



AmeriCorps Washington

FFY23 State Formula Grants NEW/RECOMPETE RFGA

February 23, 2023, 10:00 am

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
 - 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





WHAT IS AMERICORPS?



National Service in WA



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

SERVE WASHINGTON



<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...”

Commission Funding Types

- Competitive Funding
- Formula Funding
 - Smaller Programs (10-35 MSYs)
 - Meet Local Priorities
 - Single or Multiple Focus Area
 - Building Evidence Base

Competitive Funding available fall 2024

Planning Grants available NOW



AmeriCorps Funding

Historic Focus Areas

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



Serve Washington

Priority Funding Areas in WA

- Strategies driven by community
- Organizations that reflect those served
- AmeriCorps members that reflect those served
- Programs that address structural and institutional inequities
- Career pathway models
- Demonstrated commitment to Justice, Diversity, Equity, Inclusion, Belonging, and Access
- Increased Member Benefits

Serve WA seeks to ensure resources are available to tribes, rural, underrepresented communities, and a geographically diverse portfolio.



AmeriCorps Members

- Engage in Direct Service
 - Minimum 70% Direct Service
 - Maximum 20% Training
 - Maximum 10% Fundraising
- 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"



Eligible Applicants

Applications

- Minimum 10 MSYs
- Begin No Earlier Than August 1, 2024 and No Later Than January 1, 2025

Eligible Entities

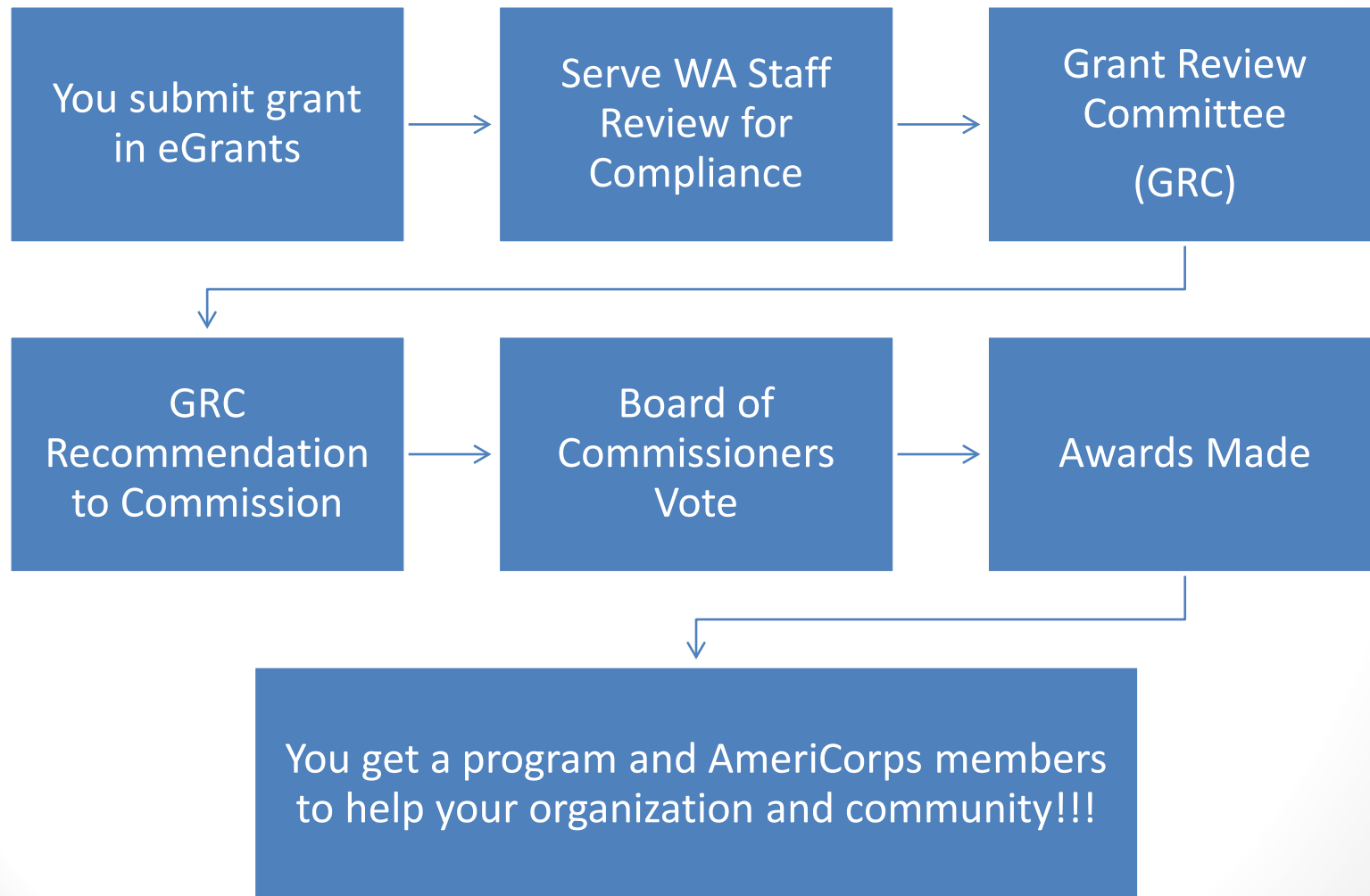
- Nonprofits
- Institutions of Higher Ed
- State and Local Governments
- Tribal Governments
 - Federally Recognized Tribes apply to AmeriCorps the Federal Agency
 - Non-Federal Tribes apply to Serve WA

