AmeriCorps Service - Field Crews

*Guidance for UCC AmeriCorps field crew members.*

This is the term of service protocol used by UCC staff in response to COVID-19. We are working to support and respect your needs and the needs of our program, while addressing the needs of local communities and the environment.

*Updated UCC Coronavirus Protocol is found here:* [https://ucc.usu.edu/covid19](https://ucc.usu.edu/covid19)

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*If you are not experiencing signs or symptoms of COVID-19 and are not suspected to have come in contact with COVID-19, the below 2 default operations will be instituted by UCC staff* to support your term of service.

**DEFAULT OPERATION 1:** Continue regular service activities as assigned by field office staff. CDC guidelines ([https://www.cdc.gov/coronavirus/2019-ncov/prepare/index.html](https://www.cdc.gov/coronavirus/2019-ncov/prepare/index.html)) must be followed while performing service activities and appropriate safety measures must be practiced to prevent contraction and transmission of COVID-19. There may be scheduling changes, but service activities will be continue to be related to environmental conservation efforts and/or sustainability.

**DEFAULT OPERATION 2:** Continue service and reassign or make changes to member service activities and/or institute teleserving (performing service activities remotely) when regular service activities are no longer available. Scheduling changes may occur and service activities may fall outside of the scope of environmental conservation efforts and/or sustainability. Activities may include disaster response, food delivery, or any other activity benefitting the community.

1 UCC AmeriCorps members may not select from the above two actions. Member service activities are determined at the discretion of the Program Director, AmeriCorps Coordinator, and the Projects and Partnerships Coordinator.

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If you are experiencing signs and symptoms of COVID-19 (as outlined below) or if you have come in contact with someone known to have COVID-19, the below default operation 3 will be instituted. UCC administrative staff reserve that authority to determine if a crew or field office require quarantine and the below default operation 3 will be instituted.


- Fever (person feels warm to the touch, gives a history of feeling feverish, or has an actual measured temperature of 100.4°F [38° C] or higher) that has persisted for more than 48 hours

OR

- Fever AND one of the following:
  - persistent cough
  - difficulty breathing
  - appears obviously unwell
DEFAULT OPERATION 3: Continue service during quarantine (14 days) when possible and have reassignment or changes made to member service activities and/or institute teleserving (performing service activities remotely) at the discretion of the Regional Coordinator. Scheduling changes may occur and service activities may fall outside of the scope of environmental conservation efforts and/or sustainability. Service activities are to be determined by the UCC Regional Coordinator and may include online training for disaster response and emergency preparedness or any other activity benefitting the community in response COVID-19. Daily check-ins with Regional Coordinator are required. The Regional Coordinator will keep a log of daily check-ins for quarantined members and will keep this log on file at the field office. Living allowance payments will be paid during time spent in quarantine.

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Returning to Service After Quarantine

In accordance to CDC Guidelines ([https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/hcp-return-work.html](https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/hcp-return-work.html)). Non-test-based strategy. The member will be excluded from work until:

- At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and,
- At least 14 days have passed since symptoms first appeared.

As stated above, daily check-ins with Regional Coordinator are required. The Regional Coordinator will keep a log of daily check-ins for quarantined members and will keep this log on file at the field office.

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If your service site closes, or you have a compelling personal circumstance (circumstances beyond the member’s control pursuant to 45 CFR § 2522.230), the following options will be made available to you.

**OPTION 1:** Exit with compelling personal circumstances. If you desire to leave the UCC program due to compelling personal circumstances related to COVID-19, the following terms regarding education awards apply.

1. AmeriCorps State and National members that have served less than 15 percent of the minimum required hours for the Term of Service at time of exit. AmeriCorps State and National members who have served less than 15 percent of the minimum required hours for a Term of Service at the time they are exited are not eligible for a partial education award. Nor are these members eligible for a full education award with a compelling personal circumstance exit related to COVID-19. 45 CFR § 2522.230(a)(2).
2. AmeriCorps State and National members that have served between 15 percent and 50 percent of the minimum required hours for the Term of Service at the time they are exited. AmeriCorps State and National members that complete between 15 and 50 percent of the minimum required hours for the Term of Service may be exited for compelling personal circumstance proportional to the number of hours they have served. They are not eligible for a full education award with a compelling personal circumstance exit related to COVID-19. 45 CFR § 2522.230(a)(2).
3. AmeriCorps State and National members that have served more than 50 percent of the minimum required hours for the Term of Service at the time they are exited. An AmeriCorps State and National member who has completed more than 50 percent of the minimum number of hours required to successfully complete their Term of Service will be eligible to receive the full education award amount with a compelling personal circumstance exit related to COVID-19. Compelling personal circumstances are the determination of the AmeriCorps program. 45 CFR § 2522.230(a)(2).

