



# AmeriCorps Washington

## FFY25 State Formula Grants NEW/RECOMPETE RFGA

February 18, 2025 9:00am

Please sign-in via the chat box:

- Name(s)
- Organization/Program
- City/County

# Welcome

- House Keeping Items
  - **Please Sign-in!** Name, organization, county in the chat box
  - Call is intended for NEW and RECOMPETE applicants
  - Silence phones, use webinar features, closed caption available
  - Recording
- Agenda
  - Purpose of AmeriCorps Funding
  - Eligibility
  - Process and Timeline
  - RFGA/NOFO Key Highlights
  - Helpful Tips and Tricks
  - Q & A



# National Service in WA



[AmeriCorps.gov/WashingtonState](https://americorps.gov/WashingtonState)

**SERVE WASHINGTON**



**AmeriCorps**

<https://americorps.gov/national-service-report/wa>



# AmeriCorps Funding

“...brings people together to tackle pressing challenges through national service...AmeriCorps helps make service a cornerstone of our national culture...”

Competitive Funding (fall competition)

Formula Funding

- Smaller programs (10-35 MSYs)
- Meet Local Priorities
- Single or Multiple Focus Area
- Building Evidence Base



# AmeriCorps Funding

## Historic Focus Areas

- Disaster Services
- Economic Opportunity
- Education
- Environmental Stewardship
- Healthy Futures
- Veterans and Military Families



# A

## Priority Funding Areas

- Evidence-Based Interventions
- Veterans and Military Families, Caregivers, and Survivors
- Environmental Stewardship
- Workforce Pathways
- Enhance Member Experience
- Faith-Based Organizations
- Second Chance Youth
- Civic Bridge Building
- **--UPDATED FEBRUARY 2025 BASED ON CURRENT EXECUTIVE ORDERS (WHAT WE KNOW TO DATE)**

Use NOFO/Supplemental Guidance to see specifics in each area and then simply list in narrative section.



# AmeriCorps funding focus areas

## Priority Funding Areas in WA

- Strategies driven by community
- Organizations that reflect those served
- AmeriCorps members that reflect those served
- AmeriCorps members with high school credentials or informal education
- Career pathway models



# AmeriCorps Members

- Engage in Direct Service
  - Minimum 70% Direct Service
  - Maximum 20% Training
  - Maximum 10% Fundraising
    - *Under the current rule, there is a 20 percent limit to the aggregate total of hours in a program that AmeriCorps members may spend in education and training activities. The new rule allows AmeriCorps to grant waivers of education hour limitations for apprenticeship programs, job training and readiness programs, activities to support attainment of GEDs and other credentialing or primarily enrolls economically disadvantaged members (effective 10/01/2024).*
      - *Talk to your PO if you think your Program Design qualifies.*
- Do Not Duplicate or Displace
  - Service should not duplicate activities already in locality of program
  - Position can't supplant paid employees or volunteer positions
- Are Not Employees
  - "Participant" in national service position, perform service, serve, have a position description
  - Avoid terms such as "work," "job," or "job description"





# Budget Tips

Cost-Reimbursement: (app instructions pg. 22)

- Fully explain the calculations used for each amount in the budget “narrative”
- Ensure the budget “narrative” mathematically adds up to the actual amount in the associated line item
  - Staff Travel to Meeting X = \$1,186
  - Narrative = Airfare \$650, Ground Transport \$50, Lodging Two Nights \$400, Per Diem Two Days \$86 (all equals \$1,186)
  - Registration Fees = Training (not travel)
- Itemize
  - Salary and Fringe Benefits categories are per person/role, not one lump item in each category
  - Don't be overly vague or general



# Budget Tips

Cost-Reimbursement: (app instructions pg. 22)

- Personnel guidelines
  - .5-1.5 FTE per 10MSY
  - One staff at at least .5FTE usage on grant
  - No staff less than 20% usage
  - Staff at 50% usage or more should be located in WA
  - If conditions can't be met, include a justification with application



# B

...cont. Cost-Reimbursement: (app instructions pg. 22)

