NOTICE OF FUNDING OPPORTUNITY

Federal Agency Name:	**AmeriCorps**
Funding Opportunity Title:	**Fiscal Year (**FY) 2023 AmeriCorps State and National Native Nation Grants
Announcement Type:	Initial Announcement
Assistance Listing Number:	94.006

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

Important Dates

- Applications are due not later than **Wednesday, April 5, 2023** by 5:00 p.m. Eastern Time. Successful applicants will be notified by **end of May 2023**.

- Successful applicants will be issued awards by **end of July 2023**.

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A. PROGRAM DESCRIPTION

A.1. Purpose of AmeriCorps State and National Native Nation 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 and AmeriCorps Seniors volunteers serve with organizations dedicated to the improvement of communities and those serving. AmeriCorps helps make service a cornerstone of our national culture.

AmeriCorps is committed to working on a Nation-to-Nation basis with Tribal Nations and upholding the federal government's Tribal trust responsibility.

AmeriCorps grants are awarded to eligible organizations (See Section *C.* 1 Eligible Applicants) proposing to engage AmeriCorps members in interventions/practices to strengthen communities. An AmeriCorps member is an individual who engages in community service through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn a Segal AmeriCorps Education Award that they can use to pay for higher education expenses or apply to qualified student loans.

Please see the AmeriCorps Focus Areas in Appendix I.

A.2. Funding Priorities

AmeriCorps recently released its 2022-2026 Strategic Plan which defines the agency's goals, objectives, and strategies to both meet and exceed the agency's mission to improve lives and strengthen communities. Over the next 5 years, AmeriCorps will execute the following goals to better position the agency to respond to national and local needs and help the communities it serves prosper: partner with communities to alleviate poverty and advance racial equity; enhance the experience for AmeriCorps members and AmeriCorps Seniors volunteers; unite Americans by bringing them together in service; effectively steward federal resources; and make AmeriCorps one of the best and most equitable places to work in the federal government.

Over the next five years, AmeriCorps will invest in existing and new partnerships with non-profit, faith-based, and Tribal organizations, and state service commissions, to get things done for America. We will prioritize investment in the most critical issues of our time – public health, climate and the environment, and education and economic opportunity – within AmeriCorps' Focus Areas (Appendix I) and we will increase our efforts to ensure our AmeriCorps members and AmeriCorps Senior volunteers reflect the communities where they serve. We will target our investments toward communities where the need is greatest, particularly those with populations that face racial inequality and poverty. These steps will

enable more Americans than ever to strengthen the communities that need it most across the nation through their service.

AmeriCorps' priorities for this funding opportunity are:

- Organizations leading service in communities with concentrated poverty, rural communities, tribal communities, and those organizations serving historically underrepresented and underserved individuals, including but not limited to communities of color, immigrants and refugees, people with disabilities, people who identify as part of the LGBTQIA+ community, people with arrest and/or conviction records, and religious minorities,
- Evidence-based interventions on the AmeriCorps Evidence Exchange that are assessed as having Moderate or Strong evidence. Please note that many of these interventions have demonstrated effectiveness in improving outcomes for individuals living in underserved communities and that the agency has committed resources to supporting grantees seeking to replicate and evaluate these interventions in similar communities,
- Veterans and Military Families, Caregivers, and Survivors – a program model that improves the quality of life of veterans and improves the well-being of military families, caregivers, and survivors,
- Faith-based organizations,
- Programs that provide additional 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.,
- Programs that create workforce pathways for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support, and
- Environmental stewardship.

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.

A.3. Performance Goals or Expected Outcomes

National Performance Measures

AmeriCorps expects applicants to use National Performance Measures as part of a comprehensive performance measurement strategy that relies on both performance and evaluation data to learn from their work and make tactical and strategic adjustments to achieve their goals.

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, please refer to the National Performance Measures Instructions found here.

A.4. 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

B.1. Estimated Available Funds

AmeriCorps welcomes all Native Nation applications. AmeriCorps reserves the right to prioritize providing funding to existing awards over making new awards. The actual level of funding is subject to the availability of annual appropriations.

B.2. Estimated Award Amount

Award amounts will vary as determined by the scope of the projects.

B.3. Period of Performance

AmeriCorps anticipates making three-year grant awards. AmeriCorps generally makes an initial award for the first year of the period of performance, based on a one-year budget. Continuation awards for subsequent years are not guaranteed; they depend upon availability of appropriations and satisfactory performance.

B.4. Type of Award

Award recipients will be assigned to an AmeriCorps Portfolio Manager, who will be responsible for assessing recipient performance, providing training and technical assistance, and serving as the agency's primary point of contact.

AmeriCorps State and National grants will be awarded if an application is successful.

AmeriCorps Operating Grants: AmeriCorps may award a Cost Reimbursement or a Fixed Amount grant to any successful applicant, but the availability of a Full-Cost Fixed-Amount grant is limited to certain applicants.

