Notice of Funding Opportunity & Application Instructions

FY26 Formula Operational Grants

This notice contains information on the process for applying for 2026 AmeriCorps State Competitive Grants. These grants are awarded to organizations that propose to place AmeriCorps members solely in Nevada. 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 AmeriCorps State funds and programs in Nevada.

Letter of Intent Deadline: March 5, 2026
(required for all NEW applicants)

Application Deadline: April 7, 2026

Application Checklist

☐ Full Application, submitted in eGrants according to the Instructions

☐ Additional Documents (listed below), 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 application ID. Additional documents include:

  ☐ Evidence documents
  ☐ Most recent audit
  ☐ Organizational Chart
  ☐ List of Federal grants, cooperative agreements, and subgrants/sub-contracts awarded to the organization in the last two years
  ☐ **Organizational Readiness Assessment** (new applicants only)
  ☐ Current indirect cost rate agreement (if used to claim indirect/administrative costs)
  ☐ Labor Union Concurrence (if applicable)

Other Documents to Review with this Notice

- Mandatory Supplemental Information
- Performance Measure Instructions
- Nevada Volunteers Budget Template

Questions

Nevada Volunteers encourages organizations that have not received prior funding from AmeriCorps to apply. It is Nevada Volunteers' goal to partner with organizations interested in hosting an AmeriCorps program to create strong programs for the state of Nevada.

All new applicants who plan to place AmeriCorps members solely in Nevada, must contact Alicia Blood, Director of AmeriCorps, alicia@nevadavolunteers.org or (775) 825-1900, directly before beginning an application.

Training/Technical Assistance Available on our Website

Training and technical assistance is available on the Nevada Volunteers website at: https://nevadavolunteers.org/what-is-americorps/?active-tab=6#funding-opportunities

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NOTICE of FUNDING OPPORTUNITY

Federal Agency Name: AmeriCorps
Funding Opportunity Title: Fiscal Year (FY) 2026 AmeriCorps State and National Competitive
                                  Grants
Announcement Type: Initial Announcement
Assistance Listing Number: 94.006

Summary Statement: This is a funding opportunity for Institutions of higher education; local governments, school districts; nonprofit organizations; State Service Commissions; States and US Territories; Indian Tribes; and public health departments to apply for AmeriCorps members to strengthen communities through service.

Disclosure: Publication of this Notice of Funding Opportunity (NOFO) does not obligate AmeriCorps to award any specific number of grants or to commit any amount of funding. The actual amount, timing, and process of grant funding will be subject to the availability of annual appropriations.

Any award made under this Notice may be terminated by the agency if it no longer effectuates the program goals or agency priorities.

AmeriCorps publishes this NOFO solely for the aforementioned purpose and does not consider this NOFO to meet the definition of a rule requiring publication or notice under Congressional Review Act (CRA) as codified at 5 U.S.C. §§801- 808, and any subsequent notification provided to Congress does not constitute waiver of this position.

IMPORTANT DATES

- **February 19, 2026 @ 11am:** Funding Opportunity Overview and Q&A Session
- **March 5, 2026:** Letters of Intent due (New applicants Only)
- **April 7, 2026:** Applications due in eGrants by 5:00 pm (PST)
- **April 7, 2026:** Additional Documents due, submitted via this link
- **TBD:** Notification of Awards

CHANGES FROM PRIOR YEAR

- NOFO Priorities
  - Added a public safety, crime prevention, and partnerships priority
  - Added an expanding outdoor recreation for future generations priority
  - Added a strengthening families priority
- New threshold requirement of a minimum of 20 AmeriCorps members per application for new and recompete competitive applicants. This threshold does not apply to Native Nations or formula applicants.
- Streamlined available slot types from seven to five, removing Reduced Half Time and Abbreviated Time for new and recompete competitive and formula applicants.
- Applicants are approved for pre-award costs for one month prior to the start of their program.
- Changes to Selection Criteria point values for Community and Logic Model, Notice Priority, and Member Supervision.
- Disclosure: Any award made under this Notice may be terminated by the agency if it no longer effectuates the program goals or agency priorities.
- Disclosure: AmeriCorps reserves the right to award applications in an amount less than the requested level of funding.

- Maximum cost per MSY remains the same at $25,000

A. AMERICORPS PROGRAM DESCRIPTION

1. PURPOSE OF AMERICORPS STATE AND NATIONAL FUNDING

AmeriCorps improves lives, strengthens communities, and fosters civic engagement through service and volunteering. AmeriCorps brings people together to tackle some of the country's most pressing challenges through national service and volunteerism. AmeriCorps members serve with organizations dedicated to the improvement of communities and those serving.

AmeriCorps grants are awarded to [eligible organizations](#) that engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is a person who does community service through AmeriCorps. Members may receive a living allowance and other benefits. After successful completion of their service, members earn a Segal AmeriCorps Education Award they can use to pay for higher education expenses or apply to qualified student loans.

2. NEVADA VOLUNTEERS

Nevada Volunteers serves statewide as Nevada's primary resource center for AmeriCorps national service and volunteerism. As the Governor's Commission on Service for the state of Nevada, Nevada Volunteers is charged with reviewing, selecting, and administering AmeriCorps State funds and programs throughout our state. As a nonprofit organization, Nevada Volunteers is uniquely built and qualified with the singular purpose of making Nevada's nonprofits and communities better. Sometimes, Nevada's helping hands need a helping hand, and that's what Nevada Volunteers is all about. Whether it's an organization in Laughlin or Lovelock, Wadsworth or Wendover, Reno, the Ruby Valley, or any place in between, we're there, working behind the scenes to help turn a community's compassion into action. You can think of us as Nevada's own nonprofit, one whose cause is to provide a helping hand to those in our state who are always helping others.

3. AMERICORPS 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, and to achieve the goals laid out in AmeriCorps' Strategic Plan (2022- 2026), AmeriCorps has the following focus areas:

Disaster Services
Helping individuals and communities prepare for, respond to, recover from, and mitigate the effects of disasters and increase community resiliency.

Economic Opportunity
Improving the economic well-being and security of underserved individuals.

Education
Improving educational outcomes for underserved people, especially children. AmeriCorps is particularly interested in program designs that support youth engagement and service learning as strategies to achieve high educational outcomes.

Environmental Stewardship
Supporting communities to become more resilient through measures that reduce greenhouse gas emissions, conserve land and water, increase renewable energy use and improve at-risk ecosystems, especially in underserved households and communities.

Healthy Futures
Support for health needs within communities, including mitigating the impacts of public health crises, access to care, aging in place, public health, and addressing childhood obesity, especially in underserved communities.

Veterans and Military Families
Improving the quality of life of veterans, military families, caregivers, and survivors.

4. AmeriCorps Funding Priorities

For this funding opportunity, AmeriCorps will prioritize consideration from organizations that:

Serve Communities:
- **Serve communities with concentrated poverty**, rural communities, and tribal communities.
- Implement programs for or **expand access to high-quality youth mental health and substance use recovery services** and prepare AmeriCorps members to enter behavioral health careers. These may include individuals who have experienced substance use and mental health challenges.
- **Focus on improving quality of life for veterans, active-duty members of the Armed Forces, and their families** through models that provide effective interventions or services or that are designed to recruit veterans, military spouses, and their older children into national service, e.g., veterans serving in mentorship roles.
- **Focus on public safety, crime prevention, and/or partnerships between law enforcement and the community**.
- **Focus on expanding outdoor recreation opportunities for future generations** by maintaining public lands; supporting wildland fire mitigation and sustainable forest management; and providing reforestation services.
- **Create workforce pathways for AmeriCorps members**, including deliberate training, such as pre-apprenticeship and apprenticeship opportunities, certifications, and hiring preferences or support;
- **Focus on strengthening families**, e.g., activities that aim to support low-income parents through parenting education, responsible parenting and healthy relationship skills.

Benefit AmeriCorps Members:
- **Enhanced member experience** by providing opportunities for skill attainment, personal growth and connection to the community they are serving in support of a lifetime of civic participation.
- **Enhance and expand services to formerly incarcerated and at-risk youth** and/or engage those youth as AmeriCorps members.

Use Evidence:
- Utilize reports from the [AmeriCorps Evidence Exchange](#) on programs assessed as having Moderate or Strong evidence to scale, replicate, or adapt the intervention.

Faith-Based:
- **Organizations that are faith-based**.

To receive priority consideration, applicants must show the priority area is a significant part of the program focus and intended outcomes. Priority consideration does not guarantee funding.

5. NEVADA VOLUNTEERS PRIORITIES

Nevada Volunteers, in alignment with the Nevada State Service Plan, has identified the following priority areas:
- Programs focusing on education including those that will improve school readiness, improve education outcomes, and prepare students for success in post-secondary institutions

- Programs that promote access to healthcare including mental health care or substance abuse care
- Programs that address homelessness

To receive priority consideration, applicants must show that the priority area is a significant part of the program focus and intended outcomes and must include a high-quality program design. Proposing programs that receive priority consideration does not guarantee funding.

6. Performance Goals or Expected Outcomes

National 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. For more information, refer to the National Performance Measure Instructions.

7. Program Authority

Awards under this Notice are authorized by the National and Community Service Act of 1990, as amended, 42 U.S.C. §12501 et seq.

B. FEDERAL AWARD INFORMATION

1. ESTIMATED AVAILABLE FUNDS

AmeriCorps expects a highly competitive AmeriCorps grant competition. Given limited funding, AmeriCorps may prioritize funding existing grantees instead of making new awards. The actual level of funding depends on annual appropriations.

2. ESTIMATED AWARD AMOUNT

Award amounts will be different depending on the scope of the projects.

3. PERIOD OF PERFORMANCE

AmeriCorps plans to make three-year grant awards. AmeriCorps generally makes an initial award for the first year of the three-year period of performance. Applicants must submit a one-year budget. Applicants may propose any project start date that fits their program design. The period of performance may not start before July 1, 2026. Continuation awards for future years are not guaranteed; they depend upon future appropriations and satisfactory performance.

4. TYPE OF AWARD

AmeriCorps makes available different types of grants. The chart below summarizes these grant types and their distinct characteristics.

Grant Types	Cost Reimbursement	Fixed Amount			
Available Subtypes	Traditional	Full-Cost	Education Award Program, EAP	Professional Corps***	No Cost Slots
Maximum Cost per MSY*	$25,000	$25,000	$800 or $1,000***	$1,000	$0
Type of Slots in the National Service Trust	All slot types	All slot types	All slot types	FT Only	All slot types
Matching Funds Required	Yes	No			
Budget Submission Required	Yes	No			
Availability of Funds Linked to Enrollment / Retention of Awarded MSYs	No	Yes			No
Special Requirements	N/A	N/A		Must place qualified professionals in communities with an inadequate # of such professionals. Member salaries / benefits must be paid entirely by organization where member serves	N/A
Financial Reporting Requirements	Yes	No			
Available to New Applications	Yes	No	Yes		

* Member Service Year (MSY): One MSY is equivalent to a full-time AmeriCorps position, at least 1,700 service hours. Multiple positions at less than full-time can be combined to equal one MSY.

** For the Education Award Program, AmeriCorps may provide a maximum of $800 per individual enrolled in an approved national service position. If at least 50 percent of a program's enrollees are disadvantaged youth, AmeriCorps may provide $1,000 per enrollee, 42 U.S.C. § 12581a.

***Use Mandatory Supplemental Information (MSI) for further requirements

C. ELIGIBILITY INFORMATION

1. ELIGIBLE APPLICANTS

The following non-Federal organizations are eligible to apply:
- Indian Tribes;
- institutions of higher education;
- local governments, including school districts;
- nonprofit organizations;
- State Service Commissions (submit sub-applicants but not operate programs); and
- states and US Territories.

In addition to Indian Tribes as defined in [2 CFR 200.1](#), Tribal organizations that are controlled, authorized, or chartered by Federally recognized Indian Tribes are also eligible to apply. If an entity applies for an award as a tribal organization that is controlled or chartered by one or more Indian Tribes [and the organization does not meet any of the other applicant eligibility types], the organization must provide copies or links to documentation which demonstrates that the organization is controlled or chartered by a federally recognized Indian Tribe. If an entity applies as an organization authorized by a federally recognized Tribe, or multiple specific federally recognized tribes, it must submit a resolution or other authorization adopted by the Tribal Council (or comparable tribal governing body) of each Indian Tribe. The authorization(s) must identify the entity applying for an AmeriCorps award by name as a tribal organization that is authorized by the Indian Tribe(s) for the purpose of applying for AmeriCorps funding (or federal grant funds generally).

Applicants must have a [valid SAM registration and Unique Entity Identifier](#) to receive an award.

2. ADDITIONAL REQUIREMENTS
- Applicants must propose AmeriCorps program designs that will operate solely within the state of Nevada. All AmeriCorps members must serve in Nevada. Organizations proposing members serving in multiple states must apply directly to AmeriCorps as a National Direct Applicant.

