Hello!

I am Linda Thompson

Executive Director
Georgia Commission for Service and Volunteerism

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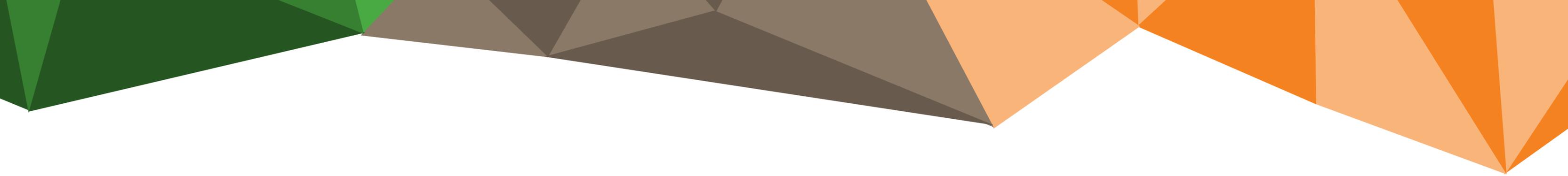
# Notice of Funding Opportunity Overview
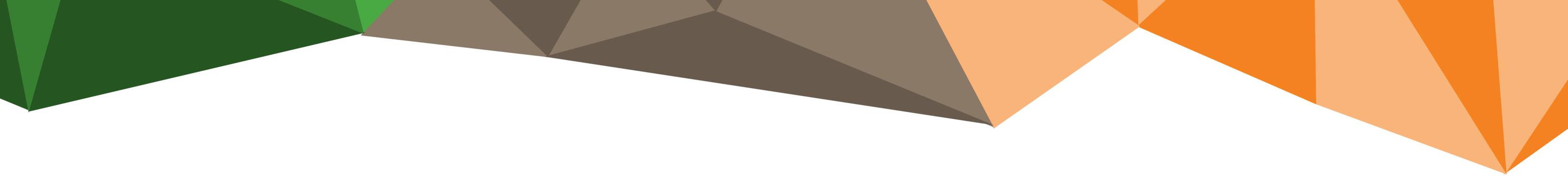
Introductions

Agenda
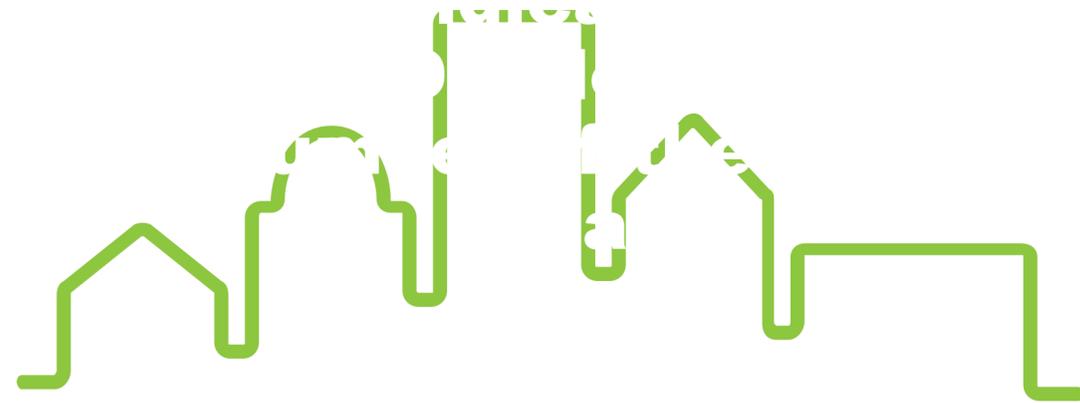
November 17, 2020

NOFO Overview

November 18, 2020

Getting Started

DUNS Number

Set-up eGrants Account

NOFO Selection

Completion of Face Sheet

Application Completion Series:

