2020 Announcement of Federal Funding Opportunity
Fall Competitive Operational Grants

This notice is for AmeriCorps Nevada (AmeriCorps State Grants). These grants are awarded to organizations that propose to place AmeriCorps members solely in Nevada. This notice contains information on the process for applying for 2020 AmeriCorps State Competitive Grants. For information on formula grants, please see the complete timeline for formula submission dates. Nevada Volunteers, a nonprofit 501(c)3, is the Governor's Commission on Service and is charged with reviewing, selecting, and administering the AmeriCorps State funds and programs throughout Nevada. Nevada Volunteers is the state's resource for volunteer and national service information.

Important Dates

To be considered for funding, a legal applicant must meet all the eligibility criteria as outlined in the eligibility information section of this notice found in Section C. Eligibility Information. All grant applicants are required to submit a **Draft Application in eGrants by 5:00 pm on Thursday, November 14, 2019. Final grant applications are due in eGrants by 5:00 p.m. on Thursday, December 19, 2019.**

Application Checklist

☐ Full application, submitted in eGrant according to Application Instructions
☐ Additional Document submitted through this link- each file should include a header or title within the body of each additional document that includes the legal applicant name and DUNS number:
   o Organizational Chart
   o Evaluation Briefs/Reports (based on your evidence tier)
   o Letters of support from partnering organizations (New or Recompeting Intermediaries only)
   o Evaluation Reports (2nd time recompeting applicants only)
   o Labor Union Concurrence (If applicant has employees who are part of a labor union or members will be engaging in service that overlaps with labor union work)
   o Most recent audit or independent financial statement with management letter (single audit if org. expends $750,000 or more of federal assistance) or self-certification that organization does not have an audit
   o Financial Management Survey (new and recompeting applicants only)

Other Documents to Review with this Notice

☐ Mandatory Supplemental Guidance
☐ Application Instructions
☐ Performance Measure Instructions

Questions

Contact Hawley Carlson, Director of AmeriCorps, hawley@nevadavolunteers.org, 775-825-1900

Training/Technical Assistance Available on our Website

https://nevadavolunteers.org/americorps/americorps-funding/americorps-training-and-technical-assistance-for-potential-grantees/

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Changes from Prior Year

- Increased minimum living allowance for a full-time member to $14,279
- Increased cost per MSY to $15,479 ($15,647 rural intermediaries)
- Increased points for evidence tiers
- Requirements to budget for cost of National Service Criminal History Checks conducted through Fieldprint and Truescreen (member and staff)
- Reduced page number limit for Rural Intermediaries from 13 to 12 pages

Overview

Federal Agency Name: Corporation for National and Community Service
Funding Opportunity Title: 2020 AmeriCorps State and National Grants
Announcement Type: Initial Announcement
CFDA Number: 94.006

Disclosure: Publication of this Announcement of Federal Funding Opportunity (*Notice*) does not obligate Nevada Volunteers or the Corporation for National and Community Service (CNCS) to award any specific number of grants or to obligate any particular amount of funding. The actual level and timing of grant funding will be subject to the availability of annual appropriations.

Important Dates
- **November 14, 2019 (**5:00 pm PST): Draft applications due in eGrants
- **December 19, 2019** (5:00 pm PST):
  - Final application due in eGrants
  - Additional documents are due submitted through this link: https://nevadavolunteers.wufoo.com/forms/kcqkib5112w8jd/
- **May 1, 2019:** Applicants will be notified of funding decision

A. PROGRAM DESCRIPTION
1. Purpose of AmeriCorps Funding
The mission of CNCS is to improve lives, strengthen communities, and foster civic participation through service and volunteering. Through AmeriCorps, Senior Corps, and the Volunteer Generation Fund, CNCS has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

AmeriCorps grants are awarded to eligible organizations (see *Eligible Applicants* section) proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions/practices to strengthen communities. An AmeriCorps member is an individual who engages in community service through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn a Segal AmeriCorps Education Award from the National Service Trust that members can use to pay for higher education expenses or apply to qualified student loans.

CNCS Focus Areas
The National and Community Service Act of 1990, as amended by the Serve America Act, emphasizes measuring the impact of service and focusing on a core set of issue areas. In order to carry out Congress' intent and to maximize the impact of investment in national service, CNCS has the following focus areas:

Disaster Services
Grant activities will provide support to increase the preparedness of individuals for disasters, improve individuals' readiness to respond to disasters, help individuals recover from disasters, and/or help individuals mitigate disasters.

Economic Opportunity
Grants will provide support and/or facilitate access to services and resources that contribute to the improved economic well-being and security of economically disadvantaged people; help economically disadvantaged people, to have improved access to services that enhance financial literacy; transition into

or remain in safe, healthy, affordable housing; and/or have improved employability leading to increased success in becoming employed.

Education
Grants will provide support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged children; improved school readiness for economically disadvantaged young children; improved educational and behavioral outcomes of students in low-achieving elementary, middle, and high schools; and/or support economically disadvantaged students' preparation for success in post-secondary educational institutions.

Environmental Stewardship
Grants will support responsible stewardship of the environment, while preparing communities for challenging circumstances and helping Americans respond to and recover from disruptive life events: programs that conserve natural habitats; protect clean air and water; maintain public lands; support wildland fire mitigation; cultivate individual and community self-sufficiency; and provide reforestation services after floods or fires.

Healthy Futures
Grants will provide support for activities that will address the opioid crisis; increase seniors' ability to remain in their own homes with the same or improved quality of life for as long as possible; and/or increase physical activity and improve nutrition with the purpose of reducing obesity.

Veterans and Military Families
Grants will positively impact the quality of life of veterans and improve military family strength; increase the number of veterans, wounded warriors, military service members, and their families served by CNCS programs; and/or increase the number of veterans and military family members engaged in service through CNCS programs.

2. Funding Priorities

(See Mandatory Supplemental Guidance for further information about some of the priorities)

CNCS seeks to prioritize the investment of national service resources in the following areas:

- Economic Opportunity – evidence-based interventions on the CNCS Evidence Exchange. In order to qualify for this priority, the applicant must be assessed as having Moderate or Strong evidence by the reviewers.
  https://www.nationalservice.gov/sites/default/files/evidenceexchange/CNCS_Economic_Opportunity_Evidence_Brief_2019_508.pdf
OR increasing economic opportunities for communities by preparing people for the workforce.
- Education - evidence-based interventions on the CNCS Evidence Exchange. In order to qualify for this priority, the applicant must be assessed as having Moderate or Strong evidence by the reviewers.
  https://www.nationalservice.gov/sites/default/files/evidenceexchange/CNCS_Education_Evidence_Brief_112318_508.pdf
- Healthy Futures - evidence-based interventions on the CNCS Evidence Exchange. In order to qualify for this priority, the applicant must be assessed as having Moderate or Strong evidence by the reviewers.
  https://www.nationalservice.gov/sites/default/files/evidenceexchange/HF_Evidence_Brief_FINAL_v2_508.pdf
OR reducing and/or preventing prescription drug and opioid abuse.
- Veterans and Military Families - positively impacting the quality of life of veterans and improving military family strength.