- Nevada Volunteers requires all programs to 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.

- Programs are required to budget for the $350 membership fee with America's Service Commissions.

- Programs are required to budget $5 or $10 per member per year for a Member Assistance Program.

- Programs are required to budget for the cost of the NSOPW, state check and/or FBI check for criminal history checks for each covered position in the budget. If funds are not budgeted, an explanation for how

the costs will be covered must be noted in the budget. Nevada Volunteers requires the use of approved vendors Truescreen and Fieldprint for these checks.

- Professional Corps must show that the community where it will place AmeriCorps members has a shortage of professionals in the relevant area, e.g., teachers, medical professionals, etc.

- If service activities require special member qualifications and/or training, such as tutoring programs, the applicant must describe how these requirements will be met.

- All applicants must propose program designs that are either evidence-based or evidence-informed. Applicants rated as insufficient evidence are removed from funding consideration. Insufficient evidence is determined by:
  - o An applicant being assessed as in the pre-preliminary evidence tier AND
  - o providing inadequate responses to the Evidence Quality review standards below.

- Organizations that have violated a federal criminal statute may not receive AmeriCorps funds.

- Organizations that propose activities that are not allowed by AmeriCorps' laws, rules, or terms and conditions cannot receive AmeriCorps funding.

- Organizations that have any unpaid federal taxes that are not being paid through an agreement with the relevant tax authority are not allowed to receive an award. However, this does not apply if a federal agency decided that a suspension or debarment for the corporation is not necessary.

- Organizations that are described in the Internal Revenue Code of 1986, 26 U.S.C. §501 (c)(4) that lobby cannot receive AmeriCorps funding according to the Lobbying Disclosure Act of 1995.

3. NEW APPLICANTS:

Nevada Volunteers encourages organizations that have not received funding from AmeriCorps before to apply, e.g., small community-based organizations, faith-based organizations, etc.

All new applicants who plan to place AmeriCorps members solely in Nevada, must contact Alicia Blood, Director of AmeriCorps, alicia@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 can apply for Cost Reimbursement, Education Award Program (EAP), and Professional Corps grants but cannot apply for Full Cost Fixed Amount grants.

4. TYPES OF APPLICANTS

- State and Territory Service Commissions, for Single-State Applicants
  Organizations that plan to operate in the state of Nevada must apply through Nevada Volunteers, the state commission, following the instructions in this notice.

- National Direct Applicants

Multi-State: Organizations that plan to operate AmeriCorps programs in more than one state or territory apply directly to AmeriCorps. AmeriCorps expects new/recompete Commissions and National Direct applicants to consult and coordinate activities at the local level, as specified in 42 U.S.C. § 12583. This consultation is to ensure coordination and the effective use of national service resources. Nevada Volunteers uses the America's Service Commissions Single Form consultation process for this requirement which can be found here: https://www.surveymonkey.com/r/FY26consultation

- Federally recognized Indian Tribes:
  Applicants that are Indian Tribes apply directly to AmeriCorps. In addition to Indian Tribes, as defined in 2 CFR 200.1, tribal organizations that are controlled, authorized, or chartered by Federally recognized Indian Tribes are also eligible to apply directly to AmeriCorps. Federally recognized Indian Tribes will also be eligible to apply for operating or planning grants under a separate Notice of Funding Opportunity for Indian Tribes at the AmeriCorps.gov Funding Opportunities webpage with an application deadline in the spring.

D. FUNDING REQUIREMENTS

1. MAXIMUM FUNDING AMOUNT

The maximum federal share that an applicant can request on an AmeriCorps operational grant is based on the number of Member Service Years (MSY) an applicant requests. One Member Service Year (MSY) is the equivalent of one full-time AmeriCorps member position, at least 1700 member service hours. Multiple positions at less than full-time can be combined to equal one MSY.

AmeriCorps has a variety of member position types that programs can request as part of their grant application and program design. Each position type has a different Member Service Year (MSY) value.

Member Service Year Value

Service Term / Position Type	Minimum # of Hours	Member Service Year (MSY) Value
Full-time (FT)	1,700	1.0
Three Quarter-time (TQT)	1,200	0.70
Half-time (HT)	900	0.50
Quarter-time (QT)	450	0.26455027
Minimum-time (MT)	300	0.21164022

AmeriCorps sets the maximum amount that a grantee can request each year, called the maximum cost per MSY. The maximum funding that can be requested as the AmeriCorps (CNCS) Share is determined by multiplying the total number of MSY requested by the Maximum Cost per MSY listed in the chart below.

Maximum Cost per MSY

Grant Program	Maximum Cost per MSY
Cost Reimbursement Grants / All non-EAP Fixed Amount Grants	$25,200
Education Award Program (EAP) Fixed Amount Grant	$800 or $1,000**

*** For the Education Award Program, AmeriCorps may provide a maximum of $800 per individual enrolled in an approved national service position. If at least 50 percent of a program's enrollees are disadvantaged youth, AmeriCorps may provide $1,000 per enrollee, 42 U.S.C. § 12581a.

2. COST SHARING OR MATCHING

Cost Reimbursement Grants
Applicants are required to match funds provided by AmeriCorps, this is called grantee share. The applicant's match can be non-AmeriCorps cash and/or in-kind contributions. Applicants must show that they can meet the match requirement when they submit the application. Applicants must say in their application if they have already secured the match funding.

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 three years to 30 percent by year ten.

AmeriCorps Funding Year	Years 1,2, and 3	Years 4,5, and 6	Years 7,8, and 9	Years 10 +
Grantee Share Requirements	24%	26%	28%	30%

The grantee share (or match) is the percentage of the TOTAL budget (AmeriCorps share + Grantee share) that the applicant is required to secure in addition to the funds provided by AmeriCorps.

Minimum grantee share = ((AmeriCorps share / (1 – match rate)) – AmeriCorps share

Example Calculation
A new applicant in their first year of AmeriCorps funding, with 10 MSY can request a maximum of $252,000 in AmeriCorps share based on their maximum cost per MSY calculation.

(($252,000 / (1 – .24)) – $252,000 = $79,579

If an applicant is unable to meet the match requirement and meet the conditions of §2521.70, applicants may submit a match waiver request. Match waiver requests must **be requested directly** through Nevada Volunteers.

Fixed Amount Grants
There is no cost share or matching requirement for Fixed Amount grants. AmeriCorps does not provide all the funds necessary to operate the program. Organizations should raise the funds needed to operate the program.

3. 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 follow the limits in the table below. Organizations applying for Cost Reimbursement grants must include the living allowance in the budget, either as AmeriCorps share or match.

Fixed Amount grant applicants must give members a living allowance that follows the minimum and maximum amounts in the chart below and should indicate that amount in the application.

Table: Minimum and Maximum Living Allowance

Service Term / Position Type	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time (FT)	1,700	$20,400	$40,800
Three Quarter-time (TQT)	1,200	n/a	$28,560
Half-time (HT)	900	n/a	$20,400
Quarter-time (QT)	450	n/a	$10,608
Minimum-time (MT)	300	n/a	$8,568

Table: Minimum and Maximum Living Allowance for FY 2026 Continuation Applicants in Year 2 or Year 3 of Funding

Service Term / Position Type	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time (FT)	1,700	$20,400	$40,800
Three Quarter-time (TQT)	1,200	n/a	$28,560
Half-time (HT)	900	n/a	$20,400
Reduced Half-time (RHT)	675	n/a	$15,504
Quarter-time (QT)	450	n/a	$10,608
Minimum-time (MT)	300	n/a	$8,568
Abbreviated-time (AT)	100	n/a	$2,448

Exceptions to the Living Allowance Requirements
a. Programs existing prior to September 21, 1993, do not have to offer a living allowance. If an organization chooses to offer a living allowance, it does not have to pay its members the minimum but cannot exceed the maximum.

b. Education Award Program (EAP) Grantees are not required to provide a living allowance. If an organization chooses to offer a living allowance, it does not have to pay its members the minimum but cannot exceed the maximum.

c. Professional Corps Grantees must provide members a living allowance or salary. Organizations must pay members the minimum and can exceed the maximum. Professional Corps member salaries and benefits including childcare cannot be included in the federal share budget request to AmeriCorps.

4. MAXIMUM SLOT REQUEST LIMITS

All programs are encouraged to do a critical assessment of requested slots and only request slots the program believes they have the capacity and the likelihood to fill. In addition to this self-assessment, Nevada Volunteers is setting the following limits for 2025-2026 based on previous enrollment rates.

1. Programs with a **2024-2025 enrollment rate of 80% or higher** will not be required to reduce their slot requests for 2025-2026. Any expansion requests will be reviewed based on the program's enrollment trends from the last 3 years and plans outlined in the grant application to support expansion.
2. Programs with a **2024-2025 enrollment rate between 60% and 80% AND 2023-2024 enrollment rate below 80%**, are limited to requesting the number of slots enrolled in 2023-2024 OR 2024-2025, whichever is higher.
    Programs with **2024-2025 enrollment rates between 60% and 80% with 2023-2024 enrollment rates above 80%** will not be required to reduce slot requests for 2026-2027. Expansion requests may be requested but are unlikely to be approved.
3. Programs with **2024-2025 enrollment rates less than 60%** may not request more members than the number of members enrolled in 2023-2024, 2024-2025, or 2025-2026 whichever is higher.
4. Programs whose first year operating was 2024-2025 will not be held to these requirements. However, if the program's enrollment rate was below 60% in 2024-2025, a detailed plan for improvement, including a progress update for 2025-2026 must be included with the continuation request.
5. New applicants and returning programs whose first year operating is 2025-2026 will not be held to the above requirements.

Programs may request a waiver to these rules via email to alicia@nevadavolunteers.org. The waiver request should include justification for why additional slots are needed and likely to be filled. Waivers should include a progress update on 2025-2026 recruitment, and a summary of actions taken to improve recruitment.

5. INDIRECT COSTS

Application budgets may include indirect costs. Please see [Attachment C. Detailed Budget Instructions](#) for detailed information on how to budget indirect costs.

6. PRE-AWARD COSTS

Pre-award costs, where authorized, are allowed after receiving written approval from Nevada Volunteers.

Costs Associated with Evidence Building Activities e.g. performance data collection and management, foundational research, program evaluation, etc. As noted in [2 CFR § 200.455](#), costs associated with evidence building activities are allowable expenses or match under AmeriCorps grants. This includes costs related to performance data collection and management, foundational research, program evaluation, and related activities.

AmeriCorps and Nevada Volunteers reserve the right to award applications in an amount less than the requested level of funding.

E. APPLICATION REQUIREMENTS

All applicants **must** register with the System for Award Management (SAM) and maintain an active SAM registration until the application process is complete. If an applicant is awarded a grant, it must maintain an active SAM registration throughout the life of the award. Use the SAM Quick Guide for Grantees for more information.

Nevada Volunteers suggests that applicants finalize a new registration or renew 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 physical address on all grant applications to AmeriCorps. The legal applicant's name and physical address in the grant system must match exactly the applicant's SAM-registered information.**

Applications must include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process. AmeriCorps will not make awards to entities that do not have a valid SAM registration and UEI.

Applications must include an Employer Identification Number (EIN). The UEI and EIN must be entered by the organization's Grantee Administrator as an organization attribute, and this will apply the information to all applications for the organization.

F. APPLICATION AND SUBMISSION INFORMATION

Continuation Applicants (those applying for year 2 or 3 of their current grant cycle) skip to Attachment A. Continuation Requests

1. **Submit your Letter of Intent** to Apply via this link by March 5, 2026
2. **Register with the System for Award Management** and Obtain a Unique Entity Identifier (UEI)
3. **Establish an eGrants Account**
   New applicants need to establish an eGrants account by accessing the eGrants website: https://egrants.cns.gov/espan/main/login.jsp and selecting "Don't have an eGrants account? Create an account."
4. **Start a Grant Application in eGrants**
   - Log-in to your eGrants Account
   - At the bottom of the page under **Creating an Application**, select one of the following:
     - New: If you are applying for the first time
     - New: If you are a current planning grantee applying for an operational grant
     - Continuation/Renewal: If you are a current grantee, applying for year 2 or 3 of your current cycle, or in the final year of a 3-year funding cycle and applying for a new grant cycle
   - Select **AmeriCorps** as the program area and click "go"
   - Select the following NOFA: **FY 2026 AmeriCorps State and Territory Commission (New and Cont)**
     - The due date will be listed as 3/31/2026, please ignore this
   - Select **Nevada** as the state you are applying to
   - Select **26AC280213 – Nevada – Formula 2** as the Prime Application ID
   - Choose a program name

Once you have completed above you are now ready to submit your application content.