- If you change a line item in section I or II, be sure to recalculate section III – admin/indirect rate
- Do you have a federally approved ICR? Use it!
- The de minimis indirect rate is now 15%
  - This means you might get slightly more match with the de minimis than with the Corporation fixed 5%/10% option
  - Don't forget that once you use the de minimis rate on a Federal grant, you will be expected to use it on ALL Federal grants
  - The de minimis also has other limitations in its application compared to other options
- Don't forget Source of Funds section which is an explanation of funds used for grantee share – the two totals should match
- Be sure to include fingerprinting and background check costs



# Budget Tips (continued)

Fixed-Amount: (app instructions pg. 33)

- Instructions to use “allowance rate” column
  - List member slots under Mbrs w/o living allowance
- Be transparent with MSY calculations
- Don’t forget Source of Funds section which is an explanation of additional funds used – this total should match the total you under “other revenue” in the demographics section

\*Checklist on pg. 35 applies to all budget types



# Eligible Applicants

## Applications

- Minimum 10 MSYs (expected 10-30 MSYs)
- Begin No Earlier Than August 1, 2025 and No Later Than January 1, 2026

## Eligible Entities

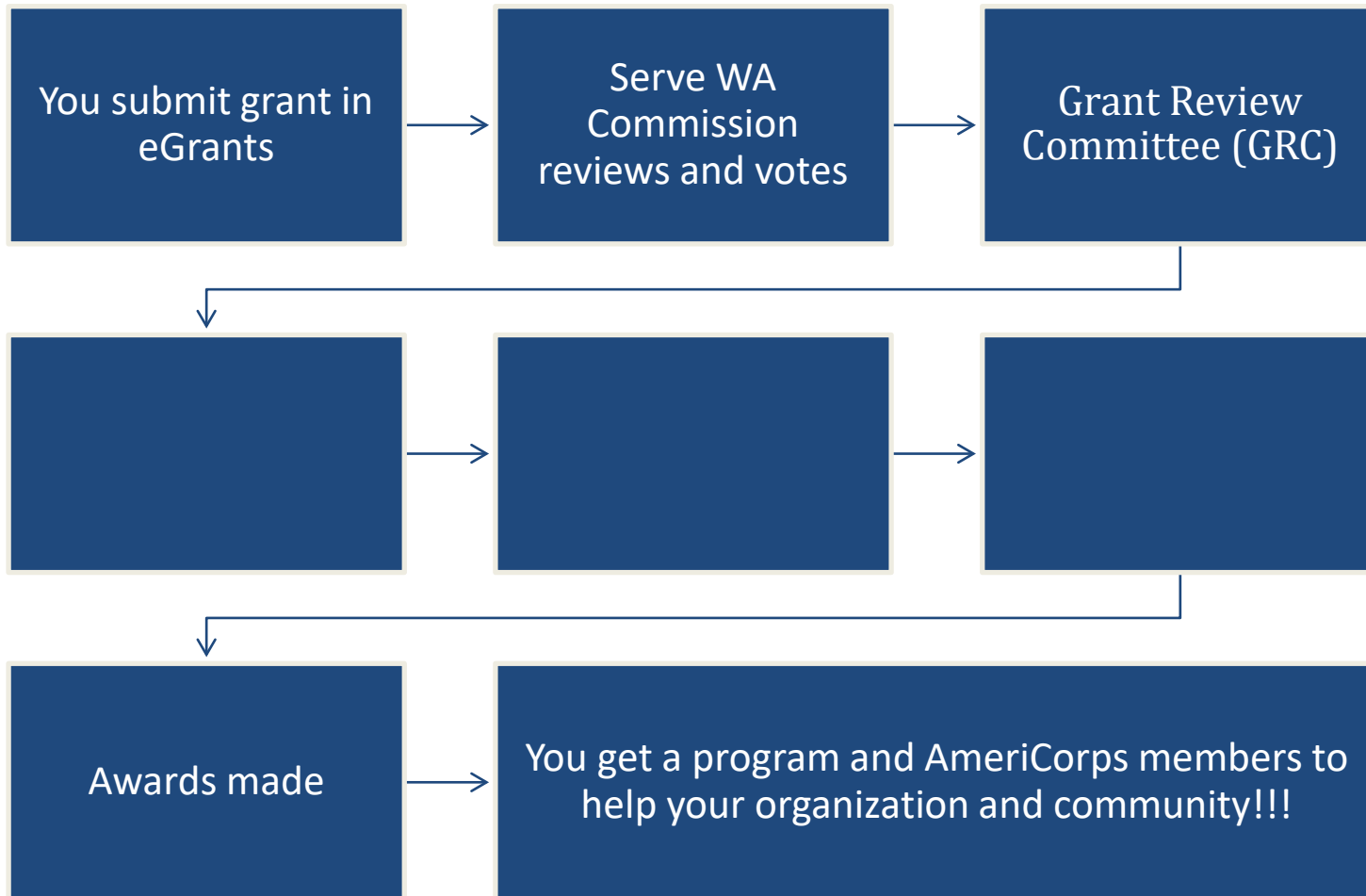
- Nonprofits
- Institutions of Higher Ed
- State and Local Governments
- Tribal Governments
  - Federally Recognized Tribes apply to AmeriCorps the Federal Agency
  - Non-Federal Tribes apply to Serve WA

