

**FY24**  
**AmeriCorps Competitive Funding**  
**Technical Assistance Webinar**  
**(New/Recompete)**



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# OVERVIEW

- I. The Big Picture of AmeriCorps**
- II. AmeriCorps: Grant Guidelines, Budget**
- III. Next Steps**



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# What does Volunteer Florida do?

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Administers AmeriCorps and National Service programs

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Coordinates volunteers and donations before, during, and after disasters

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Increases volunteerism through grants, trainings and recognitions

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Manages the Volunteer Florida Foundation



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# AmeriCorps



## AmeriCorps



## AmeriCorps Seniors

- AmeriCorps State and National
- AmeriCorps VISTA (Volunteers in Service to America)
- AmeriCorps NCCC (National Civilian Community Corps)

- AmeriCorps Seniors Foster Grandparent
- AmeriCorps Seniors RSVP (Retired and Senior Volunteer Program)
- AmeriCorps Seniors Senior Companion



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# AmeriCorps State and National

AmeriCorps State and National engages tens of thousands of individuals in all 50 states, territories and select tribal nations each year at more than 2,000 locations including **nonprofits, schools, public agencies, and community and faith-based groups** across the country.

AmeriCorps members help communities tackle pressing problems while mobilizing **millions** of volunteers for the organizations they serve.

Provides members an environment that propels personal development, opens diverse career paths, and promotes lifelong civic engagement.



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In 2023-2024,  
**VOLUNTEER FLORIDA**

WILL ADMINISTER

**44**



**AmeriCorps**  
Florida



PROGRAMS

WITH

**1,790** AMERICORPS MEMBERS



SERVING IN

**34** FLORIDA  
COUNTIES



WHO CAN EARN UP TO

**\$7.95**

IN

SCHOLARSHIPS

MILLION



**70%**

OF THIS GRANT FUNDING  
WILL SUPPORT  
EDUCATION IN FLORIDA



## AmeriCorps in Florida

AmeriCorps members provide tutoring and mentoring, job training and placement, independent living support, environmental stewardship and so much more.



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# How can the people power of AmeriCorps move the needle on critical issues in my community?



In other words:  
*What is the direct  
service (intervention)  
that AmeriCorps  
members will provide  
that will make a  
measurable impact in  
one year?*

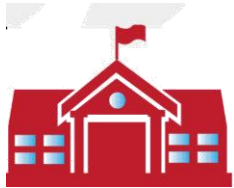


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# Focus Areas for National Service

Our members and volunteers support students in nearly 9,500 public, private and charter schools across the country. Through our work we improve attendance and engagement, increase high-school graduation rates and expand college enrollment.



Education

We serve on projects that cover thousands of area of public lands across America, including many with the National Park Service. We help conserve natural habitats, protect clean air and water, and reduce utility bills by improving home energy efficiency.



Environmental Stewardship



When disaster strikes, we repair homes, assist survivors, and help restore communities when it matters most. We have deployed thousands of members and volunteers to areas affected by hurricanes, wildfires, floods, and tornadoes.



Disaster Services



We provide assistance to nearly 245,000 veterans and military families by connecting them to education opportunities, jobs, and the benefits they have earned. Many veterans also volunteer with us so they can continue to serve their country.



Veterans and Military Families

Our programs serve as a pathway to employment opportunities and help develop vital work skills. We build and rehabilitate affordable housing, provide financial literacy training, and connect people to jobs.



Economic Opportunity



We provide independent living services to 310,000 elderly Americans. We also build the capacity of food banks, combat the opioid crisis, tackle homelessness, and address food insecurity.



Healthy Futures





# AmeriCorps Benefits



Living allowance

Student loan deferment, loan forbearance

Segal AmeriCorps Education Award

Skills based and professional development training

Health insurance (full time members)

Child care assistance (full time members)

Engaged learning and connection to community

Career opportunities



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# AmeriCorps Member Eligibility

Be a United States citizen, U.S. national, or a lawful permanent resident alien of the United States;

Be at least 17 years of age; and

Have a high school diploma or GED or work towards obtaining one while in the program. It is a requirement to obtain a high school diploma or GED before one is eligible to use the Education Award.