G. APPLICATION AND SUBMISSION INFORMATION

1. APPLICATION CONTENT

Complete applications must include the following elements:
- Standard Form 424 FACE Sheet: Automatically generated when applicants complete the data elements.
- Narrative Sections:
  o Executive Summary
  o Program Design
  o Organizational Capability
  o Cost-Effectiveness & Budget Adequacy
- Performance Measures.
- Logic Model.
- Standard Form 424A Budget.
- Authorization, Assurances, and Certifications.

2. PAGE LIMITS

Page counts are determined by the number of pages that print out from the grant system.

Please note that the length of the application as a word processing document may differ from the length of the document printed out from eGrants. **Nevada Volunteers strongly encourages applicants to print out the application from the "Review and Submit" tab in eGrants prior to submission in order to confirm it does not exceed the page limit.**

Nevada Volunteers will not consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.

1. **Narratives:** Applications must not exceed eleven (11) double-spaced pages for the Narrative. The application sections that count towards the page limit include:
   - SF-424 Face Sheet
   - Executive Summary, Program Design, Organizational Capability, and Cost-Effectiveness and Budget Adequacy sections of the application.
   - The application page limit does not include the Evaluation Summary/Plan, Clarification Summary, Continuation Changes, Budget, Performance Measures, and any required additional documents.
2. **Logic Model:** The Logic Model may not exceed eight (8) pages when printed with the application from the "Review" tab in AmeriCorps' web-based management system.

3. ELECTRONIC APPLICATION SUBMISSION

Applicants must submit applications electronically via AmeriCorps' web-based application system, eGrants.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use their own account to sign and submit the application.

Applicants should contact the AmeriCorps Hotline at (800) 942-2677 if they have a problem when they create an account, prepare, or submit the application. Information about the AmeriCorps Hotline hours are also posted on the AmeriCorps Hotline webpage.

When contacting the AmeriCorps Hotline, be prepared to provide the application ID, organization name, and the name of the Notice to which the organization is applying. If the issue cannot be fixed by the deadline, applicants must continue working with the AmeriCorps Hotline to submit via the grant system.

4. SUBMISSION OF ADDITIONAL DOCUMENTS

All additional documents must be submitted by the final application deadline. All documents must be submitted to Nevada Volunteers via this link: https://nevadavolunteers.wufoo.com/forms/kcqkib5112w8jd

Your application might not receive funding if you do not upload your documents by the application deadline or do not correctly label your documents.

Additional documents for all applicants:
1. **Evidence documents.** Please refer to the Evidence Base section and Mandatory Supplemental Information for detailed instructions by evidence tier.
2. **Most recent audit.** Submit your most recent audit or independent financial statement with management letter (single audit if org. expends $750,000 or more of federal assistance)
3. **Organizational Chart** that cleary shows where the AmeriCorps program would be within the organization, including the name and/or title of the individual(s) responsible for supervising AmeriCorps members.
4. **List of Federal grants, cooperative agreements, and subgrants/sub-contracts** awarded to the organization in the last two years including the identifying award numbers, amounts and awarding agencies
5. **Organizational Readiness Assessment** (new applicants only)
6. **Current indirect cost rate agreement**, if used to claim indirect/administrative costs
7. **Labor union concurrence** (if applicable)

Guidance for submitting additional documents:
Additional documents must be clearly labeled and include the legal applicant name and application ID number within the file name and heading of each document. To ensure that all required additional documents are considered, please provide each document as a separate single file, labeled appropriately. Please do not send multiple documents in one combined file, and do not send a single document in multiple files.

Failure to submit the required additional documents, following the instructions in this section, by the deadline may have a negative effect on the assessment of an application.

Do not submit any items that are not requested in this Notice. Nevada Volunteers will not review or return them.

5. Submission Deadline

All application pieces, including additional documents, must be submitted by the deadlines outlined in the Important Dates Section.

6. LATE APPLICATIONS

All applications received after the submission deadline are late. Nevada Volunteers and AmeriCorps will determine whether to accept a late application on a case-by-case basis. Nevada Volunteers and AmeriCorps will determine whether to accept a late application on a case-by-case basis and only if there are documented

severe or unforeseen technical difficulties verified by Nevada Volunteers. Please carefully review and follow the instructions in this notice and submit your application by the deadlines.

7. INTERGOVERNMENTAL REVIEW

This Notice is not subject to [Executive Order 12372](#), *Intergovernmental Review of Federal Programs.*

H. APPLICATION COMPONENTS AND REVIEW CRITERIA

1. APPLICANT INFO

Information entered in the Applicant Info, Application Info, and Budget sections will populate the SF 424 Facesheet. Enter or update the requested information in the fields that appear. The contact person needs to be the person who can answer questions about the application.

2. APPLICATION INFO

Enter information specific to the legal applicant and the proposed AmeriCorps program as follows:

- Areas affected by your proposed program. For city or county information, please follow each one with the two-letter capitalized state abbreviation NV.
- Requested project period start and end dates. You may request a start date of September 1, 2026. Exceptions to the start dates may be considered in exceptional circumstances. The project period is for one year, if you select September 1, 2026 as your start date, then your end date would be August 31, 2027.
- State Application Identifier: Enter N/A
- The Application is Subject to Review by State Executive Order 12372 Process: This is prefilled as "No, this is not applicable."
- Indicate Yes or No if you are delinquent on any federal debt. If yes, please provide an explanation.
- Leave the box for "State Application Identifier" blank.

3. NARRATIVES

The narrative section of the application is your opportunity to convince reviewers that your project meets the selection criteria as outlined in the Notice. Each applicant must describe a project that will deploy AmeriCorps members effectively to solve a significant community problem. Nevada Volunteers urges applicants to submit high quality applications that carefully follow the guidance in this Notice and Application Instructions. The quality of an application will be an important factor in determining whether an organization will receive funding.

Applications should include a well-designed plan with clear and compelling justifications for receiving the requested funds. Reviewers will assess the quality of applications by using the selection criteria described below and will rate them accordingly.

Below are some general recommendations to help you present your project in a way the reviewers will find compelling and persuasive.

- **Lead from your program strengths and be explicit**. Do not make the mistake of trying to stretch your proposed program description to fit funding priorities and special

considerations articulated in the regulations or the Notice.

- **Be clear and succinct.** Do not use jargon, boilerplate, rhetoric, or exaggeration. Describe clearly what you intend to do and how your project responds to the selection criteria.
- **Avoid circular reasoning.** The problem you describe should not be defined as the lack of the solution you are proposing.
- **Explain how.** Avoid simply stating that the criteria will be met. Explicitly describe how the proposed project will meet the criteria.
- **Don't make assumptions.** Even if you have received funding from AmeriCorps in the past, do not assume your reviewers know anything about you, your proposed program, your partners, or your beneficiaries. Avoid overuse of acronyms.
- **Use an impartial proofreader.** Before you submit your application, let someone who is completely unfamiliar with your project read and critique the project narrative.
- **Follow the instructions and discuss each criterion in the order they are presented in the instructions.** Use headings to differentiate narrative sections by criterion.

Reviewers will assess your application against the selection criteria. To best respond to the criteria listed in the Notice and Application Instructions, we suggest that you include a brief discussion of each bullet if it pertains to your application.

Categories/Subcategories	Percentage
Executive Summary	**0**
Program Design	**50**
• Community and Logic Model	20
• Evidence Tier	12
• Evidence Quality	8
• Notice Priority	4
• Member Experience	6
Organizational Capability	**25**
• Organizational Background and Staffing	15
• Member Supervision	10
Cost-Effectiveness and Budget Adequacy	**25**
• Member Recruitment	8
• Member Retention	9
• Data Collection	8

1. Executive Summary, 0 percent:

Please fill in the blanks of these sentences to complete the Executive Summary. There are two options for the second paragraph; please choose the appropriate language for your application. **Do not deviate from this template:**

"The [Name of the organization] will have [Number of] AmeriCorps members in [the locations the AmeriCorps members will serve, e.g. – City, State or State(s)]. AmeriCorps members will [service activities the members will do]. 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].

Cost Reimbursement grant applicants:
The AmeriCorps investment 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."

Fixed amount grant applicants *e.g., EAP, Full-Cost Fixed, No Cost Slots:*
In addition to the AmeriCorps investment, $[amount of local, state, and Federal Funds] in public funding and $[amount of non-governmental funds] in private funding will support the project."

2. Program Design, 50 percent:

a) Community and Logic Model, 20 points
- The applicant will provide a detailed summary of the community problem, and an explanation of how the applicant's intervention(s) will lead to the outcomes identified in the Logic Model.

  The applicant must describe in the Logic Model
  - 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.
    - Setting and community condition where the intervention is delivered.
    - Number of AmeriCorps members who will deliver the intervention.
    - Characteristics of AmeriCorps members, including specific knowledge, skills, and abilities required to implement the intervention.
  - The core activities that members will deliver as part of the intervention including:
    - Length of each activity (e.g., the total number of weeks, sessions, or months of the intervention).
    - Dosage of each activity (e.g., the number of hours per session or sessions per week).
    - 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 result from the intervention, including meaningful changes in knowledge/skill, attitude, behavior, or condition. If applicable, identify which National Performance Measures will be used as outcome indicators.

  Programs should include short, medium, or long-term outcomes. Applicants are not required to measure all components of their Logic Model. The applicant's performance measures should be consistent with the program's Logic Model and should represent significant program activities.

  Applicants with multiple interventions should include the above information for each intervention in the logic model.

b) 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. Second, the quality of the applicant's evidence, how the evidence aligns with funding priorities (A.2 Funding Priorities section), and how the evidence supports the proposed program.

Evidence Tier, 12 points

Each applicant will receive an evidence tier assessment. This is based on the relative strength of the applicant's evidence base and the likelihood that the proposed intervention will lead to the outcomes identified in the Logic Model narrative.

AmeriCorps values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, **applicants should not be deterred from applying for funding due to their current evidence level**. In 2025, the evidence tiers of competing applicants recommended for AmeriCorps State and National funding were as follows: 57% Strong, 11% Moderate, 25% Preliminary, 7% Pre-Preliminary.

To qualify for the Preliminary, Moderate, or Strong evidence tier, applicants may submit up to two evidence documents, plus the evaluation report from their last three-year grant cycle, if applicable. If multiple evidence documents are submitted by the applicant, the most recent – as measured by the date of completion or publication– will be reviewed first, and any documents submitted beyond the allowable number will not be reviewed.

The intervention evaluated in the submitted evidence documents must match the intervention proposed by the applicant in the Community and Logic Model sections of the application. (Use the Mandatory Supplemental Information for a definition of same intervention). Applicants must meet all requirements of an evidence tier to be considered for that tier.

Submitted evidence documents that do not sufficiently match the intervention will not be reviewed or receive any points.

In the Evidence Tier section of the application narrative, applicants must:
- Summarize the study design and key findings of the evidence documents submitted, plus, if applicable, the evaluation report from their last three-year grant cycle; and
- Describe any other evidence that supports their program, including past performance measure data and/or other research studies that inform their program design.

Applicants should provide citations for the studies they describe.

Evidence Quality, 8 points
Reviewers will score the quality of an applicant's evidence and the extent to which it supports the proposed program design.

Standards for scoring in the Preliminary, Moderate, or Strong evidence tiers:
Submitted evidence documents:
- 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.;
- Describe evaluations that were conducted relatively recently, preferably within the last six years; and
- Show a meaningful and significant positive effect on program beneficiaries or AmeriCorps members in at least one key outcome of interest.

Standards for scoring in the Pre-Preliminary evidence tier:
- 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; and

- The evidence described by the applicant indicates a meaningful positive effect on program beneficiaries or AmeriCorps members in at least one key outcome of interest.

c) Notice Priority, 4 points
- Describe whether one or more of the AmeriCorps funding priorities is a significant part of the program focus and intended outcomes. Refer to A.2. for list of Funding Priorities.

d) Member Experience, 6 points
- Describe how AmeriCorps members will be provided opportunities for skill attainment, personal growth and connection to the community they are serving in support of a lifetime of civic participation.

3. Organizational Capability, 25 percent:

a) Organizational Background and Staffing, 15 points
- Describe the roles, responsibilities, and structure of the staff that will implement and provide oversight of the program, including but not limited to demonstrating the organization has sufficient policies, procedures, and controls to effectively implement a federal grant.

b) Member Supervision, 10 points
- Describe how AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service. That could include but is not limited to structure for member supervision: cadence and format of supervisor/member check-ins, member and supervisor opportunities to assess strengths and opportunities for growth, member training plan, etc.

4. Cost-Effectiveness and Budget Adequacy, 25 percent:
a) Member Recruitment, 8 points
- Provide a description of budget expenses to support recruitment of AmeriCorps members best suited to serve the community.

b) Member Retention, 9 points
- Provide a description of budget expenses to support retention of AmeriCorps members. E.g., additional member benefits such as paying above the minimum living allowance, supporting workforce pathways, certifications, coaching for members, resume building, individual benefit as well as community building, network building, member recognition, alumni programming, etc.

c) Data Collection, 8 points
- Provide a description of budget expenses that support data collection and evaluation, including the process for collecting and maintaining high-quality performance data from your organization and community partners, how data will be analyzed, and how this will ensure timely and accurate reporting to AmeriCorps.

