# **NOTICE of FUNDING OPPORTUNITY**

Federal Agency Name: AmeriCorps

Funding Opportunity Title: Fiscal Year (FY) 2025 AmeriCorps State and National

**Native Nation Grants** 

Announcement Type: Amended Announcement

**Assistance Listing Number:** 94.006

**Summary Statement:** This is an opportunity for Indian Tribes to apply for funding for AmeriCorps members to strengthen communities by serving.

**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.

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**

- Applications are due no later than **Wednesday, April 9, 2025,** by 5:00 p.m. Eastern Time.
- Successful applicants will be notified by end of May 2025.
- Successful applicants will be issued awards by mid July 2025.

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## **FULL TEXT OF THE NOTICE**

## A. PROGRAM DESCRIPTION

## A.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 <u>eligible organizations</u> engaging AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is 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 <u>Segal AmeriCorps Education Award</u> they can use to pay for higher education expenses or apply to qualified student loans.

## **A.2. Funding Priorities**

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

## Serve Communities:

- Prioritize civic engagement/social cohesion, and youth mental health;
- Education improving student academic performance in Science,
   Technology, Engineering, and Mathematics (STEM), serving students who attend
   Bureau of Indian Education (BIE) schools, Tribal Colleges and Universities and
   Indigenous Urban Centers, Indigenous Teacher Preparation, and GED support
   programs, and programming focused on Indigenous or Tribal Data Sovereignty;
- Promote the preservation and teaching of traditional Native languages and cultural practices;
- Promote sustainable food systems and agriculture, habitat preservation; Indigenous environmental practices; Traditional Ecological Knowledge, and Indigenous food sovereignty (seed saving, foraging, etc.);
- Promote Economic Opportunity including digital skills and increased access to broadband; infrastructure/transportation assistance; financial readiness; training and access to financial resources for home buying; or college; and college access program;
- Promote Healthy Futures providing health-related services both on and off reservation lands, including building trauma-informed programs, addressing issues such as Missing and Murdered Indigenous People (MMIP) programs to raise awareness;

 Focus on improving the quality of life for veterans, active-duty members of the Armed Forces, and their families by recruiting veterans, military spouses, and their older children into national service;

# Benefit AmeriCorps Members

- Provide benefits to AmeriCorps members aimed at enhancing member experience and bolstering member recruitment and retention such as paying more than the minimum living allowance, transportation, housing, food, etc.; and
- Create workforce pathways for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support.

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.

The following text has been deleted from this section and is not allowable activity:

Environmental Stewardship and climate change including renewable energy and energy efficiency, water/wastewater; building community resilience, conservation;

Historically underserved individuals, people with arrest and/or conviction records, people with disabilities, people who identify as part of the two spirit LGBTQIA+ community

# A.3. 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.

## A.4. Program Authority

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

## **B. FEDERAL AWARD INFORMATION**

#### **B.1. Estimated Available Funds**

AmeriCorps welcomes Native Nation applications. The actual level of funding is subject to the availability of annual appropriations.

## **B.2. Estimated Award Amount**

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

# **B.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 August 15, 2025. Continuation awards for future years are not guaranteed; they depend upon future appropriations and satisfactory performance.

# **B.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	Waived	No			
Budget Submission Required			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/benefi ts must be paid entirely by organization where member serves.	N/A
Financial Reporting Requirements	Yes	No			
Available to New Applicants	Yes	No		Yes	

<sup>\*</sup> Member Service Year (MSY): One MSY is equivalent to a full-time AmeriCorps position, at

least 1,700 service hours. Multiple less than full-time positions 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.

<sup>\*\*\*</sup>Use Mandatory Supplemental Information (MSI) for further requirements

## **B.5. Cost Sharing or Matching**

#### **Cost Reimbursement Grants**

Match requirements are waived for this funding opportunity to reduce burden, per Executive Order 14112 Reforming Federal Funding and Support for Tribal Nations To Better Embrace Our Trust Responsibilities and Promote the Next Era of Tribal Self-Determination and M-24-11 which directs agencies, to the extent possible, to improve accessibility by identifying matching or cost-sharing requirements that may unduly reduce the ability of Tribal Nations to access resources and removing those burdens where appropriate.