- Rural intermediaries - organizations that demonstrate measurable impact and primarily serve rural communities with limited resources and organizational infrastructure.
- Faith-based organizations.

Nevada Volunteers, in alignment with the Nevada State Service Plan, has identified specific priority areas:
- Programs serving and/or engaging Veterans and Military Families.
- Programs focusing on education including those that will improve school readiness, improve education outcomes, and prepare students for success in post-secondary institutions.
- Programs focusing on urgent community needs in rural areas.

In order to receive priority consideration for submitting an application within a *Notice* priority (ies), applicants must demonstrate that the priority area is a significant part of the program focus and intended outcomes and must include a high quality program design. Responses that propose programs for the purpose of receiving priority consideration are not guaranteed funding.

3. Performance Measures
All applications must include at least one aligned performance measure (output and outcome) that corresponds to the proposed primary intervention. This may be a National Performance Measure or an applicant-determined measure. Additional performance measures, including output-only National Performance Measures, may also be included if desired; however, all performance measures must be consistent with the program's Theory of Change and represent significant program activities. CNCS does not expect applicants to select performance measures to correspond to each and every potential member activity or community impact. CNCS values the quality of performance measures over the quantity of performance measures.

CNCS expects applicants to use National Performance Measures as part of their comprehensive performance measurement strategy if the National Performance Measures are part of the applicant's theory of change. Applicants should use both performance and evaluation data to learn from their work as well as make tactical and strategic adjustments to achieve their goals. For more information, please refer to the National Performance Measure Instructions.

4. Program Authority
CNCS's legal authority to award these grants is found in the National and Community Service Act of 1990, as amended, (NCSA) (42 U.S.C. 12501 et seq.)

B. FEDERAL AWARD INFORMATION
1. Estimated Available Funds
CNCS expects a highly competitive AmeriCorps grant competition. CNCS reserves the right to prioritize providing funding to existing awards over making new awards. The actual level of funding will be subject to the availability of annual appropriations.

2. Estimated Award Amount
Grant awards have two components: operating funds and AmeriCorps member positions. Grant award amounts vary – both in the level of operating funds and in the type and amount of AmeriCorps member positions – as determined by the scope of the projects.

3. Project and Award Period
The project period is generally one year, with a start date proposed by the applicant. The grant award covers a three-year project period unless otherwise specified. In most cases, the application is submitted

with a one-year budget. Continuation funding for subsequent years is not guaranteed and shall be dependent upon availability of appropriations and satisfactory performance.

The project start date may not occur prior to the date CNCS awards the grant. AmeriCorps members may not enroll prior to the start date of the award. AmeriCorps members may not begin service prior to the beginning of the member enrollment period as designated in the grant award. A program may not certify any hours a member performs prior to the beginning of the member enrollment period.

4. Type of Award

AmeriCorps Operating Grants: CNCS may award a Cost Reimbursement or a Fixed Amount grant to any successful applicant, but the availability of a Full-Cost Fixed Amount grant is limited to certain applicants. Professional Corps are not eligible to apply for Cost Reimbursement grants. See the *Eligible Applicants* section and the [Mandatory Supplemental Guidance](#) for more information. CNCS will not provide both types of grants for the same project in one fiscal year.

Grant Types	Cost Reimbursement	Fixed Amount			
Available Subtypes	Traditional	Full-Cost	Education Award Program (EAP)	Professional Corps See Sec. D.6.a.2 for further requirements	No Cost Slots
Maximum Cost per MSY	$15,479	$15,479	$800	$1,000	$0
Type of Slots in the National Service Trust	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time	Full-time only	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time
Budget Submission Required	Yes	No		Yes, if requesting operating funds	No
Availability of Funds linked to enrollment and retention of awarded MSYs	No	Yes			No

Special Requirements	N/A	N/A	Must place qualified professionals in communities with an inadequate number of such professionals. Member salaries and benefits must be paid entirely by organization where member serves and not included in budget.	N/A
Financial Reporting Requirements	Yes	No		
Available to new Applicants	Yes	No	Yes	

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

The following Non-Federal entities (as defined in 2 CFR §200.69) who have DUNS numbers and are registered in System for Award Management (SAM) are eligible to apply:
- Institutions of higher education (2 CFR §200.54)
- Local governments (2 CFR §200.64)
- Nonprofit organizations (2 CFR §200.70)
- States (2 CFR §200.90)

New Applicants
CNCS encourages organizations that have not received prior funding from CNCS to apply. The general practice is to award no more than 50 member positions (slots) to organizations receiving an AmeriCorps grant for the first time. All new applicants who plan to place AmeriCorps members solely in Nevada, must contact Hawley Carlson, Director of AmeriCorps, hawley@nevadavolunteers.org or (775) 825-1900, directly before beginning an application. It is Nevada Volunteers' goal to partner with organizations interested in hosting an AmeriCorps program to create strong programs for the state of Nevada. This partnership will require frequent, open communication.

New applicants are eligible to apply for Cost Reimbursement and Education Award Program (EAP) grants but are not eligible to apply for Full-Cost Fixed Amount grants. Existing subgrantees/operating sites of Fixed Amount and Cost Reimbursement grantees who can demonstrate a successful history and current capacity to manage a Fixed Amount grant are considered to have AmeriCorps experience and therefore can apply for Fixed Amount grants. See Mandatory Supplemental Guidance for more information.

2. Threshold Issues

Applications should reflect that they meet the following threshold requirements for the grant type for which they are applying:

- Professional Corps applicants and/or applicants determined to be a Professional Corps by CNCS must demonstrate that the community in which it will place AmeriCorps members serving as professionals has an inadequate number of said professionals.
- If the proposed service activities require specialized member qualifications and/or training (for example, tutoring programs: 45 CFR §2522.910-.940), the applicant must describe how the program will meet these requirements.
- All applicants must propose program designs that are either evidence-based or evidence-informed. Applicants assessed as lower than the Preliminary evidence tier (i.e., Pre-Preliminary) must provide adequate responses to the Evidence Quality review criteria in order to be considered for funding.

Nevada Volunteers Specific Requirements

All programs operating in Nevada must address each of the Nevada Volunteers identified expectations below in their applications:
- Inclusive in the design and delivery making the program accessible to individuals with disabilities.
- Program must be managed by a full-time program director budgeted for in the application.
- Nevada Volunteers elects to retain a share of 30 percent of the five percent of the federal funds available to programs for administrative costs (1.5 percent of the overall CNCS share). Subgrantees are required to allocate this Administrative Cost to be retained by Nevada Volunteers for administrative oversight.
- Programs are required to conduct one National Day of Service each grant year.
- Programs are required to budget for staff to attend one technical assistance meeting sponsored by America's Service Commissions each grant year.

3. Other Requirements

Under section 132A(b) of the NCSA, organizations that have been convicted of a federal crime may not receive assistance described in this *Notice*.