## Additionally

- UEI number, EIN, SAM registration



# RFGA Process



# RFGA Timeline

Request for Grant Applications Released	February 11, 2025
Technical Assistance Zoom for Potential Applicants	<b>February 18, 2025, 9:00am PST</b>
<b>Completed Applications Due from Applicants</b>	<b>March 28, 2025, by 5:00pm PST</b>
Staff Review for Compliance	March 31, 2025
Grant Review Committee Application Review	March 31 – April 16, 2025
Grant Review Committee (GRC) Meeting <b>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.</b>	April 17, 2025
Clarification/Revision Period for Some Applicants	Beginning On/Around April 17, 2025
Serve Washington Commissioners Vote on Grant Review Committee Recommendation	April 24, 2025
Notification to Applicants Regarding Serve Washington Vote	Week of April 28, 2025
Serve Washington to submit applications to AmeriCorps (No Later Than)	<b>TBD</b>
AmeriCorps to Award Grants (No Later Than)	<b>TBD</b>

# Defining Terms

## NOFO vs. RFGA

### NOFO:

Released by AmeriCorps for National Directs and State Commissions apps

### RFGA:

Released by Serve Washington for Competitive and Formula apps

## Competitive vs. Formula

National Competition held every fall

State Competition held most springs

## Cost-Reimbursement vs. Fixed Amount

New applicants, line-time budget, match required and reported

Need permission, flat rate based on MSY, match not reported

## New vs. Re compete vs. Continuation

New – first time applicants

Re compete – reapplying for new 3-year grant

Continuation – entering year 2 or 3 of current cycle





# Key Highlights

NOFO Items that **DO NOT** apply to Serve Washington applicants:

- Dates – instead, **follow the dates in the RFGA**
- **DO NOT** send additional documents to AmeriCorps – instead, **follow RFGA** and send to [serveva@ofm.wa.gov](mailto:serveva@ofm.wa.gov)
- During to amendments in EGrants, your application may not be accessible in the system – do as much as you can outside Egrants.
- Due dates are subject to change (but will be later, not earlier).
- Formula instructions haven't been sent by Federal Agency as of 02/18/2025.



