



STATE OF WASHINGTON
SERVE WASHINGTON

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Request for Grant Applications



AmeriCorps State Competitive Grant TARGETED PRIORITY ONLY Federal Fiscal Year 2017

State Solicitation Number: 17-100

Release Date:

March 1, 2017

Application Due Date:

March 31, 2017

OVERVIEW

State Entity:	Serve Washington
Federal Agency:	Corporation for National and Community Service
Federal Funding Opportunity:	2017 AmeriCorps State Grants – TARGETED PRIORITY
Announcement Type:	Request for Grant Applications
CFDA Number:	94.006

Serve Washington is pleased to announce the *2017 AmeriCorps State Competitive Request for Grant Applications (RFGA)* to meet **two targeted priorities**; 1) Healthy Futures: reducing and/or preventing drug and opioid abuse and/or 2) Safer Communities: strengthening law enforcement and community relations.

Serve Washington

Serve Washington advances national service, volunteerism and civic engagement to improve lives; expands opportunity to meet the local critical needs of residents of Washington; and strengthens community capacity while creating healthy and resilient communities.

Authorized by Executive Order #16-08, a 20-member board of Governor-appointed commissioners supports and advises Serve Washington. Its role is to carry out the mission and goals of the State Service Plan and to fulfill the statutory responsibilities for state service commissions authorized by 42 U.S.C. § 12638 and outlined in 45 CFR 2550.50 National and Community Service Trust Act of 1990 as amended by the Serve America Act.

Corporation for National and Community Service

The mission of the Corporation for National and Community Service (CNCS) is to improve lives, strengthen communities, and foster civic participation through service and volunteering. Through AmeriCorps, Senior Corps, the Social Innovation Fund, and the Volunteer Generation Fund, CNCS has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

Through all its programs, CNCS seeks to expand economic opportunity – helping Americans acquire the skills, education, and training they need for productive employment. By helping more Americans graduate, pursue higher education, and find work, national service can provide immediate and long term benefits by expanding individual opportunity, building family stability, and creating more sustainable, resilient communities.

Purpose of AmeriCorps Funding

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is an individual who engages in community service through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn a Segal AmeriCorps Education Award from the National Service Trust to pay for higher education expenses or apply to qualified student loans.

APPLICATION INSTRUCTIONS

General Information

Applicants are required to complete applications for funding in accordance with the 2017 AmeriCorps State Notice of Funding Opportunity (NOFO) – Targeted Priority, the Application Instructions, and the Supplemental Guidance. These resources are located on the Serve Washington [website](#).

Note: Please keep in mind, the dates referenced in the NOFO materials are for National Directs (programs operating in multiple states) and State Commissions. At no time during the State Competitive grant process should single state applicants contact CNCS.

Mandatory Letter of Intent

Applicants are required to submit a letter of intent to servewa@ofm.wa.gov by 5:00 p.m. (PST) on **March 10, 2017**. Only those applicants who submit a letter of intent by the deadline will be considered for this opportunity.

Application Deadline

All application materials must be completed and submitted in eGrants by 5:00 p.m. (PST) on **March 31, 2017**. Any required additional documents must be submitted to servewa@ofm.wa.gov by the same deadline.

Note: DO NOT send additional documents directly to the CNCS inbox referenced in the NOFO; the inbox in the NOFO is for State Commission use only.

Requirement for Minimum Number of Member Service Years

One Member Service Year (MSY) is equivalent to one 1700 hour full-time AmeriCorps position. The purpose of this RFGA is to solicit grant applications from programs that will be most likely to succeed in the national competition for federal funding from the Corporation for National and Community Service. As such, **to be considered for funding, Serve Washington requires that grant applications be a minimum of 15 MSYs**. In addition, the general practice is to award no more than 50 MSYs to new applicants.

If your organization is interested in hosting less than 15 MSYs, for example an independent placement AmeriCorps member or a small AmeriCorps team, this is not the appropriate application process. We recommend that you contact an AmeriCorps program in your area or a statewide intermediary to determine if a partnership may be feasible. Refer to the [AmeriCorps Program Directory](#) for a listing of programs in your county. If your organization is looking for AmeriCorps VISTA opportunities, please refer to the [CNCS VISTA](#) website.