Note that under section 745 of Title VII, Division E of the Consolidated Appropriations Act, 2016, if CNCS is aware that any corporation has any unpaid Federal tax liability which—
- has been assessed,
- for which all judicial and administrative remedies have been exhausted or have lapsed, and
- that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, that corporation is not eligible for an award under this Notice.[1] A similar restriction may be enacted with the appropriation which will fund awards under this *Notice*. However, this exclusion will not apply to a corporation which a federal agency has considered for suspension or debarment and has made a determination that suspension or debarment is not necessary to protect the interest of the federal government

Pursuant to the Lobbying Disclosure Act of 1995, an organization described in Section 501(c)(4) of the Internal Revenue Code of 1986, 26 U.S.C. 501(c)(4) that engages in lobbying activities is not eligible to apply for CNCS funding.

D. APPLICATION AND SUBMISSION INFORMATION

This *Notice* should be read together with the AmeriCorps Regulations, 45 CFR §§ 2520–2550, the Mandatory Supplemental Guidance, Application Instructions, and the National Performance Measure Instructions which are incorporated by reference. These documents can be found on the CNCS website. The full Regulations are available online at www.ecfr.gov.

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[1] However, this exclusion will not apply to a corporation which a federal agency has considered for suspension or debarment and has made a determination that suspension or debarment is not necessary to protect the interests of the federal government.

1. Content and Form of Application Submission

a. Application Content

In CNCS's web-based management system (eGrants), applicants will enter the following components of a complete application:

- Standard Form 424 (SF-424) Face Sheet: This is automatically generated when applicants complete the data elements in the system
- Narratives
  - Executive Summary
  - Program Design
  - Organizational Capability
  - Cost Effectiveness and Budget Adequacy
  - Evaluation Plan (if applicable)
- Logic Model
- Standard Form 424 Budget
- Performance Measures
- Authorization, Assurances, and Certification

b. Page Limits

There are two page limits that must be adhered to: Narrative and Logic Model.

Narrative

Applications must not exceed 10 pages for the Narratives or 12 pages for Rural Intermediaries. In determining whether an application complies with page limits, CNCS will count the following for the narrative:

- The application's Executive Summary, SF 424 Facesheet, and
- The Narrative portions contained in the Program Design, Organizational Capacity, and Cost Effectiveness and Budget Adequacy sections of the application.

CNCS will consider the number of pages only as they print out from the "Review" tab in CNCS's web-based grant management system (where you will see the "View/Print your application" heading) when determining compliance for page limits. CNCS will not consider the results of any alternative printing methods in determining whether an application complies with the applicable page limits. Nevada Volunteers encourages applicants to print out the application from the "Review" tab prior to submission to check that the application does not exceed the page limit. The application page limit does not include the Budget, narrative portion of the Evaluation Plan, the Logic Model, performance measures, or the supplementary materials, if applicable.

Logic Model

The Logic Model may not exceed three pages when printed with the application from the "Review" tab in CNCS's web-based management system.

Please note the length of a document in word processing software may be different than what will print out in the CNCS's web-based system. Reviewers will not consider any submitted material that exceeds the page limits in the printed report, also, note that the system will not prevent an applicant from entering text that will exceed page limitations. This applies to both the application page limit and the Logic Model page limit.

3. Dun and Bradstreet University Numbering System (DUNS) Number & System for Award Management (SAM)

Applications must include a DUNS number **and** an Employer Identification Number. The DUNS number does not replace an Employer Identification Number. DUNS numbers may be obtained at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online: DUNS Request Service. Nevada Volunteers recommends registering at least 30 days before the application due date.

After obtaining a DUNS number, all applicants **must** register with the SAM at www.sam.gov and maintain an active SAM registration until the application process is complete and, if a grant is awarded, throughout the life of the award. SAM registration must be renewed annually. CNCS suggests finalizing a new registration or renewing an existing one at least three weeks before the application deadline to allow time to resolve any issues that may arise. Applicants must use their SAM-registered legal name and address on all grant applications to CNCS.

Applicants who do not comply with these requirements may be ineligible to receive or maintain an award. See the SAM Quick Guide for Grantees at
https://sam.gov/sam/transcript/Quick_Guide_for_Grants_Registrations.pdf

4. Submission Dates and Times

a. Application Submission Deadline
Please see the Important Dates section at the beginning of this NOFO for the date. The deadlines apply to new, recompeting, and continuation applicants.

b. Additional Documents Deadline
Any required additional documents are due on the final application deadline. See *Submission of Additional Documents* section for other guidance.

c. Late Applications
All applications received after the submission deadline published in the Notice are presumed to be non-compliant. Late applications will only be considered if there are severe and unforeseen technical difficulties verified by Nevada Volunteers.

5. Intergovernmental Review
This *Notice* is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."

6. Funding Restrictions

a. Member Living Allowance
A living allowance is not considered a salary or a wage. Programs are not required to provide a living allowance for members serving in less than full-time terms of service. If a program chooses to provide a living allowance to a less than full-time member, it must comply with the maximum limits in the table below. For Cost Reimbursement grants, the amount must be included in the proposed budget as either CNCS or grantee share. Exceptions are noted below.

While Fixed Amount grant applicants are not required to submit detailed budgets, they are still required to provide a living allowance to members that complies with the minimum and maximum requirements. Exceptions are noted below. Fixed Amount grant applicants are not required to indicate that amount in the application and should request those positions as "without living allowance" in the budget.

Table: Minimum and Maximum Living Allowance

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	$14,279	$28,558
Three Quarter-time	1,200	n/a	$20,159
Half-time	900	n/a	$15,119
Reduced Half-time	675	n/a	$11,339
Quarter-time	450	n/a	$7,559
Minimum-time	300	n/a	$5,040

Exceptions to the Living Allowance Requirements

1. EAP Grantees are not required to provide a living allowance, but if a living allowance is provided, it must comply with the maximum requirements set forth in the Living Allowance Table above.

2. Professional Corps Grantees must provide members a living allowance or salary, which must meet the minimum, but may exceed the maximum living allowance set in the Living Allowance Table above. Professional Corps member salaries and benefits including child care are paid entirely by the organizations with which the members serve, and are not included in the budget request to CNCS (federal or matching share.)

b. Maximum Cost per Member Service Year (MSY)

The CNCS cost per MSY is determined by dividing the CNCS share of budgeted grant costs by the number of MSYs requested. It does not include child care or the value of the education award a member may earn. The maximum amount an applicant may request from CNCS per MSY is determined on an annual basis.

Table: Maximum Cost per MSY

Grant Program	Maximum
Individual Competitive State/Territory Program (cost reimbursement)	$15,479*
Multi-state (cost reimbursement)	$15,479*
Professional Corps Fixed Amount Applicants/Grantees	$1,000**
Grant Program	Maximum

*Cost reimbursement programs operating in rural communities (as defined in the Mandatory Supplemental Guidance) and cost reimbursement programs that recruit opportunity youth as AmeriCorps members may request up to $15,647 cost per MSY for the AmeriCorps members who will be serving in rural areas or who are opportunity youth.