Must be clear of any record on the National Sex Offender Public Registry.

Must have a criminal record clear of any conviction(s) of murder.



# **AmeriCorps Members commit to serve a full year and can serve:**

**Full-Time:**

1700 Hours

**Reduced Full-Time:**

1200 Hours

**Half-Time:**

900 Hours

**Quarter-Time:**

450 Hours

**Minimum Time:**

300 Hours



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# Examples of AmeriCorps Service

- Remove **invasive exotics** from public parks, **restore habitat**, visitor **education**
- **Home repair** and housing units made available to disadvantaged individuals
- Provide **tutoring** and **mentoring** to students
- Provide independent living and **financial literacy** to persons with **disabilities**
- Provide **career coaching** and **job skills** training resulting in **employment**
- Increase **financial literacy** or **health access** services for individuals
- **Disaster preparedness, mitigation** and **recovery**



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# Things to Know

1

AmeriCorps programs are funded through federal grants.

2

Organizations apply to Volunteer Florida through a competitive process for a grant to support a minimum of the equivalent 10 full time members. Volunteer Florida prefers applications with greater than 10 MSY. Volunteer Florida may consider funding for proposals who commit to increasing to 10 MSY within a three year period.

3

The host or lead organization fully manages the program at the local level and includes 1 FTE or the equivalent in budget for program management.

4

AmeriCorps members are not staff and can not be placed in an administrative function.





# Overview of Application

- **FY2024 AmeriCorps Competitive RFP (Volunteer Florida)**
- Notice of Funding Opportunity (AmeriCorps)
- Application Instructions (AmeriCorps)
- Mandatory Supplemental Information (AmeriCorps)
- Performance Measures Instructions (AmeriCorps)



# **FY2023 AmeriCorps Competitive RFP (Volunteer Florida)**

**Volunteer Florida Application Criteria, pg. 2**

**Performance Measures**



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Categories/Subcategories	Percentage
Executive Summary	0
<b>Program Design (50%)</b>	
Community and Logic Model	24
Evidence Tier	12
Evidence Quality	8
Notice Priority	
Member Experience	6
<b>Organizational Capability (25%)</b>	
Organizational Background and Staffing	15
Member Supervision	6
Commitment to Diversity, Equity, Inclusion, and Accessibility	4
<b>Cost Effectiveness and Budget Adequacy (25%)</b>	
Member Recruitment	7
Member Retention	8
Data Collection	7
Budget Alignment to Program Design	3

**FY2024  
AmeriCorps  
NOFO  
(AmeriCorps)  
“Review Criteria,”  
Page 21**



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# FY2024 AmeriCorps Competitive RFP (Volunteer Florida)

## Budget Instructions

- See the Volunteer Florida specific requirements (pages 4-7)
- See Attachment B/C – Detailed Budget Instructions for Cost Reimbursement Grants in AC NOFO (pages 69-79)
- See Attachment D – Detailed Instructions for Fixed Amount Grants in AC NOFO (pages 80-82)
- See Budget Checklist – AC NOFO (pages 83-85)

## Administrative/Indirect Costs – Five/Ten Percent Fixed Option or Federally Approved Indirect Cost Rate Option

- Corporation Fixed Calculation (AC Section 1 + AC Section 2 x .0526 x .60) Federal Share
- Corporation Fixed Calculation (AC and Grantee Share Total Section 1 + AC and Grantee Share Section 2 x .10) Grantee Share
- Commission Fixed Calculation (AC Section 1 + AC Section 2 x .0526 x .40) Federal Share Only
- If you have a Federally Approved Indirect Cost Rate, you must use it and you will see page 73, specifically B, to calculate.



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# Budget Example

Applicants can request the maximum of \$25,000 per 1 Member Service Year (MSY).

An applicant requesting 10 full-time members would apply for a \$250,000 grant.

1 full-time member = 1 MSY

Cost per MSY = \$25,000

10 full-time Members = 10 MSY

10 MSY X \$25,000 = \$250,000

Match: 24% cash/in kind of the total grant.