## **Fixed Price 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.

## **Match Replacement**

Match Replacement Funds are available for Native Nation cost reimbursement applicants who certify that they are "severely economically distressed communities" as defined by 42 U.S.C. 12645d(b). Match replacement funds are additional AmeriCorps funds up to the amount that would have been contributed by the recipient if the match requirements were not waived. This amount is determined by the year of the program, as follows:

AmeriCorps Funding Year	Years 1,2, and 3	Years 4,5, and 6	Years 7,8, and 9	Years 10 +
Waived Match Requirement/Match				
Replacement Percentage	24%	26%	28%	30%

Applicants can request up to the maximum amount of their waived match requirement amount, as determined by the year of the program. For example, an applicant in year 4 is requesting \$150,000 in AmeriCorps funding. The applicant has a 26% waived match requirement. The applicant may request up to \$52,700 in the grantee share as match replacement funding, which is 26% of a \$202,700 total grant budget - \$150,000 in AmeriCorps funding and \$52,700 in cash match replacement funds.

Cost reimbursement applicants indicate the amount of requested match replacement in the Source of Funds section of the budget. The match replacement funds are budgeted in the grantee share of the budget.

Please see the Application Instructions for how to request Match Replacement funds.

## C. ELIGIBILITY INFORMATION

## **C.1.** Eligible Applicants

The following non-Federal organizations are eligible to apply:

Indian Tribes

Applicants must have a <u>valid SAM registration and Unique Entity Identifier</u> to receive an award.

## **New Applicants**

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

New applicants can apply for Cost Reimbursement and Education Award Program (EAP) grants but cannot apply for Full Cost Fixed Amount grants.

## **Types of Applicants**

Federally recognized Indian Tribes: Applicants that are Indian Tribes apply directly to AmeriCorps.

In addition to Indian Tribes, as defined in <u>2 CFR 200.1</u>, tribal organizations that are controlled, authorized, or chartered by Federally recognized Indian Tribes are also eligible to apply directly to AmeriCorps. If an entity applies for an award as a tribal organization that is controlled or chartered by one or more Indian Tribes, the organization must provide copies or links to documentation that 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).

## **Threshold Issues**

Specific types of applicants must meet the following requirements:

- 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 <a href="tutoring programs">tutoring programs</a>, the applicant must describe how these requirements will be met.

## C.2. Other Eligibility Requirements

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

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

## D. APPLICATION AND SUBMISSION INFORMATION

This Notice should be read together with the <u>AmeriCorps regulations</u>, <u>Application</u>
<a href="Maintenance-Near Instructions">Instructions</a>, and <u>Mandatory Supplemental Information</u>.

## D.1. Ways to Request an Application Package

All information from this funding opportunity is available through the <u>AmeriCorps Funding Opportunities</u> webpage. Applicants can also send an email to <u>americorpsgrants@americorps.gov</u> or call (202) 606-7508 for a printed copy of the Notice, Guidance, and Application Instructions.

# D.2. Content and Form of Application Submission

## **D.2.a. Application Content**

Complete applications must include the following elements:

- Standard Form 424 Face Sheet: Automatically generated when applicants complete the data elements.
- Narrative Sections:
  - Executive Summary;
  - o Program Design;
  - Organizational Capability;
  - Cost-Effectiveness & Budget Adequacy; and
  - Evaluation Summary/Plan.
- Performance Measures.
- Logic Model
- Standard Form 424A Budget.
- Continuation Changes.
- Clarification.
- Authorization, Assurances, and Certifications.

# D.2.b. Page Limits

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

AmeriCorps strongly encourages applicants to print out the application from the grant system prior to submission to confirm that the application does not exceed the page limit.

- Narratives
  - Applications must not exceed 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 narratives.
- The application page limit does not include:
  - Evaluation Summary/Plan;
  - Clarification Summary;
  - Continuation Changes;
  - Budget, Performance Measures; and
  - Any required additional documents.
- Logic Model
  - The Logic Model may not exceed eight pages when printed with the application from the "Review" tab in AmeriCorps' web-based management system.

## D.3. Unique Entity Identifier and System for Award Management (SAM)

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.

AmeriCorps 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.

#### **D.4. Submission Dates and Times**

## D.4.a. Application Submission Deadline

Applications are due no later than Wednesday, April 9, 2025, by 5:00 p.m. Eastern Time.

