Introduction to National Service & Notice of Funding Opportunity Overview

THE GOVERNOR’S OFFICE OF VOLUNTEER SERVICES / ALABAMA STATE SERVICE COMMISSION
Housekeeping

Keep your line muted

Be mindful of background distractions (music, tv, humans, “furbabies”, etc.)

Limit distractions

Avoid multi-tasking

The training will be recorded, please be mindful

Avoid putting phone on hold to prevent hold music from interfering with training participants

This Webinar is being recorded and will be shared with participants after the workshop.
Let’s Introduce Ourselves!

GOVS Staff

Melinda Stallworth, Coordinator - Presenter

Cesily Means, AmeriCorps Senior Program Officer - Presenter

Brandy Hattemer, AmeriCorps Grants Compliance Officer

Amber E. Price, AmeriCorps Outreach, Engagement, & Training Coordinator

Ronica Faire, Senior Accountant

Ann Dillard, Accounting Assistant

Alvin King, Disaster Preparedness & Response Director

Teann Yeager, Disaster Preparedness & Response Coordinator

Kimber Khouri, Office Manager/Fiscal Assistant
The Governor’s Office of Volunteer Services (GOVS)

Established by Executive Order, the Office has served as the State Service Commission for over 20 years. In 2017, Governor Ivey issued Executive Order #709 renaming the Office and authorizing the Office to continue to serve as the State Service Commission. The Coordinator reports to the Director of the Alabama Department of Economic and Community Affairs.
Alabama State Service Commissioners

Roderic Steakley, **Chairman**
Betty Ruth, **Vice Chair**
Sue Johnson, **Secretary**
George Casey
Becky Booker
Jill Chenoweth
Aldenero De’James Dixon

Shereda Finch
Jonathan Gaddy
Holly Shephard Lollar
Kimberly Parker
Danny Patterson
Bill Poole
Jonathan Thompson

Christina Thornton
Tawanna Wright
**Ex-Officio**
Fannie Ashley
Patti Smith
Sallye Longshore
Kathy House
Today’s Agenda

- About GOVS
- National Service 101
- AmeriCorps Alabama
- Structure of National Service (State and Federal)
- AmeriCorps Programs
- AmeriCorps Focus Areas
- AmeriCorps Program Culture
- AmeriCorps Members, Activities, and Benefits
- Notice of Funding Opportunity Overview
Week’s Agenda

- **Wednesday, November 17** at 9:30 am to 12:00 pm CST
  - **Workshop:** Getting Started and Application Overview
  - **Presenters:** Amber E. Price and Cesily Means
    - [Register Here!](#)

- **Thursday, November 18** at 10:00 am to 12:00 pm CST
  - **Workshop:** Budget Development
  - **Presenters:** Brandy Hattemer and Ronica Faire
    - [Register Here!](#)

If you have not registered for the workshops on Wednesday and Thursday, please do so today!
The Governor’s Office of Volunteer Services

Mission

To build the capacity of individuals and organizations to serve and transform the communities in which they live and to serve as a bridge between government and community.

We Work to...

• Increase an ethic of service and volunteerism in Alabama
• Strengthen the capacity of Alabama’s faith and community-based organizations
• Promote collaboration among individuals and organizations striving to meet some of the greatest needs in our state
The Governor’s Office of Volunteer Services

• Serves as the AL State Service Commission, granting more than $2 million dollars in AmeriCorps State formula funding.

• State’s lead agency for Volunteer and Donations Management after disasters.

• Serves as the state of Alabama's "Voluntary Agency Liaison".

• Serves as a liaison to the state for faith-based and community-based non-profit groups.

• Partners with the United Ways of Alabama and other state agencies on the Governor’s Emergency Relief Fund.

• Administer ReadyAlabama.gov, a statewide disaster preparedness initiative promoting disaster preparedness events and messaging across Alabama.
The Governor’s Office of Volunteer Services

Primary Functions

Through Community Engagement GOVS works to...

• Establish an infrastructure to support and promote volunteerism and national service
• Function as a training resource to build and cultivate organizational capacity and increase volunteerism and national service
• Support organizations to successfully use service and volunteerism as a strategy to fulfill their mission and increase the number of highly skilled, long-term volunteers in Alabama

Disaster Preparedness and Response

• Volunteer & Donation Coordination for State of AL Emergency Operations/State Voluntary Agency Liaison
• Disaster Case Management
• Ready Alabama, a public preparedness multi-media campaign

Alabama State Service Commission

• AmeriCorps State Program Management
• State Service Plan
What is a State Service Commission?

State Service Commissions provide AmeriCorps funding to AmeriCorps state programs through annual grant competitions. Grants are made either directly to an organization or through an intermediary group that handles the distribution of grant funding.

State Service Commissions are also charged with encouraging volunteering in their states and often administer special volunteer initiatives.