# Key Highlights (continued)

NOFO Items that **DO** apply to Serve Washington applicants:

- Page Limits – 11 – application; logic model 8 (changed)
- Narratives (changed)
- Cost Share (match) - change -

AmeriCorps Funding Year	Years 1,2, and 3	Years 4,5, and 6	Years 7,8, and 9	Years 10 +
Grantee Share Requirements	24%	26%	28%	30%

- Maximum Cost per MSY \$25,200
- FT Living Allowance **\$20,400-\$40,800**
- Criminal History Checks
  - Approx. budget (in WA) - \$68 per staff/member + out-of-state variable costs
- Prohibited and Unallowable Activities



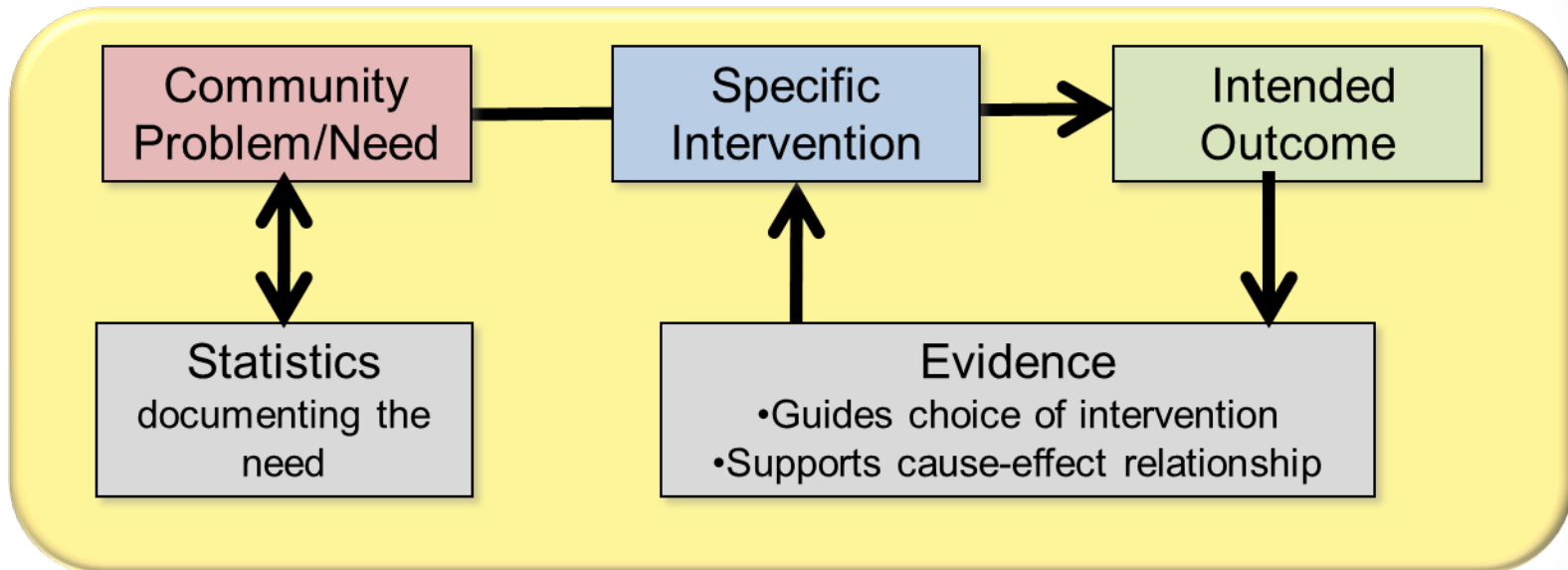
# Key Highlights

## Review Criteria

<u>Categories/Subcategories</u>	Points
<b>Executive Summary</b>	
<b>Program Design</b>	<b>58</b>
• Community Need and Stakeholder Engagement	24
• Program Development and Evidence	15
• Member Experience	11
• Member Supervision	8
<b>Organizational Capability</b>	<b>17</b>
• Organizational Background and Staffing	12
• Compliance and Accountability	5
<b>Cost-Effectiveness and Budget Adequacy</b>	<b>25</b>
• Member Recruitment	7
• Member Retention	5
• Data Collection	6
• Budget Alignment to Program Design	7