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# Match Example:

## 10 full time members:

- Approximately \$250K federal request
- Minimum match estimate \$79K

## Source of Match Type:

Cash or In Kind

## 20 full time members:

- Approximately \$500K federal request
- Minimum match estimate \$158K

## Examples:

- In Kind Donations
- Local Foundation Grants
- School District
- State and Federal grants
- Agency General Revenue



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# Budget Reminders

ALL calculations should be itemized and in an equation format for both Federal and Grantee Share.

Minimum living allowance for Full-Time members is \$18,700.

The cost per MSY can't exceed \$25,000 for both Fixed and Cost Reimbursement Grants.

Be sure to include background check costs for all staff and members charged to the grant either Federal or Grantee Share.

Including the Source of Funds information in Section III is required; the dollar amount in this section must match the total dollar amount in the budget exactly.

Must budget Travel costs for at least 2 staff members to attend 2 VF trainings (1 in Tallahassee, 1 in Orlando, Miami, Jacksonville, or Tampa) – 3 trainings if you are a new program or have new staff.

Commission Fixed is required and must be budgeted in the AmeriCorps Federal column only.

Be sure to include costs for member training, member gear, member FICA, member workers' compensation, and member health insurance (health insurance is required for Full-Time members).

There is a match requirement for the 2024-2025 contract year so be sure you are providing match at the required percentage for your organization.



# Public Health AmeriCorps

AmeriCorps is also offering continuation funding only for Public Health AmeriCorps.

Please direct questions to [americorpsrfp@volunteerflorida.org](mailto:americorpsrfp@volunteerflorida.org)



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# FY2024 AmeriCorps Competitive RFP (Volunteer Florida)

## Application Instruction via eGrants system

- A. New Applicants: After logging into the eGrants system, click “New” under the “Creating an Application” box (in the lower left hand corner of the page).
- B. For Re-compete or Continuation Applicants (applicants that are currently funded by Volunteer Florida): When submitting your application into the eGrants system, click “Continuation/Renewal” under the “Creating an Application” box (in the lower left hand corner of the page).

### New or Recompete: Cost Reimbursement

- Cost reimbursement applicants must select the following NOFA: **FY 2024 AmeriCorps State and Territory Commission (New and Continuation) (Due date: 1/4/2024)**
- You must select Florida from the state dropdown listing. Cost Reimbursement applicants should see that their application is linked to the Volunteer Florida Prime Application Grant ID Number: **24AC259576**.

### Recompete: Fixed

- Fixed applicants must select the following NOFA: **FY 2024 AmeriCorps State and Territory Commission Fixed and EAP (New and Continuation) (Due date: 1/4/2024)**
- You must select Florida from the state dropdown listing. Fixed applicants should see that their application is linked to the Volunteer Florida Prime Application Grant ID Number: **24ES259574**.

# FY2024 AmeriCorps Competitive RFP (Volunteer Florida)

Supplemental  
Documents  
(New/Recompete)

Submitted via  
Blackbaud  
Grantmaking Platform

- The most recent audit report including the management letter and the schedule of findings and questioned costs.
- [Applicant Operational and Financial Management Survey \(OFMS\)](#). Please submit email acknowledgment of the submission of the OFMS survey.
- Completed provider assessment questionnaire.
- Certification of 60 day operating capital.
- Most recent agency-wide YTD consolidated financial statement and balance sheets.
- Evidence documents, per NOFO guidance

Copy and Paste in Browser (to bypass login):

[https://www.grantrequest.com/SID\\_2153?SA=SNA&FID=35573](https://www.grantrequest.com/SID_2153?SA=SNA&FID=35573)



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# FY2024 AmeriCorps Competitive RFP

Supplemental  
Documents  
(New/Recompete)

## EVIDENCE

Submitted via  
Blackbaud  
Grantmaking  
Platform

- Applicants who have outcome or impact evaluation reports of the same intervention described in the application and Logic Model (use the Mandatory Supplemental Information for a definition of “same intervention”) may submit up to two of those reports.
  - Preliminary
  - Moderate
  - Strong
- If your intervention is considered Pre Preliminary, no evidence documents are required.



