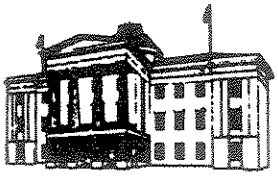
State of North Carolina



BEVERLY EAVES PERDUE
GOVERNOR

EXECUTIVE ORDER NO. 41

REESTABLISHING THE NORTH CAROLINA COMMISSION ON VOLUNTEERISM AND COMMUNITY SERVICE

WHEREAS, the increasing realization of the importance of volunteerism and civic engagement; the growing recognition of community service as a means of community and state problem-solving; and the revival of national services as an avenue for addressing many of the country's unmet social, environmental, educational, public safety, and homeland security needs have revealed new options for enhancing the quality of life for North Carolinians; and

WHEREAS, promoting the capacity of North Carolina's people, communities, and enterprises to work collaboratively is vital to the long-term prosperity of this State; and

WHEREAS, building and encouraging community services as an integral component of the formula to our growth as a State and as a nation requires cooperative efforts by the public sector, the private sector, the nonprofit sector, and partnerships among these sectors; and

WHEREAS, a State Commission is necessary to assist in the development and implementation of a comprehensive, statewide service plan for promoting and recognizing volunteer involvement and citizen participation in North Carolina.

NOW, THEREFORE, pursuant to the authority vested in me as Governor by the Constitution and laws of the State of North Carolina, **IT IS ORDERED:**

Section 1. Establishment

The North Carolina Commission on Volunteerism and Community Service ("Commission") is hereby established to encourage and recognize community service and volunteer participation as a means of community and state problem-solving; to promote and support voluntary citizen engagement in government and private programs throughout the state; to develop a long-term, comprehensive vision and plan of action for community service initiatives in North Carolina; and to serve as the State's liaison to national and state organizations that support its mission.

Section 2. Membership

a. All members of the Commission shall be appointed by the Governor and shall serve at the pleasure of the Governor. The Commission shall consist of no fewer than 15, and no more than 25, voting members.

b. Commission members shall serve terms of three years, except upon establishment of the Commission. Initial appointment terms shall be staggered for one, two, or three years so that approximately one-third of the terms expire each year. Vacancies among the members shall be filled by the Governor to serve for the remainder of the unexpired term.

c. To the extent practicable, the members of the Commission shall be diverse with respect to ethnicity, age, disability, gender, and race.

d. Not more than 50 percent of the members of the Commission, plus one member, may be from the same political party.

e. The number of voting members of the Commission who are officers or employees of the State may not exceed 25 percent (reduced to the nearest whole number) of the total membership of Commission members; although, additional state agency representatives may sit on the Commission as non-voting members.

f. The Commission shall include the following voting members:
   1. An individual with expertise in the educational, training, and developmental needs of youth, particularly disadvantaged youth.
   2. An individual with experience in promoting the involvement of older adults in service and volunteerism.
   3. A representative of a community-based, nonprofit agency or organization within the State.
   4. The Superintendent of the Department of Public Instruction, or designee.
   5. A representative of the volunteer sector.
   6. A representative of the military or veterans.
   7. A representative of the faith community.
   8. A representative of local governments in the State.
   9. A representative of local labor organizations in the State.
   10. A representative of business.
   11. An individual between the ages of 16 and 25 who is a supervisor or recipient in a volunteer or service program.
   12. A representative of a national service program described in Section 122(a) of the United State Public Law (P.L.) 103-82, such as a youth corps program described in Section 122(a)(2).

g. The Commission also may include the following voting members:
   1. Members selected from among local educators.
   2. Members selected from among experts in the delivery of human, educational, environmental, homeland security, or public safety services to communities and persons.
   3. Representatives of Native American tribes.

4. Members selected from among out-of-school youth or other "at-risk" youth.
5. Representatives of entities that receive assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 *et seq.*).

h. The Commission shall include the following non-voting members:
   1. A representative of the Corporation for National and Community Service described in Section 122(a) of P.L. 103-82.
   2. A designee from the Governor's Office.
   3. A designee from the Director of the Department of Public Instruction's Learn and Serve School-Based Program.

Section 3. Officers

The Officers of the Commission shall be the Chair and Vice-Chair. All officers shall be elected by the voting Commission members from among their ranks. Officers shall serve for a term of one year. Vacancies in any offices shall be filled with an election by the Commission for the remainder of the unexpired term.

a. Chair. It shall be the responsibility of the Chair to preside at all meetings of the Commission, to appoint all committee chairs, to assist all committee chairs in the planning of committee plans, to authorize and execute the wishes of the Commission, and to be an ex-officio member of all committees, unless other specific committee responsibilities are assigned to the Chair.

b. Vice-Chair. The Vice-Chair shall assist the Chair and, in the absence of the Chair, shall perform the duties of the Chair. The Vice-Chair shall accept special assignments from the Chair and shall perform other duties as delegated by the Commission.

Section 4. Committees

a. Standing Committees

Standing committees of the Commission shall include the Executive Committee, the Program Management Committee, and the Nominating Committee. The standing committees shall advise and assist the Commission in carrying out its duties and responsibilities. Committee chairs shall be appointed by the Commission Chair from among Commission members; however, the committee members need not be limited to Commission members. The Commission Chair, in consultation with the committee chairs, shall name committee members.