# Theory of Change



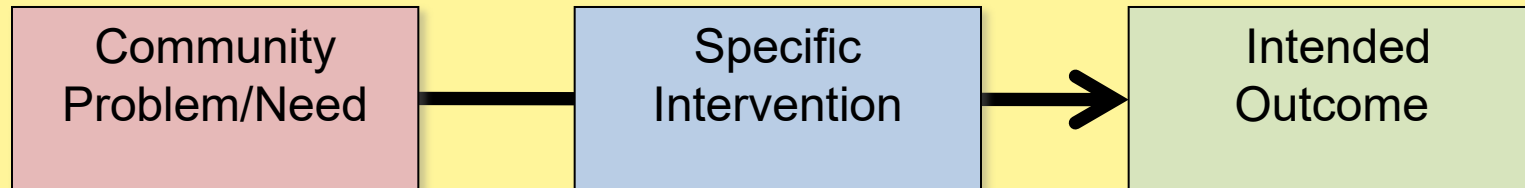
# Community Section

## Community Problem

- Describe the scope, significance and cause of the problem
- Reflect statistics and data sources that are reputable, current, and local
- Provide a detailed summary regarding how the inequities faced by the underserved community may contribute to the problem



# Key Logic Model Components



A set of activities that will produce the intended outcome.

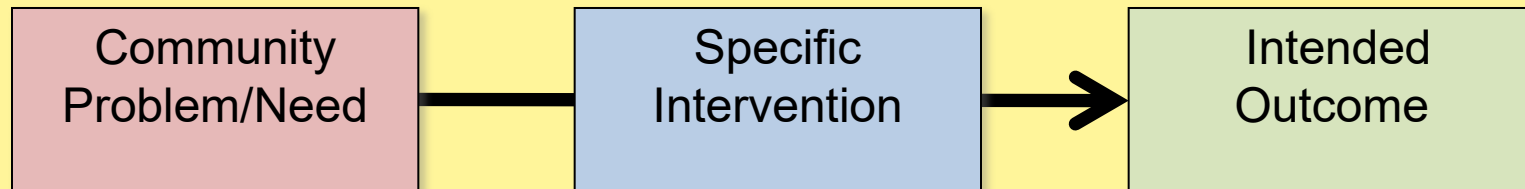
Specific design and dosage; outline FREQUENCY, INTENSITY, and DURATION.

Who does what with whom? How often? How many times? How long?

Caution: interventions defined in general terms but without detail or support of evidence.



# Key Logic Model Components(continued)



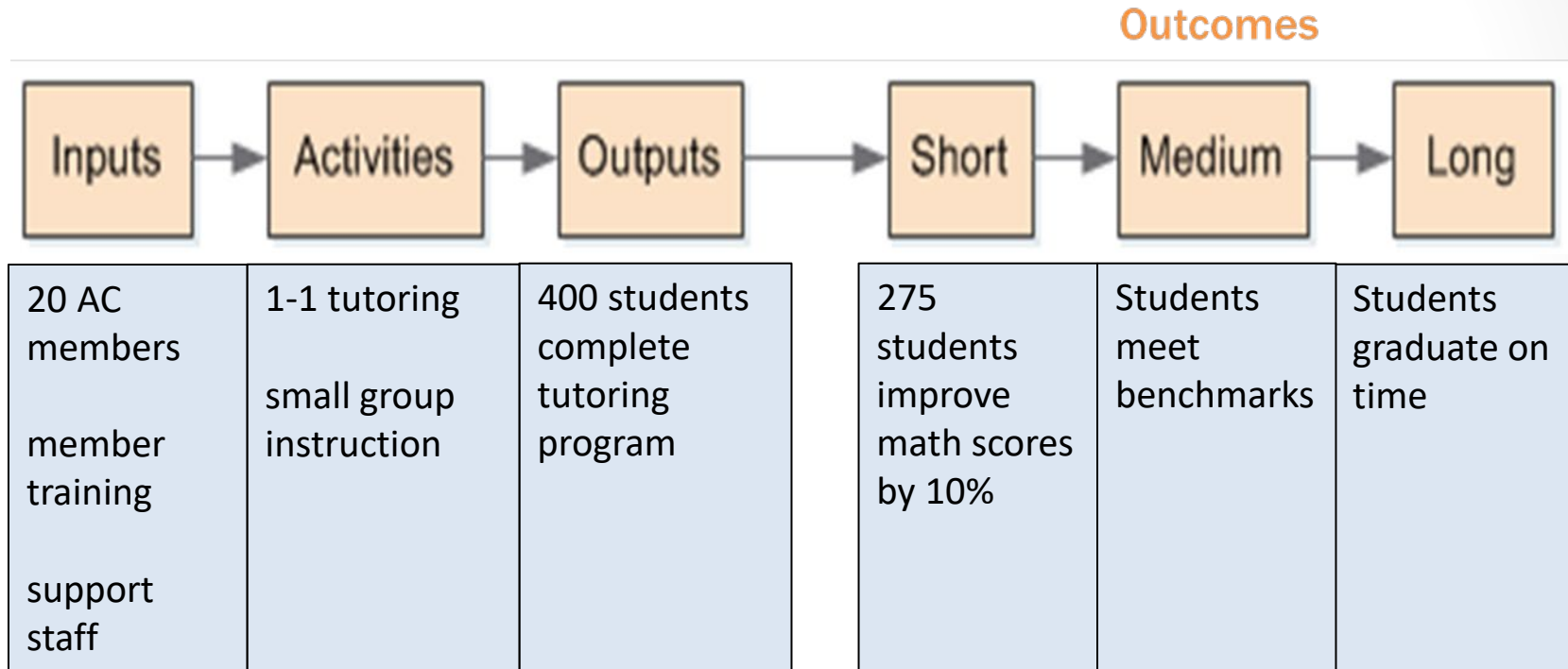
Simply the change  
you hope to see.