Additionally

- UEI number, EIN, SAM registration



RFGA Process



RFGA Timeline

Request for Grant Applications Released	February 8, 2024
Technical Assistance Zoom for Potential Applicants	February 12, 2024, 10:15am PST
Completed Applications Due from Applicants	March 4, 2024, by 5:00pm PST
Staff Review for Compliance	March 5, 2024
Grant Review Committee Application Review	March 6 – 29, 2024
Grant Review Committee (GRC) Meeting 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 4, 2024
Clarification/Revision Period for Some Applicants	Beginning On/Around April 4, 2024
Serve Washington Commissioners Vote on Grant Review Committee Recommendation	April 10, 2024
Notification to Applicants Regarding Serve Washington Vote	Week of April 15, 2024
Serve Washington to submit applications to AmeriCorps (No Later Than)	May 17, 2024
AmeriCorps to Award Grants (No Later Than)	July 2024



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

- Page Limits
- Narratives
- Cost Share
- Maximum Cost per MSY \$27,000 (\$1,800 decrease)
- FT Minimum Living Allowance \$18,700 (\$1,100 increase)
- Criminal History Checks
 - Approx. budget (in WA) - \$68 + out-of-state variable costs
- Prohibited and Unallowable Activities
- Performance Measures



Budget Tips

Cost-Reimbursement:

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



Budget Tips

Cost-Reimbursement:

- Recalculate
- Do you have a federally approved ICR? Use it!
- Source of Funds



Budget Tips

- Member Support Costs
 - DO budget for living allowance and FICA
 - DO budget for worker's compensation (in WA)
 - DO NOT budget for unemployment
 - DO NOT budget for WA PFML
 - DO NOT budget for WA Cares Act Premiums

For both cost-reimbursement AND Fixed:

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



Key Highlights

Application “Weight”

- Executive Summary (0%)
- Program Design (58%)
- Organizational Capability (17%)
- Cost Effectiveness and Budget Adequacy (25%)

Program Design includes Logic Model, Performance Measurement and Evidence...



Additional Docs

Submit to servewa@ofm.wa.gov – NOT the Federal Agency!

- Operational/Financial Management Survey
- 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



Evidence

Two Parts Scored

- Evidence Tier (use Supplemental Guidance)
 - Pre-Preliminary – cite performance data and describe evidence-informed program design
 - Preliminary – cite and describe evidence and able to submit two* evaluations
 - Moderate – cite and describe evidence and able to submit two* high-quality RCT or QED evaluations
 - Strong – cite and describe evidence and able to submit two* high-quality RCT or QED evaluations that have been tested at multiple sites

*recompete applicants required to submit an evaluation of their own program can submit in addition to this guidance (in some cases up to three evaluations submitted)

- Evidence Quality
 - Describe how the level of evidence supports the proposed program design



Evaluation Plan

Recompete Applicants

- Fully Address EACH Criteria
 - Theory of Change/Scope of Evaluation
 - Measurable Outcome of Interest
 - Research Question(s)
 - Research Design
 - Sampling Methods
 - Data Collection
 - Analysis Plan
 - Evaluator
 - Timeline
 - Budget



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 (1st 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



Recompete Applicants

Remember!

- Don't reuse old application narratives
- Update data, statistics, and evidence
- National Performance Measures sometimes change, even if using the same NPM, read the current definitions and requirements
- Verify evaluation plan and report requirements



Q&A

Are you ready for AmeriCorps?

[Serve WA Readiness Assessment](#)

[Serve WA RFGA](#)

Email questions to servewa@ofm.wa.gov