5. Evaluation Plan, 0 percent:
All applicants enter N/A in the *Evaluation Summary or Plan* field of the Narrative. Any other text entered in this field will not be reviewed.

6. Amendment Justification, 0 percent:

Enter N/A. This field will be used if the applicant is awarded a grant and needs to amend it.

7. Clarification Information, 0 percent:

Enter N/A. This field will be utilized should an applicant be funded.

8. Continuation Changes, 0 percent:

Enter N/A. This field will be used to enter changes in the application narratives in continuation requests.

4. LOGIC MODEL

Complete the logic model using the instructions provided in the Notice.

To begin entering your logic model from your eGrants application page, select "Logic Model" in the left side navigation menu.

In the first blank row of the logic model, click "edit." Clicking this link will open a pop-up screen with fields for each column of the logic model. Complete any fields that are applicable; there are no required fields in this screen. When you are finished, click "save and close."

You may add an unlimited number of rows to the logic model by clicking "add a new row." However, please be mindful of any page limits specified elsewhere in the Notice and Application Instructions.

You may edit or delete an existing row by clicking "edit" or "delete" in the last column of the logic model.

5. 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. All performance measures must reflect significant program activities whose outputs and outcomes are consistent with the applicant's core intervention/program model.

See Attachment B for instructions for entering performance measures and see the Performance Measure Instructions for more information.

6. PROGRAM INFORMATION

In the Program Information Section, applicants must check the relevant boxes that align with the proposed program design. Applicants should only check the boxes for those characteristics that represent a significant part of the program.

AmeriCorps Funding Priorities
Check any priority area(s) that apply to the proposed program. Only select priorities that represent a significant part of the program focus and intended outcomes.

Grant Characteristics
Check any grant characteristics that are a significant part of the proposed program.

7. DOCUMENTS

In addition to the application submitted in eGrants, you are required to provide additional documents. See section 4. SUBMISSION OF ADDITIONAL DOCUMENTS for details on required additional documents. After you have submitted the documents via the instructions in the Notice, change the status in eGrants from the default "Not Sent" to the applicable status "Sent," "Not Applicable," or "Already on File at AmeriCorps."

8. BUDGET INSTRUCTIONS

See Attachment C. Detailed Budget Instructions

9. FUNDING/DEMOGRAPHICS

In the Funding/Demographics Section enter:
- **Other Revenue funds.** Enter the amount of funds that your program uses to run the program that are not identified on the application budget as AmeriCorps share or grantee share (match). Note: Programs should not enter the total operating budget for their organization unless the entire operating budget supports the AmeriCorps program. Programs that have additional revenue sources not included in the matching funds section of the budget should provide the amount of this additional revenue that supports the program. This amount should not include the AmeriCorps or grantee share amounts in the budget. Fixed amount grantees should enter all non-AmeriCorps funds that support the program in this field. All fixed grants will have other revenue.
- **Number of Volunteers Generated by AmeriCorps members.** Enter the number of volunteers participating in one day service projects or ongoing volunteer commitments that the proposed AmeriCorps members will generate.

10. OPERATING SITES

This section is for multi-state applicants only

11. REVIEW, AUTHORIZE AND SUBMIT

Applicants must submit common federal government-wide Representations and Certifications through SAM.gov. Entities creating new registrations in SAM.gov and existing entities completing their annual registration renewals in SAM.gov are required to review financial assistance representations and certifications before their registration can be activated. As entities renew and re-register their accounts, the data collected make SAM.gov the federal repository for the government-wide information.

eGrants requires that you review and verify your entire application before submitting, by completing the following sections in eGrants:
- Review
- Authorize
- Assurances
- Certifications
- Verify
- Submit

Read the Authorization, Assurances, and Certifications carefully. The person who authorizes the application must be the applicant's Authorized Representative or their designee and must have an active eGrants account to sign these documents electronically. An Authorized Representative is the person in your organization authorized to accept and commit funds on behalf of the organization. You

must have a copy of the governing body's authorization for this official representative to sign on file in the applicant's office.

Be sure to check your entire application to ensure that there are no errors before submitting it. When you verify the application, eGrants will also generate a list of errors if there are sections that need to be corrected prior to submission. If someone else is acting in the role of the applicant's Authorized Representative, that person must log into their eGrants account and proceed with Authorize and Submit. After signing off on the Authorization, Assurances, and Certifications, their name will override any previous signatory who may appear and show on the application as the Authorized Representative.

Note: Anyone within your organization who will be entering information in the application at any point during application preparation and submission in the eGrants system must have their own eGrants account. Individuals may establish an eGrants account by accessing the eGrants webpage and selecting "Don't have an eGrants account? Create an account."

I. REVIEW AND SELECTION PROCESS

1. REVIEW AND SELECTION PROCESS

Nevada Volunteers will engage external reviewers with relevant expertise to assess the eligible applications. The determinations made by Nevada Volunteers reviewers may be different from what the applicant self-determined upon submission of its application. The stages of the review and selection process follow:

2. INITIAL APPLICATION COMPLIANCE AND ELIGIBILITY REVIEW

Nevada Volunteers will do an initial compliance and eligibility check before reviewing applications. To pass this check, applicants must:
- Be an eligible organization,
- Be eligible to apply for a Full Cost Fixed Grant,
- Be eligible to submit directly to AmeriCorps,
- Have an active SAM registration, and
- Submit an application by the submission deadline.

Eligibility assessment is intended to ensure that only those applications that are eligible for award are 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.

3. APPLICATION REVIEW

External Review
External Reviewers will assess applications based on the Program Design, Organizational Capability, Cost-Effectiveness and Budget Adequacy, and Evidence Selection Criteria. Nevada Volunteers will recruit and select reviewers on the basis of demonstrated expertise in AmeriCorps State and National programming and/or the Focus Areas, as well as experience assessing applications. All external reviewers will be screened for conflicts of interest.

Internal Review
AmeriCorps will review and assess the input from the State Service Commissions about National Direct applications. Staff will also assess budget compliance, and review for prohibited activities.

Post-Review Quality Control

AmeriCorps staff will review the initial results for fairness and consistency. Some applications may be selected for a Post-Review Quality Control assessment.

4. APPLICATION CLARIFICATION

Nevada Volunteers and AmeriCorps may ask an applicant 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 the consideration and award process.

5. PRE-AWARD RISK ASSESSMENT

Nevada Volunteers staff will assess the risks posed by each applicant. Results from this assessment will inform funding decisions. If Nevada Volunteers or AmeriCorps determines that an award will be made to an applicant with risks, special conditions may be applied to the award. Nevada Volunteers and AmeriCorps may decide to not fund an applicant based on the level of risk.

In assessing risks, Nevada Volunteers and AmeriCorps may consider:
1. Due Diligence, including:
   - Federal debt delinquency;
   - Suspension and debarment;
   - Information available through Office of Management and Budget (OMB)- designated sources of government-wide eligibility qualification or financial integrity information, such as:
     - U.S. Treasury Bureau of Fiscal Services;
     - System for Award Management (SAM); and
     - *Do Not Pay*.
   - Reports and findings from single audits performed under Uniform Administrative Guidance and findings of any other available audits or investigations;
   - IRS Tax Form 990;
   - Oversight.gov; and
   - Public Litigation Records.

2. Operational and Financial Management, including:
   - Financial stability; and
   - Operational and Financial Management Survey (OFMS)

3. Past Performance, including:
   - Applicant's record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:
     - Timely compliance with applicable reporting requirements;
     - Accuracy of data reported;
     - Validity of performance measure data reported;
     - Conformity to the terms and conditions of previous Federal awards;
     - Ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients;
     - Timely closeout of other awards;
     - Meeting matching requirements;
     - Extent to which any previously awarded amounts will be expended prior to future awards; and

- o Meeting [National Service Criminal History Check (NSCHC) compliance](#).

4. Other Programmatic Risks, Financial, Organizational, Compliance, and Fraud including:
   - Publicly available information, including from the applicant organization's website;
   - Amount of funding requested by the organization; and
   - Other elements, such as keyword searches for prohibited activities.

6. CONSIDERATION OF INTEGRITY AND PERFORMANCE SYSTEM INFORMATION

Before making any award that exceeds $250,000, AmeriCorps must consider information about the applicant from the designated integrity and performance system accessible through [SAM.gov](#).

Any applicant may comment upon information previously entered by another Federal agency in the designated integrity and performance systems accessible through [SAM.gov](#).

AmeriCorps may consider applicant comments when completing its review of risk. AmeriCorps may also consider other information about any applicant receiving an award, including those under $250,000.

7. SELECTION FOR FUNDING

Nevada Volunteers and AmeriCorps reserve the right to adjust or make changes to the review process, if unforeseen circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. AmeriCorps reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

An applicant denied any portion of funding may request reconsideration of a funding decision within 5 business days of receiving notice of their denial. Reconsideration will only be granted if there is clear and substantial error. Any reconsideration of denied applications is entirely subject to Nevada Volunteers and the agency's discretion.

8. APPLICANT RESOLUTION

After the application review process, before any grant awards are issued, Nevada Volunteers or AmeriCorps may ask an applicant for additional information to address any application compliance or risk issues. If an applicant does not respond promptly to these requests, then the applicant may be denied funding.

AmeriCorps will ask all grantees for a written compliance implementation plan that includes notification of waste, fraud, and abuse to the agency's Office of Inspector General.

9. FEEDBACK TO APPLICANTS

Each compliant applicant will receive feedback from the External Review of its application.

10. TRANSPARENCY IN GRANTMAKING

AmeriCorps is committed to transparency in grant-making. A list of all approved applications for new and re-competing applications will be published on AmeriCorps Funded Grants within 90 business days after all grants are awarded.

Further information about funded grants and subgrants is also available in [USASpending.gov](#).

J. FEDERAL AWARD ADMINISTRATION INFORMATION

1. FEDERAL AWARD NOTICES

Nevada Volunteers will make awards following the selection announcement. Please see the Important Dates section at the beginning of this notice for the date, contingent on the availability of congressional appropriations. All applicants, successful or not, will be notified of funding decisions via email.

Notification of an award is not an authorization to begin activities. The Subgrant Agreement signed by the executive director of Nevada Volunteers 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 expend Federal Funds until the start of the Period of Performance identified on the Notice of Grant Award.

2. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

a. Uniform Guidance

All awards made under this Notice must follow the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, in 2 CFR Parts 200 and 2205.

b. Requests for Monitoring or Payment Integrity Information

Nevada Volunteers and/or AmeriCorps will request information from grantees to ensure compliance with legal requirements, including the Payment Integrity Information Act of 2019. If grantees do not respond promptly to these requests, then their funds may be placed on manual hold, reimbursement only status, or other restrictions as appropriate.

c. AmeriCorps Terms and Conditions

All grants must follow the FY 2026 AmeriCorps General Terms and Conditions, and the FY 2026 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain mandatory compliance and reporting requirements, and applicants should review these instructions prior to any Notice of Grant Award. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available on the AmeriCorps Manage Your Grant webpage.

d. 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. Use 45 CFR 2540.200– 2540.207 and National Service Criminal History Check Resources for complete information and FAQs.

3. USE OF MATERIAL

To ensure that materials generated with AmeriCorps funding are available to the public and readily accessible to recipients and non-recipients, AmeriCorps 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 per 2 CFR 200.315.

4. CONTINUATION FUNDING INFORMATION AND REQUIREMENTS

Organizations that have current AmeriCorps State and National awards that will be in program Year 2 or Year 3 in FY 2026 are considered continuation applicants. Continuation applicants must submit an application to be eligible to receive funding for the FY 2026 program year. Continuation applicants must follow the requirements for continuation application content as outlined in Attachment A. Continuation Requests.

To be approved for continuation funding, recipients must be in good standing. Continuation application review will also be based on progress reports, the federal financial report, evaluation plans, and AmeriCorps staff's knowledge of the grant program. To be approved for continuation funding, recipients must demonstrate satisfactory performance with respect to key program goals and requirements, as well as compliance with the terms and conditions of the grant.

Nevada Volunteers and AmeriCorps reserve the right to award applications in an amount less than the requested level of funding.

K. FEDERAL AWARDING AGENCY CONTACTS

For more information, email AmericorpsGrants@americorps.gov.

L. OTHER INFORMATION

1. TECHNICAL ASSISTANCE

In addition to consulting the NOFO and Application Instructions, the Mandatory Supplemental Guidance, the 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 applicationsH.2. Re-Focusing of Funding AmeriCorps reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

3. CONTACT INFORMATION

For questions regarding an AmeriCorps Nevada grant application through Nevada Volunteers, please contact:

Alicia Blood
Director of AmeriCorps
Email: alicia@nevadavolunteers.org
Phone: 775-825-1900

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.