**CNCS requires Professional Corps programs to cover the operating expenses associated with the AmeriCorps program through non CNCS funds. CNCS will only consider operating funds of up to $1,000 per MSY if an applicant is able to demonstrate significant organizational financial need based on the materials reviewed by the Office of Grant Management.

CNCS reserves the right to determine whether an applicant is a Professional Corps and whether the legal applicant has sufficiently demonstrated that they cannot effectively operate an AmeriCorps program without receiving CNCS operating funds. Given the high demand for AmeriCorps funding there may be

specific circumstances where CNCS determines that either a legal applicant is not a Professional Corps program or is unlikely to demonstrate a need for operational funds due to other funding resources. Where CNCS's due diligence review of a Professional Corps application shows that the applicant has a historically high level of support from non-CNCS sources, and as a result has levels of unrestricted funding that is in excess of the requested level of CNCS funding, CNCS may choose to not provide additional operational funding.

c. Segal AmeriCorps Education Award
AmeriCorps members who successfully complete a term of service will be eligible for an Education Award from the National Service Trust. The amount of the Education Award is linked to the value of the Pell Grant. A member has up to seven years after his or her term of service to use the Education Award. Nevada Volunteers will provide the updated Education Award amounts at the time of grant award.

d. Cost Sharing or Matching
Fixed Amount Grants
There is no match requirement for Fixed Amount grants. CNCS does not provide all the funds necessary to operate the program; therefore, organizations should raise the additional revenue required to operate the program.

Cost Reimbursement Grants
A first-time successful applicant is required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50 percent by year ten, according to the minimum overall share chart found in 45 CFR §2521.60 and below.

AmeriCorps Funding Year	1, 2, 3	4	5	6	7	8	9	10+
Grantee Share Requirements	24%	26%	30%	34%	38%	42%	46%	50%

Section 121(e)(5) of NCSA (42 U.S.C. 12571(e)) requires programs that use other federal funds as match for an AmeriCorps grant to report the amount and source of these funds to CNCS on a Federal Financial Report. Grantees must track and be prepared to report on that match separately each year and at closeout.

The living allowance or salary provided to AmeriCorps members in Professional Corps programs (see Mandatory Supplemental Guidance) does not count toward the matching requirement.

Alternative Match
Under certain circumstances, applicants may qualify to meet alternative matching requirements that increase over the years to 35 percent instead of 50 percent as specified in the regulations at 45 CFR §2521.60(b). To qualify, applicants must demonstrate that the proposed program is either located in a rural county or in a severely economically distressed community as defined in the Application Instructions. Applicants who plan to request an alternative match schedule must submit a request at the time the application is submitted.

e. Indirect Costs
Application budgets may include indirect costs. Based on qualifying factors, applicants will either use a federally approved indirect cost rate, a 5/10 percent fixed option, a 10 percent *de minimis* rate of modified total direct costs, or may claim certain costs directly as outlined in 2 CFR § 200.413. States, local governments and Indian Tribes may use approved indirect cost allocation plans. All methods must be applied consistently across federal awards. Applicants that have a federal negotiated indirect cost rate or that will be using the 10 percent *de minimis* rate must enter that information in the Organization section in the CNCS's web-based management system. However, under section 121(d) of the NCSA and CNCS's regulations at 45 CFR 2521.95 and 2540.110, no more than five percent of award funds may be used to recover indirect costs on AmeriCorps grants.

7. Other Submission Requirements

a. Electronic Application Submission in CNCS's web-based management system

Applicants must submit applications electronically via CNCS's web-based system. CNCS recommends that applicants create an account and begin the application at least three weeks before the deadline. Applicants should draft the application as a word processing document, then copy and paste the text into the appropriate field no later than ten days before the deadline.

The applicant's authorized representative must be the person who submits the application. The authorized representative must be using CNCS's web-based management system under his or her own account in order to sign and submit the application. A copy of the governing body's authorization for this official representative to sign must be on file in the applicant's office.

Contact the National Service Hotline at (800) 942-2677 or via Questions if a problem arises when creating an account or preparing or submitting the application. Be prepared to provide the application ID, organization's name, and the Notice to which the organization is applying. If the issue cannot be resolved by the deadline, applicants must continue working with the National Service Hotline to submit their application via CNCS's web-based management system.

b. Submission of Additional Documents

Applicants are required to submit the following additional documents by the final application submission deadline to: https://nevadavolunteers.wufoo.com/forms/kcqkib5112w8jd/

All applicants
- Current indirect cost rate agreement, if used to claim indirect/administrative costs
- Evaluation briefs, reports, studies. Please refer to the *Evidence Base* section for detailed instructions by evidence tier.
- Independent Financial Statement Audit with management letter (Submit the most recent completed) or single Audit, if applicable (Submit the most recent completed), or self-certification that no audit has been conducted
- Organizational chart that clearly shows where the AmeriCorps program would be within the Organization including the name and/or title of the individual(s) responsible for supervising the AmeriCorps members.

Recompeting applications only
- Evaluation report, if required. Please see the *Evidence Tiers* definitions in the Mandatory Supplemental Guidance and Section E. Evaluation Plan for further information.
- Labor union concurrence (if applicable)
- Federal debt delinquency (if applicable)

New and recompeting applications only
- New and recompeting applicants requesting over $75,000 and All New to CNCS applicants regardless of funding level are required to submit a Financial Management Survey (FMS) and supporting documents located at: https://www.nationalservice.gov/sites/default/files/documents/Financial_Management_Survey_FMS_%20OMB_3045-0102_Expires_May2021_PDF.pdf

New and recompeting rural intermediaries only
- Letters of support from the consortium members

Additional Documents must be uploaded to https://nevadavolunteers.wufoo.com/forms/kcqkib5112w8jd/ with the labels outlined below:
- Individually saved files that are clearly labeled

- Each file should include a header or title within the body of each additional document that includes the legal applicant name and DUNS Number.

Do not upload any other items not requested in this *Notice*. Nevada Volunteers will not review or return them.

E. APPLICATION REVIEW INFORMATION

1. Criteria

Each applicant must describe a project that will deploy AmeriCorps members effectively to solve a significant community problem. CNCS urges applicants to submit high quality applications that carefully follow the guidance in this *Notice* and in the Application Instructions. The quality of an application will be an important factor in determining whether an organization will receive funding.

Categories/Subcategories	Percentage
Executive Summary	**0**
Program Design	**50**
Theory of Change and Logic Model	24
Evidence Tier	12
Evidence Quality	8
Notice Priority	0
Member Experience	6
Organizational Capacity	**25**
Organizational Background and Staffing	9
Compliance and Accountability	8
Culture That Values Learning	4
Member Supervision	4
Cost Effectiveness and Budget Adequacy	**25**

A. Executive Summary (Required - 0 percent)

Please fill in the blanks of these sentences to complete the Executive Summary. Do not deviate from the template below.

The [Name of the organization] proposes to have [Number of] AmeriCorps members who will [service activities the members will be doing] in [the locations the AmeriCorps members will serve]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing.]

