



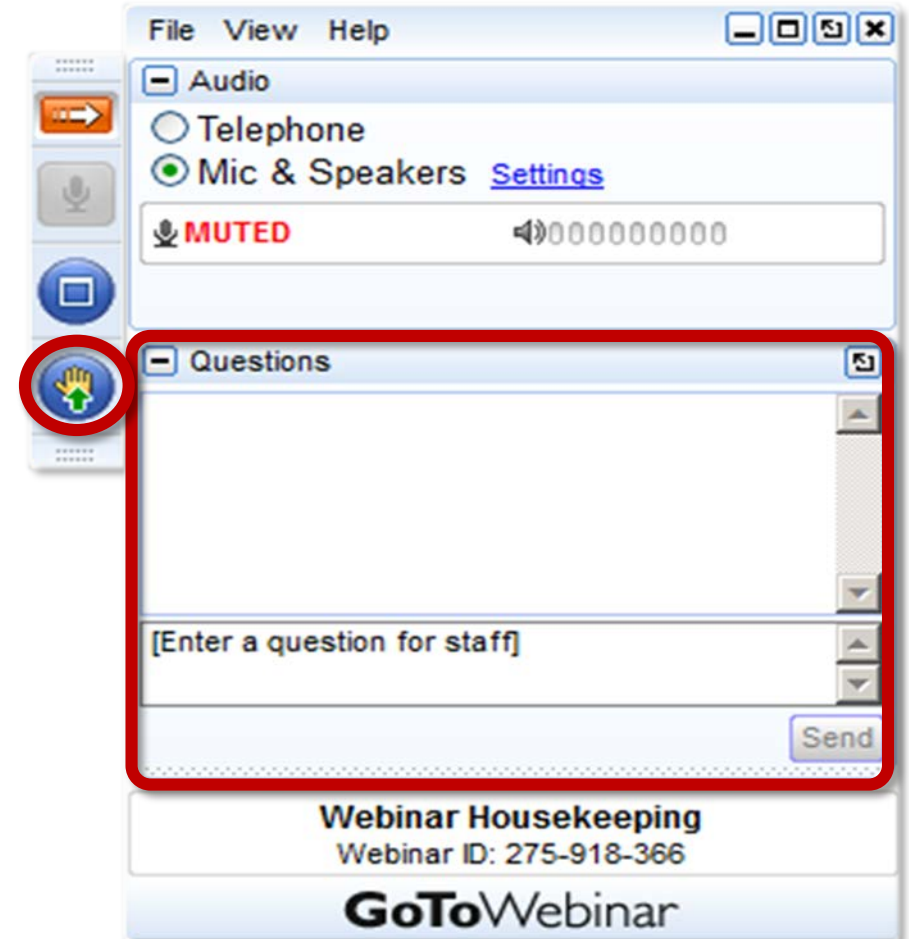
Understanding the AmeriCorps Notice of Funding Opportunity and Determining Organization Fit

Amy Salinas and Jennifer Cowart

Tips for Participating



- Phones are muted;
- To ask questions, use the Questions panel OR
- Click on the hand icon to let us know you have a question; and
- Links and recording will be available after the session – www.nevadavolunteers.org



Guest Speakers



Amy Salinas
On3Learn
Austin, TX



Jennifer Cowart
On3Learn
Austin, TX

Webinars



ALL webinars are
from 11:00 a.m. –
12:30 p.m.

- February 15 – Understanding the AmeriCorps Notice of Funding Opportunity and Determining Organization Fit
- February 22 – Understanding the Important Program Design Elements that are a Part of the AmeriCorps Application
- March 8 – Understanding the Full Narrative and Performance Measurement Elements and Requirements
- March 29 – Understanding and Creating Your AmeriCorps Budget

Our Purpose



1. Understand the fundamentals of AmeriCorps and the NOFO; and
2. Help you determine if your organization has the capacity to implement and manage an AmeriCorps program.

Agenda



- NOFO Overview
- AmeriCorps State programs
- AmeriCorps Members
- Organizational Fit

Program Types



Full Operational Program

- Most programs

Professional Corps Program

- Places qualified professionals in communities with an inadequate number of such professionals - Utilizes professionals (teachers, doctors, lawyers, etc.) as AmeriCorps members -

Education Award Program

- Provides members with only an education award

Planning Grants

- Do not provide AmeriCorps members
- Initial funding (up to \$75,000) to support current staff or hire additional staff to plan the proposed AmeriCorps program

What is the grant process?