Creating Your Application in eGrants

- Create an eGrants account ONLY IF you do not currently have one by going to: <https://egrants.cns.gov/espan/main/login.jsp> and selecting “Don’t have an eGrants account? Create an account.”
- Start a **NEW** Grant Application. (*Bottom left of the eGrants home page under Creating an Application.*)
- Select a Program Area: AmeriCorps.
- Select the applicable Notice of Funding Opportunity (NOFO) for Washington State along with the applicable Prime Application Identification Number. This number will be supplied to applicants after receiving their letter of intent.

IMPORTANT DATES

Request for Grant Applications Released	March 1, 2017
Mandatory Letter of Intent Due from Prospective Applicants	March 10, 2017 by 5:00 p.m.
Technical Assistance WebEx for Prospective Applicants	March 13, 2017
Completed Applications Due in eGrants from Applicants	March 31, 2017 by 5:00 p.m.
Staff Review for Compliance	April 3, 2017
Grant Review Committee Application Review	April 4-20, 2017
Grant Review Committee Meeting to Obtain Clarification from Applicants as needed and to Develop Recommendation Report for Serve Washington Commissioners Note: Applicants must be available by phone on this day in the event the GRC needs additional information or clarification. Interviews will not be conducted.	April 21, 2017
Clarification Period for Prospective Applicants	April 24 – May 2, 2017
Serve Washington Commissioners Vote on Grant Review Committee Recommendation	May 3-4, 2017
Notification to Applicants Regarding Serve Washington Vote	May 5, 2017
Revision Period for Selected Applicants	Notification – May 9, 2017
Serve Washington to submit applications to CNCS No Later Than	May 10, 2017 by 02:00 p.m.
Date CNCS Expects to be Able to Notify Applicants of Award Selection	Mid-July 2017

Technical Assistance WebEx

Applicants are encouraged to participate in an online technical assistance session via WebEx on **Monday, March 13, 2017 at 3:00 p.m. (PST)** to review application instructions and as an opportunity for applicants to ask questions about the process.

[Join Online Here](#)

Join Audio Only: 1-877-668-4493

Meeting Number: 925 405 239

Meeting Password: NRAMizT3

APPLICATION REVIEW PROCESS

Grant Review Committee

Applications will be reviewed by a subcommittee of the Serve Washington Commission during April 4-20, 2017. This subcommittee, known as the Grant Review Committee (GRC), is comprised of Commissioners from Serve Washington who have volunteered to be a part of the process. The GRC members are required to each sign forms certifying (1) that they have no real or perceived conflicts of interest, and (2) that they will not disclose any confidential information about the programs until after the grant review process is completed. The GRC will meet April 21, 2017, to develop recommendations to present for consideration to the full Serve Washington Commission on May 3-4, 2017.

Assessment Criteria

Serve Washington staff will review applications to determine compliance with eligibility, the submission deadline, and adherence to requirements provided in the RFGA and NOFO.

The GRC will review applications for overall strength, connection to the Washington State Service Plan, and geographic considerations to ensure national service resources are accessible to help meet critical needs in all communities including those with little or no national service representation.

Applications determined non-compliant will not be considered for funding. An application is compliant if the applicant:

- Is an eligible organization as listed in the NOFO
- Submits an application by the submission deadline
- Submits an application that is complete, in that it contains all required elements and follows the instructions provided in the RFGA and NOFO
- Submits an application in the focus areas of either Healthy Futures: reducing and/or preventing drug and opioid abuse and/or Safer Communities: strengthening law enforcement and community relations

Applicants must be available by phone on April 21, 2017 to answer any questions the GRC may have. Contact information will be collected sometime during the GRC application review period. Serve Washington does not expect all applicants will receive an inquiry via phone. Receipt of (or no receipt of) a phone inquiry does not indicate award status. It is, therefore, highly incumbent upon applicants to submit quality applications that conform to the requirements set forth in the NOFO and Application Instructions in order to be competitive.

Serve Washington Clarification and Revision

After the GRC meets, applicants may be asked to make changes to their application during a clarification period prior to a Commission vote. After the final Commission vote, Serve Washington staff will notify applicants. Once applicants are notified on May 5, final revisions for selected applicants will occur prior to submission to CNCS.

QUESTIONS

Please submit questions about this funding opportunity to serveva@ofm.wa.gov. Serve Washington is committed to a fair and open competition for this funding opportunity, and, as such, staff will not be able to answer questions about the funding opportunity unless the questions are asked through the serveva@ofm.wa.gov email address or through the technical assistance call.