

# Proposal for America Learns Implementation

## Executive Summary

This proposal outlines the benefits and costs associated with adopting the America Learns platform. The initial phase will focus on financial reporting and monitoring, transitioning to a full suite of features in the second year. By implementing this system, we aim to streamline our processes, enhance compliance, and improve overall efficiency.

## 1. What are the key features of America Learns?

- **Financial Reporting & Monitoring (Year 1):** Comprehensive financial reporting and monitoring, including unlimited planning for AmeriCorps and VGF sub-grantee reporting.
- **Sub-grantee Progress Reports & Program Surveys (Year 2):** Unlimited program surveys, learning community, and communications (including unlimited texting and email to program staff).

## 2. What are the costs associated with America Learns in our first year?

Feature	Annual Price	Negotiated Pilot Year Pricing	Cost Savings
Financial Reporting & Monitoring	\$9,800	\$7,500	\$2,300
<b>Total Costs for Year 1</b>	<b>\$9,800</b>	<b>\$7,500</b>	<b>\$2,300</b>

## 3. What are the costs associated after our first year?

Feature	Annual Price	Negotiated Pilot Year Pricing	Cost Savings
Grantee Progress Reports & Surveys	\$9,800	\$7,500	\$2,300
Financial Reporting & Monitoring	\$9,800	\$9,800	-
<b>Total Costs for Year 2</b>	<b>\$19,600</b>	<b>\$17,300</b>	<b>\$2,300</b>

### Additional Considerations:

- Ability to create and accept grant applications.
- No cost for VGF and planning sub-grantees.
- No charges for the time leading up to the 2024–25 program year.

## 4. What else is included in the program at this price?

- Access to all Success Workshops for commission staff, members, program staff, and site supervisors.

- One-on-one implementation consulting, including change management and culture adoption planning.
- Production of custom training materials (handouts, PowerPoints, and videos).
- Unlimited phone and email support with a rapid response time.
- 24/7 data export capabilities without additional fees.
- No customization or support fees.
- Multiple daily backups and end-of-month backups saved for seven years.
- All upgrades to services used.

## 5. How will programs be affected?

- Programs will gradually adopt the software, with their first interaction occurring on January 17, 2025, covering a financial reporting period from October 1, 2024 – December 31, 2024.
- Prior to this date, programs will have one-on-one training with America Learns staff and Volunteer Tennessee.

## 6. How does the current state compare to the proposed America Learns solution?

Current State	Proposed America Learns
Multiple shared drive locations for file management	All-in-one platform for program financials and progress data
Manual compliance reviews and monitoring	Streamlined electronic reviews, saving time and effort
Use of multiple spreadsheets for tracking	Centralized, integrated system for financial and progress reporting

## 7. What metrics should the Commission consider?

Metric	Details
Total Programs Using America Learns	265
Compliance with File Management/Reporting	100%
Time Saved on Audits/Compliance	Kansas Commission reduced monitoring time from 20 hours (OnCorps) to 20 minutes with America Learns.
Feedback on Ease of Use/Support	98-100% renewal rate over 10 years. All but one organization is renewing for the 2024-25 program year.
Customization Satisfaction	Platform is highly customizable without custom code, enhancing user satisfaction (98-100% renewal rate).
Volunteer Tennessee Programs Using Platform	4 (Clinch-Powell RC&D Council, Hands on Nashville, Knox CAC, Public Education Foundation)
Service Commissions Using Platform	12 (CA, DE, RI, MA, AL, ID, KY, MD, DC, PR, SC, KS)

## 8. What are the future funding considerations?

- When operating under a full suite, the expected cost will be just under \$20,000.
- Staff are looking to diversify funding sources, including allocating approximately \$10,000 from the Commission Investment Fund (CIF) and the remainder from a mixture of program funds and the Commission Support Grant.

## 9. What decisions need to be made for a vote?

- Approval for the purchase of America Learns for a one-year license for this year.
- Approval for the purchase of America Learns via a multi-year contract for the next year and following year.

## 10. What are people saying about America Learns?

- **Pros:**
  1. Customer Service is the best I've ever experienced. Gary, the owner, will jump in to get things done and his support team is incredibly capable. We wouldn't be able to deliver our current level of organization and accountability without America Learns as a partner.
  2. Performance tracking software is highly customizable with no additional cost. We are able to track multiple performance measures across a relatively large State/National program and VISTA program and use custom databases to assure non-duplication and pull highly specific reports to aid in performance tracking and reporting.
  3. The time-keeping system is not as robust as some stand-alone systems on the market, but it is able to track hours, progress towards goals (1,700, 1,200, etc.), allow for approval by multiple layers (member, site, and program), and has been effective in meeting AmeriCorps requirements.
- **Cons:**
  1. The aesthetics of the system are a bit dated. Nothing too fancy looking.

2. System can take a bit of work to setup and work through, but once you get it figured out, it can do anything you need it to, and America Learns' team is there to support you throughout.
3. Cost is a good bit higher than OnCorps, but I would, personally, rather pay the extra. OnCorps is missing many of the critical features that are a part of the America Learns system that make AL a one-stop-shop.

## 11. What outcome are we aiming for from this proposal?

- We recommend adoption of the America Learns platform to streamline processes and improve productivity.
- **Adoption** will allow us to:
  - Achieve faster compliance across all programs.
  - Save significant time on audits and administrative tasks.
  - Enhance financial oversight and reduce the risk of compliance issues.
- By implementing now, Volunteer Tennessee will be well-prepared for critical reporting periods, such as the financial reporting cycle in early 2025.
- With America Learns, we will improve program accountability and gain tools that allow for seamless grantee reporting and monitoring.