2019 – 2020 Grant Timeline



March 7
5 PM PST
Letter of
Intent Due

April 25
Application
Deadline

May 23-31
Clarification
Period

July 17
Funding
Decision
Notification

September 1
Earliest available
budget period &
member term of
service start date

eGrants



- Web-based system used by the Corporation for National and Community Service and Nevada Volunteers
- Submission and tracking of grant applications.
- All applicants must create an eGrants account and submit their application via eGrants.
- More information and to create an account, visit <http://www.nationalservice.gov/build-your-capacity/grants/egrants>

What are the minimum grant requirements?



Minimum Requirements



Organization Type

1. Indian Tribe
2. Institutions of Higher Education
3. Local Governments
4. Non-profit organizations
5. States

See page 7 of the
NOFO for more
information.

Minimum Requirements



- DUNS number
- System for Award Management (SAM) registration

What does the application entail?



logic
models
evaluation
sustainability
cooperation
technology
collaboration
checklists
funding
seeking
grants
projects
capacity
money
budgets
proposals
writing
needs

Application Types



New

- Not previously received an AmeriCorps State or National grant
- Currently not managing a 2018-2019 AmeriCorps grant
- Submitting a grant for a program design or funding type for which they have not previously received funding.
- Must contact Hawley Carlson, Nevada Volunteers Director of AmeriCorps prior to beginning an application.

Recompete

- Entering the final year of 2018-2019 grant
- Not a current grantee, but have received a Competitive AmeriCorps grant in the past five years
- Does not guarantee success in securing future funding

Continuation

- Current 2018-2019 programs who are year 1 or year 2
- Funding is not guaranteed

AmeriCorps Application



1. Narrative (75%)
 - Executive Summary
 - Program Design
 - Organizational Capability
 - Cost Effectiveness and Budget Adequacy**
2. Evaluation Plan
3. Logic Model
4. Budget (25% - cost effectiveness and budget adequacy)
5. Performance Measures
6. Additional Documents

Application Narrative



A. Executive Summary (0%)

B. Program Design (50%)

- 1.** Theory of Change and Logic Model (28 points)
- 2.** Evidence Base (16 points)
- 3.** Notice Priority (0 points)
- 4.** Member Experience (6 points)

Application Narrative



- C.** Organizational Capability (25%)
 - 1.** Organizational Background and Staffing (9 points)
 - 2.** Compliance and Accountability (8 points)
 - 3.** Culture that Values Learning (6 points)
 - 4.** Member Supervision (2 points)
- D.** Cost Effectiveness and Budget Adequacy (25%)
- E.** Evaluation Plan (0 points)

Logic Model



PROBLEM	INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES		
				Short-Term	Medium-Term	Long-Term
Community problem that the program activities are designed to address	What we invest	What we do	Direct products from program activities	Changes in knowledge, skills, attitudes, opinions	Changes in behavior or action that result from participants' new knowledge	Meaningful changes, often in their condition or status in life

AmeriCorps Application



Section	Page Limit
Narrative – includes facesheet and narrative sections (executive summary, program design, organizational capacity and cost effectiveness and budget adequacy)	10 pages 13 pages for Rural Intermediaries
Logic Model	3 pages

Budget



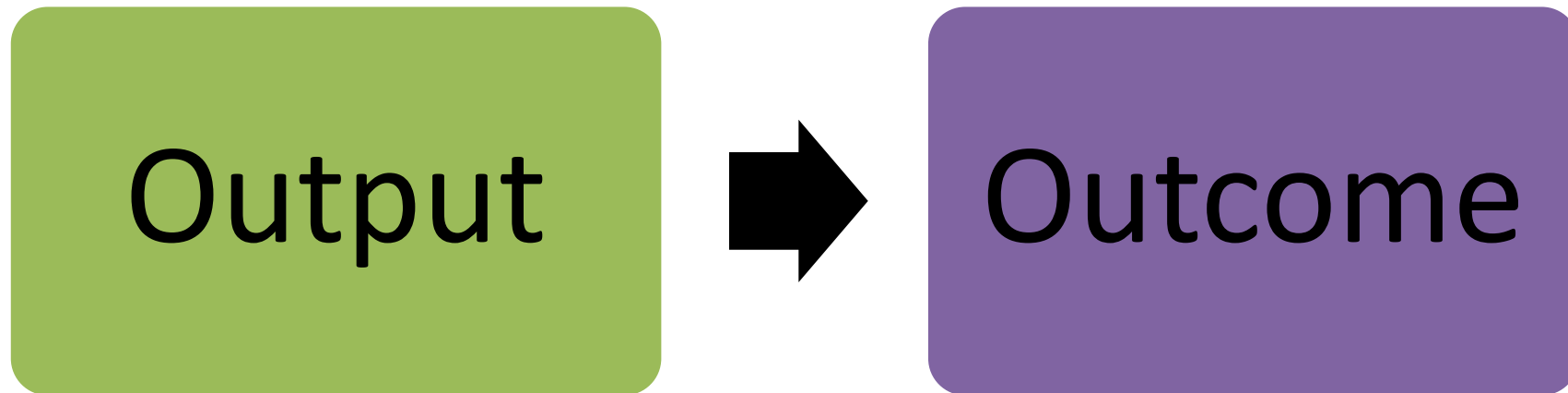
- Program Operating Costs
- Member Costs
- Administrative/Indirect Costs
- Source of Match Funds



Performance Measures



Applicants must have at least one aligned performance measure (output paired with outcome) that corresponds to the proposed primary intervention.