Copy and Paste in Browser (to bypass login):

[https://www.grantrequest.com/SID\\_2153?SA=SNA&FID=35573](https://www.grantrequest.com/SID_2153?SA=SNA&FID=35573)

# FY2024 AmeriCorps Competitive RFP (RECOMPETE ONLY)

Supplemental  
Documents  
(New/Recompete)

## EVALUATION

Submitted via  
Blackbaud  
Grantmaking  
Platform

- Evidence documents per NOFO guidance.
- Evaluation documents, as applicable, per NOFO guidance.
  - Evaluation Report
  - Evaluation Plan - Required Evaluation Plan Template [here](#).



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Required before final submission

Submission of additional documents is required for the FY24 AmeriCorps Competitive application. Documents must be received by the application due date (October 18, 2023 5:00 pm EST) to be considered for funding. Please see NOFO for full guidance.

Applicable templates for the required additional documents, are posted at:  
<https://www.volunteerflorida.org/ameriCorps-grant-opportunities/>

Organization Name

First Name

Last Name

E-mail

#### New/Recompete Applications

##### 1. Audit Statement

The most recent audit report including the management letter and the schedule of findings and questioned costs.

[Choose File](#) No file chosen

[Upload](#)

##### 2. Operational and Financial Management Survey (OFMS)

Please submit the OFMS as a Word document.

[Choose File](#) No file chosen

[Upload](#)

##### 3. Provider Assessment Questionnaire

[Choose File](#) No file chosen

[Upload](#)

##### 4. Certification Operating Capital

Certification of 60 day operating capital.

[Choose File](#) No file chosen

[Upload](#)

##### 5. Most recent agency-wide YTD consolidated income statement and balance sheet.

Most recent agency-wide YTD consolidated income statement and balance sheet.

[Choose File](#) No file chosen

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##### 6. Evidence documents

Briefs or reports supporting level of evidence, per NOFO guidance.

[Choose File](#) No file chosen

[Upload](#)

##### 7. Evaluation Report and/or Plan

Documents due for recompeting programs only, per NOFO guidance.

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[Upload](#)

# FY2024 AmeriCorps Competitive RFP





# What Does it Mean to “operate” an AmeriCorps Program?

The AmeriCorps program becomes yours!

Your organization must recruit and manage AmeriCorps members.

Your organization must manage payment of AmeriCorps member living allowance.

Your organization will develop local partnerships.

Your organization will track and report progress.

Your organization will submit monthly cost reimbursement invoices and support documentation.



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# Timeline (Anticipated)

- **September 18, 2023** – FAQs Posted on website
- **October 18, 2023 by 5:00 pm EDT** – Applications due in eGrants and supporting documentation submitted in Blackbaud
- **October 25 - November 13, 2023** – External and Internal Review
- **November 20, 2023** – Clarification provided to applicants considered for funding
- **December 7, 2023 by 5:00 pm EST** – Revised AmeriCorps Applications due
- **December 11, 2023** – Volunteer Florida Commissioner review and approval
- **December 26, 2023** – Submission of funding recommendation to AmeriCorps
- **May 2024** – Funding Notification from AmeriCorps
- **August 1, 2024** – Anticipated contract start date



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# Next Steps

- Gather your partners! Decide who is the lead to apply.
- Review the full application – released September 5, 2023
- Contact Volunteer Florida with your questions, [americpsrpf@volunteerflorida.org](mailto:americpsrpf@volunteerflorida.org)
- AmeriCorps Application due in eGrants – October 18, 2023
- AmeriCorps Application supplemental documents due in Blackbaud System – October 18, 2023
- Sign up for Volunteer Florida communications ([www.volunteerflorida.org](http://www.volunteerflorida.org))



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# Resources



## Volunteer Florida Website

<https://www.volunteerflorida.org/ameriCorps-grant-opportunities/>

## AmeriCorps.gov

<https://www.americorps.gov/funding-opportunity/fy-2024-ameriCorps-state-national-grants>



# — AMERICORPS — PLEDGE

.....

**I will get things done for America**

to make our people safer,  
smarter, and healthier.

**I will bring Americans together**

to strengthen our communities.

Faced with apathy,

**I will take action.**

Faced with conflict,

**I will seek common ground.**

Faced with adversity,

**I will persevere.**

**I will carry this commitment**

with me this year and beyond.

I am an AmeriCorps member, and

**I will get things done.**