M. IMPORTANT NOTICES

1. PUBLIC BURDEN STATEMENT

Public reporting burden for collection of information under this Notice of Funding is estimated to average six hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the application and reporting forms. AmeriCorps informs people who may respond to this Notice of Funding that they are not required to respond unless the OMB control number and expiration date are current valid. Use 5 CFR 1320.5(b)(2)(i).This collection is approved under OMB Control #: 3045-0047, Application Instructions, State and National Competitive, New and Continuation, Expiration Date: September 30, 2026.

2. PRIVACY ACT STATEMENT

The Privacy Act of 1974, 5 U.S.C §552a, requires that we notify applicants that the information requested under this Notice of Funding is collected pursuant to 42 U.S.C. §12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C. §4953 of the Domestic Volunteer Service Act of 1973 as amended.

Purposes and Uses - The information requested is collected for the purposes of reviewing grant applications and granting funding requests. Routine uses may include disclosure of the information to Federal, state, or local agencies pursuant to lawfully authorized requests. assistance.

Effects of Nondisclosure - The information requested is voluntary; however, to be a recipient of this grant program, disclosure of personal or sensitive information is required to receive federal benefits.

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ATTACHMENT A. CONTINUATION REQUESTS

The following instructions for submitting a continuation request apply only to programs that are currently in their first or second year of operation within a grant cycle. If your program is currently in the final year of its grant cycle, you must apply using the application instructions for new and recompeting programs. In addition, if you are in year two or three of a cost reimbursement grant cycle, you must submit a "new" application to participate as a fixed amount grant; you cannot continue your existing project and switch from cost reimbursement to fixed amount. AmeriCorps reserves the right to consider your continuation request if your fixed amount application is not funded.

When to Submit Your Continuation Request:
See Important Dates for application deadlines.

How to Submit Your Continuation Request:
- Click **Continuation/Renewal** on your eGrants home page. eGrants will show a list of grants that are eligible for continuation. Select the grant you wish to continue. **Make sure you select the correct one. Do not start a new application.** The system will copy your most recently awarded application.
- Edit your continuation application as directed in the continuation request instructions below. When you have completed your work, click the **SUBMIT** button.

Be sure you also review the *Notice* when preparing your request. If you have questions about the content of your continuation request, please contact your Nevada Volunteers Program Officer.

What to Include in Your Continuation Request:

I. APPLICANT INFO AND APPLICATION INFO
Update the Applicant Info and Application Info Sections in eGrants if necessary. Note in the Continuation Changes field that you have updated the Applicant Info or Application Info Section(s).

II. NARRATIVE (NARRATIVES SECTION)
Your original application will appear in the Executive Summary and in the narrative sections Rationale and Approach/Program Design, Organizational Capability, Cost-Effectiveness and Budget Adequacy, Evaluation Summary or Plan, Amendment Justification, Clarification Information, and Continuation Changes, as appropriate. **Do not modify these original narrative fields.**

AmeriCorps expects that programs will maintain a consistent program design for the duration of the three-year project period; however, we recognize that, on occasion, some programmatic changes are necessary. As a result, continuation applicants may request the changes listed below during the continuation process.

Information should be provided in the **Continuation Changes** narrative field as relevant.
- Changes in Operating Sites
- Significant Changes in Program Scope or Design
- Changes to Performance Measures
- Significant Changes to Monitoring Structures or Staffing
- Budget revisions (detail provided in section VI).

The page limit for the Continuation Changes field is six pages as the pages print out from eGrants.

Any continuation applicant not requesting changes that fit within the above categories should enter "N/A" in Continuation Changes. AmeriCorps expects that most continuation applications will not be requesting changes.

III. LOGIC MODEL

Continuation applicants do not need to enter content into these fields.

IV. PERFORMANCE MEASURES (PERFORMANCE MEASURES SECTION)

Your performance measures are copied from your previous year's application into your continuation request. If you made changes to your program, such as adding or changing grant-funded activities, or requesting additional slots or MSYs, you may need to revise your performance measures. Continuation applicants whose measures do not align with the current-year Performance Measure Instructions must also revise their measures to conform with the current instructions. To revise performance measures, "View/Edit" the performance measures that copy over from your original application or add new performance measures (see Attachments). Note in the Continuation Changes field that you have updated your performance measures. If you are proposing to significantly increase or decrease output or outcome targets for existing performance measures, provide a justification for this change.

V. PROGRAM INFORMATION

In the Program Information Section, review and make selections as appropriate. Applicants should only select priorities and characteristics that represent a significant part of the program.

AmeriCorps Funding Priorities
Check any priority area(s) that apply to the proposed program. Only select Priorities that represent a significant part of the program focus and intended outcomes.

Grant Characteristics
Check any grant characteristics that are a significant part of the proposed program.

VI. BUDGET (BUDGET SECTION)

Your budget from the previous year's application is copied into your continuation request so you can make the necessary adjustments. Revise your detailed budget for the upcoming year. Incorporate any required AmeriCorps increases, such as an increase to the member living allowance, into your budget. **Continuation applicants may apply for expansions. Expansions are increases in dollars, MSY, and/or members. Expansion requests may not exceed the cost/MSY threshold in the *Notice*.**

Source of Funds (Match)
In the "Source of Funds" field that appears at the end of Budget Section III, enter a brief description of the match. Identify each match source separately. Identify if the match is secured or proposed. Include dollar amount, the match classification (cash or in-kind), and the source type (Private, State/Local, or Federal) for your **entire match**. (The total amount in the Source of Funds field must match the total amount in the budget narrative **exactly**.) Define all acronyms the first time they are used.

VII. INCREASING GRANTEE OVERALL SHARE OF TOTAL BUDGETED COSTS

AmeriCorps requires grantees to meet an overall matching rate that increases over time. You have the flexibility to meet the overall match requirements in any of the three budget areas, as long as you maintain the minimum match of 24% for the first three years and the increasing minimums in years thereafter. See 45 CFR §§ 2521.35–2521.90 for the specific regulations.

See Attachment G for instructions for applying for the Alternative Match Schedule and/or a match waiver.

In the Funding/Demographics Section, enter the requested information:
- **Other Revenue funds.** Enter the amount of funds that your program uses to run the program that are not CNCS share or match.
- **Number of Volunteers Generated by AmeriCorps members.** Please enter the number of volunteers participating in one-day service projects or ongoing volunteer commitments that the proposed AmeriCorps members will generate.

VIII. REVIEW, AUTHORIZE, AND SUBMIT

Applicants must submit common federal government-wide Representations and Certifications through SAM.gov. Entities creating new registrations in SAM.gov and existing entities completing their annual registration renewals in SAM.gov are required to review financial assistance representations and certifications before their registration can be activated. As entities renew and re-register their accounts, the data collected make SAM.gov the federal repository for the government-wide information.

eGrants requires that you review and verify your entire application before submitting, by completing the following sections in eGrants:
- Review
- Authorize
- Assurances
- Certifications
- Verify
- Submit

Read the Authorization, Assurances, and Certifications carefully. The person who authorizes the application must be the applicant's Authorized Representative or their designee and must have an active eGrants account to sign these documents electronically. An Authorized Representative is the person in your organization authorized to accept and commit funds on behalf of the organization. You must have a copy of the governing body's authorization for this official representative to sign on file in the applicant's office.

Be sure to check your entire application prior to submission to ensure that there are no errors. When you verify the application, eGrants will also generate a list of errors if there are sections that you need to correct prior to submission. If someone else is acting in the role of the applicant's Authorized Representative, that person must log into their eGrants account and proceed with Authorize and Submit. After signing off on the Authorization, Assurances, and Certifications, their name will override any previous signatory that may appear and show on the application as the Authorized Representative.

Note: Anyone within your organization who will be entering information in the application at any point during application preparation and submission in the eGrants system must have their own eGrants account. Individuals may establish an eGrants account by accessing the eGrants website and selecting "Don't have an eGrants account? Create an account."

ATTACHMENT B: Performance Measures Instructions
(eGrants Performance Measures Section)

About the Performance Measures Module

In the performance measures module, you will:

- Provide information about your program's connection to AmeriCorps focus areas and objectives.
- Show MSY and member allocations.
- Create the required performance measure(s) as specified in the Performance Measure Instructions
- Set targets and describe data collection instruments and strategies for your performance measures.

Home Page

To start the module, click the "Begin" button on the Home Page.

As you proceed through the module, the Home Page will summarize your work and provide links to edit the parts of the module you have completed. You may also navigate sections of the module using the tab feature at the top of each page. Do not use the back and forward buttons on your internet browser.

Once you have started the module, click "Continue Working" to return to the tab you were on when you last closed the module.

To edit the interventions, objectives, MSY, and member allocations for your application, click the "Edit Objectives/MSYs/Members" button.

After you have created at least one performance measure, the Home Page will display a chart summarizing your measures. To edit a performance measure, click the "Edit" button. To delete a measure, click "Delete." To create a new performance measure, click the "Add New Performance Measure" button.

Objectives Tab

On the Objectives tab, applicants will account for the full range of their program activity. Applicants are not expected to create performance measures for every focus area, objective, or intervention they select on this tab.

An expandable list of AmeriCorps focus areas appears on this tab. When you click on a focus area, a list of objectives appears. A list of common interventions appears under each objective.

First click on a focus area. Then click on an objective. Only the performance measures that correspond to the objectives you select on this tab will be available for selection as you continue through this module. To see which performance measures correspond to which objective, refer to the Performance Measure Instructions.

Next, select all interventions that are part of your program design. Interventions are the activities that members and/or volunteers will carry out to address the problem(s) identified in the application. Select "other" if one of your program's interventions does not appear on the list. Repeat these actions for each of your program's focus areas. Select "other" for your focus area and/or objective if your program activities do not fall within one of the AmeriCorps focus areas or objectives.

Choose your program's primary focus area from the drop-down list. Only the focus areas that correspond to the objectives you selected above appear in the list. Next, select the primary intervention within your primary focus area. You will be required to create an aligned performance measure (output paired with outcome) that

contains your primary intervention. Note that your primary intervention and the performance measure associated with your primary intervention must be focused on the community impact of the program, not on AmeriCorps member development.

You may select a secondary focus area and a secondary intervention. The primary and secondary focus areas may be the same if you have more than one intervention within the focus areas.

MSYs/Members Tab
On this tab, you will enter information about the allocation of MSYs and members across the focus areas and objectives you have selected. You must allocate 100% of your program's MSYs to focus areas and objectives. When you create your performance measures, you will be asked to allocate MSYs to each performance measure; however, you will not be required to assign 100% of your total MSYs to performance measures.

Begin by entering the total MSYs for your program. This must match the total MSYs in your budget. Please double-check your budget to make sure that the total MSY values match.

Next, enter the number of MSYs your program will allocate to each objective. Only the objectives that were selected on the previous tab appear in the MSY chart. If some of your program's objectives are not represented in the chart, return to the previous tab and select additional objectives. The MSY chart must show how all your program's resources are allocated. If the only activity in an objective that you have selected is focused on AmeriCorps member development rather than beneficiary impact, enter 0 MSYs for that objective.

As you enter MSYs into the MSY column of the chart, the corresponding percentage of MSYs will calculate automatically. When you have finished entering your MSYs, the total percentage of MSYs in the chart must be 100%. The total number of MSYs in the chart must equal the number of MSYs in your budget.

In the members column, enter the number of members you will assign to each objective. Some members may perform services across more than one objective. If this is the case, allocate these members to all applicable objectives. For example, if one member performs service in both school readiness and K-12 success, allocate one member to each of these objectives. It is acceptable for the total number of members in this table to exceed total slots requested in the application due to counting members' service across multiple objectives. If the only activity in an objective that you have selected is focused on AmeriCorps member development rather than beneficiary impact, enter 0 members for that objective.

To ensure that information is entered accurately, please refer to additional instructions in Appendix A of the Performance Measure Instructions on calculating and entering MSY and member allocations.

Performance Measure Tab
This tab allows you to create performance measures for all the grant activities you intend to measure.

Begin by creating the aligned performance measure for your primary intervention. After creating your required performance measure, you will be able to create additional performance measures if desired.

To create a performance measure, begin by selecting an objective. The list of objectives includes those you selected on the Objectives tab. Note that programs may not create performance measures for the Find Opportunity, Teacher Corps, Green Jobs, or Access & Attract objectives since these are member- focused objectives. Member-focused outputs and outcomes related to these objectives may be reported as Performance Data Elements on grantee progress reports.

Provide a short, descriptive title for your performance measure.

Briefly describe the problem your program will address in this performance measure.