Additional Documents



All Applicants

- Current indirect cost rate agreement, if used to claim indirect/administrative costs
- If applicable, evaluation briefs, reports, studies based on evidence tier
- Most recent audit or independent financial statement (single audit if organization expends \$750,000 or more of federal assistance)
- List of federal grants, cooperative agreements, contracts, and subgrants/sub-contracts awarded to the organization in the last two years including the identifying award numbers, amounts and awarding agencies.
- Organizational chart that shows the AmeriCorps program within the organization including the name and/or title of the individual(s) responsible for supervising the AmeriCorps members.

Additional Documents



New Applicants Only

- Organizational Readiness Assessment

Recompeting Applicants Only

- Labor union concurrence (if applicable)
- Federal debt delinquency (if applicable)

New and Recompeting Rural Intermediaries Only

- Letters of support from the consortium members

Submit all documents
through -
[https://nevadavolunteers.
wufoo.com/forms/kcqkib5
112w8jd/](https://nevadavolunteers.wufoo.com/forms/kcqkib5112w8jd/)



Questions

What does it mean to be an AmeriCorps Program?



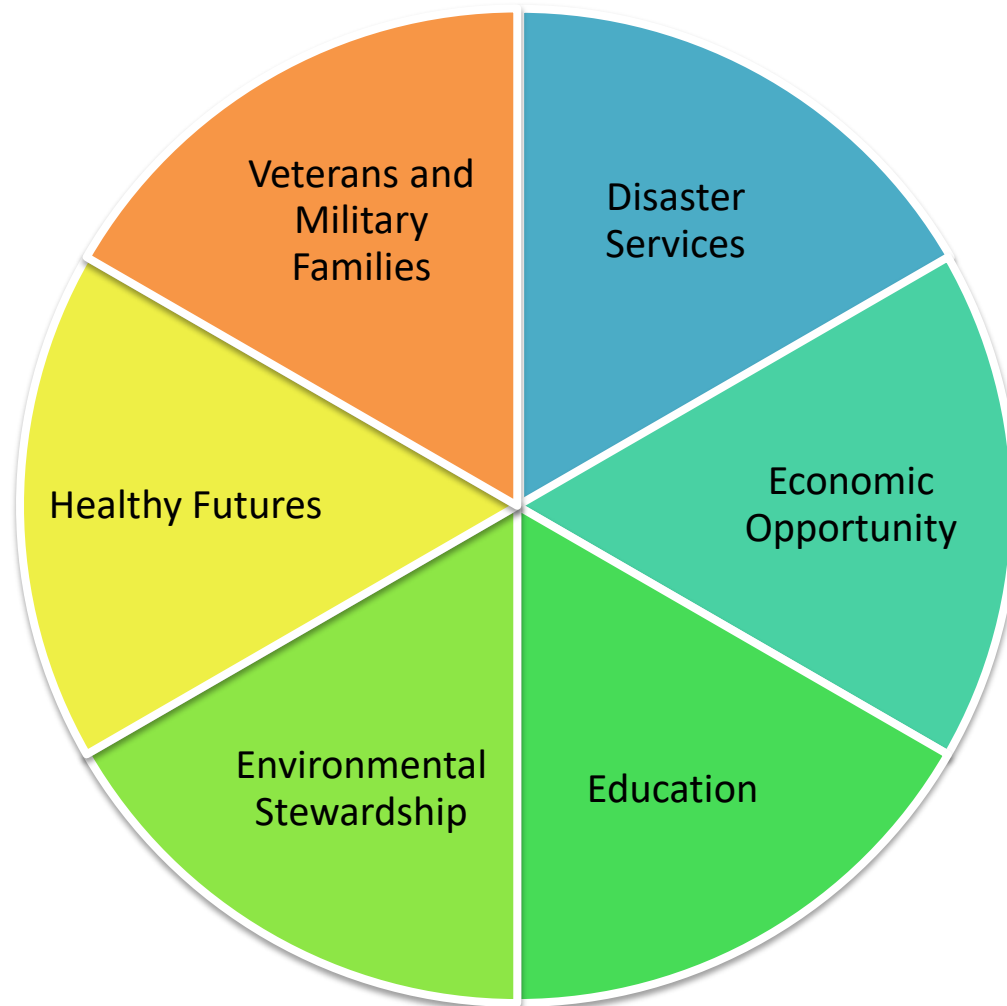
AmeriCorps State



AmeriCorps State - operated by 1 legal applicant that places members in 1 state.