Professional Corps applicants are ineligible to apply for Cost Reimbursement grants. See the C.1.Eligible Applicants section and the Mandatory Supplemental Information found here for more information, including definitions for terminology. AmeriCorps will not provide both types of grants for the same project in one fiscal year.

Grant Types	Cost Reimbursement	Fixed Amount			
Available Subtypes	Traditional	Full-Cost	Education Award Program (EAP)	Professional Corps See MSI add hyperlink for further requirements	No Cost Slots
Maximum Cost per MSY*	$28,800	$28,800	$800 or $1,000**	$1,000	$0
Type of Slots in the National Service Trust***	FT, TQT, HT, RHT, QT, MT, AT	FT, TQT, HT, RHT, QT, MT, AT	FT, TQT, HT, RHT, QT, MT, AT	FT Only	FT, TQT, HT, RHT, QT, MT, AT
Budget Submission Required	Yes	No		No	No
Availability of Funds linked to enrollment and retention of awarded MSYs	No	Yes			No
Special Requirements	N/A	N/A		Must place qualified professionals in communities with an inadequate # of such professionals. Member salaries & benefits must be paid entirely by organization where member serves & not included in budget.	N/A
Financial Reporting Requirements	Yes	No			
Available to new Applicants	Yes	No	Yes		

* Member Service Year (MSY): One Member Service Year (MSY) is equivalent to a full-time AmeriCorps position (at least 1,700 service hours.)

** Per 42 U.S.C. § 12581a, the Corporation may provide the operational support under this section for a program in an amount that is not more than $800 per individual enrolled in an approved national service position, or not more than $1,000 per such individual if at least 50 percent of the persons enrolled in the program are disadvantaged youth.

***FT = Full Time, TQT = Three Quarter Time, HT= Half Time, RHT = Reduced Half Time, QT = Quarter Time, MT = Minimum Time, AT = Abbreviated Time

C. ELIGIBILITY INFORMATION

C.1. Eligible Applicants

The following non-Federal entities (all of which are defined in 2 CFR 200.1) are eligible to apply:

- Indian Tribes

Applicants must have a valid SAM registration and Unique Entity Identifier to receive an award. See Section D.3. Unique Entity Identifier and System for Award Management (SAM) for more information.

New Applicants

AmeriCorps encourages organizations that have not received prior funding from AmeriCorps to apply.

New applicants are eligible to apply for Cost Reimbursement and Education Award Program (EAP) grant but are not eligible to apply for Full Cost Fixed Amount grants.

Types of Applicants

1. *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. 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 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).

Threshold Issues

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

- Professional Corps applicants and/or applicants determined to be a Professional Corps by the agency, AmeriCorps, must demonstrate that the community in which it will place AmeriCorps members serving as professionals has an inadequate number of said professionals.
- If the proposed service activities require specialized member qualifications and/or training (for example, tutoring programs: 45 CFR 2522.910-.940), the applicant must describe how the program will meet these requirements.

C.2. Cost Sharing or Matching

There is no cost share or matching requirement for Fixed Amount grants. AmeriCorps does not provide all the funds necessary to operate the program, therefore organizations should raise the additional revenue required to operate the program.

New applicants are eligible to apply for Cost Reimbursement and Education Award Program (EAP) grant but are not eligible to apply for Full Cost Fixed Amount grants.

Cost Reimbursement Grants

Applicants may request American Rescue Plan match replacement funds to cover a portion of the grantee share costs. Grantees are Statutorily required to match at least 15 percent of member living allowances if the applicant proposes to provide AmeriCorps members living allowances. However, the remainder of grantee share costs, up to the match requirement, may be covered by match replacement funding, if requested. Because the American Rescue Plan funds expire on September 30, 2024, grants awarded after that date will be required to raise non-AmeriCorps funds to support the program and meet match requirements. Grants awarded AFTER September 30, 2024 have the following requirements:

Applicants are required to match funds based on the chart below. The applicant's match can be non-AmeriCorps cash and/or in-kind contributions. Applicants must indicate whether the match is proposed or secured. Applicants must demonstrate the ability to meet the match requirement at the time of application submission. See Section D.6. Funding Restrictions for more information.

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

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

Law requires that grantees that use other Federal Funds as matching funds for an AmeriCorps grant to report those amounts and sources to AmeriCorps on a Federal Financial Report found in 42 U.S.C. §12571(e). Grantees must track and be prepared to report on that match separately each year and at closeout.

C.3. Other Eligibility Requirements

Under Section 132A(b) of the National and Community Service Act of 1990, as amended, organizations that have violated a Federal criminal statute may not receive assistance described in this Notice.

Applications that propose to engage in activities that are prohibited under AmeriCorps' statutes, regulations, or the terms and conditions of its awards are not eligible to receive AmeriCorps funding.