Theory of Change

Logic Model

Performance Measures

Evidence Tier

Evidence Quality

Notice Priority

Member Experience

Organizational Background and Staffing

Compliance and Accountability

Culture That Values Learning

Member Supervision

November 19, 2020

Cost Effectiveness/Budget

Planning Grant Applicants

Closing Remarks / Q&A

References

- All webinars are being recorded
  - Introduction to National Service
    - https://attendee.gotowebinar.com/recording/4695662729109933313

- https://www.dca.ga.gov/node/6055

- https://nationalservice.gov/build-your-capacity/grants/funding-opportunities/2021/americorps-state-and-national-grants-fy-2021

Disclosure

- Responsible for reading the following materials in its entirety:

  2021 Notice of Funding Opportunity (PDF)

  2021 Mandatory Supplemental Information (PDF)

  2021 Application Instructions (PDF)
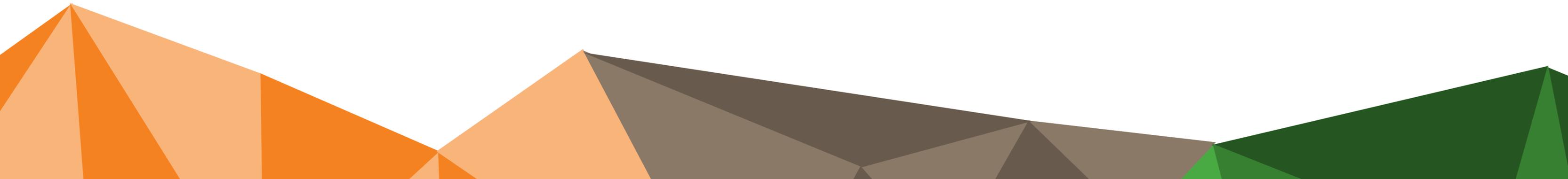
NOTICE OF FUNDING OPPORTUNITY

GEORGIA-SPECIFIC ANNOTATED VERSION

Federal Agency Name: Corporation for National and Community Service

State Commission Name: Georgia Commission for Service and Volunteerism (Georgia Serves)

Funding Opportunity Title: Announcement Type: FY 2021 AmeriCorps State and National Grants

Initial Announcement

Assistance Listing Number: 94.006

You will use this number on the SF424 Face sheet in 10a. It is the Catalog of Federal Assistance Number.

Disclosure: Publication of this Notice of Funding Opportunity (Notice) does not obligate the Corporation for National and Community Service (CNCS) or the Georgia Commission for Service and Volunteerism (Georgia Serves) to award any specific number of grants or to commit any particular amount of funding. The 2021 President's Budget proposed the elimination of CNCS. The actual level, timing, and process of grant funding will be subject to the availability of annual appropriations.

Demonstrate a strong return on investment in order to continue the great work of AmeriCorps programming.

Collect and share relevant data to demonstrate that AmeriCorps is a necessity.

This can only be done by first submitting strong applications.
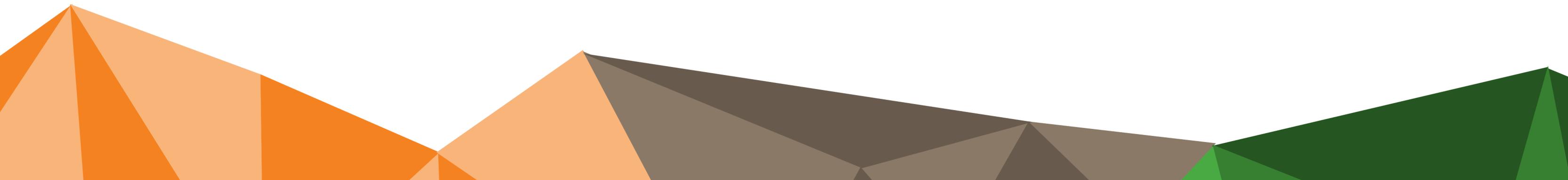
Important Dates

- Single State Formula Applications are due on **Friday, February 12, 2021 by 3:00 p.m. Eastern Time to the Georgia Commission for Service and Volunteerism via eGrants.**

- Competitive Applications are due **Wednesday, January 6, 2021 by 5:00 p.m. Eastern Time to CNCS.**

- Successful applicants will be notified by the end of **May 2021**.