- Required to apply directly to State Service Commission - Nevada Volunteers.
- Grant submission information can be found at www.nevadavolunteers.org.

AmeriCorps Focus Areas



AmeriCorps Focus Areas



- Increase the preparedness for disaster
- Improve readiness to respond to disasters
- Help individuals recover from disasters
- Help individuals mitigate disasters



Disaster
Services

AmeriCorps Focus Areas



- Help economically disadvantaged people
 - Enhance financial literacy
 - Transition into or remain in affordable housing
 - Improve employability



Economic
Opportunity

AmeriCorps Focus Areas



- Improve educational outcomes or school readiness for economically disadvantaged children
- Improve educational & behavioral outcomes for students in low-achieving schools
- Support economically disadvantaged students in post-secondary institutions



Education

AmeriCorps Focus Areas



Environmental Stewardship

- Responsible stewardship of the environment
- Preparing communities for challenging circumstances
- Helping Americans respond and recover from disruptive life events

AmeriCorps Focus Areas



Healthy Futures

- Address the opioid crisis
- Increase seniors' ability to remain in their homes
- Increase physical activity & improve nutrition in youth

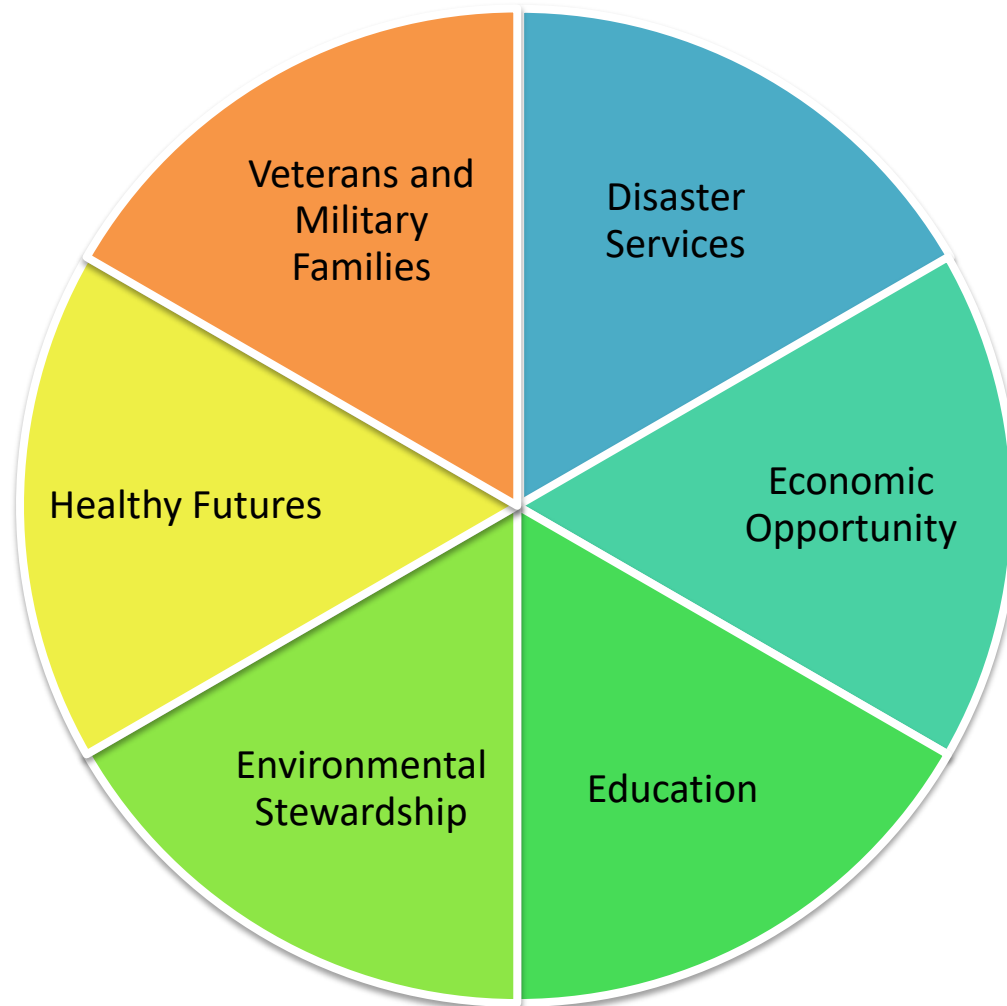
AmeriCorps Focus Areas



Veterans and Military Families

- Positively impacts veterans' quality of life and improves military family strength
- Increase veterans, wounded warriors, military service members & families:
 - Served by CNCS programs
 - Engaged in service through CNCS programs