Commissions consist of governor-appointed public agencies or private nonprofit organizations, made up of more than 1,200 private citizens serving on over 50 commissions, leading the nation's philanthropic and service movement as partners of AmeriCorps, the federal agency.

They serve at the state level in re-granting more than a quarter of a billion dollars from federal national service funds in addition to the more than $100 million annually from local sources to support citizen service and volunteerism in America.
What is AmeriCorps?

AmeriCorps strengthens our country by empowering AmeriCorps members and AmeriCorps Seniors volunteers to solve local problems nationwide.

In coordination with state and local entities, national service responds to the most pressing issues facing our nation. AmeriCorps members and AmeriCorps Seniors volunteers prepare for tomorrow’s jobs, reduce crime, connect returning veterans to jobs, fight the opioid epidemic, support seniors to live independently, make college more accessible and affordable, and help Americans rebuild their lives following disasters.

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions/practices to strengthen communities.
National Service Timeline

1933
New Deal – Civilian Conservation Corps

1961
Peace Corps

1964
War on Poverty – VISTA created

1992
NCCC

1993
Nat’l and Community Service Trust Act of 1993 created the CNCS & AmeriCorps

2009
Serve America Act
The Governor’s Office of Volunteers Services – Current AmeriCorps State Programs

- **AmeriCorps Instructional Support Team** - Butler County Board of Education
  - **Focus Area(s):** Education
  - **Counties Served:** Butler

- **Educate Alabama AmeriCorps** - Tuscaloosa’s One Place
  - **Focus Area(s):** Education
  - **Counties Served:** Tuscaloosa, Talladega

- **Impact Alabama AmeriCorps Team** - Impact America
  - **Focus Area(s):** Education, Healthy Futures, Economic Opportunity
  - **Counties Served:** All 67 counties

- **Selma AmeriCorps Program** - City of Selma
  - **Focus Area(s):** Education and Healthy Futures
  - **Counties Served:** Dallas

- **Teach For America – Alabama** - Teach For America
  - **Focus Area(s):** Education
  - **Counties Served:** Hale, Jefferson, Perry, and Dallas

- **Mobile Baykeeper AmeriCorps Team** - Mobile Baykeeper
  - **Focus Area(s):** Environmental Stewardship
  - **Counties Served:** Mobile, Baldwin, Jefferson, Shelby, Calhoun, Etowah, DeKalb, Coosa, St. Clair, Clay, Chilton, Talladega, Elmore, Autauga, Hale, Tuscaloosa, Walker, Winston, Cullman, Blount, Bibb, Perry, Dallas, Fayette, Franklin, Greene, Lawrence, Marengo, Marshall, Morgan
AmeriCorps Structure - Smaller State Picture

AmeriCorps, Federal Agency

GOVS - State Service Commission

Subgrantee / Host Organization / AC Program

Service Site / AmeriCorps Members

Community Members and AmeriCorps Program Beneficiaries
AmeriCorps Structure - Big Picture
AmeriCorps HQ & Regional Offices

CONTACT INFORMATION
Southeast Region
States Served: AL, FL, GA, NC, SC, TN

Patti Smith
Senior Portfolio Manager, Southeast Region Office
Office of Regional Operations
Email: psmith@cns.gov
Cell Phone: 202-754-0637
AmeriCorps Service: Direct vs. Indirect

**DIRECT SERVICE**

*Direct Service* direct service refers to any form of assistance provided directly to the individuals, targeted groups and communities that make up the beneficiary population.

For example, *direct service* may entail face-to-face housing assistance, tutoring, or disaster response services.

*Direct service* may also entail hands-on environmental improvements performed by national service participants.

**INDIRECT SERVICE**

*Indirect Service* refers to the provision of skills, abilities, knowledge, and efforts to support a program or organization in fulfilling its primary mission, obligations and programming.

For example, *indirect services* do not involve the one-to-one provision of benefits between a national service participant and a member of the beneficiary community. *Indirect services* are capacity building activities provided by AmeriCorps members to affect institutional change within AmeriCorps-supported organizations with the intention of supporting or enhancing the program delivery model.
AmeriCorps Programs

AmeriCorps State & National
Members serve in either teams or individually through national and community-based private and public organizations. Members help solve community problems through direct and indirect service, in the areas of education, public safety, the environment, and other human needs such as health and housing.

AmeriCorps VISTA
Through capacity building activities such as fundraising, grant writing, research, and volunteer recruitment, AmeriCorps members in the VISTA program serve in an office setting and gain experience and leadership skills.

AmeriCorps NCCC
AmeriCorps NCCC is a full-time service program that covers lodging and travel expenses, allowing young adults to serve on a team and make an impact in communities across the country while gaining valuable leadership skills.
AmeriCorps State and National

Through direct service members build safer, stronger, healthier, and more united communities across the nation. Through these extraordinary acts of citizenship by ordinary Americans, AmeriCorps is improving the lives of tens of millions in our most vulnerable communities.