Note that under appropriations provisions annually enacted by Congress, if AmeriCorps is aware that any corporation has any unpaid federal tax liability

- that has been assessed;
- for which all judicial and administrative remedies have been exhausted or have lapsed; and
- that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability;

that corporation is not eligible for an award under this Notice. However, this exclusion will not apply to a corporation that a federal agency has considered for suspension or debarment and determined that suspension or debarment is not necessary to protect the interests of the federal government.

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

D. APPLICATION AND SUBMISSION INFORMATION

This Notice should be read together with the AmeriCorps regulations, 45 CFR 2520 – 2550, Guidance, Application Instructions, Performance Measures, and Mandatory Supplemental Information. These documents are available online at AmeriCorps.gov Funding Opportunities webpage.

D.1. Address to Request an Application Package

All information associated with this funding opportunity is available through the AmeriCorps Funding Opportunities webpages. Applicants should refer to AmeriCorps Funding Opportunities for more information and instructions on how to fully respond to this Notice. Applicants can also send an email to americorpsgrants@cns.gov or call (202) 606-7508 for a printed copy of the Notice and Guidance and Application Instructions. AmeriCorps also offers live text chat.

D.2. Content and Form of Application Submission

D.2.a. Application Content

Complete applications must include the following elements:

- Standard Form 424 (SF-424) Face Sheet: This is automatically generated when applicants complete the data elements in the eGrants system.
- Narrative Sections:
    - Executive Summary: This is a brief description of the proposed program.

    - Program Design
    - Organizational Capability
    - Cost-Effectiveness & Budget Adequacy
    - Evaluation Summary/Plan
- Logic Model
- Performance Measures
- Standard Form 424A Budget
- Continuation Changes
- Clarification
- Authorization, Assurances, and Certifications

D.2.b. Page Limits

There are page limits for the Narratives and Logic Model:

- Narratives
    - Applications must not exceed 10 double-spaced pages for the Narratives or 12 pages for Rural Intermediaries and Multi-State applications with more than five operating sites as the pages print out from eGrants. AmeriCorps will use the number of locations in the "multi-state operating sites" field in AmeriCorps' web-based management system to determine whether a multi-state application has more than five operating sites. The "multi-state operating sites" field can be found by clicking on the "operating sites" link in the system. Multi-state applicants that list five or fewer operating sites cannot exceed 10 pages for the Narrative.
    - The application sections that count towards the page limit are the:
        - SF-424 Face Sheet
        - Executive Summary
        - Program Design, Organizational Capability, and Cost-Effectiveness & Budget Adequacy narratives.
    - The application page limit does not include Evaluation Summary/Plan, Clarification Summary, Continuation Changes, Budget, Performance Measures, or any required additional documents.
- Logic Model
    - The Logic Model may not exceed three pages when printed with the application from the "Review" tab in AmeriCorps' web-based management 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. The character limits in eGrants do not align with page limits set in the Notice. **AmeriCorps strongly encourages applicants to print out the application from the "Review and Submit" tab in eGrants prior to submission in order to confirm that the application does not exceed the page limit.**

AmeriCorps 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.

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

All applicants **must** register with the System for Award Management (SAM) at https://www.sam.gov/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. See the SAM Quick Guide for Grantees.

SAM registration must be renewed annually. 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 eGrants must match exactly the applicant's SAM-registered information.**

AmeriCorps will not make awards to entities that do not have a valid SAM registration and Unique Entity Identify. If an applicant has not fully complied with these requirements by the time AmeriCorps is ready to make a federal award, AmeriCorps may determine that the applicant is not qualified to receive an award and use that determination as a basis for making a federal award to another applicant.

Applications must include an Employer Identification Number.

Applications must include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process.

D.4. Submission Dates and Times

D.4.a. Application Submission Deadline

Applications are due not later than **Wednesday, April 5, 2023 by 5:00 p.m. Eastern Time.**

AmeriCorps will not consider applications submitted after the deadline, except as noted in Section *D.4.c. Late Applications*. AmeriCorps reserves the right to extend the submission deadline. AmeriCorps will post a notification in the event of an extended deadline on AmeriCorps' funding opportunity webpage.

D.4.b. Additional Documents Deadline

Additional documents are due by the application submission deadline. See *Sections D.4.a.* Section D.4.c. Late Applications and D.7.b. Submission of Additional Documents for more information.