AmeriCorps may extend the submission deadline. If the deadline is extended then AmeriCorps will post information on the AmeriCorps' webpage.

#### D.4.b. Additional Documents Deadline

Additional documents are due by the application submission deadline.

## **D.4.c. Late Applications**

All applications received after the submission deadline are late. AmeriCorps will determine whether to accept a late application on a case-by-case basis. To request consideration of a late application, an organization must:

- Submit a written explanation or justification of the extenuating circumstance(s) that caused the delay, including:
  - Timing and specific cause(s) of the delay;
  - Ticket number if a request for assistance was submitted to the AmeriCorps Hotline;
  - Information provided to the applicant by the AmeriCorps Hotline; and
  - o Other documentation or evidence that supports the justification.
- Ensure that AmeriCorps receives the written explanation and any other relevant evidence, via email to <u>LateApplications@americorps.gov</u> no later than 24 hours after the application deadline.

Communication with AmeriCorps staff, including an applicant's Portfolio Manager, is not a substitute for a written explanation. Applicants are required to continue working in the webbased system and with the AmeriCorps Hotline to submit the application.

AmeriCorps will *not* consider an advance request to submit a late application. Please carefully review and follow the Late Application guidance and submit your application as soon as possible.

# **D.5. Intergovernmental Review**

This Notice is not subject to <u>Executive Order 12372</u>, *Intergovernmental Review of Federal Programs*.

## **D.6. Funding Restrictions**

## D.6.a. Award Funding Requirements

## 1. 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 member at less than full-time terms of service, 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 grantee share.

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** 

Slot Types	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	\$20,400	\$40,800
Three Quarter-time	1,200	n/a	\$28,560
Half-time	900	n/a	\$20,400
Reduced Half-time	675	n/a	\$15,504
Quarter-time	450	n/a	\$10,608

Minimum-time	300	n/a	\$8,568
Abbreviated-time	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.

## 2. Maximum Cost per Member Service Year

The AmeriCorps cost per MSY is determined by dividing the AmeriCorps share of budgeted grant costs by the number of MSYs requested. It does not include childcare or the value of the education award a member may earn.

**Table: Maximum Cost per MSY** 

Grant Program	Maximum
Native Nations Program (cost reimbursement)	\$25,000
Professional Corps competitive Fixed Amount Applicants/Grantees	\$1,000*
Full-cost competitive Fixed Amount Grant	\$25,000
Education Award Program (EAP) Fixed Amount Grant (competitive and formula)	\$800 or \$1,000**

<sup>\*</sup>AmeriCorps requires **Professional Corps** programs to cover the operating expenses associated with the AmeriCorps program through -non-AmeriCorps resources. AmeriCorps will only consider operating funds of up to \$1,000 per MSY if an applicant is able to show significant organizational financial need.

AmeriCorps may 1) treat an applicant as a professional corps if they meet the legal requirements for a professional corps (even if they did not submit a professional corps application); and 2) decide not to provide a grant to an organization that it determines cannot operate effectively without AmeriCorps operating funds.

<sup>\*\*</sup> 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.

# 3. Costs Associated with Evidence Building Activities e.g. performance data collection and management, foundational research, program evaluation, etc.

As noted in <u>2 CFR § 200.455</u>, costs associated with evidence building activities are allowable expenses or grantee share under AmeriCorps grants. This includes costs related to performance data collection and management, foundational research, program evaluation, and related activities.

#### **D.6.b.** Indirect Costs

Application budgets may include indirect costs. Based on qualifying factors, applicants may use a Federally approved indirect cost rate if they have one, or a 15 percent *de minimis* rate of modified total direct costs, or <u>may claim certain costs directly</u>. However, 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 <u>National and Community Service Act of 1990</u>, as amended and AmeriCorps' regulations at <u>45 CFR 2521.95</u> and <u>2540.110</u>.

The agency's <u>Indirect Cost Guidance</u> provides more information on applicant's options for Indirect Cost Rates. Use the <u>Indirect Cost Rate (IDCR) User Instructions</u> to enter the organization's indirect cost rate. 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 <a href="mailto:lndirectCostRate@americorps.gov">lndirectCostRate@americorps.gov</a>. The applicant may also obtain instructions and additional information by contacting the email address above.