Examples of Service Activities:

- Financial education and tax preparation assistance
- Environmental stewardship and conservation
- Tutoring and mentoring children
- Increasing access to healthcare
- Housing resources and services
- Disaster preparedness and response
- Public safety and crime reduction
AmeriCorps VISTA

AmeriCorps VISTA (Volunteers in Service to America) members serve in a professional setting building partnerships, writing grants, research, and organizing volunteers to build the capacity of an organization and enhance its ability to serve the community.

VISTAs perform indirect service, which means they help build the capacity of organizations to deliver valuable direct services to people living in poverty. VISTAs typically create new programs, write grants, and recruit volunteers.

VISTA programs are managed by AmeriCorps at Regional Offices throughout the country.

• 3 Position Types: FT Member, FT Team Leader, Summer Associate (8, 9, or 10 weeks in Summer)
AmeriCorps NCCC

AmeriCorps NCCC (National Civilian Community Corps) is a residential, team-based program for young adults ages 18-24. Members meet urgent community needs in disaster relief, the environment, education, public safety, and unmet human needs.

• Must be available for 10-12 months of full-time direct service consisting of extensive travel in their assigned region.
• Serve in a team of 8-10 members
• Member receive lodging, transportation, uniform, and meals
• 2 Program Options: Traditional Corps and FEMA Corps
• 2 Position Types: Corps Member and Team Leader
• 4 regions: Aurora, CO; Sacramento, CA; Vicksburg, MS; Vinton, IA
Southern Region

States Served: AL, CT, DC, DE, FL, GA, KY, LA, MA, MD, MS, NC, NJ, RI, SC, TN, VA, WV, USVI, PR

2715 Confederate Avenue
Vicksburg, MS 39180

Tel: 601-630-4040
Fax: 601-630-4071
E-mail: NCCCSouthern@cns.gov
AmeriCorps Seniors Programs

AmeriCorps Seniors RSVP
The AmeriCorps Seniors RSVP program pairs thousands of Americans aged 55 and older with organizations making change in communities across the country.

AmeriCorps Seniors Senior Companion Program
Serve as a friend and companion to older neighbors making sure they can live in their own homes for as long as possible.

AmeriCorps Seniors Foster Grandparent Program
The Foster Grandparent program connects role models like 55+ with young people with exceptional needs.
AmeriCorps Seniors RSVP

AmeriCorps Seniors volunteers who serve in the RSVP (Retired Senior Volunteer Program) choose how, where, and when they want to serve, with commitments ranging from a few hours to 40 hours per week.

Examples of Service Activities:
• Organizing neighborhood watch programs
• Tutoring and mentoring disadvantaged or disabled youth
• Renovating homes
• Teaching English to immigrants
• Assisting victims of natural disasters
AmeriCorps Seniors Senior Companion Program

The Senior Companion program focuses on providing assistance and friendship to older adults who have difficulty with daily living tasks, such as shopping or paying bills. Through this program, AmeriCorps Seniors volunteers keep seniors independent longer and provide respite to family caregivers.

- Serve 15 to 40 hours/wk. helping an average of two to four adult clients live independently in their own homes.
- Senior Companion Volunteers receive:
  - Pre-service orientation and training from the organization where they serve
  - Supplemental insurance while on duty
  - May qualify to earn a tax-free hourly stipend
AmeriCorps Seniors Foster Grandparent Program

Foster Grandparents are role models, mentors, and friends to children with exceptional needs.

Volunteers:
- Guide students to higher academic achievement
- Help children learn to read and provide one-on-one tutoring
- Mentor troubled teenagers and young mothers
- Care for premature infants or children with disabilities
- Help children who have been abused or neglected

Foster Grandparents serve 15-40 hours per week, receive accident/liability insurance and meals while on duty, reimbursement for transportation, and monthly training. Those who meet certain income guidelines receive a small stipend.
AmeriCorps Volunteer Generation Fund

The Volunteer Generation Fund (VGF) is a program authorized by the Edward M. Kennedy Serve America Act to support voluntary organizations and state service commissions in boosting the impact of volunteers in addressing critical community needs.

Program Goals of VGF:

- Strengthen the nation’s voluntary sector
- Increase volunteer recruitment and retention
- Investing in volunteer management practices
AmeriCorps Focus Areas

- DISASTER RESPONSE
- ECONOMIC OPPORTUNITY
- EDUCATION
- ENVIRONMENTAL STEWARDSHIP
- HEALTHY FUTURES
- VETERANS AND MILITARY FAMILIES
AmeriCorps National Days of Service and Special Initiatives

AmeriCorps and the GOVS recognize 6 days of service and special initiatives:

1. 9/11 Day of Service and Remembrance
2. Veterans Day
3. National Service Kickoff
4. MLK Day of Service
5. AmeriCorps Week
6. National Service Recognition Week
Regional & Statewide National Service Events
Member Safety & Security and Reasonable Accommodations

AmeriCorps members and AmeriCorps Seniors volunteers have the expectation and the right to serve in a safe environment, and to be treated with dignity and respect. AmeriCorps expects all program leaders and grantees to create safe service environments for our members and volunteers.