D.4.c. Late Applications

All applications received after the submission deadline published in this Notice, of **Wednesday, April 5, 2023 at 5:00 pm Eastern Time,** are presumed to be non-compliant. To overcome this presumption, the applicant must:

- submit a written explanation or justification of the extenuating circumstance(s) that caused the delay, including:
    - the timing and specific cause(s) of the delay
    - the ticket number if a request for assistance was submitted to the AmeriCorps Hotline

    - any information provided to the applicant by the AmeriCorps Hotline
    - any other documentation or evidence that supports the justification
- ensure that AmeriCorps receives the written explanation or justification and any other evidence that substantiates the claimed extenuating circumstance(s), via email to LateApplications@cns.gov no later than 24 hours after the application deadline as stated in the Notice

Communication with AmeriCorps staff, including an applicant's portfolio manager, is not a substitute for a written explanation or justification of the extenuating circumstance that caused the delay as outlined above. Applicants are required to continue working in eGrants, AmeriCorps' web-based application system, and with the AmeriCorps Hotline to submit the application. AmeriCorps will determine whether or not to accept a late application on a case-by-case basis.

Applicants that do not meet the application submission deadline and do not submit a written explanation or justification or any other evidence to overcome the presumption of non-compliance within the published timeframe will be deemed noncompliant. If AmeriCorps sustains a noncompliant determination, the application will not be reviewed or selected for award.

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

D.5. Intergovernmental Review

This Notice is not subject to Executive Order 12372, "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 less than full-time member, it must comply with the maximum limits in the table below. For Cost Reimbursement grants, the amount must be included in the proposed budget as either AmeriCorps or grantee share. Exceptions are noted below.

While Fixed Amount grant applicants are not required to submit detailed budgets, they are still required to provide a living allowance to members that complies with the minimum and maximum requirements. Exceptions are noted below. Fixed Amount grant applicants should indicate that amount in the application.

Table: Minimum and Maximum Living Allowance

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	$17,600	$35,200
Three Quarter-time	1,200	n/a	$24,640
Half-time	900	n/a	$17,600
Reduced Half-time	675	n/a	$13,376
Quarter-time	450	n/a	$9,152
Minimum-time	300	n/a	$7,392
Abbreviated-time	100	n/a	$2,112

Exceptions to the Living Allowance Requirements

a. Programs existing prior to September 21, 1993, are not required to offer a living allowance. If an applicant chooses to offer a living allowance, it is exempt from the minimum requirement, but not the maximum requirement.

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

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

2. Maximum Cost per Member Service Year (MSY)

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. The maximum amount an applicant may request from AmeriCorps per MSY is determined on an annual basis.

New and recompeting applicants will be held to the maximum cost per MSY for their grant type.

Table: Maximum Cost per MSY

Grant Program	Maximum
Native Nations (cost reimbursement)	$28,800
Professional Corps competitive Fixed Amount Applicants/Grantees	$1,000*
Full-cost competitive Fixed Amount Grant	$28,800
Education Award Program (EAP) Fixed Amount Grant	$800 or $1,000**

*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 demonstrate significant organizational financial need.

** Per 42 U.S.C. 12581a, the Corporation may provide the operational support under this section for a program in an amount that is not more than $800 per individual enrolled in an approved national service position, or not more than $1,000 per such individual if at least 50 percent of the persons enrolled in the program are disadvantaged youth.

AmeriCorps reserves the right to 1) treat an applicant that meets the statutory requirements of a Professional Corps as such, whether or not they submitted their application as a professional corps program; and 2) determine whether an applicant has demonstrated inability to effectively operate in the absence of AmeriCorps operating funds.

3. Segal AmeriCorps Education Award

AmeriCorps members who successfully complete a term of service will be eligible for an Education Award from the National Service Trust. The amount of the Education Award is linked to the value of the Pell Grant. A member has up to seven years after their term of service to use the Education Award.

D.6.b. Indirect Costs

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

The instructions for how to enter the organization's indirect cost rate are located here: eGrants Indirect Cost Rate User Instructions. Applicants should not submit documentation addressing the indirect 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@cns.gov. 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 in eGrants

Applicants must submit applications electronically via eGrants, AmeriCorps' web-based application system. AmeriCorps recommends that applicants create an eGrants account and begin the application at least three weeks before the deadline. Applicants should draft the application as a Word document, then copy and paste the text into the appropriate eGrants field no later than 10 days before the deadline.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use their own eGrants account to sign and submit the application. A copy of the governing body's authorization for this official representative to sign must be on file in the applicant's office.

Applicants should contact the AmeriCorps Hotline at (800) 942-2677 or via eGrants Questions if they have a problem when they create an account, prepare, or submit the application. AmeriCorps Hotline hours are posted.

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 resolved by the deadline, applicants must continue working with the AmeriCorps Hotline to submit via eGrants.

If circumstances make it impossible for an applicant to submit in eGrants, applicants may send a paper copy of the application via overnight carrier below. Applicants must include a written explanation and any other documentation or evidence that support their inability to submit their application electronically.

AmeriCorps
ATTN: Office of Grant Administration (OGA)/AmeriCorps State and National Tribes Application
250 E Street, SW, Suite 300
Washington, DC 20525

Please use a non-U.S. Postal Service carrier to avoid security-related delays. **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

All documents must be submitted by the applicant.