Caution: outcomes that are difficult to measure or do not align with intervention and need.



# Logic Model (8 page maximum)

If...Then... 

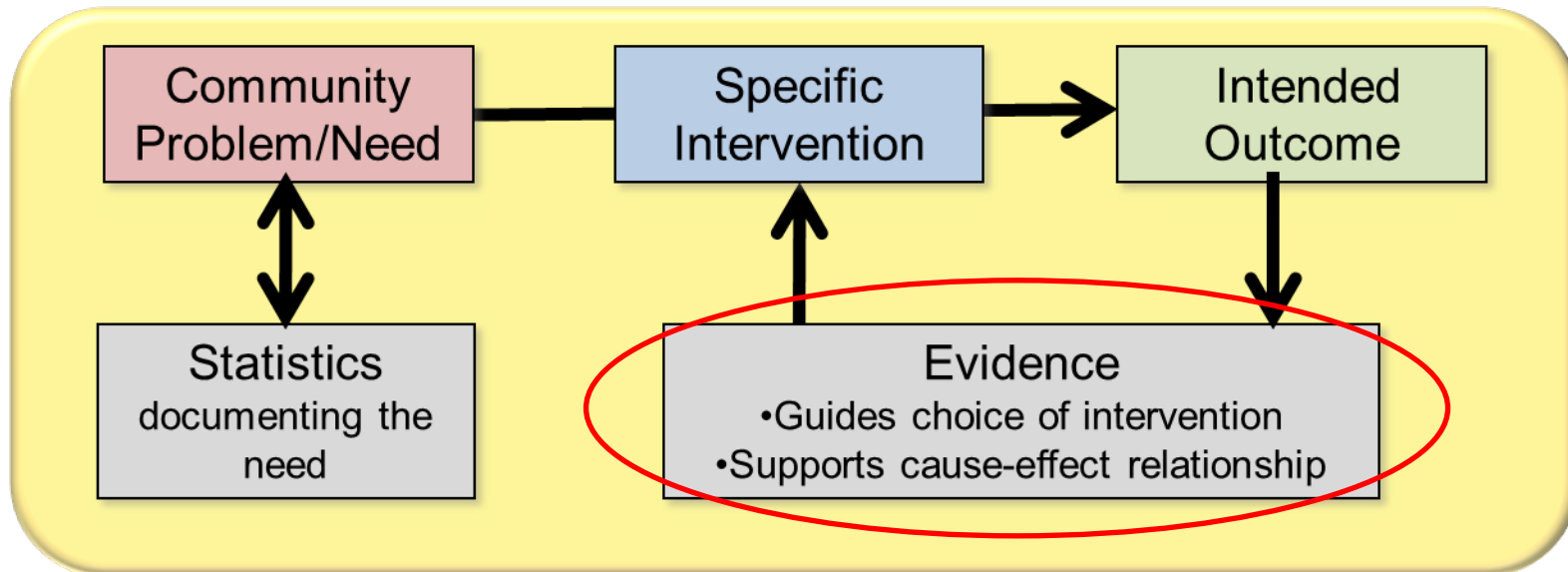


 ...But...How





# The Theory of Change



# Evidence

## Narrative Section

- 1) Fully summarize any study designs and key findings of any outcome or impact evaluations submitted
- 2) Describe any other evidence that supports the proposed program design (such as past performance data or other research findings)
- 3) If you submit evaluation reports for consideration, you must also describe in this section how the intervention described in the submitted reports **is the same** as the intervention described in the application



# Evidence (continued)

- Evidence Quality
  - Describe how the level of evidence supports the proposed program design
- Additional Documents
  - The only tiers that allow for additional submissions of hard copy evaluations beyond the narrative description are Preliminary, Moderate, and Strong Evidence.
  - Those in Pre-Preliminary should only describe evaluations/research/data within the narrative.