Members have a right to reasonable accommodation for disabilities. Programs must furnish reasonable accommodations for the known physical and mental limitations of qualified AmeriCorps members.
AmeriCorps Prohibited Activities

• Members are prohibited from performing certain activities when counting member hours or while representing the AmeriCorps Program.

• Members may participate in prohibited activities on their own time, at their own expense, and at their own initiative.

• Members may not wear AmeriCorps service gear in such instances.
AmeriCorps Prohibited Activities – Political Activities

- Participating in efforts to influence legislation, including lobbying for your programs;
- Organizing a letter writing campaign to Congress;
- Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- Printing politically charged articles in a CNCS funded newsletter or listserv;
- Taking part in political demonstration or rallies;
- Engaging in any efforts to influence legislation, including state or local ballot initiatives;
- Voter registration drives.
AmeriCorps Prohibited Activities – Union Activities

- Organizing or participating in protests, petitions, boycotts, or strikes;
- Assisting, promoting, or deterring union organizing;
- Impairing existing contracts for services or collective bargaining agreements.
AmeriCorps Prohibited Activities – Religious Activities

- Engaging in religious instruction;
- Conducting worship services;
- Providing instruction as part of a program that includes mandatory religious instruction or worship;
- Constructing or operating facilities devoted to religious instruction or worship;
- Maintaining facilities primarily or inherently devoted to religious instruction or worship;
- Engaging in any form of religious proselytizing.
AmeriCorps
Prohibited
Activities –
Other
Activities

Other activities a program may not assign a member to:

- Assisting with abortion services or referrals or abortion services;
- Activities that pose a significant risk to the member or others;
- Assignments that displace employees or volunteers;
- Members are expected to maintain a code of conduct and professional behavior at all times. Violations could result in early termination or suspension for the member and/or closure for a program.
AmeriCorps Prohibited Activities - Fundraising

No more than 10% of a member’s total service hours

CNCS policy permits fundraising by members to the extent that such activities:

- Raise resources directly in support of the program’s service activities (i.e., seeking donations of books from companies/individuals for a program in which volunteers teach children to read, writing a grant proposal to a foundation to secure resources for a service project, etc.)

AmeriCorps members may not:

- Raise funds for living allowances or for an organization’s general (as opposed to project) operating expenses or endowment;
- Write a grant application to CNCS or to any other Federal agency.
AmeriCorps Members

AmeriCorps members come from all walks of life and share a commitment to a cause greater than themselves. In their service they bring empathy, relationship building, a heart of service, and mindset of growth all to support the communities they serve.

AmeriCorps is pronounced uh·meh·ri·kor, not AmeriCorpse. It’s pronounced like Apple Core or Marine Corps.

AmeriCorps members:
- Are called AmeriCorps members, National Service participants, they are not employees, apprentices, or volunteers
- Do not replace staff or perform duties of staff or employees
- Receive a stipend or living allowance, not a paycheck, salary, or wages
- Serve, not work or volunteer
- Serve at service site, not job sites
- Wear AmeriCorps gear, not uniforms
- Earn an education award, not an entitlement or cash award

AmeriCorps service:
- Is called service, not a job, job training, or volunteer work
AmeriCorps Member Benefits

AmeriCorps members receive a number of benefits while serving and after their service.

- Modest living allowance
- Segal Education Award
- Loan deferment and interest forbearance
- Professional development
- Alumni network
- Non-competitive Eligibility Status (VISTA Only)
- Health Insurance (Full-time Only)
- Childcare (Full-time Only)
- Employers of National Service

### Member Living Allowance and Education Award Amounts

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum # of Hours</th>
<th>*Minimum Living Allowance</th>
<th>Maximum Total Living Allowance</th>
<th>Education Award Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>1,700</td>
<td>$16,502</td>
<td>$33,004</td>
<td>$6,495.00</td>
</tr>
<tr>
<td>Three Quarter-time</td>
<td>1,200</td>
<td>$11,551</td>
<td>$23,103</td>
<td>$4,546.50</td>
</tr>
<tr>
<td>Half-time</td>
<td>900</td>
<td>$8,251</td>
<td>$16,502</td>
<td>$3,247.50</td>
</tr>
<tr>
<td>Reduced Half-time</td>
<td>675</td>
<td>$6,286</td>
<td>$12,542</td>
<td>$2,474.27</td>
</tr>
<tr>
<td>Quarter-time</td>
<td>450</td>
<td>$4,366</td>
<td>$8,581</td>
<td>$1,718.25</td>
</tr>
<tr>
<td>Minimum-time</td>
<td>300</td>
<td>$3,492</td>
<td>$6,931</td>
<td>$1,374.60</td>
</tr>
<tr>
<td>Abbreviated-time</td>
<td>100</td>
<td>$1,164</td>
<td>$1,980</td>
<td>$365.52</td>
</tr>
</tbody>
</table>

*Segal AmeriCorps Education Award amounts for national service positions approved in Fiscal Year 2021 (October 1, 2021 - September 30, 2022)

*AmeriCorps programs are not required to provide a living allowance to members serving in less than full-time capacity. However, the Governor’s Office of Volunteer Services recommends programs provide at least the minimum living allowance listed in the above table.*
AmeriCorps Member Benefits

AmeriCorps members can serve up to 1700 in a year as a full-time member and as little as 300 hours in a year as a minimum-time member.