AmeriCorps Focus Areas



CNCS Funding Priorities



- Economic Opportunity
 - Engaging opportunity youth to prepare them for the workforce
- Education
 - Evidence-based intervention with moderate to strong evidence
- Healthy Futures
 - 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

CNCS Funding Priorities



- Rural Intermediaries
 - Demonstrate measurable impact and primarily serve communities with limited resources and organizational infrastructure
- Safer Communities
 - Focus on public safety, and/or partnerships between law enforcement and the community
- Faith-based organizations

Nevada Volunteers Funding Priorities



- Veterans and Military Families
- Education
 - Improve school readiness, education outcomes and prepare students for success in post-secondary institutions
- Direct service and capacity building activities in the area of volunteer recruitment, management, and effective volunteer practices and apply an intermediary program design
- Focus on urgent community needs in rural areas

AmeriCorps Guiding Principles



Get Things Done

Strengthen
Communities

Develop Participants
and Ensure a Strong
Experience

Focus on Brand Identification

Encourage
Responsibility

Expand
Opportunity

AmeriCorps Guiding Principles



**Compelling community
problem**

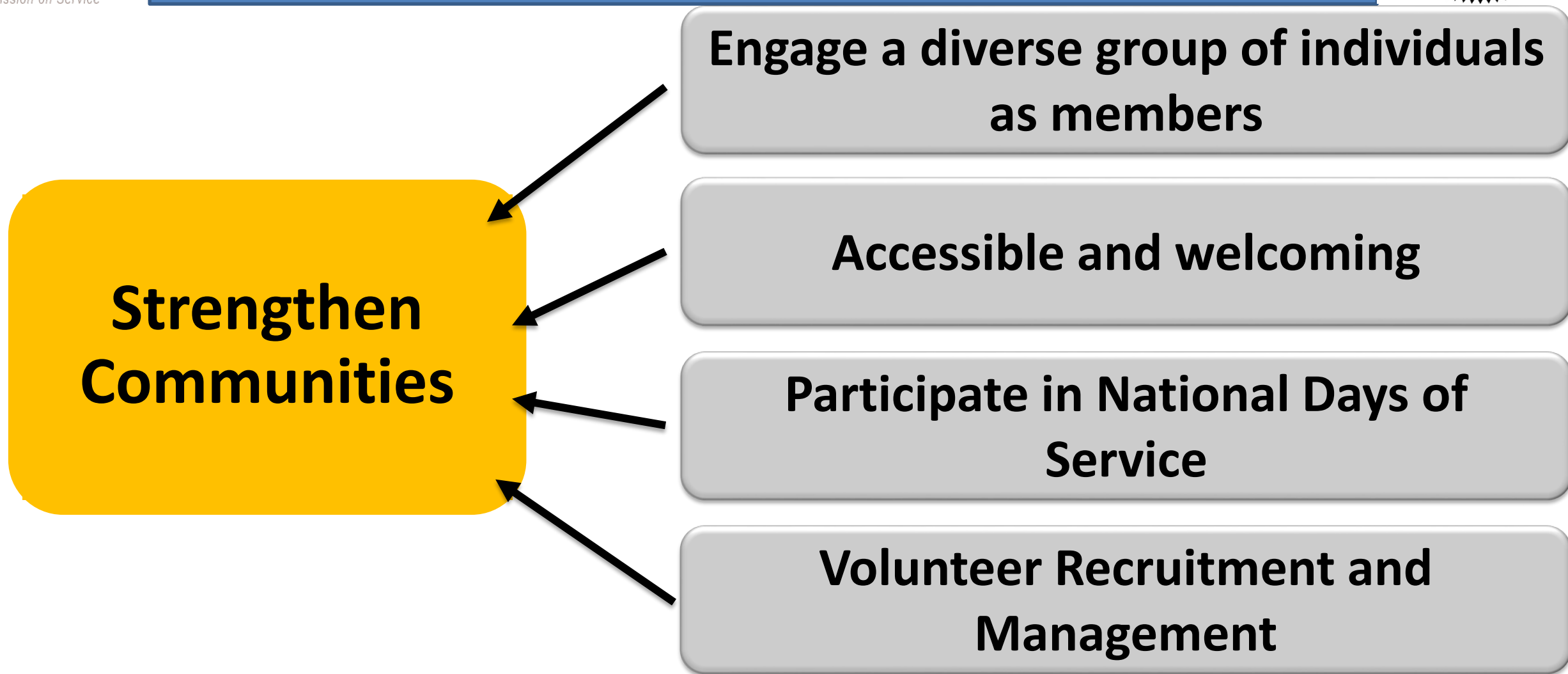
**Program based in
evidence of success and
capacity to show impact**