#### **D.6.c. Pre-Award Costs**

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

## **D.7. Other Submission Requirements**

## D.7.a. Electronic Application Submission

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

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 <u>AmeriCorps Hotline</u> 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 <u>AmeriCorps Hotline webpage</u>.

When contacting the AmeriCorps Hotline, be prepared to provide the application ID, organization's 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.

If it is impossible for an applicant to submit in the grant system, applicants may send a paper copy of the application via overnight carrier to this address below.

AmeriCorps
ATTN: Office of

ATTN: Office of Grant Administration (OGA)/AmeriCorps State and National

Application

250 E Street, SW, Suite 300 Washington, DC 20525

Please use a non-U.S. Postal Service carrier to avoid security-related delays. Applicants must include an explanation and related documents about why they could not submit their application electronically. Applications must be received by the deadline.

All deadlines and requirements in this Notice also apply to paper applications. AmeriCorps does not accept applications submitted via fax or email.

#### D.7.b Submission of Additional Documents

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

- 1. Evidence documents. Please refer to the <u>Evidence Base section</u> and <u>Mandatory</u> <u>Supplemental Information</u> for detailed instructions by evidence tier.
- 2. Labor union concurrence, if applicable.
- 3. Operational and Financial Management Survey. Submit electronically using the <u>online</u> <u>form</u>. Forms submitted as a PDF, or any other document format may not be accepted.

Additional documents for applicants proposing projects previously funded by AmeriCorps: Evaluation Plan. Applicants who have received **three or more years** of competitive funding for the same project being proposed should also provide an: Evaluation plan using the <u>evaluation plan template</u>. Evaluation plans are not scored and will not be reviewed until after funding decisions are made.

Evaluation Report. Applicants who have received **six or more years** of competitive funding for the same project being proposed should also provide an Evaluation report. Please submit in Microsoft Word. The evaluation report should include a title page with:

- the AmeriCorps grant number for the project that was evaluated,
- the name of the project,
- the date of completion of the report,
- the evaluator name(s),
- evaluator organization name and,
- evaluator type (internal or external).

If any of this required information is missing, the applicant may not receive credit for meeting their evaluation requirements.

Additional documents for entities applying on behalf of a Federally Recognized Tribe, new and recompeting:

Tribal organization eligibility documentation

Guidance for submitting additional documents:

- Additional documents must be emailed to <u>AdditionalDocuments@AmeriCorps.gov</u> with the following subject line: "Legal Applicant Name" "Application ID Number." Emails should include:
  - Legal applicant name and its point of contact information.
  - o Application ID number.
  - List of documents that are attached to the email by filename, labeling each document type according to the above numbered list.
  - Individually attached files that are clearly labeled, and that 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.

The email size limit is 35 MB. This limit is inclusive of all attachments associated with each email. Emails that are larger than 35 MB will not be received or reviewed.

If the size of an applicant's files requires multiple emails, please also include an ordering system in the subject line, such as "(1 of 3)"

 Applicants that do not have any documents to submit must send an email to <u>AdditionalDocuments@AmeriCorps.gov</u> indicating that they are not submitting any additional documents.

Applicants must enter in a web-based system the quantity of each document type that was emailed to <a href="mailto:AdditionalDocuments@AmeriCorps.gov">AdditionalDocuments@AmeriCorps.gov</a>. After the application deadline, all applicants that have a difference between the number of documents emailed and the number of documents reported in the web-based system will receive an email. This email will request proof that the missing documents were emailed on time to the correct email address. If applicants do not reply to this email, then their evidence documents might not be reviewed.

Do not submit any items that are not requested in this Notice or Application Instructions. AmeriCorps will not review or return them.

## E. APPLICATION REVIEW INFORMATION

## **E.1. Selection Criteria**

Each applicant must describe a project that will use AmeriCorps members effectively to solve a significant community problem.

Applications must have a well-designed plan with clear justification for the requested funds. Reviewers will assess the quality of applications by using the selection criteria described below and will rate them accordingly.

Do not assume all sub-criteria are of equal value.

The following category was removed from the table below:

Commitment to Diversity, Equity, Inclusion, and Accessibility

Categories/Subcategories	Percentage
Executive Summary	0
Program Design	50
Community and Logic Model	24
Evidence Tier	12
Evidence Quality	8
Notice Priority	0
Member Experience	6
Organizational Capability	25
Organizational Background and Staffing	<mark>17</mark>
Member Supervision	8
Cost-Effectiveness and Budget Adequacy	25
Member Recruitment	8
Member Retention	9
Data Collection	8

## E.1.a. 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].

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."

