of its campuses in Sacramento, CA. This campus experienced a reduction in water and electricity usage due to lessor renovations that required NCCC to vacate one of its residential facilities therefore reducing utilities costs.

	Electricity (kWh)	Water units
Calendar year 2017	489,127	3845
Calendar year 2018	372,398 (31% reduction)	2524 (52% reduction)