Select the intervention(s) to be delivered by members and/or member-supported volunteers. The list of interventions includes the ones you selected previously for this objective. Select only the interventions that will lead to the outputs (plus outcomes, if applicable) of the performance measure and that are applicable to all beneficiaries counted under the measure. If you selected "other" as an intervention and wish to include an applicant-determined intervention in your aligned performance measure, click "add user intervention" and enter a one or two word description of the intervention. Do not add an applicant-determined intervention that duplicates an intervention already available in the system.

Select output(s) for your performance measure. The output list includes only the National Performance Measure outputs that correspond to the objectives you have selected. If you do not wish to select National Performance Measures and if the objective you have selected permits applicant-determined outputs, you may create an applicant-determined output by clicking in the checkbox next to the empty output text box and entering the text of your output indicator. You may create additional applicant- determined outputs for the performance measure by clicking "Add User Output." (Note: you are not permitted to create an applicant-determined output that duplicates a National Performance Measure output. If you do not see the National Performance Measure output that you wish to use, check the Selection Rules in the Performance Measure Instructions to make sure you selected the correct objective associated with that National Performance Measure output.)

Select outcome(s). If you have selected a National Performance Measures output that has corresponding National Performance Measures outcome(s), these outcomes will be available to select. If you do not wish to select a National Performance Measure outcome, you may create an applicant- determined outcome by clicking in the checkbox next to the empty outcome text box and entering the text of your outcome indicator. If you do not wish to select any outcome for your National Performance Measure output, click in the checkbox next to the empty outcome text box and enter "NA" in the outcome indicator text box.

If you have not selected a National Performance Measure output or if there is no corresponding National Performance Measure outcome, create an applicant-determined outcome by clicking "Add User Outcome." All applicant-determined outputs must be paired with an applicant-determined outcome.

Enter the number of MSYs and members your program will allocate to achieving the outcomes and/or outputs you have selected in this performance measure. Since programs are not required to measure all grant activities, the number you enter does not have to correspond to the MSY chart you created on the MSY/Members tab; however, the total number of MSYs across all performance measures within a single objective cannot exceed the total number of MSYs previously allocated to that objective.

Members may be double-counted across performance measures, but MSYs may not.

Click "next" to proceed to the data collection tab. Later you can return to this tab to create additional performance measures.

Data Collection Tab
On this tab, you will provide additional information about your interventions, instruments, and plan for data collection.

Describe the design and dosage (frequency, intensity, duration) of the interventions you have selected. Frequency refers to how often an intervention occurs (for example, number of sessions per week), intensity refers to the length of time devoted to the intervention (for example, number of minutes per session), and duration refers to the period of time over which the intervention occurs (for example, how many total weeks of sessions).

Expand each output and outcome and enter data collection information.

Select the data collection method you will use to measure the output or outcome. To select more than one method, click the "Add new method" button. To de-select a method, click the first (blank) line in the method drop-down.

Describe the specific instrument(s) you will use to measure the output or outcome. Include the title of the instrument(s), a brief description of what it measures and how you will administer the instrument, and details about its reliability and validity if applicable. For outcomes, specify how much improvement in knowledge, attitude, behavior or condition is required to be counted as having improved and clearly explain how the instrument measures this.

Enter the target number for your output or outcome. Targets must be numbers, not percentages.

For applicant-determined outputs and outcomes, enter the unit of measure for your target. The unit of measure should describe the beneficiary population you intend to count (children, miles, etc.). Do not enter percentages or member service hours as units of measure. In most cases, the unit of measure should be the same for the outputs and outcomes in an aligned performance measure.

For output-only performance measures, eGrants will require text in the outcome data collection fields. If you do not wish to have an outcome for your National Performance Measure output, enter the following:

- Method: Select "other"
- Instrument Description: Enter "NA"
- Target: Enter "1"
- Unit of Measure: Enter "NA"

After entering data collection information for all outputs and outcomes, click "Mark Complete." You will return to the Performance Measure tab. If you wish to create another performance measure, repeat the process. If you would like to continue to the next step of the module, click "Next."

Summary Tab
The Summary tab shows all of the information you have entered in the module.

To print a summary of all performance measures, click "Print PDF for all Performance Measures." To print one performance measure, expand the measure and click "Print This Measure."

Click "Edit Performance Measure" to return to the Performance Measure tab. Click "Edit Data Collection" to return to the Data Collection tab.

Click "Validate Performance Measures" to validate this module prior to submitting your application. You should also use the Performance Measures Checklist in Appendix B of the Performance Measure Instructions to self-assess your measure(s) prior to submission.

ATTACHMENT C: Detailed Budget Instructions for Cost Reimbursement
Grants (eGrants Budget Section)

These instructions are for cost-reimbursement grants. If you are applying for a Professional Corps or EAP only grant, please reach out to alicia@nevadavolunteers.org for alternative budget instructions for fixed grants.

CNCS is an acronym for the Corporation for National and Community Service, which is the legal name of AmeriCorps, the federal agency. "CNCS Share" refers to Federal/AmeriCorps Share of the grant request. Grantee Share refers to matching funds provided by the applicant.

A. MATCH REQUIREMENTS
Program requirements, including requirements on match, are located in the AmeriCorps Regulations and summarized below.

- Grantees are required to meet an overall matching rate that increases over time.

AmeriCorps Funding Year	Years 1,2, and 3	Years 4,5, and 6	Years 7,8, and 9	Years 10 +
Grantee Share Requirements	24%	26%	28%	30%

- The acceptable sources of matching funds are federal, state, local, and/or private sector funds in accordance with applicable AmeriCorps requirements.

- In the "Source of Funds" field that appears at the end of Budget Section III, enter a brief description of the match as outlined in the below instructions.

Note: AmeriCorps legislation permits the use of non-AmeriCorps federal funds as match for the grantee share of the budget. Please discuss your intention of using federal funds to match an AmeriCorps grant with the other agency prior to submitting your application. Section 121(e)(5) of the National Community Service Act requires that grantees who use other federal funds as match for an AmeriCorps grant report the amount and source of these funds to AmeriCorps. If you use other federal funds as match, you must ensure you can meet the requirements and purpose of both grants. Grantees who use federal funds as match will be required to report the sources and amounts on the Federal Financial Report (FFR).

B. PREPARING YOUR BUDGET
Your proposed budget should be sufficient to allow you to perform the tasks described in your narrative. Reviewers will consider the information you provide in this section in their assessment of the Cost-Effectiveness and Budget Adequacy selection criterion.

Follow the detailed budget instructions below to prepare your budget. We recommend that you use the Nevada Volunteers budget worksheet for operational grants to develop your budget before entering it into eGrants.

As you enter your detailed budget information, eGrants will automatically populate a budget summary and budget narrative report. Prior to submission be sure to review the budget checklist (Attachment D) to ensure your budget is compliant. In addition, eGrants will perform a limited compliance check to validate the budget.

If eGrants finds any compliance issues, you will receive a warning and/or error messages. You must resolve all errors before you can submit your budget.

As you prepare your budget:
- All the amounts you request must be defined for a particular purpose. Do not include miscellaneous, contingency, or other undefined budget amounts.
- Itemize each cost and present the basis for all calculations in the form of an equation.
- Do not include unallowable expenses, e.g. entertainment costs (which include food and beverage costs), unless they are justified as an essential component of an activity.
- Do not include fractional amounts (cents).

Programs must comply with all applicable federal laws, regulations, and the requirements of the Uniform Guidance. Please refer to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200) for allowable, allocable, and reasonable cost information, as well as audit requirements, including the need to provide audits to the Clearinghouse if expending over $1,000,000 in federal funds. The Uniform Guidance is online.

Nevada Volunteers Required Budget Items:
- Nevada Volunteers requires all programs to 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. Detailed instructions on how to calculate this are outlined in the **Administrative/Indirect Costs** section below.
- Programs are required to budget for staff to attend one technical assistance meeting sponsored by America's Service Commissions each grant year.
- Programs are required to budget for the $350 membership fee with America's Service Commissions.
- Programs are required to budget $5 or $10 per member per year for a Member Assistance Program.
- Programs are required to budget for the cost of the NSOPW, state check and/or FBI check for criminal history checks for each covered position in the budget. If funds are not budgeted, an explanation for how the costs will be covered must be noted in the budget. Nevada Volunteers requires the use of approved vendors Truescreen and Fieldprint for these checks.

Section I. Program Operating Costs
Complete Section I, Program Operating Costs, of the Budget Worksheet by entering the "Total Amount column in the budget," "CNCS Share column in the budget," and "Grantee Share column in the budget" for Parts A–I, for year one of the grant, as follows below. (Note: CNCS = AmeriCorps)

A. Personnel Expenses
Under "Position/Title Description," list each staff position separately and provide salary and percentage of effort as percentage of FTE devoted to this award. Each staff person's role listed in the budget must be described in the application narrative and each staff person mentioned in the narrative must be listed in the budget as either CNCS or Grantee share. Because the purpose of this grant is to enable and stimulate volunteer community service, do not include the value of direct community service performed by volunteers. However, you may include the value of volunteer services contributed to the organization for organizational functions such as accounting, audit work, or training staff and AmeriCorps members. Nevada Volunteers requires that all programs have a full-time program director included in this section of the budget. **Nevada Volunteers requires that all programs have a full-time program director included in this section of the budget.**

B. Personnel Fringe Benefits
Under "Purpose/Description," identify the types of fringe benefits you will cover and the costs of benefit(s) for each staff position. Allowable fringe benefits typically include Federal Insurance Contribution Act (FICA), Worker's Compensation, Retirement, State Unemployment Tax Act (SUTA), Health and Life Insurance, Individual Retirement Account (IRA), and 401K. You may provide a calculation for total benefits as a percentage of the salaries to which they apply or list each benefit as a separate item. If a fringe benefit amount is over 30%, please list covered items separately and justify the high cost. Holidays, leave, and other similar vacation benefits are not included in the fringe benefit rates but are absorbed into the personnel expenses (salary) budget line item.

C.1. Staff Travel
Describe the purpose for which program staff will travel. Provide a calculation that includes itemized costs for airfare, transportation, lodging, per diem, and other travel-related expenses multiplied by the number of trips/staff. Where applicable, identify the current standard reimbursement rate(s) of the organization for mileage, daily per diem, and similar supporting information. Reimbursement should not exceed the federal mileage rate (https://www.gsa.gov/travel/plan-book/transportation-airfare-pov- etc/privately-owned-vehicle-pov-mileage-reimbursement-rates) unless a result of applicant policy and justified in the budget narrative. Only domestic travel is allowable.

Nevada Volunteers requires that applicants include funds in this line item for travel for at least one staff member to attend one technical assistance meeting sponsored by America's Service Commissions each year. Current GSA rates for location of previous years conferences should be used. GY25-26's meeting is being held in Addison, TX.

Please itemize the costs. For example: Two staff members will attend the annual National Service Training hosted by ASC in Addison, TX.

Please itemize all costs. For example:

Per diem - $79/day x 4 days (@ 75% on first and last days); lodging - $258 x 3 nights; round trip airfare - $303.50; local transportation - $50 (estimated)] x 2 staff.

C.2. Member Travel
Describe the purpose for which members will travel. Provide a calculation that includes itemized costs for airfare, transportation, lodging, per diem, and other related expenses for members to travel outside their service location or between sites. Costs associated with local travel, such as bus passes to local sites, mileage reimbursement for use of car, etc., should be included in this budget category. Where applicable, identify the current standard reimbursement rate(s) of the organization for mileage, daily per diem, and similar supporting information.

D. Equipment
Equipment is defined as tangible, non-expendable personal property having a useful life of more than one year AND an acquisition cost of **$10,000 or more <u>per unit</u>** (including accessories, attachments, and modifications). You should enter any items that do not meet this definition in E. Supplies below. Purchases of equipment are limited to 10% of the total CNCS funds requested. If applicable, show the unit cost and number of units you are requesting. Provide a brief justification for the purchase of the equipment under Item/Purpose.

E. Supplies
AmeriCorps members must wear an AmeriCorps logo on a daily basis – preferably clothing with the AmeriCorps logo. The item with the AmeriCorps logo is a required budget expense. Please include the cost of the item with the AmeriCorps logo in your budget or explain how your program will be providing the item to AmeriCorps members without using grant funds. Grantees may add the AmeriCorps logo to their own local program uniform items using federal funds. Please note your program will be using the AmeriCorps logo in the budget description.

Include the amount of funds to purchase consumable supplies and materials, including member service gear and equipment that does not fit the definition above. You must individually list any single item costing $1,000 or more. Except for safety equipment, grantees may only charge the cost of member service gear to the federal share if it includes the AmeriCorps logo. All safety gear may be charged to the federal share regardless of whether it includes the AmeriCorps logo. All other service gear must be purchased with non-CNCS funds.