This program will focus on the CNCS focus area(s) of [Focus Area(s)].* The CNCS investment of $[amount of request] will be matched with $[amount of projected match], $[amount of local, state, and federal funds] in public funding and $[amount of non-governmental funds] in private funding.

*If the program is not operating in a CNCS focus area, omit this sentence.

Fixed-Amount grant applicants (EAP, Full-cost Fixed, No Cost Slots) should list their Other Revenue (see Mandatory Supplemental Guidance) because they are not required to provide a specific amount of match, but still raise significant additional resources to operate the program.

B. Program Design (50 percent)

Reviewers will consider the quality of the application's response to the criteria below. Do not assume all sub-criteria are of equal value.

1. Theory of Change and Logic Model (24 points)
The Theory of Change shall address:
- The proposed intervention is responsive to the identified community problem.
- The applicant's proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) leveraged volunteers.
- The applicant's intervention is likely to lead to the outcomes identified in the applicant's theory of change.
- The expected outcomes articulated in the application narrative and logic model represent meaningful progress in addressing the community problem identified by the applicant.
- The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable.
- The service role of AmeriCorps members will produce significant contributions to existing efforts to address the stated problem.

The Logic Model shall depict:
- A summary of the community problem.
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
    - Locations or sites in which members will provide services
    - Number of AmeriCorps members who will deliver the intervention
- The core activities that define the intervention or program model that members will implement or deliver, including:
    - The duration of the intervention (e.g., the total number of weeks, sessions or months of the intervention)
    - The dosage of the intervention (e.g., the number of hours per session or sessions per week)
    - The target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level)
- The measurable outputs that result from delivering the intervention (i.e. number of beneficiaries served, types and number of activities conducted.) If applicable, identify which National Performance Measures will be used as output indicators
- Outcomes that demonstrate changes in knowledge/skill, attitude, behavior, or condition that occur as a result of the intervention. If applicable, identify which National Performance Measures will be used as outcome indicators.

Note: The logic model is a visual representation of the applicant's theory of change. Programs may include short, medium or long-term outcomes in the logic model. Applicants are not required to measure all components of their theory of change. The applicant's performance measures should be consistent with the program's theory of change and should represent significant program activities.

In the application narrative, applicants should discuss their rationale for setting output and outcome targets for their performance measures.

Rationales and justifications should be informed by the organization's performance data (e.g., program data observed over time that suggests targets are reasonable), relevant research (e.g. targets documented by organizations running similar programs with similar populations), or prior program evaluation findings.

Applicants with multiple interventions should complete one Logic Model chart which incorporates each intervention. Logic model content that exceeds three pages will not be reviewed.

2. Evidence Base (20 points)
The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier (see the Mandatory Supplemental Guidance.) Second, the quality of the applicant's evidence and the degree to which it supports the proposed program design will be assessed and scored.

<u>Evidence Tier (12 points):</u>
An evidence tier will be assessed for each applicant for the purpose of understanding the relative strength of each applicant's evidence base and the likelihood that the proposed intervention will lead to outcomes identified in the logic model.

In 2019, the evidence tiers of successful AmeriCorps State and National applicants that were competing were as follows: Strong 20%, Moderate 15%%, Preliminary 30%, and Pre-Preliminary 35%. As these figures indicate, CNCS values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, do not be deterred from applying for funding due to your current evidence level.

Applicants who have outcome or impact evaluation reports of the same intervention described in the application (see Mandatory Supplemental Guidance for a definition of "same intervention") may submit up to 2 of those reports, plus (if applicable) the evaluation report from their last three-year grant cycle, to qualify for the Preliminary, Moderate, or Strong evidence tier. In order to qualify for consideration, the intervention evaluated in the submitted report(s) must match the intervention proposed by the applicant in the following areas, all of which must be clearly described in the Program Design and Logic Model sections of the application:
- Characteristics of the beneficiary population
- Characteristics of the population delivering the intervention
- Dosage (frequency, duration) and design of the intervention, including all key components and activities
- The context in which the intervention is delivered
- Outcomes of the intervention

Submitted reports that do not sufficiently match the intervention proposed by the applicant in all of these areas will not be considered applicable and will not be reviewed or receive any points. Submission of additional documents that are not consistent with the guidance and requirements described in the Notice (e.g., advocacy pieces, policy briefs, other narratives that are not research studies or program evaluations) will not be reviewed.

In the Evidence Tier section of the application narrative, applicants must (1) summarize the study design and key findings of any outcome or impact evaluation report(s) submitted and (2) describe any other evidence that supports their program, including past performance measure data and/or other research studies that inform their program design. Applicants who submit evaluation reports for consideration must also describe in the Evidence Base section of the application narrative how the intervention described in the submitted reports is the same as the intervention described in the application (see Mandatory Supplemental Guidance).

Applicants should provide citations for the studies they describe, if applicable; however, reviewers will not review any documents external to the application other than evaluation report(s) submitted in accordance with the Notice instructions.

Applicants must meet all requirements of an evidence tier in order to be considered for that tier.
If the evaluation reports submitted by the applicant do not meet the definitions in the Mandatory Supplemental Guidance, the applicant may be considered for a lower evidence tier.

<u>Evidence Quality (8 points):</u>
After the applicant's evidence tier has been assessed, the quality of the applicant's evidence and the extent to which it supports the proposed program design will be assessed and scored.

For applicants who are assessed as being in the Preliminary, Moderate, or Strong evidence tiers, reviewers will score the submitted evaluation reports using the following standards:

- The submitted reports are of satisfactory methodological quality and rigor for the type of evaluation conducted (e.g., adequate sample size and statistical power, internal and/or external validity, appropriate use of control or comparison groups, etc.);
- The submitted reports describe evaluations that were conducted relatively recently, preferably within the last six years;
- The submitted reports show a meaningful and significant positive effect on program beneficiaries in at least one key outcome of interest.

For applicants who are assessed as being in the Pre-Preliminary evidence tier, reviewers will score the narrative provided in the Evidence Base section of the application using the following standards:

- The applicant uses relevant evidence, including past performance measure data and/or cited research studies, to inform their proposed program design;
- The described evidence is relatively recent, preferably from the last six years;
- The evidence described by the applicant indicates a meaningful positive effect on program beneficiaries in at least one key outcome of interest.

Applicants assessed in the Pre-Preliminary evidence tier who do not provide adequate responses to the Evidence Quality standards will not meet the threshold requirements for this Notice and will not be considered for funding.

All applicants, including new grantees, are required to provide additional information in the Evaluation Summary or Plan field of the application (See Section E. Evaluation Plan); however, information provided in the Evaluation Summary or Plan field will not be scored and will not be reviewed until after funding decisions have been made.

3. Notice Priority (0 points)
- The applicant proposed program fits within one or more of the 2018 AmeriCorps funding priorities as outlined in the *Funding Priorities* section and more fully described in the Mandatory Supplemental Guidance and the proposed program meets all of the requirements detailed in the *Funding Priorities* section and in the Mandatory Supplemental Guidance.