The number of hours a member serves is based on the need of the program.

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Service term minimum hours</th>
<th>MSY equivalent</th>
<th># of weeks needed to complete term if serving 40 hrs./wk.</th>
<th># hours/week required if term of service is 1 yr.(52 wks.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>1,700</td>
<td>1 MSY</td>
<td>42.5 weeks</td>
<td>33 hrs. wk.</td>
</tr>
<tr>
<td>Three-quarter-time</td>
<td>1,200</td>
<td>0.7 MSY</td>
<td>30.0 weeks</td>
<td>23.1 hrs./wk.</td>
</tr>
<tr>
<td>Half-time</td>
<td>900</td>
<td>0.5 MSY</td>
<td>22.5 weeks</td>
<td>17.5 hrs./wk.</td>
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<tr>
<td>Reduced-half-time</td>
<td>675</td>
<td>0.38 MSY</td>
<td>17 weeks</td>
<td>13 hrs./wk.</td>
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<tr>
<td>Quarter-time</td>
<td>450</td>
<td>0.265 MSY</td>
<td>11.25 weeks</td>
<td>9 hrs./wk.</td>
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<tr>
<td>Minimum-time</td>
<td>300</td>
<td>0.212 MSY</td>
<td>7.25 weeks</td>
<td>6 hrs./wk.</td>
</tr>
</tbody>
</table>
Responsibilities of Subgrantees

- Design or replicate a successful intervention to address a community need that is evidence-informed
- Develop and execute a successful recruitment and selection process
- Orient, supervise, and train members during their term of service
- Track and report performance measures that capture program outputs and outcomes
- Responsible for contributing match funding to support the project
- Employing strong fiscal and program management systems
Program Design Considerations

A few things to consider when developing the structure of your proposed AmeriCorps program:

• How many members do I need and in what slot type?
• Where will the service activities take place?
• Will services be based out of a partner organization or in scattered sites?
• Who are my community and service partners?
• What can my partners provide and what is their capacity?
• Where will my organization acquire match funds?
• Do we partner with other organizations who can provide the living allowance or other benefits to members during their term of service?
Notice of Funding Opportunity Overview
FY22 AL AmeriCorps State Funding Materials

Avoid errors by reading the provided application materials
• Notice of Funding Opportunity
• Application Instructions
• Mandatory Supplemental Guidance
• Performance Measure Instructions

If you have questions, contact our office. We’re here to help!

If you are new to Theory of Change, Logic Models, and Performance Measures, please use the
• Theory of Change Worksheet
• Logic Model Worksheet

AmeriCorps Grant Basics

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions/practices to strengthen communities.

AmeriCorps grants are solely for program expenses and cannot be used for general organizational operating expenses.

AmeriCorps grants include an allotment of AmeriCorps member positions and the funds awarded by CNCS are directly tied to the specific number of members awarded.
# Important Dates

## Timeline for Competitive Grant Applicants

<table>
<thead>
<tr>
<th>October 2021: Notice of Funding Released</th>
<th>Continuation &amp; Recompete Applicants:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New Applicants:</strong></td>
<td><strong>Letter of Intent</strong></td>
</tr>
<tr>
<td>- Letter of Intent</td>
<td></td>
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<tr>
<td>- Program Readiness Assessment</td>
<td></td>
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<tr>
<td>- New Competitive Operational and</td>
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<tr>
<td>Financial Management Survey</td>
<td></td>
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<tr>
<td>**Application &amp; Additional Documents</td>
<td>**Application &amp; Additional</td>
</tr>
<tr>
<td>for New Applicants:**</td>
<td>Documents for Continuation</td>
</tr>
<tr>
<td>- Application in eGrants</td>
<td>Applicants:**</td>
</tr>
<tr>
<td>- Program Diagram</td>
<td>- Application in eGrants</td>
</tr>
<tr>
<td>- Diversity Questionnaire</td>
<td>- Program Diagram</td>
</tr>
<tr>
<td>- Financial Audit (Most Recent)</td>
<td>- Diversity Questionnaire</td>
</tr>
<tr>
<td>*Evaluation briefs, reports, studies,</td>
<td>- Financial Audit (Most Recent)</td>
</tr>
<tr>
<td>if applicable.</td>
<td>*Fiscal Assessment 1 &amp; 2</td>
</tr>
<tr>
<td>*Letters of support</td>
<td>*Evaluation briefs, reports,</td>
</tr>
<tr>
<td>- Operational and Financial</td>
<td>studies, if applicable.</td>
</tr>
<tr>
<td>Management Survey</td>
<td>*Letters of support</td>
</tr>
<tr>
<td>- Financial Review</td>
<td>- Operational and Financial</td>
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<td></td>
<td>Management Survey</td>
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</tbody>
</table>