All applicants

1. Evaluation briefs, reports, studies. Please refer to the Evidence Base section and Mandatory Supplemental Information found here for detailed instructions by evidence tier. If multiple evaluation briefs/reports/studies 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.
2. Labor union concurrence (if applicable)

3. All applicants regardless of funding level are required to submit an Operational and Financial Management Survey (OFMS). Please submit the OFMS as a Word document. Forms submitted as a PDF or any other document format may not be accepted.

Recompete applicants who have previously received three or more years of competitive funding for the same project being proposed:

Evaluation plan. Please use the evaluation plan template available on the Notice webpage. Evaluation plans are not scored and will not be reviewed until after funding decisions are made.

Recompete applicants who have previously received six or more years of competitive funding for the same project being proposed:

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

Entities applying on behalf of a Federally Recognized Tribe (New and recompeting)

Tribal organization eligibility documentation (See C.1 Eligible Applicants)

Additional documents must be emailed to AdditionalDocuments@cns.gov with the following subject line: *"Legal Applicant Name" – "Application ID Number."* Emails should include:

- the legal applicant name and its point of contact information
- the application ID number
- a 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.
- 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)"

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

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 deploy AmeriCorps members effectively to solve a significant community problem. AmeriCorps urges applicants to submit high quality applications that carefully follow the guidance in this *Notice* and in the Application

Instructions found here. 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. They will also consider the weights assigned to each criterion.

Categories/Subcategories	Percentage
Executive Summary	**0**
Program Design	**50**
• **Theory of Change and Logic Model**	24
• **Evidence Tier**	12
• **Evidence Quality**	8
• **Notice Priority**	0
• **Member Experience**	6
Organizational Capability	**25**
• **Organizational Background and Staffing**	13
• **Compliance and Accountability**	8
• **Member Supervision**	4
Cost-Effectiveness and Budget Adequacy	**25**

E.1.a. Executive Summary (Required – 0 percent):

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

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

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

E.1.b. Program Design (50 percent):

Reviewers will consider the quality of the application's response to the criteria below. Do not assume all sub-criteria are of equal value. Please ensure the Theory of Change and Logic Model incorporates the funding priorities listed above, for example supporting communities

historically excluded and/or underserved from government services, addressing structural and institutional inequities, or increasing opportunity in order to achieve sustainable change in communities.

1. Theory of Change and Logic Model (24 points)

The Theory of Change shall address:

- The problem is prevalent and severe in communities where the program plans to serve and has been documented with relevant data.
- The proposed intervention is responsive to the identified community problem.
- The applicant's proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) leveraged volunteers.
- The applicant's intervention is likely to lead to the outcomes identified in the applicant's Theory of Change.
- The expected outcomes articulated in the application narrative and Logic Model represent meaningful progress in addressing the community problem identified by the applicant.
- The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable.
- The service role of AmeriCorps members will produce significant contributions to existing efforts and help develop additional capacity to address the stated problem.

The Logic Model shall depict:

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

Note: The Logic Model is a visual representation of the applicant's Theory of Change. Programs should include short, medium or long-term outcomes in the Logic Model.

Applicants are not required to measure all components of their Theory of Change. The applicant's performance measures should be consistent with the program's Theory of Change and should represent significant program activities.

In the application narrative, applicants should discuss the community need as it relates to the CDC's Social Vulnerability Index.

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

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

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

2. Evidence Base (20 points)
The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier (see the Mandatory Supplemental Information found here.) Second, the quality of the applicant's evidence and the degree to which it supports the proposed program design, including program aligned with the priority areas identified above, will be assessed and scored.

Evidence Tier (12 points):
An evidence tier will be assessed for each applicant for the purpose of understanding the relative strength of each applicant's evidence base and the likelihood that the proposed intervention will lead to outcomes identified in the Logic Model.[1]

Applicants who have outcome or impact evaluation reports of the same intervention described in the application (see Mandatory Supplemental Information found here for a definition of "same intervention") may submit up to 2 of those reports, plus (if applicable) the evaluation report from their last three-year grant cycle, to qualify for the Preliminary, Moderate, or Strong evidence tier. In order to qualify for consideration, the intervention evaluated in the submitted report(s) must match the intervention proposed by the applicant in the following areas, all of which must be clearly described in the Program Design and Logic Model sections of the application:

[1] In 2021, the evidence tiers of successful AmeriCorps State and National applicants that were competing were as follows: Strong 38%, Moderate 19%, Preliminary 16%, and Pre-Preliminary 26%. As these figures indicate, AmeriCorps values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, do not be deterred from applying for funding due to your current evidence level.

