

### **Messaging Framework**

OUR PURPOSE	To bring out the best of America
OUR AMBITION	Make service to others a cornerstone of our national culture and an indispensable part of the American experience
	We are uniting America by bringing people together to serve communities

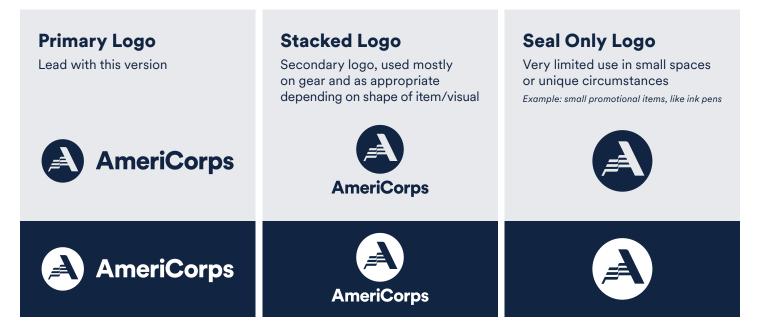
# **Agency Boilerplate**

### AmeriCorps unites Americans through service.

AmeriCorps is the federal agency for national service and volunteerism. AmeriCorps provides opportunities for Americans to serve their country domestically, address the nation's most pressing challenges, improve lives and communities, and strengthen civic engagement. We send people power and funding to communities across the country. Disaster response, opioid crisis, education – these are just a few of the causes where the more than 250,000 AmeriCorps members and AmeriCorps Seniors volunteers have stepped up to strengthen their communities. AmeriCorps members and AmeriCorps Seniors volunteers serve in intensive service roles; and empower millions more to serve as long-term, short-term, or one-time volunteers. By bringing people together to serve communities, AmeriCorps is making service to others an indispensable part of the American experience. Learn more at AmeriCorps.gov.

# Logo Guidance

### Download LOGOS



# **Incorrect Logo Uses**

- Don't remove, add, or change any elements of the logo, including the agency name. Do not add your organization or department name to logo.
- Don't change the logo's orientation.
- Don't use bevel or emboss effects on the logo.
- Don't add "glow" or "drop shadow" effects to the logo.
- Don't put a white box around the logo when placed on a dark or busy background.
- Don't reconfigure or change the size or placement of any logo elements.
- Don't distort proportions by stretching or squeezing the logo.
- Don't recreate elements or replace them with something.
- Don't change the logo font.







# Wave Guidance

Download WAVES



# **Color Palette**

**Pantone** should be used for solid color printing. **CMYK** should be used for 4-color process printing. **RGB** should be used for digital application. Consult with OEA for all printing projects.



Olive	Mustard	Violet
C10 M0 Y76 K42	C0 M26 Y92 K14	C60 M71 Y0 K42
R132 G147 B36	R220 G163 B18	R59 G43 B148
HEX 849324	HEX DCA312	HEX 382894
PANTONE 2306 C	PANTONE 7555 C	PANTONE 2370 C
Aqua	Gray	Cream
C77 M0 Y37 K23	C2 M5 Y0 K49	C0 M4 Y18 K0
R45 B196 G182	R127 G123 B130	R255 G244 B210
HEX 2DC4B6	HEX 7F7B82	HEX FFF4D2
PANTONE 7465 C	PANTONE 4278 C	PANTONE 7499 C

# Typography

For awareness, **Circular** is the primary font for our brand and what is used in our logo. We do not expect grantees or staff to use this font for routine communications.

**Century Gothic** and **Avenir Next LT Pro** are our supporting system fonts. In situations where Circular is not available, Century Gothic or Avenir Next LT Pro are alternatives.

PRIMARY FONT	SECONDARY FONTS
Circular	Century Gothic and Avenir Next LT Pro

Photography	Uniform Examples
Visit our Flickr account	FRONT BACK
Images showing members and volunteers   Images showing members and volunteers   Images showing members and volunteers   Images that show objects or moments   Of the process of strengthening	AmeriCorps AmeriCorps AmeriCorps
Lead Images focused on singular individuals making a difference	AmeriCorps Seniors

### **Co-branding**

Proper spacing



# **Co-branding Requirements for Partners**

WHERE	PLACEMENT	WHAT
Website	Homepage, footer, or suitable prominent placement	Logo
<b>Printed and digital</b> <b>collateral</b> (one pagers, brochures, recruitment resources)	Flexible based on material but logo should appear at least once. Messaging should follow requirements in main brand guidelines.	Logo and messaging
Social media	Photos, videos, posts, hashtags	Where possible, tagging an AmeriCorps account and using logo and messaging.
Uniforms and branded gear	Flexible but must appear at least once.	Logo
Media	Online coverage, press releases, TV, radio, newspapers	Messaging should follow requirements in main brand guidelines. Photos and videos should show branded uniforms and gear. Boilerplate language recommended on page 1 of this quick reference guide.

### **Tone and voice**

It is important to communicate clearly and professionally with all audiences. Use the tips below to ensure your communications are clear and effective. To avoid confusion when referring to AmeriCorps and AmeriCorps Seniors, and to ensure that we consistently position these brands, use the following protocols in all online and offline communications.

### General branding guidelines

- Always capitalize the A and C without a space between Ameri and Corps, so it reads AmeriCorps.
- When referring to AmeriCorps members and AmeriCorps Seniors volunteers, do not capitalize the m in members or the v in volunteers. It should read AmeriCorps members and AmeriCorps Seniors volunteers.
- Never abbreviate AmeriCorps or AmeriCorps Seniors.

### Lead with AmeriCorps and AmeriCorps Seniors.

- All participants in AmeriCorps programs including NCCC, VISTA, and State and National programs are **AmeriCorps members**.
- Participants in AmeriCorps Seniors programs including the Foster Grandparent program, Senior Companion program, and RSVP are called **AmeriCorps Seniors volunteers**.
- If you are discussing both AmeriCorps members and AmeriCorps Seniors volunteers in the same sentence, you may refer to them as **AmeriCorps members and volunteers**.
- Grantees and sponsors must identify their programs funded by AmeriCorps as AmeriCorps or AmeriCorps Seniors programs and program participants as AmeriCorps members or AmeriCorps Seniors volunteers.
  - We are an AmeriCorps grantee.
  - We are an AmeriCorps Seniors grantee.

### Program names exist, but they are de-emphasized when communicating publicly.

### **Recommendations for Grantees**

- We are an AmeriCorps grantee and receive funds as part of their State and National program.
- [Insert organization name] is a proud grantee of AmeriCorps. We receive funding from them to operate our VISTA program.
- We are an AmeriCorps Seniors grantee and receive funds through their Senior Demonstration program.

#### Write in active voice.

- Active voice: writing for AmeriCorps should be informal, inclusive, straightforward, and engaging. Active voice is direct and more engaging than the passive.
  - Active: AmeriCorps will celebrate National Volunteer Week in April.
  - Passive: AmeriCorps will be celebrating National Volunteer Week in April.
- Use short and complete sentences.

### Review the AmeriCorps Style Guide for grammar, punctuation, and capitalization details.

### For questions, email logos@cns.gov