## Timeline for Formula Applicants (All New Applications)

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<td>- New Formula Operational and</td>
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<tr>
<td>Financial Management Survey</td>
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</tr>
<tr>
<td>**Application &amp; Additional Documents</td>
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<tr>
<td>for New Applicants:**</td>
<td>Documents for Continuation</td>
</tr>
<tr>
<td>- Application in eGrants</td>
<td>Applicants:**</td>
</tr>
<tr>
<td>- Program Diagram</td>
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<td>- Diversity Questionnaire</td>
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<td>- Diversity Questionnaire</td>
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<td>- Financial Audit (Most Recent)</td>
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<tr>
<td>if applicable.</td>
<td>*Fiscal Assessment 1 &amp; 2</td>
</tr>
<tr>
<td>*Letters of support</td>
<td>*Evaluation briefs, reports,</td>
</tr>
<tr>
<td>- Data Collection Plan</td>
<td>studies, if applicable.</td>
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<tr>
<td>- Financial Review – due March 14</td>
<td>*Letters of support</td>
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<tr>
<td></td>
<td>- Operational and Financial</td>
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<tr>
<td></td>
<td>Management Survey</td>
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AmeriCorps Priorities

- Assisting local communities to respond to and recover from the COVID-19.
- Educational opportunity and economic mobility for communities experiencing persistent unemployment or underemployment, and students experiencing homelessness or those in foster care.
- Programs that prioritize civic engagement and social cohesion.
- Evidence-based interventions on the AmeriCorps Evidence Exchange that are assessed as having Moderate or Strong evidence.
- 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.
- Rural intermediaries - organizations that demonstrate measurable impact and primarily serve rural communities with limited resources and organizational infrastructure.
- Environmental stewardship and climate change including renewable energy and energy efficiency, building community resilience, sustainable food systems and agriculture, and conservation and habitat preservation.
- Faith-based organizations.
- Economic Mobility Corps
GOVS AmeriCorps Priorities

- **Education** - Interventions that address pre-kindergarten readiness; school readiness; grade level literacy and numeracy by age eight/3rd grade; computer science and STEM education; and college and career readiness, exploration, and discovery.

- **Health** - Interventions that address infant mortality, opioid abuse, obesity, food insecurity, homelessness, human sex trafficking, mental health, suicide prevention, elder care and abuse prevention, and disease self-management.

- **Disaster Services** - Interventions that address disaster preparedness and response readiness, support recovery readiness, and mitigation efforts.

- **Economic Opportunity** - Interventions that address high-speed broadband internet access statewide, specifically connecting rural communities with high-speed internet; workforce development activities such as pre-employment training and GED classes.

- **Rural Communities** – Interventions that address teacher shortages in public schools of the Black Belt region, rural areas, and high-need areas.
B. FEDERAL AWARD INFORMATION

• Highly competitive AmeriCorps grant competition.

• Actual level funding will be subject to the availability of annual appropriations.

• Formula funding for State Commissions is based on a population-based formula. GOVS typically receives a little over $2 million.

• Period of Performance
  o Programs are typically 9 to 12 months. Not exceeding 12 months.
  o Programs have a start date of Oct. 1, 2022, and end date of Sep. 30, 2023, or sooner.
    ➢ A program start date cannot be before AmeriCorps awards the grant or before the Subgrant Agreement between GOVS and the applicant is executed.
    ➢ Members cannot be enrolled before the start of the date of the award or subgrant agreement.
    ➢ Member cannot start before the beginning of the member enrollment period as designated in the award.
    ➢ A program may not certify any hours an applicant performs prior to the applicant becoming a member in eGrants and the beginning of the member enrollment period.
**B. FEDERAL AWARD INFORMATION**

- **Cost Reimbursement / Formula Grants**
- **Competitive – Cost/MSY is $21,600**
- **Formula – Cost/MSY is $28,800**
- **MSY is the Member Service Year.**
  - Represents the cost of your AmeriCorps program. It does not include childcare or the value of the education award a member may earn.
  - Because AmeriCorps Members are not employees, the term Member Service Year is used in reference to a full-time AmeriCorps Member who serves a minimum of 1700 hours per year.
  - The maximum amount of federal funding an applicant may request from AmeriCorps per MSY is determined on an annual basis.