A.2. Funding Priorities

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

- Efforts to help local communities recover from the COVID-19 pandemic. Applicants may propose programming in any CNCS focus area to aid communities as they recover from the COVID-19 pandemic.
- Programs that actively engage in removing structural racial inequities, advancing racial equality, and increasing opportunity in order to achieve sustainable change in communities.
- **Economic Opportunity** – a program model that increases economic opportunities for communities by preparing people for the workforce.
- **Education** – see sixth bullet.
- **Healthy Futures** – a program model that reduces and/or prevents prescription drug and opioid abuse.
- **Evidence-based interventions** on the CNCS Evidence Exchange (https://www.nationalservice.gov/impact-our-nation/evidence-exchange) that are assessed as having Moderate or Strong evidence.

- **Veterans and Military Families** – a program model that positively impacts the quality of life of veterans and improves military family strength.
- **Rural intermediaries** - organizations that demonstrate measurable impact and primarily serve rural communities with limited resources and organizational infrastructure.
- **Faith-based organizations.**
- **Programs that reduce child poverty.**
- **Environmental stewardship.**
- **Economic Mobility Corps** – a joint initiative with the Community Development Financial

Evidence-Based Interventions

https://www.nationalservice.gov/impact-our-nation/evidence-exchange
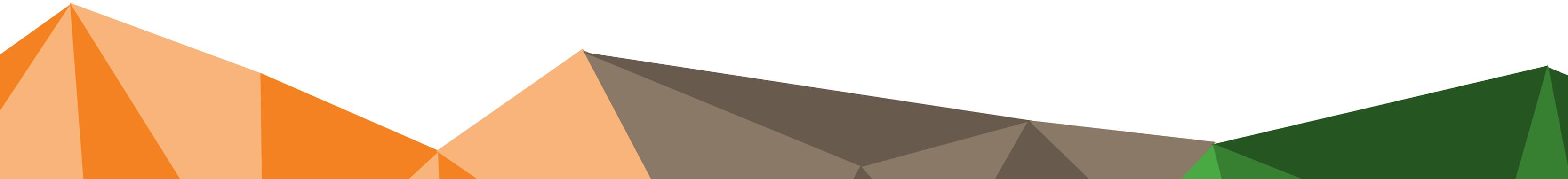
GCSV (Georgia Serves) seeks to prioritize the investment of national service resources in the following areas:

- **Educators in Rural Communities** - organizations placing AmeriCorps members as tutors and/or individuals as teachers in rural schools and communities.
- **Homelessness** – As described in the preamble of the HUD Final Rule Defining Homelessness, the final rule establishes four categories of homelessness. These categories are as follows:
  - Individuals and families who lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or a place not meant for human habitation immediately before entering that institution.
  - Individuals and families who will imminently lose their primary nighttime residence;
  - Unaccompanied youth and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under this definition; or
  - Individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.
- **Human Sex Trafficking** – As defined by the Advocates for Human Rights. Human sex trafficking is a form of slavery and involuntary servitude resulting in grave human rights violations. Sex trafficking involves individuals profiting from the sexual exploitation of others and has severe physical and psychological consequences for its victims.
- **Rural Communities** - those communities with a population of less than 50,000 and where the poverty percentage is 10% or greater.

B. FEDERAL AWARD INFORMATION

B.1. Estimated Available Funds

CNCS expects a highly competitive AmeriCorps grant competition. CNCS reserves the right to prioritize providing funding to existing awards over making new awards. The actual level of funding will be subject to the availability of annual appropriations.