- Characteristics of the beneficiary population, including evidence of current or historic inequities facing the population;
- Characteristics of the population delivering the intervention;
- Dosage (frequency and duration) and design of the intervention, including all key components and activities;
- The context in which the intervention is delivered; and
- Outcome of the intervention.

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

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

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

Applicants must meet all requirements of an evidence tier in order to be considered for that tier.

If the evaluation reports submitted by the applicant do not meet the definitions in the Mandatory Supplemental Information, the applicant may be considered for a lower evidence tier.

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

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

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

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

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

3. Notice Priority (0 points)

- The applicant proposed program fits within one or more of the AmeriCorps funding priorities and meets all of the requirements within that bullet/section as outlined in the A.2 Funding Priorities section and more fully described in the Mandatory Supplemental Information found here.

4. Member Experience (6 points)

- AmeriCorps members' service will provide them opportunities to develop as leaders.
- AmeriCorps members will gain skills as a result of their training and service that can be utilized and will be valued by future employers after their service term is completed.
- AmeriCorps members receive additional benefits.
- Description of the demographics of the community served and plans to recruit AmeriCorps members from geographic or demographic communities in which the program operates. This could include but not limited to the following historically underserved, under-represented, and disadvantaged populations of:
  a. communities of color
  b. LGBTQ+ (Lesbian, Gay, Bisexual, Transgender and Questioning) communities
  c. Individuals with varying degrees of English language proficiency
  d. Individuals with disabilities
  e. Veterans and military family members as volunteers
- Description of how the organization will ensure its project engages a diverse and inclusive group of members.
- The applicant's organization and/or program has a diversity, equity, and inclusion council or similar mechanism that seeks to diversity its staff and board and create a supportive and safe environment as well ensure that its programming is culturally and community appropriate.

E.1.c. Organizational Capability (25 percent):

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

1. Organizational Background and Staffing (13 points)

- The organization details the roles, responsibilities, and structure of the staff that will be implementing, providing oversight, and monitoring the program.
- The organization has facilitated, partnered, or participated in educational or workforce development programs (i.e., pre-apprenticeship/registered apprenticeship, work experience and job training programs, etc.)

- The leadership and staff of the organization has the same lived experience as the beneficiary population and/or community being served.
- The applicant's (organization's or institution's) definitions of diversity, equity, inclusion, and accessibility demonstrate the organization is engaged in related to diversity, equity, and inclusion. This can include the inclusion of diversity on the Board of Directors, agency staff and leadership, and/or volunteers.

2. Compliance and Accountability (8 points)

- The extent to which the organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The extent to which the organization has an effective mechanism in place to report, without delay, any suspected criminal activity, waste, fraud, and/or abuse to both the AmeriCorps Office of Inspector General and AmeriCorps and a plan for training staff and participants on these reporting protocols.
- The extent to which the organization has sufficient policies, procedures, and controls in place to prevent, detect, and mitigate the risk of fraud, waste, abuse, and mismanagement, this can include an assessment of appropriate segregation of duties, internal oversight activities, measures to prevent timekeeping fraud, etc.
- The AmeriCorps-required evaluation report meets AmeriCorps requirements (if applicable).
- The AmeriCorps-required evaluation report is of satisfactory quality (if applicable).

3. Member Supervision (4 points)

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

E.1.d. Cost-Effectiveness and Budget Adequacy (25 percent):

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

These criteria will be assessed based on the budget submitted. Do <u>not</u> include narrative in the narrative box except for "See budget".

1. Cost Effectiveness and Budget Adequacy (25 points)

- Budget complies with the Application Instructions found here document (Cost Reimbursement Applicants: See Appendix B and C; Fixed Amount Applicants: See Appendix D and E)
- Cost Reimbursement applicant meets match requirements or Fixed Amount applicant proposes sufficient additional revenue to adequately support the program. Applicant identifies sources in the Source of Funds section of the budget
- The cost per MSY is equal to or less than the maximum cost per MSY (See Section D.6.a.2).

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

Cost reimbursement applicants: Indicate the amount of requested match replacement in the Source of Funds section of the budget. See definition of match replacement in the Mandatory Supplemental Information found here.

E.1.e. Evaluation Plan (Required for recompeting applicants - 0 percent):

If the applicant has previously received three or more years of competitive funding for the same project being proposed (see the Mandatory Supplemental Information for the AmeriCorps definition of "same project"), the applicant must submit an evaluation plan as an attachment (see the D.7.b Submission of Additional Documents section for more information). If the applicant has previously received six or more years of competitive funding for the same project being proposed, the applicant must submit both an evaluation plan and an evaluation report as attachments.

Applicants should use the evaluation plan template found here available on the *Notice* webpage to craft their evaluation plans. The template document provides detailed information about the AmeriCorps evaluation requirements (45 CFR 2522.700-710) and specifies the information that must be provided for the evaluation plan to be approved by AmeriCorps. The evaluation plan will not be scored and will not be reviewed until after funding decisions have been made.