#### E.1.b. Program Design, 50 percent:

## 1. Community and Logic Model, 24 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 organization's Logic Model.

# The following language was removed:

- How the inequities challenges faced by underserved communities may contribute to the problem.
- How the CDC's Social Vulnerability Index explains the extent of the problem.

The applicant must describe in the Logic Model

- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
  - o Locations or sites in which members will provide services.
  - Setting and community condition where the intervention is delivered.
  - o Number of AmeriCorps members who will deliver the intervention.
  - o 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.

# Deleted example of measurable output: equity gaps closed

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.

## 2. Evidence Base, 20 points

The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier. Second, the quality of the applicant's evidence, how the evidence aligns with funding priorities (<u>A.2 Funding Priorities</u>) 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.

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 <a href="Mandatory Supplemental Information">Mandatory Supplemental Information</a> 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.

## 3. Notice Priority, 0 points

The applicant's proposed program fits within one or more of the <u>AmeriCorps funding</u> priorities.

## 4. Member Experience, 6 points

- The applicant describes how AmeriCorps members will be provided leadership and skill development opportunities.
- The applicant describes how the organization will provide members an asset-based orientation to the community.

## E.1.c. Organizational Capability, 25 percent:

# 1. Organizational Background and Staffing, 17 points

- The applicant describes the roles, responsibilities, and structure of the staff that will be implementing and providing oversight of the program.
- The applicant describes their organization's mission and relevant experience in areas such as volunteer recruitment and management, community outreach, overcoming project implementation challenges, etc.
- The applicant describes their organization's experience with managing grants, especially federal or state grants. Include your past performance in meeting:
  - Grant goals and objectives.
  - Compliance and reporting requirements.

Note: if you do not have experience with managing grants, please indicate that.

• The applicant has facilitated, partnered, or participated in educational or workforce development programs e.g. work experience or job training programs, etc.

## 2. Member Supervision, 8 points

- The applicant describes how AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service. E.g., structure for member supervision: cadence and format of supervisor/AmeriCorps member checkins, member and supervisor opportunities to assess strengths and opportunities for growth, member training plan, etc.
- The applicant describes how AmeriCorps supervisors will be adequately trained to follow AmeriCorps and program regulations, priorities, and expectations. E.g., structure for support of supervisors, training plan for supervisors related to supervision and AmeriCorps rules and regulations, cadence and format of AmeriCorps supervisors/their supervisors check ins, opportunities to assess strengthens and opportunities for growth of supervisors, etc.

The following criteria have been deleted and are not allowable:

## 2. Commitment to Diversity, Equity, Inclusion, and Accessibility, 4 points

- The leadership and staff of the organization have similar lived experience as the beneficiary population and/or community being served.
- The applicant's definitions of diversity, equity, inclusion, and accessibility are demonstrated by the organization. E.g., diversity on the Board of Directors, agency staff and leadership, and/or volunteers. The organization upholds a supportive and safe environment for individuals of diverse backgrounds.

# E.1.d. Cost-Effectiveness and Budget Adequacy, 25 percent:

## 1. Member Recruitment, 8 points

- The applicant provides a description of budget expenses to support recruitment of AmeriCorps members best suited to serve the community e.g. from geographic or demographic communities in which the program operates.
- The applicant describes how the AmeriCorps member living allowance and other benefits are adjusted within the maximum and minimum living allowance to accommodate for regional variations in contributing to cost of living including: housing, transportation, food, and other expenses. This may vary depending on a program's type of member slots, e.g. FT, PT, RPT, etc.

## 2. Member Retention, 9 points

 The applicant provides 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.

## 3. Data Collection, 8 points

• The applicant provides a description of budget expenses to support data collection, continuous improvement activities, and evaluation of the interventions and impact on the community and the member experience.

## E.1.e. Evaluation Plan, 0 percent:

## Required for recompeting applicants

If the applicant has previously received three or more years of competitive funding for the same project being proposed, the applicant must upload an <u>evaluation plan</u> in AmeriCorps' web-based application system as part of the application submission.