Formula Funding is allocated to States based on a population-based formula. Hence the name "Formula" funds. Georgia typically receives between $4-4.5 million.   We won't know our allocation until the Spring of 2021.

B.3. Period of Performance

CNCS anticipates making three-year grants. CNCS 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.

The project start date may <u>not</u> occur prior to the date CNCS awards the grant. AmeriCorps members may <u>not</u> enroll prior to the start date of the award. AmeriCorps members may <u>not</u> begin service prior to the beginning of the member enrollment period as designated in the grant award. A program may not certify any hours a member performs prior to the beginning of the member enrollment period. AmeriCorps Members may not begin service before the Grant Agreement between DCA and the program is signed by all parties.

Programs are typically 10-12 months and may not exceed 12 months. Programs may not start before August 1st.

The following criteria must be met before a program can start:
1. CNCS must formally issue the award
2. Grant Agreement between DCA and the awardee must be signed

			Program (EAP)	See Sec. D.6.a.2 for further requirements	
Subtypes					
Maximum Cost per MSY	$16,300	$16,300	$800 or $1,000*	$1,000	$0
Type of Slots in the National Service Trust	Full-Time, Three Quarter-Time, Half-time, Reduced Half-Time, Quarter-Time, Minimum-Time, Abbreviated-Time	Full-Time, Three Quarter-Time, Half-Time, Reduced Half-Time, Quarter-Time, Minimum-Time, Abbreviated-Time	Full-Time, Three Quarter-Time, Half-Time, Reduced Half-Time, Quarter-Time, Minimum-Time, Abbreviated-Time	Full-Time only	Full-Time, Three Quarter-Time, Half-Time, Reduced Half-Time, Quarter-Time, Minimum-Time, Abbreviated-Time
Budget Submission Required	Yes	No		Yes, if requesting operating funds	No
Availability of Funds linked to enrollment and retention of awarded MSYs	No	Yes			No
Special Requirements	N/A	N/A		Must place qualified professionals in communities with an inadequate number of such professionals. Member salaries and benefits must be paid entirely by organization where member serves and not included in budget.	N/A

These workshops will only focus on "Cost Reimbursement" aka Formula Grants and AmeriCorps Formula Planning Grants.

Note the Cost per MSY is $16,300
What's an MSY?

Member Service Year.
Because AmeriCorps Members (ACMs) are not employees, the term Member Service Year is used in reference to a full-time AmeriCorps Member who serves a miminimum of 1700 hours per year.

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
- Institutions of higher education
- Local governments
- Nonprofit organizations
- States

Notes:
- If an organization has been convicted of a federal crime, that organization is not eligible to apply for an AmeriCorps grant.
- If an organization engages in prohibited activities, that organization is not eligible.

Entities must have a valid SAM registration and [DUNS and/or Unique Entity Identifier] to receive an award. See Section D.3. Unique entity identifier and System for Award Management (SAM) for more information.

Both the Commission and the Corporation will check www.SAM.gov for registration.
- This is an annual registration
- You must use your DUNS number or Unique Entity Identifier
    - A unique 9-digit number assigned to your organization by Dun & Bradstreet
- CNCS will perform a name-based check in addition to the DUNS number

New Applicants

CNCS encourages organizations that have not received prior funding from CNCS to apply. The general practice is to award no more than 50 member positions (slots) to organizations receiving an AmeriCorps grant for the first time.

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.

The Commission strongly encourage new applicants to apply. However, if you are new to National Service, we recommend that your first application requests a maximum of 10 MSY. This can be a combination of any less than full-time and full-time. Once you gain experience in overseeing an AmeriCorps program and are successful, we strongly encourage growth.