<table>
<thead>
<tr>
<th>Grant Types</th>
<th>Cost Reimbursement</th>
<th>Fixed Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Available Subtypes</td>
<td>Traditional</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Full-Cost</td>
<td>Education Award Program (EAP)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Professional Corps See Sec. D.6.a.2 for further</td>
</tr>
<tr>
<td></td>
<td></td>
<td>requirements</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No Cost Slots</td>
</tr>
<tr>
<td>Maximum Cost per MSY</td>
<td>$21,600 Comp.</td>
<td>$800 or $1,000*</td>
</tr>
<tr>
<td></td>
<td>$28,800 Form.</td>
<td>$1,000</td>
</tr>
<tr>
<td>Type of Slots in the National Service Trust</td>
<td>FT, TQT, HT, RHT, QT, MT, AT</td>
<td>FT Only FT, TQT, HT, RHT, QT, MT, AT</td>
</tr>
<tr>
<td>Budget Submission Required</td>
<td>Yes</td>
<td>Yes, if requesting operating funds</td>
</tr>
<tr>
<td>Availability of Funds</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>linked to enrollment and</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>retention of awarded MSYs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Requirements</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Financial Reporting</td>
<td>Yes</td>
<td>Must place qualified professionals in communities</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
<td>with an inadequate number of such professionals.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Member salaries and benefits must be paid</td>
</tr>
<tr>
<td></td>
<td></td>
<td>entirely by organization where member serves and</td>
</tr>
<tr>
<td></td>
<td></td>
<td>not included in budget.</td>
</tr>
<tr>
<td>Available to New Applicants</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

*Note: $1,000 is the maximum amount of federal funding an applicant may request from AmeriCorps per MSY.*
C. ELIGIBILITY INFORMATION

Eligible applicants include:

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

New Applicants:

- Maximum of 20 member positions
- Minimum of 5 MSY – combination of any less than full-time and full-time. Case-by-case basis
C. ELIGIBILITY INFORMATION

Cost Reimbursement Grants

Applicants are required to match funds based on the chart below. The applicant’s match can be federal and non-federal 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.

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.

<table>
<thead>
<tr>
<th>AmeriCorps Funding Year</th>
<th>1, 2, 3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grantee Share Requirements</td>
<td>24%</td>
<td>26%</td>
<td>30%</td>
<td>34%</td>
<td>38%</td>
<td>42%</td>
<td>46%</td>
<td>50%</td>
</tr>
</tbody>
</table>
C. ELIGIBILITY INFORMATION

Match Waiver

AmeriCorps may grant match waivers if the grantee can demonstrate an undue hardship in securing match due to COVID-19. Applicants should submit a request to the Governor’s Office of Volunteer Services at the time the application is submitted to have match wholly or partially waived.

AmeriCorps has not announced a match waiver for FY 2022.
C. APPLICATION AND SUBMISSION INFORMATION

Type of Application

- **New**: If you are applying for the first time, have only received competitive funding in the past, or are a former subgrantee whose last AmeriCorps grant was received more than five years ago, select **New**.

- **Continuation**: If you are applying for the second or third time, select **Continuation/Renewal**. Or if you are not a current subgrantee but have received a formula AmeriCorps grant in the past five years, select **Continuation/Renewal**.

- **Recompete**: If you are recompeting (in the final year of a formula funding cycle and applying for a new grant cycle), select **Continuation/Renewal**.

**Start and End dates**: Oct. 1, 2022, and end date of Sep. 30, 2023, or sooner.

**Descriptive Title of the Applicant’s Project**: Include AmeriCorps Alabama in the title of the program/project.
D. APPLICATION AND SUBMISSION INFORMATION

- **Narrative Sections (pg. limits):** (Cannot exceed 10 double-spaced pages or 12 pages for Rural Intermediaries)
  - Executive Summary: This is a brief description of the proposed program.
  - Program Design
  - Organizational Capability
  - Cost-Effectiveness & Budget Adequacy
  - Evaluation Summary/Plan
  - Facesheet is included in the page limit count
- **Logic Model** (Cannot exceed 3 pages)
- **Performance Measures** (Not counted in pg. limit)
- **Standard Form 424A Budget** (Not counted in pg. limit)
- **Continuation Changes**
- **Clarification**
- **Authorization, Assurances, and Certifications**
- **Additional Submitted Documents** (Not counted in pg. limit)
D. APPLICATION AND SUBMISSION INFORMATION

Unique Entity Identifier and System for Award Management (SAM) and DUNS number

• All applicants must register with the System for Award Management (SAM) and maintain an active SAM registration until the application process is complete, and if awarded a grant, the active SAM registration must be maintained throughout the life of the award.

• Applicants must use their SAM-registered legal name and address on all grant applications to GOVS.
  • The Federal government is implementing Unique Entity Identifiers (UEI) as part of the SAM registration process to eventually replace DUNS numbers. AmeriCorps may ask applicants to add the UEI to their application as part of the clarification or pre-award process. AmeriCorps is adding a field to capture the UEI in eGrants. If you already have a UEI and the UEI field is available in eGrants, you can enter it at the time you submit your application.