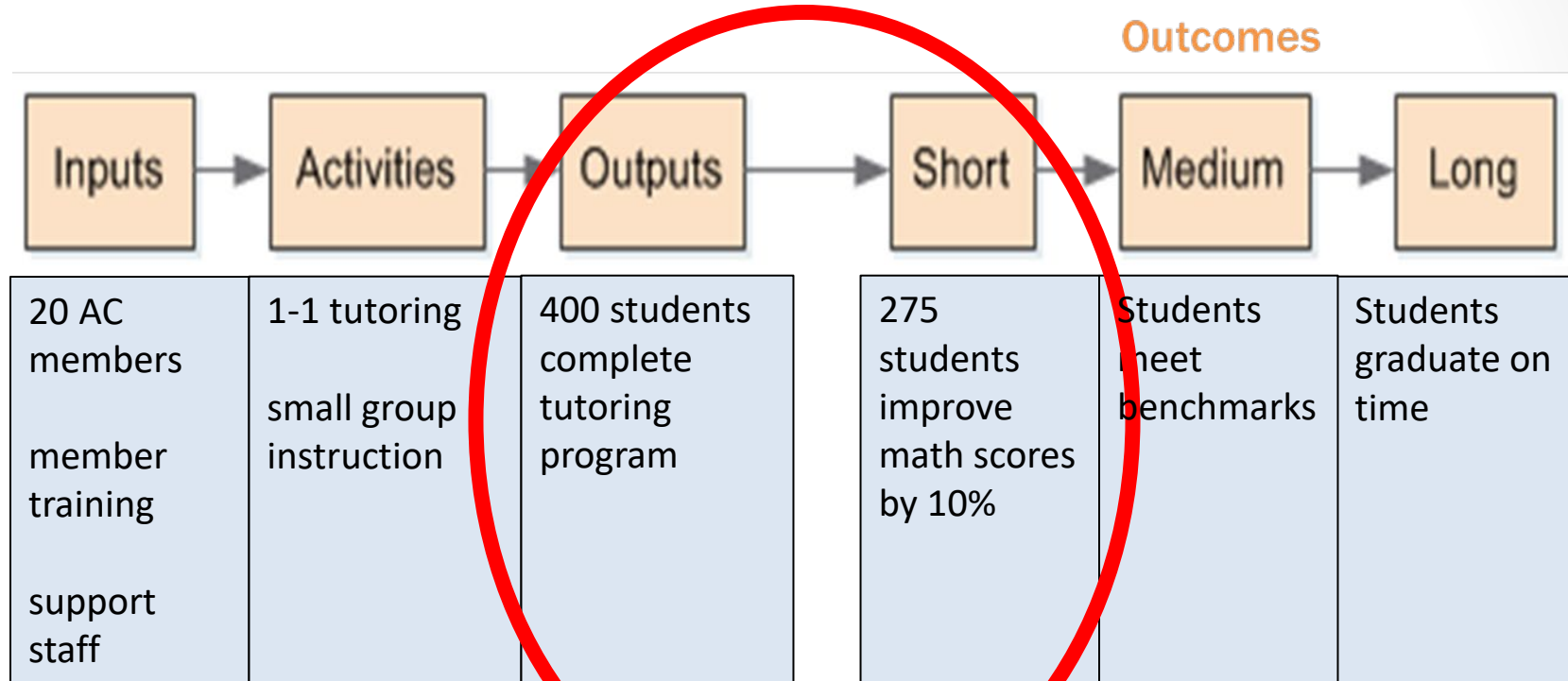
# Performance Measurement

Each program must have at least one aligned measure (composed of an output and an outcome) reflecting its **primary intervention**.



# Performance Measurement (continued)

If...Then... →



← ...But...How



# Performance Measurement

**Keep performance measure module simple/to the point**

Sample Problem Statement: *Many students are not reaching 3rd grade reading level benchmarks. Research shows when students get behind, they often stay behind.*



# Performance Measurement (

**Keep performance measure module simple/to the point**

*Sample Described Instrument: a pre- and post student engagement assessment will be completed by all students who attend at least 4 session. Students must demonstrate at least a 25% improvement on the assessment to be counted as improved. We know that many students without support becomes less engaged, so any improvement can be considered significant.*



# Evaluation Plan & Report

## Recompete Applicants – Eval Plan

- Fully Address EACH Criteria
  - USE THE PROVIDED TEMPLATE
  - Some sections might not be applicable. Just write in "N/A"

## Recompete Applicants – Eval Report

- No template
- Suggest following the major sections of the evaluation plan template
- AmeriCorps training here: [https://americorps.gov/sites/default/files/document/2015\\_06\\_18\\_ReportingandUsingEvaluationResultsSlides\\_0RE.pdf](https://americorps.gov/sites/default/files/document/2015_06_18_ReportingandUsingEvaluationResultsSlides_0RE.pdf)





# Additional Docs

Submit to [servewa@ofm.wa.gov](mailto:servewa@ofm.wa.gov) – NOT the Federal Agency!

- Operational/Financial Management Survey (ONLINE ONLY)