Types of Applicants

State and Territory Service Commissions (for Single-State Applicants)
Organizations that propose to operate in only one state must apply through the Governor-appointed State or Territory Commissions. Each commission administers its own selection process and submits the applications it selects to compete for funding directly to CNCS. Single-State applicants must contact their Commissions to learn about their state or territory processes and deadlines. State deadlines may be significantly earlier than the CNCS deadlines and may have additional requirements. The list of Commissions can be found on the CNCS website. A Single-State application from a State or Territory with a Commission that is submitted directly to CNCS by the applicant rather than the Commission will be considered noncompliant and will not be reviewed. See the Mandatory Supplemental Information for descriptions of National Direct and Single-State applicants.

National Direct Applicants[1]
Multi-State: Organizations that propose to operate AmeriCorps programs in more than one State or Territory apply directly to CNCS.

States and Territories without Commissions: Applicants in South Dakota, American Samoa, the Commonwealth of the Northern Mariana Islands, and the U.S. Virgin Islands apply directly to CNCS because this State and these Territories do not have an established Commission.

For the purpose of this workshop, we are only discussing "Single-State Applicants".

If you are a "National Direct" applicant, you are required to consult with the State Commission and should use this link to access the consultation form: https://www.surveymonkey.com/r/M55DXWI The deadline to submit the form is 01/06/2021.

Cost Reimbursement Grants

Applicants are required to match funds based on the chart below. The applicant's match can be non-CNCS 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%

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

The living allowance or salary provided to AmeriCorps members in Professional Corps programs

Applicants are required to match a percentage of the grant during the funding period; using this chart as guidance. Applicants must disclose if the match is proposed or secured. Documentation should be provided to support the claim. Indicate if the match is cash or in-kind.

Georgia applicants may submit questions directly to the State Commission at this email address: AmeriCorpsGA@DCA.ga.gov.
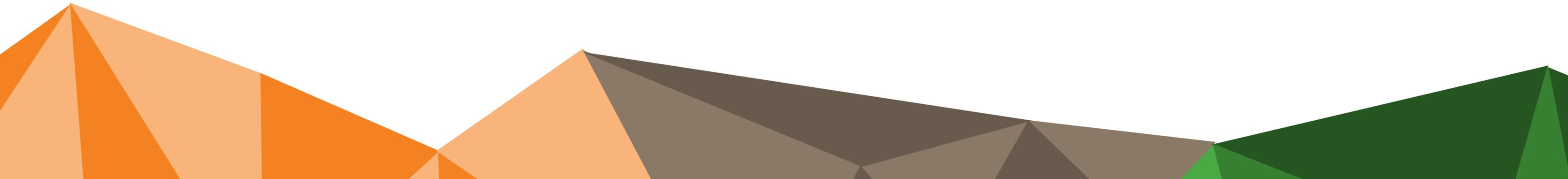
Submitting Additional Documents

When submitting additional documents, please follow these instructions:

- **Include the applicant's legal name in the subject line of the email** followed by the **Application ID Number**
  - **XYZ Non-Profit Organization - 20AC123456**
  - **Include the following in the body of the email**
    - Legal Applicant Name and Point of Contact Information
    - Name of the documents that are attached to the email
    - If sending in more than one email, label 1 of 10, 2 of 10, etc.
    - Do not submit items not requested (they will not be read nor returned)
    - Please do not email documents with sensitive information such as social security numbers.

- Components of the Logic Model
  - Inputs (all needed resources)
    - Funding
    - Program staff
    - AmeriCorps members
    - Volunteers
    - Training
    - Research
  - Activities (interventions)
    - Workshops
    - Counseling
    - Referrals to resources
  - Outputs (# of servings)
    - # individuals attending
    - # individuals receiving services
    - # individuals receiving referrals
  - Outcomes (changes)
    - Short-term (changes in knowledge, skills, attitudes)
    - Intermediate (changes in behaviors or actions)
    - Long-term (changes in conditions or status in life)