OPTION 2: Suspension of term of service for Compelling Personal Circumstances. Determined on a case-by-case basis by UCC Administrative staff (Program Director, AmeriCorps Coordinator, and the Projects and Partnerships Coordinator). The member may be without pay during the suspension period. Hours not served during the suspension period will need to be made-up. If UCC has additional work that arises during the summer or fall season, or any time after the original term of service end date as stated in the Member Service Agreement (MSA), the ability of the member to schedule additional service activities to make-up hours will be at the discretion of UCC staff and upon availability of service activities. To successfully complete the term of service and receive an education award, the member will be required to successfully meet or exceed their original hours requirement as stated in the MSA. If the member fails to meet the aforementioned requirement or any other requirement as outlined in the MSA to successfully finish their term of service, the member may be ineligible to receive the Segal AmeriCorps Education Award. UCC cannot guarantee availability of make-up service activities for a member to complete service hours. Reinstatement in the term of service is based upon project and season availability at each field office. The reinstatement date of the term of service is at the discretion of the Utah Conservation Corps. Members who select this option may not be able to successfully complete their term of service.

DISCLAIMER: If you are in contact with other UCC members, leaders, or staff during a designated quarantine period, your term of service with UCC will be terminated immediately per UCC Zero Tolerance Policy #1.

2 Code of Federal Regulations https://gov.ecfr.io/cgi-bin/text-idx?SID=703e2687b7b5ac36b8d741ded702bfa2&mc=true&node=se45.5.2522_1230&rgn=div8

3 It is at the discretion of the Program Director and the AmeriCorps Coordinator to determine if a circumstance is considered a compelling personal circumstance.

Disaster Response Support

UServeUtah serves as the state’s primary point of contact for national service resources during times of state emergency and may require Utah AmeriCorps members to support response and/or recovery efforts as needed by the State of Utah. If this situation were to arise, UServeUtah would coordinate with the Utah Conservation Corps to facilitate any requests received from governmental or non-governmental entities.

Please remember that the country will be in desperate need of AmeriCorps volunteers to act as responders and provide assistance in local communities during the coming months. AmeriCorps members are the first line of defense in many disaster response scenarios and UCC has a long history of responding to disasters across the nation. The work that you complete with AmeriCorps and UCC will
not go unnoticed by the organization, the community, or the nation, and we hope that you feel honored to be an AmeriCorps member and a Crew Leader with the Utah Conservation Corps.

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**Prohibited Activities**

In addition to the Prohibited AmeriCorps Activities already instituted by the Corporation for National and Community Service (as outlined below), the following activities will also be unallowable when performing alternative or regular service activities, including disaster or emergency response.

1. Providing or acting as health care workers as defined by the CDC.
2. Any high-risk services as determined by the Program Director.
3. Communal environments of 10 or more people.
4. Engaging in situations that break CDC, local, or state public health orders.

**AmeriCorps Prohibited Activities**

a. Engage in any activity that is illegal under local, state, or federal law
b. Engage in activities that pose a significant safety risk to others
c. Engage in any AmeriCorps-prohibited activities that include:
   o Attempting to influence legislation;
   o Organizing or engaging in protests, petitions, boycotts, or strikes;
   o Assisting, promoting, or deterring union organizing;
   o Impairing existing contracts for services or collective bargaining agreements;
   o Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
   o Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
   o Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
   o Providing a direct benefit to:
     o A business organized for profit;
     o A labor union;
     o A partisan political organization;
     o A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
     o An organization engaged in the religious activities described in paragraph C. 7. above, unless CNCS assistance is not used to support those religious activities;
   o Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
   o Providing abortion services or referrals for receipt of such services; and
   o Such other activities as CNCS may prohibit
   o AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals 10 may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-CNCS funds.
Individuals should not wear the AmeriCorps logo while doing engaging in any of the above activities on their personal time.

All guidance in this document is subject to change by UCC staff at any time and for any reason.