Applicants must use the <u>evaluation plan template</u> found on the Notice webpage to craft their evaluation plans. The evaluation plan will not be scored and will not be reviewed until after funding decisions have been made.

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.

## E. 1. f. Amendment Justification, 0 percent:

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

## E.1.g. Clarification Information, 0 percent:

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

## E.1.h. Continuation Changes, 0 percent:

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

## **E.2.** Review and Selection Process

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

## E.2.a. Initial Application Compliance and Eligibility Review

AmeriCorps 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,
- 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.

## E.2.b. 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.

## **Internal Review**

AmeriCorps 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.

## E.2.c. Pre-Award Risk Assessment

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

In assessing risks, 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;
  - o System for Award Management (SAM); and
  - o 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;
    - 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.

## E.2.d. Consideration of Integrity and Performance System Information

Before to making any award that exceeds \$250,000, AmeriCorps must consider information about the applicant from the designated integrity and performance system accessible through <a href="Maintenance">SAM.gov</a>.

Any applicant may comment upon information previously entered by another Federal agency in the designated integrity and performance systems accessible through <u>SAM.gov</u>.

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.

## E.2.e. Selection for Funding

The review and selection process are designed to:

- Identify how well eligible applications are aligned with the <u>application selection</u> criteria.
- Build a diversified portfolio based on the following strategic considerations:
  - o AmeriCorps Funding Priorities;
  - Meaningful representation of:
    - rural communities, and
    - innovative community strategies; and
  - o CEO discretion to advance strategic goals.

In selecting applicants to receive awards under this Notice, the Chief Executive Officer will try to include a diverse portfolio of applications based on staff recommendations, alignment with selection criteria, and strategic considerations.

AmeriCorps reserves 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. Any such changes will not affect the selection criteria that will be used to assess applications. 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 the agency's discretion.

## **E.2.f.** Applicant Resolution

After the application review process but before any grant awards are issued, 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.

## E.3. Feedback to Applicants

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

## E.4. 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 <a href="Manage-Europe Funded Grants">AmeriCorps Funded Grants</a> within 90 business days after all grants are awarded.

Further information about funded grants and subgrants is also available in USASpending.gov.

## F. FEDERAL AWARD ADMINISTRATION INFORMATION

#### F.1. Federal Award Notices

AmeriCorps will make awards following the selection announcement. AmeriCorps anticipates announcing the results of this funding opportunity by mid-May 2025 depending on the availability of congressional appropriations. All applicants, successful or not, will be notified of funding decisions via email.

## F.2. Administrative and National Policy Requirements

## F.2.a. Uniform Guidance

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

## F.2.b. Requests for Monitoring or Payment Integrity Information

AmeriCorps will request information from grantees to ensure compliance with legal requirements, including the <u>Payment Integrity Information Act of 2019</u>. 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.

## F.2.c. AmeriCorps Terms and Conditions

All grants must follow the FY 2025 AmeriCorps General Terms and Conditions, and the FY 2025 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.

## F.2.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 <u>45 CFR</u> <u>2540.200–2540.207</u> and <u>National Service Criminal History Check Resources</u> for complete information and FAQs.

#### F.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.

## F.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 2025 are considered continuation applicants. Continuation applicants must submit an application to be eligible to receive funding for the FY 2025 program year. Continuation applicants must follow the requirements for continuation application content as outlined in the Application Instructions.

Please use the Application Instructions for how to request use of unexpended funds.

Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the <u>selection criteria</u> published in this Notice.

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.

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

## G. FEDERAL AWARDING AGENCY CONTACTS

For more information, call (202) 606-7508 or email AmericorpsGrants@americorps.gov.

## H. OTHER INFORMATION

#### H.1. Technical Assistance

AmeriCorps will host technical assistance calls to answer questions about the funding opportunity and the web-based system. AmeriCorps strongly encourages all applicants to participate in these sessions. Information for these technical assistance calls is available on the AmeriCorps' Funding Opportunities website.

Resources applicants need to effectively manage their grant award and training and technical assistance materials are found on the Manage Your Grant webpage.

## H.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.

## I. IMPORTANT NOTICES

## I.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 <u>5 CFR 1320.5(b)(2)(i)</u>. This collection is approved under OMB Control #: 3045-0047, Application Instructions, State and National Competitive, New and Continuation, Expiration Date: September 30, 2026.

## I.2. Privacy Act Statement

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