**Get Things
Done**

**Activities that address
the problem**

**Demonstrate impact &
evidence of success**

AmeriCorps Guiding Principles



AmeriCorps Guiding Principles



AmeriCorps Guiding Principles



Brand Identification

- AmeriCorps name and logo on all public materials
- Members must wear the logo daily
- Help members understand what AmeriCorps is and what it means to be an AmeriCorps member
- Gear Information
 - <http://www.nationalservicegear.org/>
 - <http://gooddeed.org/ameriacorps.aspx>



Questions

Who are AmeriCorps Members?



AmeriCorps Members are <u>NOT</u> :	AmeriCorps Members <u>CANNOT</u> replace:
Staff	Existing Staff
Employees	Existing Employees
Volunteers	Existing Volunteers

Member Eligibility



Citizenship	<ul style="list-style-type: none"> ✓ Must be U.S. Citizen, U.S. National or lawful permanent resident
Age	<ul style="list-style-type: none"> ✓ Must be 17 years of age or older (If 17, need parental consent). ✓ No upper age limit
High School	<ul style="list-style-type: none"> ✓ Must have high school diploma or GED OR must sign documentation agreeing to obtain before utilizing their education award.
National Service Criminal History Check	<ul style="list-style-type: none"> ✓ Subject to all facets of the National Service Criminal History Check

Terms of Service



Service Term	Min. # of Hours
Full-Time (FT)	1,700
Three Quarter-Time (TQT)	1,200
Half-Time (HT)	900
Reduced Half-Time (RHT)	675
Quarter-Time (QT)	450
Minimum Time (MT)	300

Terms of Service

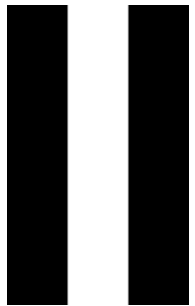


- How many members?
- What length of time members need to serve?
- Number of hours that will be required to get their service completed and address the need.

Slots and MSYs



1 slot



1

AmeriCorps
Member

Service Term	MSY Value	Min. # of Hours
Full-Time	1.00	1,700
Three Quarter-Time	0.700	1,200
Half-Time	0.500	900
Reduced Half-Time	0.3809524	675
Quarter-Time	0.26455027	450
Minimum Time	0.21164022	300

Member Benefits



- Living allowance
- Health insurance
- Childcare assistance
- Education award

Member Benefits



Living Allowance	<ul style="list-style-type: none"> ✓ Stipend to help support the member with basic needs while serving
Health Insurance	<ul style="list-style-type: none"> ✓ Must be offered to full-time members ✓ Can be offered to less than full-time members serving in a full-time capacity
Childcare Assistance	<ul style="list-style-type: none"> ✓ Available to full-time members who meet qualifications around household income, child age and burden to successfully serve their term.
Education Award	<ul style="list-style-type: none"> ✓ Available upon successful program completion ✓ Can be utilized toward qualified educational costs at eligible post-secondary educational institutions and/or to pay qualified student loans

What can members do and not do?



Member Activities



Prohibited Activities

AmeriCorps members may not engage **directly** in very specific activities **or indirectly** by recruiting, training, or managing others for the primary purpose of engaging in one of the activities on the list that follows.



Prohibited Activities



- a.** Attempting to influence legislation;
- b.** Organizing or engaging in protests, petitions, boycotts, or strikes;
- c.** Assisting, promoting, or deterring union organizing;
- d.** Impairing existing contracts for services

Prohibited Activities



- e. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- f. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- g. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;

Prohibited Activities



h. Providing a direct benefit to—

- i.** A business organized for profit;
- ii.** A labor union;
- iii.** A partisan political organization;
- iv.** A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these 9 provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
- v.** An organization engaged in the religious activities described in paragraph g, unless CNCS assistance is not used to support those religious activities;

Prohibited Activities



- i. Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
- j. Providing abortion services or referrals for receipt of such services; and
- k. Such other activities as CNCS may prohibit

Prohibited Activities



Also apply to:

- ✓ Staff (including host site staff)
- ✓ Volunteers recruited by AmeriCorps members
- ✓ Volunteers managed by AmeriCorps members



When do restrictions on prohibited activities NOT apply?



- ✓ Apply to time that is charged to the AmeriCorps grant (for personnel and AmeriCorps members). The restrictions do not apply to activities conducted during personal time.
- ✓ Individuals are free to exercise their rights as citizens when not charging staff or AmeriCorps member time to the AmeriCorps grant.