All applicants should 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.

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 knowledge and expertise to assess and provide input on the eligible applications. The review and selection process is intended to produce a diversified set of high-quality programs that represent the priorities and strategic considerations described in this Notice. 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 conduct an initial Compliance and Eligibility Review to determine if an application meets the eligibility requirements published in this Notice and advances to the next stage of the review process.

An application is compliant if the applicant:

- is an eligible organization
- submitted an application by the submission deadline

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

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 (E.1). AmeriCorps will recruit and select reviewers on the basis of demonstrated expertise in AmeriCorps State and National Native Nation programming and/or the Focus Areas, as well as experience assessing applications. All External Reviewers will be screened for conflicts of interest.

Post-Review Quality Control

After the initial review process is complete, AmeriCorps staff will review the initial results for fairness and consistency. Some applications may be selected for a Post-Review Quality Control assessment. This additional level of review will be used to ensure fairness and provide assurances that an application was not disadvantaged in the original review.

E.2.c. Applicant Clarification

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 award process.

E.2.d. Pre-Award Risk Assessment

AmeriCorps staff will assess the risks to the program posed by each applicant to determine an applicant's ability to manage Federal Funds. This evaluation is in addition to those about the applicant's eligibility and the quality of its application on the basis of the Selection Criteria (E.1). Results from this assessment will inform funding decisions. If AmeriCorps determines that an award will be made to an applicant with assessed risks, special conditions that correspond to the degree of assessed risk may be applied to the award. Additionally, if AmeriCorps concludes that the reasons for applicants having poor risk assessment are not likely to be mitigated, those applications may not be selected for funding.

In assessing risks, AmeriCorps may consider the following criteria:

1. Due Diligence, including:
    - Federal debt delinquency

- suspension and debarment
- information available through Office of Management and Budget (OMB)- designated repositories of government-wide eligibility qualification or financial integrity information, such as:
    - Federal Awardee Performance and Integrity Information System (FAPIIS)
    - U.S. Treasury Bureau of Fiscal Services
    - System for Award Management (SAM)
    - "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
- Public Litigation Records

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

3. Past Performance, including:
    - an applicant's record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:
        - timeliness of compliance with applicable reporting requirements
        - conformance to the terms and conditions of previous Federal awards
        - applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients
        - timely closeout of other awards
        - meeting matching requirements
        - the extent to which any previously awarded amounts will be expended prior to future awards
        - national service criminal history check (NSCHC) compliance. See section F.2.d. National Criminal History Check Requirements and the NSCHC webpage for more information

4. Other Programmatic Risks, including:
    - publicly available information, including from the applicant organization's website

E.2.e. Consideration of Integrity and Performance System Information

Prior to making any award that exceeds the $250,000, AmeriCorps is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (See 41 U.S.C. §2313). Additionally, AmeriCorps may expand upon these requirements and use its discretion to review and consider information about any applicant receiving an award, including those under $250,000.

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

AmeriCorps may consider comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing its review of risk posed by the applicant under the E.2.d. Risk Assessment Evaluation section of this Notice.

E.2.f. Selection for Funding

The review and selection process are designed to:

- identify how well eligible applications are aligned with the application selection criteria (E.1)
- build a diversified portfolio based on the following strategic considerations:
    - AmeriCorps Funding Priorities (See Section A.2. Funding Priorities)
    - meaningful representation of
        - rural communities
        - innovative community strategies
    - CEO discretion to advance strategic goals

AmeriCorps will assess an applicant's strategic considerations. Applicants must check the relevant boxes in the Program Information tab in AmeriCorps' web-based management system. Applicants should only check the boxes if the strategic consideration is a significant and intentional part of their program design and if implementation strategies are described in the application.

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

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

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

AmeriCorps reserves the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria (E.1.) that will be used to assess applications.

E.3. Feedback to Applicants

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

E.4. Transparency in Grant-making

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.

Submitted program narratives, executive summaries, a blank template of the external review worksheet, a list of all external reviewers who completed the review process, and a summary

of external reviewer comments for successful applications will be available upon request via email to AmeriCorpsOGA@cns.gov.

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 the end of June 2023 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 Notice of Grant Award signed by the Office of Grant Administration Grant Award Specialist is the authorizing document. An awardee may not expend Federal Funds until the start of the Period of Performance identified on the Notice of Grant Award.

F.2. Administrative and National Policy Requirements

F.2.a. Uniform Guidance

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

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

AmeriCorps will request documentation from award recipients in order to monitor the grantee and award to ensure compliance with legal requirements, including the Payment Integrity Information Act of 2019. Failure to make timely responses to these requests may result in award funds being placed on manual hold, reimbursement only status, or other remedies may be applied as appropriate.