F. Contractual and Consultant Services
Include costs for consultants related to the project's operations, except training or evaluation consultants, who will be listed in Sections G. and H., below. Itemize each contract or consultant and provide a brief justification of the need for each. The cost calculation should provide a basis for determining the cost, such as a daily or hourly rate. There is no maximum daily rate.

G.1. Staff Training
Include the costs associated with training staff on project requirements and training to enhance the skills staff need for effective project implementation, i.e., project or financial management, team building, etc. If using a consultant(s) for training, indicate the estimated daily rate. There is no maximum daily rate.

G. 2. Member Training
Include the costs associated with member training to support them in carrying out their service activities. You may also use this section to request funds to support training in Life after AmeriCorps. If using a consultant(s) for training, indicate the estimated daily rate. There is no maximum daily rate.

H. Evaluation
Include costs for project evaluation activities, including additional staff time or subcontracts, use of evaluation consultants, purchase of instrumentation, and other costs specifically for this activity not budgeted in Section A Personnel Expenses. This cost does not include the daily/weekly gathering of data to assess progress toward meeting performance measures but is a larger assessment of the impact your project is having on the community as well as an assessment of the overall systems and project design. Indicate daily rates of consultants, where applicable.

I. Other Program Operating Costs
Allowable costs in this budget category should include when applicable:
- Criminal history background checks for all members and for all employees or other individuals who receive a salary, education award, living allowance, or stipend or similar payment from the grant (federal or non-federal share). Please include the cost of the NSOPW, state check, and FBI check for criminal history checks for all covered positions. If you do not budget funds, you must note an explanation in the budget for how you will cover the costs.
- Office space rental for projects operating without an approved indirect cost rate agreement that covers office space. If you budget space and it is shared with other projects or activities, you must equitably pro-rate and allocate the costs between the activities or projects.

- Utilities, telephone, internet, postage, copying, and similar expenses that are specifically used for AmeriCorps members and AmeriCorps project staff, and are not part of the organization's indirect cost allocation pool. If you budget and share such expenses with other projects or activities, you must equitably pro-rate and allocate the costs between the activities or projects.
- Recognition costs for members. List each item and provide a justification in the budget narrative. Gifts and/or food in an entertainment/event setting are not allowable costs.
- Multi-state applicants: Indicate the number of subgrants and the average amount of subgrants. Indicate any match that you will require of your subgrants under the "grantee share" column in this category. Subgranted funds may only cover costs allowable under federal and AmeriCorps regulations and terms and conditions.
- Retention incentives/performance awards are allowable to the extent they are 1) reasonable, necessary, and allowable for program outcomes; 2) tied to the program narrative; 3) fair; 4) consistently applied; and 5) part of the organization's written policies and procedures.

Section II. Member Costs
Member Costs are identified as "Living Allowance" and "Member Support Costs."

A. Living Allowance
The narrative should clearly identify the number of members you are supporting by category (i.e., full- time, three-quarter-time, half-time, reduced-half-time, quarter-time, minimum-time, abbreviated time) and the amount of living allowance they will receive, allocating appropriate portions between the CNCS Share column in the budget and grantee share column in the budget (match). Please do not select the 2-Year Half Time (1st Year) and 2-Year Half Time (2nd Year) slot types.

The minimum and maximum living allowance amounts and available slot types are provided in the Notice.

In eGrants, enter the total number of members you are requesting in each category. Enter the average amount of the living allowance for each type of member. In addition, enter the number of members for whom you are not requesting funds for a living allowance but for whom you are requesting education awards.

B. Member Support Costs
Consistent with the laws of the states where your members serve, you must provide members with the benefits described below.

- **FICA.** Unless exempted by the IRS, all projects must pay FICA for any member receiving a living allowance, even when AmeriCorps does not supply the living allowance. If exempted, please note in the narrative. In the first column next to FICA, indicate the number of members who will receive FICA. Calculate the FICA at 7.65% of the total amount of the living allowance.

- **Health Care.** You must offer or make available health care benefits to full-time members in accordance with AmeriCorps requirements. Except as stated below, you may not pay health care benefits to less-than-full-time members with AmeriCorps funds. You may choose to provide health care benefits to less-than-full-time members from other sources (i.e., non-AmeriCorps sources) but you cannot include the cost in the budget. Less-than-full-time members who are serving in a full- time capacity for a sustained period of time (such as a full-time summer project) are eligible for health care benefits. If you budget health insurance for less-than-full-time members serving in a full-time capacity, indicate in the budget narrative. In your budget narrative, indicate the number of members who will receive health care benefits. AmeriCorps will not pay for dependent coverage. If you do not budget health care for all full-time members, please confirm all full-time members will have access to coverage.

- **Worker's Compensation.** Some states require worker's compensation for AmeriCorps members. You must check with State Departments of Labor or State Commissions where members serve to determine if you are required to pay worker's compensation, and if so, at what level. If you are not required to pay worker's compensation, you must obtain Occupational, Accidental, Death and Dismemberment coverage for members to cover in-service injury or accidents.

- **Unemployment Insurance and Other Member Support Costs.** Include any other required member support costs here. Some states require unemployment coverage for their AmeriCorps members. You may not charge the cost of unemployment insurance taxes to the grant unless mandated by state law. Programs are responsible for determining the requirements of state law by consulting State Commissions, legal counsel, or the applicable state agencies. **Unemployment Insurance should not be paid for AmeriCorps members in Nevada and you may not charge the cost of unemployment insurance taxes to the grant.**

Section III. Administrative/Indirect Costs Definitions

Definitions
Administrative costs are general or centralized expenses of the overall administration of an organization that receives AmeriCorps funds and do not include particular project costs. These costs may include administrative staff positions. For organizations that have an established indirect cost rate for federal awards, administrative costs mean those costs that are included in the organization's indirect cost rate agreement. Such costs are generally identified with the organization's overall operation and are further described in Office of Management and Budget Uniform Guidance.

AmeriCorps allows applicants to include indirect costs in application budgets. Based on qualifying factors, applicants have the option of using the AmeriCorps-Fixed Percentage method (five/ten percent fixed administrative cost option), a federally approved indirect cost rate, a 15% de minimis rate of modified total direct costs, or may claim certain costs directly as outlined in 2 CFR § 200.413 Direct costs. Applicants who hold a federally negotiated indirect cost rate must use that rate if they have one or use the 15% de minimis rate. Refer to: AmeriCorps eGrants Indirect Cost Rate (IDCR) User Instructions.

Application budgets may include indirect costs. Based on qualifying factors, applicants may use a Federally approved indirect cost rate if they have one and if not, may use either –
   i. the AmeriCorps-Fixed Percentage method (five/ten percent fixed administrative cost option) outlined in AmeriCorps' Indirect Cost Guidance;
   ii. a 15 percent *de minimis* rate of modified total direct costs; or
   iii. may claim certain costs directly.

All methods must be applied consistently across all Federal awards. No more than five percent of award funds may be used to recover indirect costs on AmeriCorps State and National grants under section 121(d) of the National and Community Service Act of 1990, as amended and AmeriCorps' regulations at 45 CFR 2521.95 and 2540.110."

Use the eGrants Indirect Cost Rate (IDCR) User Instructions to enter the organization's Federal negotiated indirect cost rate or the *de minimis* rate information. Applicants should not submit documentation addressing the cost rate agreement via email.

Please note: To request a federally negotiated indirect cost rate agreement, when AmeriCorps is the applicable cognizant agency for an organization's indirect costs, the applicant must submit a request to

IndirectCostRate@americorps.gov. The applicant may also obtain instructions and additional information by contacting the email address above.

Options for Calculating Administrative/Indirect Costs (choose A, B.1, or B.2C)

Applicants choose one of three methods to calculate allowable administrative costs –a CNCS-fixed percentage rate method, a federally approved indirect cost rate method, or a de minimis method. Regardless of the option chosen, the CNCS share of administrative costs is limited to 5% of the total CNCS funds expended under this grant. Do not create additional lines in this category.

While the Application Instructions present three options for budgeting indirect costs, there are only two places to enter those details in eGrants. Applicants who chose to use the Corporation Fixed Percentage will enter the line item details in Section III.A. Applicants who have a Federally Approved Indirect Cost Rate or are using a De Minimis Rate will enter the line item details in Section III.B. Please see the [AmeriCorps eGrants Indirect Cost Rate (IDCR) User Instructions](). Applicants should not submit documentation addressing the indirect cost rate agreement via email.

A. CNCS-Fixed Percentage Method

Option A. Five/Ten Percent Fixed Administrative Costs Option
The CNCS-fixed percentage rate method allows you to charge administrative costs up to a cap without a federally approved indirect cost rate and without documentation supporting the allocation. If you choose the CNCS-fixed percentage rate method (Section III.A. in eGrants), you may charge, for administrative costs, a fixed 5% of the total of the CNCS funds expended. In order to charge this fixed 5%, the grantee match for administrative costs may not exceed 10% of all direct cost expenditures.

1. To determine the maximum CNCS share for Section III: Multiply the sum of the CNCS funding shares of Sections I and II by 0.0526. This is the maximum amount you can request as Corporation share. The factor 0.0526 is used to calculate the 5% maximum amount of federal funds that may be budgeted for administrative (indirect) costs, rather than 0.0500, as a way to mathematically compensate for determining Section III costs when the total budget (Sections I + II + III) is not yet established. Enter this amount as the CNCS share for Section III A.

2. To determine the Grantee share for Section III: Multiply the total (both CNCS and grantee share) of Sections I and II by 10% (0.10) and enter this amount as the grantee share for Section III A.

3. Enter the sum of the CNCS and grantee shares under Total Amount.

Nevada Volunteers elects to retain a share of the 5% of federal funds available to programs for administrative costs of 1.5%, that decision is identified within each subgrant's budget. To calculate these fractional shares, within Section III of the subgrant budget, **30% of the federal dollars budgeted for administrative costs is allocated to the Commission's share and 70% of the federal dollars budgeted for administrative costs are allocated to the program's share. The allocation between Commission and subgrantee/program shares is calculated as follows:**

([Section I] + [Section II] x 0.0526) x (0.30) = Commission Share

([Section I] + [Section II] x 0.0526) x (0.70) = Subgrantee Share

B. Federally Approved Indirect Cost Rate or De Minimis Rate of 15% of Modified Total Direct Costs

Option B.1. Federally Approved Indirect Cost Rate
If you have a federally approved indirect cost rate, this method must be used, and the rate will constitute documentation of your administrative costs, not to exceed the 5% maximum federal share payable by AmeriCorps. Specify the Cost Type for which your organization has current documentation on file, i.e., Provisional, Predetermined, Fixed, or Final indirect cost (IDC) rate. Supply your approved IDC rate (percentage) and the base upon which this rate is calculated (direct salaries, salaries and fringe benefits, etc.). AmeriCorps does not restrict the overall indirect cost rate claimed. It is at your discretion whether or not to claim your entire IDC rate to calculate administrative costs. If you choose to claim a lower rate, please include this rate in the Rate Claimed field.

Determine the base amount of direct costs to which you will apply the IDC rate, including both the CNCS and Grantee shares, as prescribed by your established rate agreement (i.e., based on salaries and benefits, total direct costs, or other). Then multiply the appropriate direct costs by the rate being claimed. This will determine the total amount of indirect costs allowable under the grant.

To determine the CNCS share: Multiply the sum of the CNCS funding share in Sections I and II by 0.0526. This is the maximum amount you can claim as the CNCS share of indirect costs.

If a Commission elects to retain a share of the 5% of federal funds available, please note the percentage or amount in the text. There is no separate line item to show this calculation. **Nevada Volunteers elects to retain 1.5% of the administrative costs. To determine this amount, see the detailed calculations above.**

To determine the Grantee share: Subtract the amount calculated in step 2 (the CNCS share) from the amount calculated in step 1 (the total Indirect Costs allowed). This is the amount the applicant can claim as grantee share for administrative costs.

Option B.2. De Minimis Rate of 15% of Modified Total Direct Costs
Organizations who do not currently have a federally negotiated indirect cost rate (except for those non-federal entities described in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph (d)(1)(B)) and who receive less than $35 million in direct federal funding may indefinitely use a de minimis rate of 15% of modified total direct costs (MTDC). Additional information regarding what is included in MTDC and use of this option can be found in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200) under Indirect (F&A) costs and Definitions. If you elect to use this option, you must use it consistently across all federal awards.

Determine the base amount of direct costs to which you will apply the de minimis rate, including both the CNCS and Grantee shares. MTDC includes all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $50,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of $50,000. AmeriCorps member living allowance and other member costs are not considered "participant support costs" subject to exclusion from the MTDC. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs. Once you determine the base, multiply the appropriate costs by 15% (0.15). This will determine the total amount of costs allowable in this section.

To determine the CNCS share: Multiply the sum of the CNCS funding share in Sections I and II by 0.0526. This is the maximum amount you can claim as the CNCS share of indirect/administrative costs.