4. Member Experience (6 points)
- AmeriCorps members will gain skills as a result of their training and service that can be utilized and will be valued by future employers after their service term is completed.
- The program will recruit AmeriCorps members from the geographic or demographic communities in which the programs operate.
- The applicant will *foster an inclusive service culture where different backgrounds, talents, and capabilities are welcomed and leveraged for learning and effective service delivery.*

C. Organizational Capability (25 percent)

Reviewers will consider the quality of the application's response to the following criteria below. Do not assume all sub-criteria are of equal value.

1. Organizational Background and Staffing (9 points)
- The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.

2. Compliance and Accountability (8 points)
- The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and

unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The CNCS-required evaluation report meets CNCS requirements (if applicable),
- The CNCS-required evaluation report is of satisfactory quality (if applicable).

3. Culture that Values Learning (4 points)
- The applicant's board, management, and staff collect and use information, including performance data, for learning and decision making.

4. Member Supervision (4 points)
- AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service.
- AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations.

D. Cost Effectiveness and Budget Adequacy (25 percent)
Reviewers will assess the quality of the application's budget to the following criteria below. Do not assume all sub-criteria are of equal value.

This criteria will be assessed based on the budget submitted. No narrative should be entered in the narrative box except for "See budget".

1. Cost Effectiveness and Budget Adequacy (25 points)
- Budget is submitted without mathematical errors and proposed costs are allowable, reasonable, and allocable to the award.
- Budget is submitted with adequate information to assess how each line item is calculated.
- Budget is in compliance with the budget instructions.
- Match is submitted with adequate information to support the amount written in the budget.
- The budgeted match is equal to or more than the required match for the given program year.
- The cost per MSY is equal to or less than the maximum cost per MSY.

Proposed budgets that contain MSY costs that exceed the maximum cost per MSY and/or less than required match will be considered unresponsive to the application criteria.

Applicants must complete the budget and ensure the following information is in the budget screens:
- Current indirect rate cost if used to claim indirect/administrative costs.
- Identify the non-CNCS funding and resources necessary to support the project, including for Fixed Amount applicants.
- Indicate the amount of non-CNCS resource commitments, type of commitments (in-kind and/or cash), the sources of these commitments, and if the commitments are proposed or secured.

E. Evaluation Plan (Required for recompeting grantees - 0 percent)
If the applicant is competing for the first time, please provide a data collection plan in the "Evaluation Summary or Plan" field that includes the following:

- A description of the applicant's data collection system and how it is sufficient to collect high quality performance measurement data during the first three years of the grant. If the applicant does not yet have a data collection system, describe the plan and timeline for developing a high quality system.
- A description of how the applicant will use performance data (including CNCS performance measures and other process and outcome measures if applicable) to improve its program in the first three years of funding.

First-time applicants should be aware that CNCS may require submission of data collection instruments if a grant is approved for funding. For more information about how to develop a high-quality data collection plan, visit the CNCS Knowledge Network.

If the applicant is recompeting for AmeriCorps funds for the first time (see definition of "recompeting" below) the program must submit its evaluation plan in the "Evaluation Summary or Plan" section of the Narratives field in CNCS's web-based management system. If the applicant is recompeting for a subsequent time, the program must submit its evaluation report as an attachment (see the *Submission of Additional Documents* section for more information), and must also submit an evaluation plan for the next three-year period in the "Evaluation Summary or Plan" field in the system. Evaluation plans submitted outside of the system will not be reviewed.

Evaluation plans must include as much information as possible for each of the following (see Frequently Asked Questions: Evaluation, available at http://www.nationalservice.gov/resources/evaluation/cncs-evaluation-policies):
- A short description of the theory of change - why the proposed intervention is expected to produce the proposed results
- Outcome(s) of interest - clear and measurable outcomes that are aligned with the theory of change and will be assessed during the evaluation
- Research questions to be addressed by the study - concrete research questions (or hypotheses) that are clearly connected to the outcomes
- Proposed research design for the evaluation including a rationale for the design selected, an assessment of its strengths and limitations, and a description of the main components;
- Description of the data sources, sampling methods, measurement tools, and data collection procedures that will be used in the evaluation
- Analysis plan that clearly describes the methodology/ies that will be used to analyze the collected data
- A timeline for the evaluation that describes how the evaluation will cover at least one year of CNCS-funded activity and will be completed within the three-year timeframe of the grant
- Qualifications needed for the evaluator
- The proposed budget

Information provided in the Evaluation Summary or Plan field will not be scored and will not be reviewed until after funding decisions have been made.

For more information about evaluation plans visit the CNCS Knowledge Network's Evaluation Resources: http://www.nationalservice.gov/resources/evaluation/planning-evaluation.

The evaluation requirements differ depending on the amount of the grant, as described in 45 CFR §2522.700-710:
- If the applicant is a State/Territory subgrantee and/or National Direct Grantee (other than an Education Award Program grantee), and its average annual CNCS program grant is $500,000 or more, it must arrange for an external impact evaluation of the program (see Mandatory Supplemental Guidance), and it must submit the evaluation with any subsequent application to CNCS for competitive funds as required in 45 CFR §2522.730.
- If the applicant is a State/Territory subgrantee and/or National Direct Grantee whose average annual CNCS program grant is less than $500,000, or an Education Award Program Grantee, it must conduct an internal or an external evaluation of the program, and it must submit the evaluation with any subsequent application to CNCS for competitive funds as required in 45 CFR §2522.730.

For purposes of compliance with evaluation plan and report requirements, an application will be considered a recompeting application if it satisfies the CNCS definition of "same project" (*see* Mandatory Supplemental Guidance) and has been funded competitively for at least three years.
- If the applicant has received competitive funding for at least three of the last five years, it will be required to submit an evaluation plan.

- If the project satisfied the definition of same project and the applicant has completed, including at least six years of competitive funding for the same project, the applicant will be required to submit an evaluation report as well as an evaluation plan for the upcoming 3 year grant. If the applicant does not satisfy the definition of recompeting, it will not be required to submit an evaluation plan or completed evaluation report.

The "Evaluation Summary or Plan" field of the Narrative does not count toward the page limit of the application; however, it does have a set character limit of 10,000 characters.

State/Territory subgrantees and/or National Direct Grantees that are recompeting for funds may be eligible to apply for approval of an alternative evaluation approach. Grantees requesting approval of an alternative evaluation approach should submit a request for approval of an alternative evaluation approach along with their evaluation plan in the Evaluation Summary or Plan field in the system. The request should clearly explain: (a) the evaluation constraints faced by the program, (b) why the proposed approach is the most rigorous option feasible, and (c) how the proposed alternative approach will help the grantee build their evidence base. Evaluation plans should include, at a minimum, the required elements listed in this *Notice*. The evaluation plan must be consistent with the information submitted in the competitive funding application and in the request for approval of an alternative evaluation approach. CNCS guidance on alternative evaluation approaches can be found on the CNCS website.