1. Executive Committee. The Executive Committee shall be comprised of the Chair and Vice-Chair of the Commission, along with the chairs (or co-chairs) of all standing committees, ad hoc committees, and task forces. The Chair of the Commission shall serve as the Chair of the Executive Committee.

2. Program Management Committee. The Program Management Committee shall be comprised of a chair and two voting members of the Commission. The Committee shall review all grant applications submitted to the Commission for funding by the

Corporation for National and Community Service. Committee members shall participate in the peer review processes, make programmatic and funding recommendations to the full Commission, participate in pre-award site visits, and assist staff in addressing any programmatic and funding issues that may occur during the program year.

3. Nominating Committee. The Nominating Committee shall be comprised of a chair and two voting members of the Commission. The Commission Chair shall appoint nominating committee members at the third quarterly meeting of the Commission. The Nominating Committee shall provide a nominating report at the fourth quarterly meeting of the Commission.

b. Ad Hoc Committees

The Commission may establish ad hoc committees or task forces as necessary to carry out the Commission's duties.

Section 5. Meetings

a. The Commission shall meet at least quarterly. Failure to attend at least 75 percent of called meetings in any calendar year may result in a recommendation to the Governor to remove the member from the Commission. For the purpose of transacting the business of the Commission, a quorum shall consist of a simple majority of voting members.

b. A voting member of the Commission shall not participate in the administration of a grant program described below in Section 6p (including any discussion or decision regarding the provision of assistance or approved national service positions, or the continuation, suspension, or termination of such assistance or such positions, to any program entity) if (1) a grant application related to the program is pending before the Commission and (2) the application was submitted by a program or entity of which such Commission member is, or in the one-year period before submission of such application was, an officer, director, trustee, full-time volunteer, or employee.

Section 6. Duties

The Commission shall perform the following tasks and functions:

a. Ensure that its funding decisions meet all federal and state statutory requirements.

b. Recommend innovative, creative, statewide service programs to increase volunteer participation in all age groups and community-based problem-solving among diverse participants.

c. Promote strong interagency collaboration as an avenue for maximizing resources and provide that model on the state level.

d. Provide public recognition and support of individual volunteer efforts, successful or promising initiatives, and public/private partnerships that address community needs.

e. Stimulate increased community awareness of the impact of volunteer services in North Carolina.

f. Utilize local, state, and federal resources to reinforce, expand, and initiate quality service programs.

g. Serve as the State's liaison and voice to appropriate national and state organizations that support its mission.

h. Prepare a three-year plan for the State, in accordance with state and federal guidelines, that is developed through an open and public process (such as regional forums, hearings, and other means that provide maximum participation and input). Update the three-year plan annually.

i. Establish a web-based registry that allows organizations to register their volunteer needs and allows individuals to find service opportunities.

j. Prepare the financial assistance applications of the State under Sections 117B and 130 of P.L. 103-82.

k. Assist in the preparation of the application of the North Carolina Department of Public Instruction for assistance under Section 113 of P.L. 103-82.

l. Prepare the State's application under Section 130 of P.L. 103-82 for the approval of service positions, such as the national service educational award described in Subtitle D of P.L. 103-82.

m. Make technical assistance available to enable applicants for assistance under Section 121 of P.L. 103-82 to plan and implement service programs and to apply for assistance under the federal service laws.

n. Assist in the provision of health care and child care benefits under Section 140 of P.L. 103-82 to participants in national service programs that receive assistance under Section 121 of P.L. 103-82.

o. Develop a state system for the recruitment and placement of participants in programs that receive assistance under the national service laws and disseminate information concerning national service programs that receive such assistance or approved national service positions.

p. Administer the State's grant program in support of national service programs (using assistance provided to the State under Section 121 of P.L. 103-82) including selection, oversight, and evaluation of grant recipients.

q. Make recommendations to the Corporation for National and Community Service with respect to priorities for programs receiving assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. § 4950 *et seq.*).

r. Develop projects, training methods, curriculum materials, and other materials and activities related to national service programs that receive assistance directly from the Corporation for National and Community Service or from the State using assistance provided under Section 121 of P.L. 103-82, for use by programs that request such projects, methods, materials, and activities.

s. Establish a North Carolina Business Volunteer Council to develop employee volunteer programs and volunteerism in the work place and to facilitate partnerships between the business community, nonprofit organizations, volunteer centers, and public agencies to gain a greater understanding of the community and its needs.

Section 7. Administration and Expenses

The Governor's Office shall provide necessary administrative and staff support services to the Commission. The Commission is authorized to accept funds and in-kind services from other state and federal entities, as authorized by the North Carolina State Budget Act. No per diem allowance shall be paid to members of the Commission. Members of the Commission and staff may receive necessary travel and subsistence expenses in accordance with State law. These expenses shall be paid from federal funds where possible. If federal funds are not available, these expenses may be paid only if the Governor's Office has sufficient funds.

Section 8. Duration

This Executive Order is effective immediately. It supersedes and replaces all other executive orders on this subject and specifically rescinds Executive Order No. 136 issued on February 7, 2008. This Executive Order shall remain in effect until December 16, 2013, pursuant to N.C. Gen. Stat. § 147-16.2, or until rescinded.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the Great Seal of the State of North Carolina at the Capitol in the City of Raleigh, this seventeenth day of December in the year of our Lord two thousand and nine, and of the Independence of the United States of America the two hundred and thirty-fourth.

Beverly Eaves Perdue
Governor

ATTEST:

Elaine F. Marshall
Secretary of State