If a Commission elects to retain a share of the 5% of federal funds available, please note the percentage or amount in the text. There is no separate line item to show this calculation. **Nevada Volunteers elects to retain 1.5% of the administrative costs. To determine this amount, see the detailed calculations above.**

To determine the Grantee share: Subtract the amount calculated in step 2 (the CNCS share) from the amount calculated in step 1 (the total Indirect Costs allowed). This is the amount the applicant can claim as grantee share for indirect/administrative costs.

Source of Funds
In the "Source of Funds" field that appears at the end of Budget Section III, enter a brief description of the match. Identify each match source separately. Identify if the match is secured or proposed. Include dollar amount, the match classification (cash or in-kind), and the source type (Private, State/Local, or Federal) for your **entire match.** The total amount in the Source of Funds field must match the total amount in the budget narrative exactly. Define all acronyms the first time they are used.

Note: The value of the Segal Education Awards that members earn for their service is not identified in the budget. Also, the childcare reimbursements provided to eligible members are not included in the budget.

ATTACHMENT D: Budget Checklist

Below is a checklist to help you make certain that you submit an accurate budget narrative that meets AmeriCorps requirements. **Note:** *This checklist does not apply to Fixed Amount grants.*

In Compliance?	Section I. Program Operating Costs
Yes __ No __	Costs charged under the Personnel line item directly relate to the operation of the AmeriCorps project? Examples include costs for staff who recruit, train, place, or supervise members as well as manage the project.
Yes __ No __	Staff indirectly involved in the management or operation of the applicant organization are funded through the administrative cost section (Section III) of the budget? Examples of administrative costs include central management and support functions.
Yes __ No __	Staff fundraising expenses are not charged to the grant? You may not charge AmeriCorps staff members' time and related expenses for fundraising to the federal or grantee share of the grant. Expenses incurred to raise funds must be paid out of the funds raised. Development officers and fundraising staff are not allowable expenses.
Yes __ No __	The types of fringe benefits to be covered and the costs of benefit(s) for each staff position are described? Allowable fringe benefits typically include FICA, Worker's Compensation, Retirement, SUTA, Health and Life Insurance, IRA, and 401K. You may provide a calculation for total benefits as a percentage of the salaries to which they apply or list each benefit as a separate item. If the fringe amount is over 30%, the benefits are listed separately?
Yes __ No __	Holidays, leave, and other similar vacation benefits are not included in the fringe benefit rates but are absorbed into the personnel expenses (salary) budget line item?
Yes __ No __	The purpose for all staff and member travel is clearly identified?
Yes __ No __	You have budgeted funds for National Direct staff travel to the AmeriCorps Symposium in the budget narrative under Staff Travel?
Yes __ No __	You have budgeted funds for State Commission and National Direct staff travel, as required, to attend other technical assistance meetings under Staff Travel?
Yes __ No __	Funds for the purchase of equipment (does not include general use office equipment) are limited to 10% of the total grant amount?
Yes __ No __	All single equipment items over $10,000 per unit are specifically listed?
Yes __ No __	Justification/explanation of equipment items is included in the budget narrative?
Yes __ No __	All single supply items over $1,000 per unit are specifically listed and explained in the budget narrative?
Yes __ No __	Cost of items with the AmeriCorps logo that will be worn daily is included for all AmeriCorps members? Or if not, there is an explanation of how the program will be providing the AmeriCorps logo item to AmeriCorps members using funds other than AmeriCorps grant funds?
Yes __ No __	You only charged to the federal share of the budget member service gear that includes the AmeriCorps logo and noted that the gear will have the AmeriCorps logo, with the exception of safety equipment?
Yes __ No __	Does the budget reflect adequate budgeted costs for project evaluation?
Yes __ No __	Have you budgeted the cost of the NSOPW, FBI, and state check in the CNCS share for criminal history checks of each member and grant-funded staff that are in covered positions per 45 CFR 2522.205? If not, have you provided an explanation of how the costs will be covered?
Yes __ No __	Are all items in the budget narrative itemized and the purpose of the funds justified?
In Compliance?	**Section II. Member Costs**
Yes __ No __	Are the living allowance amounts correct? Full-time AmeriCorps members must receive at least the minimum living allowance. Note: Programs in existence prior to September 21, 1993 may offer a lower living allowance than the minimum. If such a program chooses to offer a living allowance, it is exempt from the minimum requirement, but not from the maximum requirement.

Yes __ No __	Living allowances are not paid on an hourly basis? They may be calculated using service hours and program length to derive a weekly or biweekly distribution amount. Divide the distribution in equal increments that are not based on the specified number of hours served.
Yes __ No __	Is FICA calculated correctly? You must pay FICA for any member receiving a living allowance. Unless exempted by the IRS, calculate FICA at 7.65% of the total amount of the living allowance. If exempted from paying FICA, is the exemption noted in the budget narrative?
Yes __ No __	Is the Worker's Compensation calculation correct? Some states require worker's compensation for AmeriCorps members. Check with your local State Department of Labor or State Commission to determine whether or not you are required to pay worker's compensation and at what level (i.e., rate). If you are not required to pay worker's compensation, you will provide similar coverage for members' on-the-job injuries through their own existing coverage or a new policy purchased in accordance with normal procedures (i.e., death and dismemberment coverage).
Yes __ No __	Health care is provided for full-time AmeriCorps members only (unless part-time serving in a full-time capacity)? If your project chooses to provide health care to other part-time members, you may not use federal funds to help pay for any portion of the cost. Projects must provide health care coverage to all full-time members who do not have adequate health care coverage at the time of enrollment or who lose coverage due to participation in the project. Projects must provide coverage if a full-time member loses coverage during the term of service through no deliberate act of his/her own.
Yes __ No __	Unemployment insurance is only budgeted if state law requires it?
In Compliance?	**Section III. Administrative/Indirect Costs**
Yes __ No __	State commission subapplicant whose commission chooses to retain a portion of the CNCS share of indirect costs has budgeted those and subtracted from the CNCS share calculation in Section III.
Yes __ No __	Applicant does not have a current federally approved indirect cost rate and has chosen to use the CNCS-fixed percentage method and the maximum federal share of administrative costs does not exceed 5% of the total federal funds budgeted? To determine the federal administrative share, multiply all other budgeted federal funds by .0526.
Yes __ No __	Applicant has chosen to use the CNCS fixed percentage method and the maximum grantee share is at 10% or less of total budgeted funds?
Yes __ No __	Applicant has a current approved indirect cost rate – The maximum grantee share does not exceed the federally approved rate, less the 5% CNCS share?
Yes __ No __	Applicant has a current approved indirect cost rate-the type of rate, the IDC rate percentage, the rate claimed and the base to which the rate is applied has been specified?
Yes __ No __	Applicant has a current approved indirect cost rate and has entered the information into eGrants to support the costs budgeted?
Yes __ No __	Applicant does not have a current federally approved indirect cost rate and is choosing to use a *de minimis* rate of 15% of modified total direct costs
Yes __ No __	Applicant does not have a current federally approved indirect cost rate and is choosing to use a *de minimis* rate – the maximum federal share of administrative costs does not exceed 5% of the total federal funds budgeted?
In Compliance?	**Source of Funds (Match)**
Yes __ No __	Is the overall match being met at the required level, based on the year of funding?
Yes __ No __	For all matching funds, proposed vs secured, the source(s) [private, state, local, and/or federal], the type of contribution (cash or in-kind), and the amount of match, are clearly identified in the narrative and in the Source of Funds field in eGrants?
Yes __ No __	The amount of match is for the entire amount in the budget narrative? (The total amount of match equals the amount in the budget exactly?)

ATTACHMENT E: Alternative Match Schedule and Match Waiver Request Instructions

Grantees are required to meet an overall matching rate that increases over time. You have the flexibility to meet the overall match requirements in any of the three budget areas, provided that you maintain the minimum match of 24% for the first three years and the increasing minimums in years thereafter. See 45 CFR §§ 2521.35–2521.90 for the specific regulations.

Following the ASN Rule Change in 2025 which reduces the match requirement starting in the fourth year and peaks at 30% in the tenth year of the match schedule, Alternative Match Schedules were phased out in FY2025.

MATCH WAIVERS:
In accordance with 45 CFR §§ 2521.70 and 45 CFR § 2521.60(b), applicants may request a full or partial waiver of match requirements. Information on how to submit a match waiver request is on the AmeriCorps Manage your grant webpage.

Criteria for match waiver eligibility include any of the following:

- Initial difficulties in the development of local funding sources during the first three years of operations; or

- An economic downturn, the occurrence of a natural disaster, or similar events in the service area that severely restrict or reduce sources of local funding support; or

- The unexpected discontinuation of local support from one or more sources that a project has relied on for a period of years; or

- Organizational revenue of less than $500,000.

Special Eligibility for a Match waiver: Under certain circumstances, applicants may also qualify for a match waiver as specified in the regulations at §2521.60(b). To qualify, you must demonstrate that your program is either located in a rural county or in a severely economically distressed community as defined below.

A. Rural County: In determining whether a program is rural, AmeriCorps will consider the most recent Beale code rating published by the U.S. Department of Agriculture for the county in which the program is located. Any program located in a county with a Beale code of 4, 5, 6, 7, 8, or 9 is eligible to apply for the alternative match requirement. See Attachment H for the Table of Beale codes.

B. Severely Economically Distressed County: In determining whether a program is located in a severely economically distressed county, AmeriCorps will consider the following list of county-level characteristics. See Attachment H for a list of website addresses where this publicly available information can be found.
- The county-level per capita income is less than or equal to 75% of the national average for all counties using the most recent census data or Bureau of Economic Analysis data;
- The county-level poverty rate is equal to or greater than 125% of the national average for all counties using the most recent census data; and
- The county-level unemployment is above the national average for all counties for the previous 12 months using the most recently available Bureau of Labor Statistics data.
- The areas served by the program lack basic infrastructure such as water or electricity.

C. Program Location: Except when approved otherwise, AmeriCorps will determine the location of your program based on the legal applicant's address. If you believe the legal applicant's address is not the appropriate way to consider the location of your program, you must provide relevant facts about your program location in your request. AmeriCorps will, in its sole discretion, determine whether some other address is more appropriate for determining a program's location.

If your program is located in one of these areas, see the instructions above for applying for this waiver. You must submit your request per the information contained in the Notice. AmeriCorps will review your request and notify you within 30 days if you qualify for the waiver and provide instructions for entering your budget into eGrants.

If approved for the waiver, programs will base their budget in the upcoming application on the approved match waiver. The waived match requirement will be in effect for the period per your request and approved.

D. Instructions for a Match waiver: Programs must send their requests to Nevada Volunteers for review and approval. Nevada Volunteers will then submit the approved request to AmeriCorps for consideration.

ATTACHMENT F: Beale Codes and County-Level Economic Data for Alternative Match Requests

Rural Community

The U.S. Department of Agriculture publishes **Beale codes**, which are used to classify counties as being more urban or more rural. Counties are designated on a scale from one to nine according to the following descriptions:

	2003 Beale Codes	
Code #	Metropolitan Type	Description
1	Metropolitan	Counties in metro areas of 1 million population or more
2	Metropolitan	Counties in metro areas of 250,000 to 1 million
3	Metropolitan	Counties in metro areas of fewer than 250,000
4	Non-metro	Urban population of 20,000 or more, adjacent to a metropolitan area
5	Non-metro	Urban population of 20,000 or more, not adjacent to a metropolitan area
6	Non-metro	Urban population of 2,500 to 19,999, adjacent to a metropolitan area
7	Non-metro	Urban population of 2,500 to 19,999, not adjacent to a metropolitan area
8	Non-metro	Completely rural or less than 2,500 urban population, adjacent to a metropolitan area
9	Non-metro	Completely rural or less than 2,500 urban population, not adjacent to a metropolitan area

Any program located in a county with a Beale code of 4,5, 6, 7, 8, or 9 is eligible to apply for alternative match.

Severely Economically Distressed Community

The following table provides the website addresses where you can find the publicly available information on county-level economic data including per capita income, poverty rate, and unemployment levels.

WEBSITE ADDRESS	EXPLANATION
http://www.bea.gov/regional/	**Bureau of Economic Analysis' Regional Economic Information System (REIS):** Provides data on *per capita* income by county for all states except Puerto Rico.
https://data.census.gov/	**Census Bureau's Data**: Provides census data including estimates on poverty, per capita income, and unemployment by counties, states, and metro areas, including Puerto Rico.
www.bls.gov	**Bureau of Labor Statistics' Local Area Unemployment Statistics (LAUS):** Provides data on annual and monthly employment and unemployment by counties for all states, including Puerto Rico.
https://www.ers.usda.gov/data-products/rural-urban-continuum-codes	**US Department of Agriculture's Rural-Urban Continuum Codes:** Provides urban rural code for all counties in US.