The "Evaluation Summary or Plan" field of the Narrative does not count toward the page limit of the application; however, it does have a set character limit of 10,000 characters. If the request for the alternative evaluation approach plus the Evaluation Plan itself will exceed the character limit of the Evaluation Summary or Plan field in the system, the applicant should do the following:
- Enter the Evaluation Plan in the Evaluation Summary or Plan field in the system.
- Include a note in the Evaluation Summary or Plan field stating that the applicant is requesting an alternative evaluation approach.
- Include the alternative evaluation approach at the END of the application narrative with the heading "REQUEST FOR ALTERNATIVE EVALUATION APPROACH." This section of the application narrative will not count against the page limit.

F. Amendment Justification (0 percent)
Enter N/A. This field will be used if the applicant is awarded a grant and needs to amend it.

G. Clarification Information (0 percent)
Enter N/A. This field will be used to enter information that requires clarification in the post-review period.

H. Continuation Changes (0 percent)
Enter N/A. This field will be used to enter changes in the application narratives in continuation requests.

2. Review and Selection Process
Nevada Volunteers and CNCS will make determination about applicants utilizing the data provided within the application and supplemental materials. These determinations may be different than what the applicant self-determined upon submission of its application.

The stages of the review and selection process follow:

a. Compliance and Eligibility Review
Nevada will conduct a Compliance Review to determine if an application meets the compliance requirements published in this Notice and advances to the next stage of the review process.

An application is compliant if the applicant:
- is an eligible organization

- submitted an application by the submission deadline

Reviewing for eligibility is intended to ensure that only those applications that are eligible for award are further reviewed. However, determinations of eligibility can take place at any point during the application review and selection process. Applicants that are determined to be ineligible will not receive an award.

b. Application Review

External Review

External Reviewers will review and assess the evidence criteria in the Notice. CNCS will recruit and select reviewers on the basis of demonstrated expertise. All External Reviewers will be screened for conflicts of interest.

Internal Review

Nevada Volunteers and CNCS staff will evaluate the applications using the application review criteria and assess the priorities and strategic considerations detailed in the Notice. Reviewers will be screened for conflicts of interest.

Post-Review Quality Control

After the initial review process is complete, CNCS staff will review the results for fairness and consistency. Some applications may be selected for a Quality Control assessment. This additional level of review may be used to assess applications for which there are significant reviewer anomalies.

c. Applicant Clarification

CNCS may ask an applicant for clarifying information. CNCS staff will use this information to make funding recommendations. A request for clarification does not guarantee an award. Applicants may be recommended for funding even if they are not asked for clarifying information. An applicant's failure to respond to a request for clarification adequately and in a timely manner may result in the removal of its application from consideration.

d. Risk Assessment Evaluation

Nevada Volunteers staff will evaluate the risks to the program posed by each applicant, including conducting due diligence to ensure an applicant's ability to manage federal funds and the applicant's past performance (if applicable.) This evaluation is in addition to the evaluation of the applicant's eligibility for funding and the quality of its application on the basis of the Selection Criteria. Results from this evaluation will inform funding decisions. If CNCS determines that an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. In evaluating risks, Nevada Volunteers and CNCS may consider the following, but not limited to:

- Financial capability and capacity to manage Federal funds
- Quality of financial management systems and ability to meet the administrative standards prescribed in applicable OMB Guidance
- History of performance as reflected in the applicant's record in managing previous CNCS awards, cooperative agreements, or procurement awards, including:
  - Timeliness of compliance with applicable reporting requirements,
  - If applicable, meeting matching requirements, and
  - If applicable, the extent to which any previously awarded amounts will be expended prior to future awards
- Information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as—
  - Federal Awardee Performance and Integrity Information System (FAPIIS),
  - U.S. Treasury Bureau of Fiscal Services
  - Dun and Bradstreet,

- "Do Not Pay," and /or
- System for Award Management
- Reports and findings from single audits performed under Uniform Administrative Guidance and findings of any other available audits
- IRS Tax Form 990
- An applicant organization's annual report
- Publicly available information including information from an applicant organization's website
- Any other information listed in 45 CFR § 2522.140
- The applicant's ability to effectively implement statutory, regulatory, or other requirements.
- Responses to the Financial Management Survey and supporting documentation.
- Past Performance

Nevada Volunteers will assess their recompeting subgrantees' past performance and submit those assessments to CNCS. This assessment is in addition to the evaluation of the applicant's eligibility for funding or the quality of its application on the basis of the Selection Criteria. Results from this assessment will inform funding decisions. In evaluating programmatic performance, Nevada Volunteers and CNCS will consider the following for applicants that are current formula and competitive grantees:

- Grant progress reports – attainment of Performance Measures
- Enrollment and retention
- Compliance with 8 day enrollment and 30 day exit requirements in the AmeriCorps portal
- Site visit or other monitoring findings (if applicable)
- OIG findings (if applicable)
- Significant opportunities and/or risks of the grantee related to national service
- Commission Rank

Additionally, CNCS may use the results of the review of the risk assessment evaluation in determining which applications to fund. If CNCS concludes that the reasons for applicants having poor risk assessment evaluations are not likely to be mitigated, those applications may not be selected for funding.

e. Consideration of Integrity and Performance System Information
Prior to making any award that exceeds $150,000, CNCS is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM and FAPIIS (see 41 U.S.C. 2313). Additionally, CNCS may expand upon these requirements and use its discretion to review and consider information about any applicant receiving an award, including those under $150,000.

Any applicant, at its option, may review information in the designated integrity and performance systems accessible through FAPIIS and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through FAPIIS;

CNCS will consider any comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing its review of risk posed by the applicant under the Risk Assessment Evaluation section of this *Notice.*

F. Selection for Funding
The review and selection process is designed to:
- identify how well eligible applications are aligned with the application review criteria
- build a diversified portfolio based on the following strategic considerations:
    - CNCS Funding Priorities (See Section A.2. Funding Priorities)

- o meaningful representation of
  - geographic diversity
  - rural communities
  - single and multi-state programs
  - faith-based organizations
  - focus area representation

Based on the evaluation of these strategic considerations, applications may be selected for funding over applications with a greater degree of alignment with the review criteria. In selecting applicants to receive awards under this Notice, the Chief Executive Officer will endeavor to include a diverse portfolio of applications based on staff recommendations and strategic considerations.

 CNCS reserves the right to prioritize funding existing awards over making new awards.

CNCS reserves the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.

CNCS reserves the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications.

4. Feedback to Applicants
Following grant awards, each applicant will receive summary comments pertaining to their application. Feedback will be based on the review of the original application and will not reflect any information that may have been provided in response to applicant clarification, if any. All compliant applications will receive feedback from the external review of the evidence base portion of their application.

5. Transparency in Grant-making
CNCS is committed to transparency in grant-making. The following information for new and re-competing applications will be published on CNCS Results of Grant Competitions within 90 business days after all grants are awarded:
- A list of all compliant applications submitted
- Executive Summaries of all compliant applications submitted by the applicants
- Data extracted from the SF-424 Face Sheet
- of the external review worksheet
- A list of all external reviewers that completed the review process
- A summary of external reviewer comments for successful applications

Submitted program narratives for successful applications will be available upon request.