Outcomes

Inputs → Activities → Outputs → Short → Medium → Long
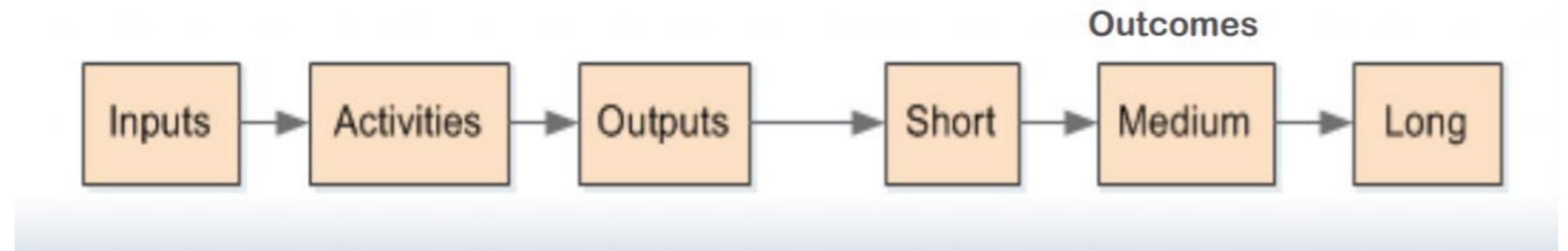
D.2.a. Application Content

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

- Narratives:
  - Executive Summary
  - Program Design
  - Organizational Capability
  - Cost Effectiveness and Budget Adequacy
  - Evaluation Plan (if applicable)
- Logic Model
- Standard Form 424A Budget
- Performance Measures
- Authorization, Assurances, and Certification (https://egrants.cns.gov/cnsmisc/ECERTS.HTM, andhttps://egrants.cns.gov/cnsmisc/EASSUR.HTM)

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. CNCS will use the number of locations in the "multi-state operating sites" field in CNCS's 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 the 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 CNCS's web-based management system.

D.4. Submission Dates and Times

D.4.a. Application Submission Deadline
Competitive Applications are due **Wednesday, January 6, 2021 by 5:00 p.m. Eastern Time to CNCS.**

Single State Formula Applications are due Friday, February 12, 2021 by 3:00 p.m. Eastern Time to the Georgia Commission for Service and Volunteerism (Georgia Serves). This includes Re-compete, Continuation, New and Planning Grant applicants).

Applicants are encouraged to submit applications prior to the deadline. Applications submitted after the deadline will not be considered by the Commission.

CNCS and Georgia Serves will not consider applications submitted after the deadline, except as noted in Section *D.4.c. Late Applications.* CNCS reserves the right to extend the submission deadline. CNCS will post a notification in the event of an extended deadline on CNCS's website.

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

Table: Minimum and Maximum Living Allowance

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	$15,100	$30,200
Three Quarter-time	1,200	n/a	$21,318
Half-time	900	n/a	$15,988
Reduced Half-time	675	n/a	$11,991
Quarter-time	450	n/a	$7,994
Minimum-time	300	n/a	$5,329
Abbreviated-time	100	n/a	$1,776

Most programs pay the minimum living allowance. Note that we discuss on page 4 the "Maximum Cost per MSY". Kim will discuss this in greater detail on November 19, but the difference between the two can be used for member related costs. Also note that programs are not required to pay a living allowance to less than full-time members, but most programs do.

*Cost reimbursement programs operating in rural communities (as defined in the Mandatory Supplemental Information) and cost reimbursement programs that recruit opportunity youth as AmeriCorps members may request up to $16,800 cost per MSY for the AmeriCorps members who will be serving in rural areas or who are opportunity youth.

GAServes/GCSV will claim 1% of Section III of the budget for administrative and oversight costs. This will be further explained during the Budget Training module.

