

**PennSERVE 2012-2013 Program & Fiscal Policies Manual AMENDMENT to Section 9:
Addition of Document 2: Approved Training and Service Subcategories List for OnCorps
Member Timesheets**

TO: AmeriCorps Grantees of PennSERVE

DATE: August 23, 2012

As per Section 9, page 60 – 61 of the 2012-2013 Manual, the document is now amended to include this attachment detailing allowable subcategories for member timesheets.

Approved Training Subcategories:

Citizenship
Disaster Preparedness
Professional Development
Service Learning

Approved Service Subcategories:

Capacity Building: Program Development & Support
Capacity Building: Project Planning & Management
Community Building: Outreach
Community Building: Service Projects
Community Building: Tax Preparation/Financial Workshops
Disaster Preparedness and Services
Education: College Readiness, Access & Success
Education: Co-Teaching/Classroom Support
Education: Computer Instruction & Support
Education: Lesson Planning
Education: Teacher Training
Education: Teaching
Education: Tutoring/Literacy Instruction
Environmental Stewardship
Healthy Futures/Nutrition Education & Outreach
Social Services Support/Case Management
Volunteer Generation/Training/Management
Youth Activities: After School Programs/Recreational
Youth Activities: Mentoring/Life Skills
Other Service