F. FEDERAL AWARD ADMINISTRATION INFORMATION
1. Federal Award Notices
CNCS will make awards following the grant selection announcement. Please see the Important Dates section at the beginning of this NOFO for the date, contingent on timely full year appropriations. Applicants will be notified of funding decisions via email. This notification is not an authorization to begin grant activities. The Notice of Grant Award signed by the Grant Officer is the only document authorizing awardees to commence grant activities. Unsuccessful applicants will also receive a notification that their application was not approved for funding.

An awardee may not obligate or expend federal funds until the start of the Project Period identified on the Notice of Grant Award.

2. Administrative and National Policy Requirements

a. Uniform Guidance

All awards under this Notice are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), now consolidated in 2 CFR Parts 200 and 2205.

b. Requests for Improper Payment Information

CNCS may, from time to time, request documentation from recipients in order to monitor the award or to comply with other legal requirements, such as the Improper Payments Information Act of 2002, as amended. Failure to make timely responses to these requests may result in award funds being placed on temporary manual hold, reimbursement only, or other remedies as appropriate. In addition, CNCS may, in appropriate circumstances, consider in its funding decisions any previous failures to make timely responses.

c. CNCS Terms and Conditions

All awards made under this *Notice* will be subject to the 2019 CNCS General Terms and Conditions, and the 2019 AmeriCorps Program Specific Terms and Conditions. These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the CNCS General and Specific Terms and Conditions for each of its programs is available at
https://www.nationalservice.gov/resources/terms-and-conditions-cncs-grants.

3. National Service Criminal History Check Requirements

The National Service Criminal History Check (NSCHC) is a specific screening procedure established by law to protect the beneficiaries of national service. The law requires grantees to conduct and document NSCHCs on persons (including award-funded staff, national service participant, or volunteer) receiving a salary, living allowance, stipend, or education award through a program receiving CNCS funds. This includes staff that receive part of their salary through a subgrant. An individual is ineligible to serve in a position that receives such CNCS funding if the individual is registered, or required to be registered, as a sex offender or has been convicted of murder. The cost of conducting NSCHCs is an allowable expense under the award. Grantees should utilize the two vendors CNCS has engaged to conduct the required NSCHCs. Failure to conduct an NSCHC may result in significant disallowed costs.

Unless CNCS has provided a grant recipient with a written exemption or written approval of an alternative search procedure, recipients must perform the following checks:

All award-funded staff, national service participants, and volunteers must undergo NSCHCs that include:
• A nationwide name-based search of the National Sex Offender Public Website (NSOPW); and
• Either
o A name- or finger-based search of the statewide criminal history registry in the person's state of residence and in the state where the person will serve/work or
o A fingerprint-based FBI criminal history check.

Special Rule for Persons Serving Vulnerable Populations. Award-funded staff, national service participants, and volunteers with recurring access to vulnerable populations (i.e., children age 17 or younger, individuals age 60 or older, or individuals with disabilities) must undergo NSCHCs that include:
• A nationwide name-based check of the NSOPW; and
• Both
o A name- or fingerprint-based search of the statewide criminal history registry in the person's state of residence and in the state where the person will serve/work; and
o A fingerprint-based FBI criminal history check.

See 45 CFR § 2540.200–§ 2540.207 and CNCS Criminal History Check Resources for complete information and FAQs.

As of December 31, 2019, many pre-approved Alternative Search Procedures (ASPs) and any existing, individual ASP/Exemption requests will expire and will no longer be available for use.

4. Use of Material

To ensure that materials generated with CNCS funding are available to the public and readily accessible to grantees and non-grantees, CNCS reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so (2 CFR §200.315 (b)).

5. Reporting

Recipients are required to submit a variety of reports which are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Cost reimbursement grantees are required to provide mid-year, end of year, and final progress reports, semi-annual financial reports, and an internal or external evaluation report as required by the AmeriCorps regulations 45 CFR §§2522.500-2522.540 and §§2522.700-2522.740. A final financial report is due at the end of the grant. Please note that there are additional reporting requirements for high-risk and new subgrantees.

Fixed Amount grantees are required to provide mid-year, end of year, and final progress reports and an internal or external evaluation report. All grantees, including Fixed Amount grantees, submit quarterly financial reports to the U.S. Department of Health and Human Services Payment Management System. Please note that there are additional reporting requirements for high-risk and new subgrantees.

Award recipients will be required to report at www.FSRS.gov on all subawards over $25,000 and may be required to report on executive compensation for your organization and for your subgrantees. Recipients and subrecipients must have the necessary systems in place to collect and report this information. See 2 CFR Part 170 for more information and to determine how these requirements apply.

Once the grant is awarded, recipients will be expected to have data collection and data management policies and practices that provide reasonable assurance that they are providing CNCS with high quality programmatic and financial data. At a minimum, grantees should have policies and practices which address the following five aspects of data quality:
- The grantee measures what it intends to measure;
- The grantee collects data in a consistent manner;
- The grantee takes steps to correct data errors;
- The grantee ensures that the data reported is complete; and
- The grantee actively reviews data prior to submission.

Progress Report Data

In addition to semi-annual reporting of progress toward the grant's approved performance measure outputs and outcomes, additional demographic and narrative data must be reported annually (as applicable), including the number of applicants for AmeriCorps positions and the number of volunteers recruited and/or supported by AmeriCorps members (both episodic and ongoing volunteers.) The full list of required and optional demographic indicators for AmeriCorps programs can be found on the AmeriCorps Grantee Progress Report webpage.

Failure to submit accurate, complete, and timely required reports may affect the recipient's ability to secure future CNCS funding.

6. Continuation Funding Information and Requirements

Organizations that have current AmeriCorps awards that do not end in FY19 must submit an application in order to be eligible to receive funding for the following year. Please see the Application Instructions. Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the criteria under this *Notice*.

G. OTHER INFORMATION

1. Technical Assistance

In addition to consulting the Application Instructions, Mandatory Supplemental Guidance, Performance Measure Instructions, and AmeriCorps regulations as directed in this *Notice*, applicants are encouraged also to consult the Nevada Volunteers website for recorded webinars and additional information to help with development of applications. https://nevadavolunteers.org/americorps/americorps-funding/americorps-training-and-technical-assistance-for-potential-grantees/

2. Reallocation of Funding

CNCS reserves the right to reallocate funding in the event of disaster or other compelling need for service.

3. Contact Information

For questions regarding a Nevada Volunteers AmeriCorps Nevada operational and/or planning grant application, please contact:

<div align="center">

Hawley Carlson
Director of AmeriCorps
Email: hawley@nevadavolunteers.org
Phone: 775.825.1900

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Communications related to this Notice shall be directed to the contact named above. All emails and telephone calls will be returned within a reasonable amount of time. Applicants are encouraged to submit their questions well in advance of the deadline as Nevada Volunteers is not obligated to respond to questions received 48 hours prior to the due date.