This is the definition of "Rural Communities" taken from the Mandatory Supplemental Guidance:

Rural Communities: CNCS uses rural-urban commuting area (RUCA) codes to classify program addresses as either rural or urban for analytic purposes. RUCA codes classify U.S. census tracts using measures of population density, urbanization, and daily commuting. Census tracts with an urban cluster population less than 50,000 are considered rural (RUCA codes 4-10). Applicants are encouraged to designate themselves as serving rural communities if some or all service locations are in rural areas as defined by RUCA codes or if the program can provide other compelling evidence that the program is rural in the narrative portion of the application. This self-designation will be considered in grant-making decisions.

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 his or her term of service to use the Education Award. CNCS will provide the updated Education Award amounts at the time of grant 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. You do not need to budge for the education award. We do not yet know the amount of the awards for FY21 but if you are curious to see past years' values, you may go here:
https://www.nationalservice.gov/programs/americorps/segal-americorps-education-award/amount-eligibility-and

FYI – from October 1, 2019 to September 30, 2020, the amount was $6,345 for a full-time member.

Indirect Costs and Pre-Award costs will be covered during the budget section by Kimberly DuPree on November 19th.   Currently, the only pre-award costs allowed by the Commission are for criminal background checks.

E.1. Review Criteria

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

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

A scoring rubric, identical to this chart, will be used to score all applications..

This section is worth 0 points, but if not followed, will receive negative scores.

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

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

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

Remember the definition for Theory of Change? Anyone?

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

The Theory of Change shall address:

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

The Logic Model shall depict:
- A summary of the community problem.
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
  - Locations or sites in which members will provide services
  - Number of AmeriCorps members who will deliver the intervention
- The core activities that define the intervention or program model that members will implement or deliver, including:
  - The duration of the intervention (e.g., the total number of weeks, sessions or months of the intervention)
  - The dosage of the intervention (e.g., the number of hours per session or sessions per week)
  - The target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level)

What is a logic model? Anyone?   Are there page limits to 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 (see the Mandatory Supplemental Information.) Second, the qual of the applicant's evidence and the degree to which it supports the proposed program design be assessed and scored.

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

—

Evidence?   What's the point?   Where might one find it?

What's a "Notice Priority"?   Where can I find this? If it's not worth any points, I can skip it right?

3. Notice Priority (0 points)

- The applicant proposed program fits within one or more of the AmeriCorps funding priorities as outlined in the *Funding Priorities* section and more fully described in the Mandatory Supplemental Information and the proposed program meets all of the requirements detailed in the *Funding Priorities* section and in the Mandatory Supplemental Information.

Give them something to talk about! Make it memorable, in a positive way!

4. Member Experience (6 points)

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

Show you're capable and why.

1. Organizational Background and Staffing (9 points)

- The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.

Why is monitoring important?   Anyone?

2. Compliance and Accountability (8 points)

- The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The CNCS-required evaluation report meets CNCS requirements (if applicable).
- The CNCS-required evaluation report is of satisfactory quality (if applicable).

Who in your organization collects information/data?   What do you do with it?

3. Culture that Values Learning (4 points)

- The applicant's board, management, and staff collect and use information, including performance data, for learning and decision making.

What should a good supervisor know? How can you ensure they are qualified to supervisor ACMs?

4. Member Supervision (4 points)

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

This budget will be utilized each time a reimbursement request is submitted to check against the requests being submitted. Put amble thought into this budget to make sure it is adequate to operate a successful AmeriCorps program.

1. Cost Effectiveness and Budget Adequacy (25 points)

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

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

Don't assume that eGrants will automatically check your math.
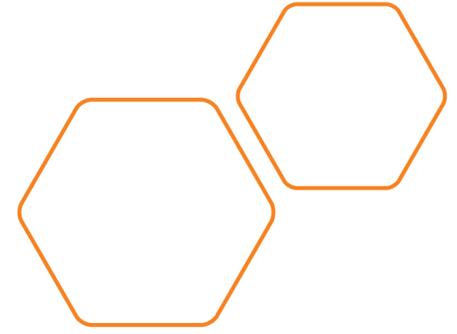
"A person who never made a mistake never tried anything new"