AmeriCorps
Time



Personal
Time

VS

Member Activities



Unallowable Activities

Activities that **fall outside the scope** of the approved grant, measures, and position description.



Member Activities



a. Nonduplication - 45 CFR §2540.100 (e)

Corporation assistance **may not be used to duplicate an activity that is already available** in the locality of a program. And, unless the requirements of paragraph (f) of this section are met, Corporation assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.



Member Activities



- b. Nondisplacement -45 CFR § §2540.100 (f)
 - i. An employer **may not displace an employee or position, including partial displacement** such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving Corporation assistance.
 - ii. An organization **may not displace a volunteer** by using a participant in a program receiving Corporation assistance.
 - iii. A service opportunity will **not** be created under this chapter that will **infringe in any manner on the promotional opportunity** of an employed individual.



Member Activities



- b. Nondisplacement (continued)
 - iv. A participant in a program receiving Corporation assistance **may not perform any services or duties or engage in activities that would otherwise be performed by an employee** as part of the assigned duties of such employee.
 - v. A participant in any program receiving assistance under this chapter **may not** perform any services or duties, or engage in activities, that—
 - 1. Will **supplant the hiring of employed workers**; or
 - 2. Are services, duties, or activities with respect to which an individual **has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.**



Member Activities



- b. Nondisplacement (continued)
 - vi. A participant in any program receiving assistance under this chapter **may not perform services or duties that have been performed by or were assigned to any—**
 1. Presently employed worker;
 2. Employee who recently resigned or was discharged;
 3. Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;
 4. Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or
 5. Employee who is on strike or who is being locked out.



Member Activities



- Federal and State Assistance that serves as the sole activity of a member - “for the **sole purpose of referring individuals to Federal assistance programs or State assistance programs** funded in part by the Federal Government.”
- Member **Training that exceeds the 20 percent aggregate rule**



Member Activities



- **Raise funds for living allowances or for an organization's general (as opposed to project) operating expenses or endowment;**
- **Write a grant application to the Corporation or to any other Federal agency.**
- Spend **more than 10%** of term of service performing **fundraising activities** - focused **ONLY** on raising resources directly in support of AmeriCorps program service activities



Member Activities



Allowable Activities

Activities that are consistent with the approved **grant application, performance measurements, program documents, budget, and larger national priorities.**



Allowable Activities



Examples:

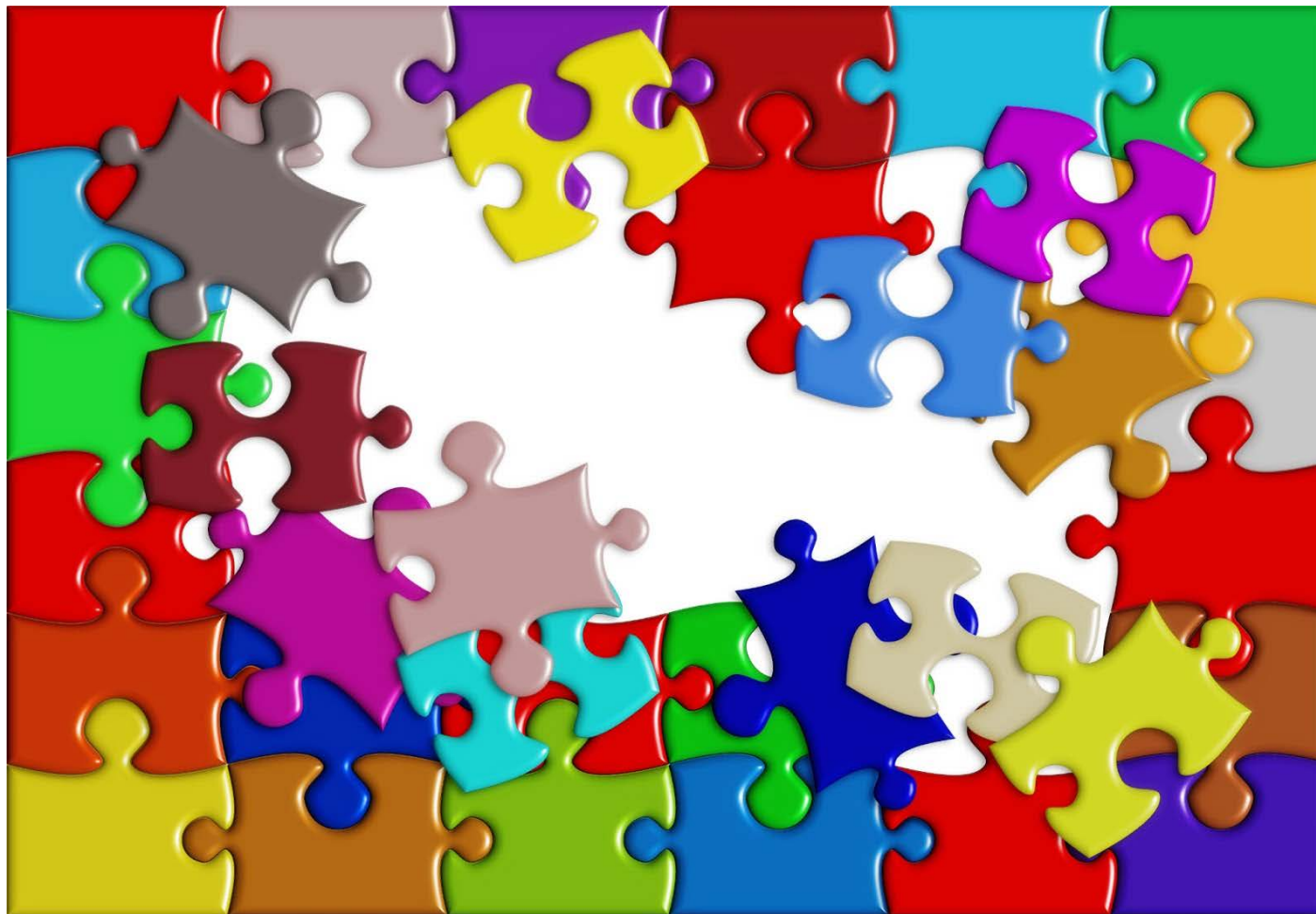


- Tutoring and mentoring
- Providing relief after a natural disaster
- Helping build safe and affordable housing
- Maintaining or building trails
- Conducting outreach to veterans and military families



Questions

Is AmeriCorps a fit for your organization?



Organizational Capability



PROGRAMMATIC

- ? Do you have enough direct service activities for members to do so they are able to successfully complete their hours?
- ? Do you need enough members to justify the administrative requirements of managing an AmeriCorps program?
- ? Will my agency have access to the necessary data from member host sites to report on the selected performance measures?
- ? How do you ensure the integrity of the data and data collection methods where member host sites are responsible for the performance measures?

Organizational Capability



MANAGEMENT

- ? Per the NOFO, Nevada Volunteers requires that a full-time program director manage the AmeriCorps program. Is this possible?
- ? Can you provide the AmeriCorps program with enough staff for recruitment, training, management and support of the AmeriCorps members?
- ? Does my organization have the organizational, technological and fiscal capacity to manage a federal grant and assist in the management of the AmeriCorps program?

Organizational Capability



FISCAL

- ? Does my agency have the funds available to operate the AmeriCorps program pending reimbursement?
- ? Does my agency have available funds and/or in-kind resources to support the proposed program budget?
- ? Is the AmeriCorps program sustainable for my agency with match increases that occur after year 3?
- ? Has my agency managed Federal and/or State grants in the past?

Organizational Capability



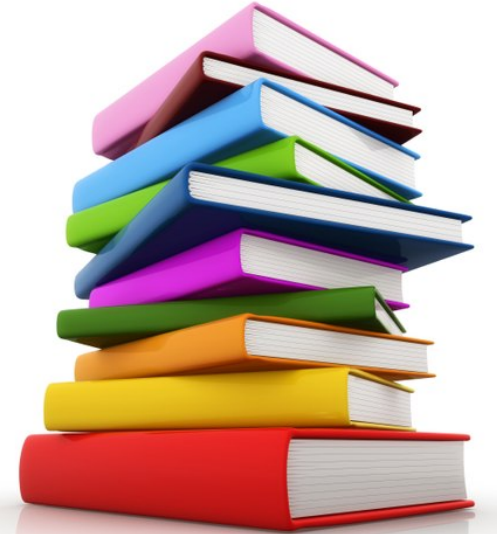
GRANT

- ? Do you have the capacity to read, understand and follow the varied federal and state rules and regulations?
- ? Do you have the capacity to ensure timely submission of all required reports and documents?

Resources



- Webinar Power Point
- Fact Sheets
 - AmeriCorps
- Prohibited Activities List
- 2018-2019 AmeriCorps Terms and Conditions
 - General and Specific to AmeriCorps State





Webinars



ALL webinars are
from 11:00 a.m. –
12:30 p.m.

- February 15 – Understanding the AmeriCorps Notice of Funding Opportunity and Determining Organization Fit
- February 22 – Understanding the Important Program Design Elements that are a part of the AmeriCorps Application
- March 8 – Understanding the Full Narrative and Performance Measurement Elements and Requirements
- March 29 – Understanding and Creating Your AmeriCorps Budget