F.2.c. AmeriCorps Terms and Conditions

All awards made under this Notice will be subject to the FY 2023 AmeriCorps General Terms and Conditions, and the FY 2023 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available on the 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. We encourage grantees to minimize barriers to service without putting their program beneficiaries at genuine risk.

- In general, award recipients and subrecipients must conduct an NSCHC for AmeriCorps members, AmeriCorps Seniors volunteers, and staff funded under, or whose salary is reflected as match on, the award.
- AmeriCorps strongly encourages applicants to review the regulations and additional guidance to fully understand how to comply with the requirements. See the NSCHC regulations and guidance. AmeriCorps also strongly encourages award recipients to utilize the two AmeriCorps approved vendors to conduct the required NSCHCs.
- Failure to conduct a compliant NSCHC may result in significant disallowed costs.
- The cost of conducting NSCHC is an allowable expense under the award and the individual subject to the NSCHC may not be required to cover the cost without being reimbursed.

An NSCHC consists of a check of the:

1. National Sex Offender Public website through NSOPW.gov (nationwide check);
2. State criminal history record repository or agency-designated alternative for the individual's State of residence *and* State of service; and
3. Fingerprint-based check of the FBI criminal history record database through the State criminal history record repository or agency-approved vendor.

All checks must be conducted, reviewed, and an eligibility determination made before the individual begins work or service.

An individual is not eligible to serve or work in a position subject to the NSCHC requirements if:

- the individual refuses to consent to a criminal history check;
- makes a false statement in connection with a criminal history check;
- is registered, or is required to be registered, on a state sex offender registry or the National Sex Offender Registry; or
- has been convicted of murder.

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

F.2.e. Official Guidance

All AmeriCorps active Guidance is available on the agency's Guidance webpage. The contents of these documents do not have the force and effect of law and are not meant to bind the public in any way unless incorporated into a contract or grant agreement. These documents are intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

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 (2 CFR §200.315).

F.4. Reporting

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

Cost reimbursement grantees are required to provide annual progress reports and semi-annual financial reports through eGrants, AmeriCorps' web-based grants management system and an internal or external evaluation report as required by the AmeriCorps regulations 45 CFR 2522.500-2522.540 and 2522.700-2522.740. Final financial and progress reports are due 120 days after the end of the agreement.

Fixed Amount grantees are required to provide annual and final progress reports through eGrants, AmeriCorps' web-based grants management system and an internal or external evaluation report.

All grantees, including Fixed Amount grantees, must submit quarterly financial reports to the U.S. Department of Health and Human Services Payment Management System.

In addition, at the end of the award period, a grantee must submit final financial and progress reports that are cumulative over the entire award period and consistent with the close-out requirements. The final reports are due 120 days after the end of the period of performance.

Award recipients will be required to report at Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) on all subawards over $30,000, and may be required to report on executive compensation for the recipient organization and its subrecipients. Recipients and subrecipients must have the necessary systems in place to collect and report this information. See 2 CFR Part 170 for more information and to determine how these requirements apply.

Once the grant is awarded, recipients will be expected to have in place data collection and data management policies, processes, and practices that provide assurance that they are reporting high quality performance measure data. At a minimum, recipients should have policies, processes, and practices that address the following five aspects of data quality for themselves and for subrecipients (if applicable):

- data measures what it intends to measure
- data reported is complete
- grantee collects data in a consistent manner
- grantee takes steps to correct data errors
- grantee actively reviews data for accuracy prior to submission.

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

F.5. 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 2023 are considered continuation applicants. Continuation applicants must submit an application in order to be eligible to receive funding for the FY

2023 program year. Continuation applicants must follow the requirements for continuation application content as outlined in the Application Instructions.

Please see the Application Instructions for how to request Match Replacement funds and/or 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 E. 1 selection criteria published in this Notice.

The 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@cns.gov. AmeriCorps also offers live text chat.

For technical questions and problems with the eGrants system, call the AmeriCorps Hotline at (800) 942-2677. AmeriCorps Hotline hours are also posted. Be prepared to provide the application ID, organization's name, and the name of the Notice to which the organization is applying.

H. OTHER INFORMATION

H.1. Technical Assistance

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

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

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. (See 5 C.F.R. 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, 2023.

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C §552a) requires that we notify you 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. In some programs, the information may also be provided to Federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information may also be provided to appropriate Federal agencies and contractors that have a need to know the information for the purpose of assisting the government to respond to a suspected or confirmed breach of the security or confidentiality or information maintained in this system of records, and the information disclosed is relevant and unnecessary for the 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.

APPENDIX I – AmeriCorps Focus Areas

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's intent and to maximize the impact of investment in national service, and to achieve the goals laid out in our 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
Supporting for health needs within communities, including mitigating the impacts of COVID-19 and other public health crises, access to care, aging in place, and addressing childhood obesity, especially in underserved communities.

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