- Audited Financials (Single Audit or other)
- \*Evidence Support Documentation
- \*Evaluation Plan (Recompetes Only)
- \*Required Program Evaluation Report (Recompetes Only)
- \*Labor Union Concurrence
- \*Tribal Eligibility

RFGA, NOFO and App Instructions all outline this.

\* = if applicable



# eGrants Tips

- Create application pieces outside of eGrants
- eGrants does not allow for fancy formatting
  - No bold, italics, bulleted lists, charts
  - Can use ALL CAPS for section headings
- eGrants automatically double spaces when printing
- Spacing not always perfect between Word and eGrants
- Save and validate often once in eGrants
- Use Chrome (now that IE is gone, Chrome is next best)



# Application Tips

- Read NOFO, App Instructions, Supplemental Guidance
- No web addresses or URL links (cite source in narrative)
- Numbers/Data/Demo should match in all sections – if you update one section, think to yourself “where else might this need updated”
  - an updated target in the LM, also needs updated in the PM module
  - an updated budget, also needs updated in the Executive Summary
- Be accurate on the Face Sheet as to the Authorized Rep vs project/program director (Auth Rep has signing authority)
- Project/Contract date: one full year (1<sup>st</sup> of the month through last day of last month)(not the same as Member Service Year)
- Print final application for review
- Give yourself an early deadline – system has been known to be down or challenging
- Impartial Reviewer



# Q&A

Are you ready for AmeriCorps?

[Serve WA Readiness Assessment](#)

[Serve WA RFGA](#)

Email questions to [servewa@ofm.wa.gov](mailto:servewa@ofm.wa.gov)