• Applications must include a DUNS number.
Additional documents must be emailed to Info.AmeriCorps@ServeAlabama.gov with the labels as outlined below.

Emails should include the following information:

**The legal applicant’s name and point of contact information**
- Subject line: [Legal Applicant Name] – [Application ID number]
- 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)”.

**Body of the email should identify:**
- The legal applicant’s name and its point of contact information.
- The application ID number.
- A list of documents that are attached to the email.

**Attachments to emails should include:**
- Individually saved files that are clearly labeled. Do not send all documents as one scanned file.
- Each file should also include the legal applicant’s name and application ID number within the file name and heading of each document.
D. APPLICATION AND SUBMISSION INFORMATION

Additional Documents for Submission

- Letter of Intent
- Program Readiness Assessment
- Operational and Financial Management Survey (C/F)
- Fiscal Assessment - Part 1 & 2
- Financial Audit *(Most Recent)*
- Financial Review
- Program Diagram
- Diversity Questionnaire
- Letters of Support
- Evaluation Plan Template
- Evaluation briefs, reports, studies, if applicable
- Data Collection Plan Template
- Theory of Change Worksheet
- Logic Model Worksheet
D. APPLICATION AND SUBMISSION INFORMATION

Member Living Allowance

• Not considered a salary or a wage.
• Not required to provide a living allowance for members serving in less than full-time terms.
• If a program chooses to provide a living allowance to a less than FT slot, it must comply with the max limits.

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum# of Hours</th>
<th>*Minimum Living Allowance</th>
<th>Maximum Total Living Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>1,700</td>
<td>$16,502</td>
<td>$33,004</td>
</tr>
<tr>
<td>Three Quarter-time</td>
<td>1,200</td>
<td>$11,551</td>
<td>$23,103</td>
</tr>
<tr>
<td>Half-time</td>
<td>900</td>
<td>$8,251</td>
<td>$16,502</td>
</tr>
<tr>
<td>Reduced Half-time</td>
<td>675</td>
<td>$6,286</td>
<td>$12,542</td>
</tr>
<tr>
<td>Quarter-time</td>
<td>450</td>
<td>$4,366</td>
<td>$8,581</td>
</tr>
<tr>
<td>Minimum-time</td>
<td>300</td>
<td>$3,492</td>
<td>$6,931</td>
</tr>
</tbody>
</table>
D. APPLICATION AND SUBMISSION INFORMATION

Indirect Cost and Pre-Award Costs
Covered during budget development workshop on Nov. 18th.
AmeriCorps State Grant Review Criteria

Each applicant must describe a project that will deploy AmeriCorps members effectively to solve a significant community problem. AmeriCorps and the Governor’s Office of Volunteer Services 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.

<table>
<thead>
<tr>
<th>Categories/Subcategories</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXECUTIVE SUMMARY</td>
<td>0 Section Total</td>
</tr>
<tr>
<td>PROGRAM DESIGN</td>
<td>50 Section Total</td>
</tr>
<tr>
<td>• Theory of Change and Logic Model</td>
<td>24</td>
</tr>
<tr>
<td>• Evidence Tier</td>
<td>12</td>
</tr>
<tr>
<td>• Evidence Quality</td>
<td>8</td>
</tr>
<tr>
<td>• Notice of Priority</td>
<td>0</td>
</tr>
<tr>
<td>• Member Experience</td>
<td>6</td>
</tr>
<tr>
<td>ORGANIZATIONAL CAPABILITY</td>
<td>25 Section Total</td>
</tr>
<tr>
<td>• Organizational Background and Staffing</td>
<td>9</td>
</tr>
<tr>
<td>• Compliance and Accountability</td>
<td>8</td>
</tr>
<tr>
<td>• Culture That Values Learning</td>
<td>4</td>
</tr>
<tr>
<td>• Member Supervision</td>
<td>4</td>
</tr>
<tr>
<td>COST EFFECTIVENESS AND BUDGET ADEQUACY</td>
<td>25 Section Total</td>
</tr>
<tr>
<td>EVALUATION PLAN</td>
<td>0 Section Total</td>
</tr>
</tbody>
</table>
Questions?

If you have any questions about the application, budget, performance measures, logic model, additional documents, please contact us.

**APPLICATION/LOGIC MODEL/PERFORMANCE MEASURES QUESTIONS**
Cesily Means, Senior AmeriCorps Program Officer
Cesily.Means@ServeAlabama.gov

Amber E. Price, Outreach, Engagement, and Training Coordinator
Amber.Price@ServeAlabama.gov

**BUDGET/FINANCIAL QUESTIONS**
Ronica Faire, Senior Accountant
Ronica.Faire@ServeAlabama.gov

Brandy Hattemer, Grants Compliance Officer
Brandy.Hattemer@ServeAlabama.gov

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