

Serve Kentucky Formula RFA 2023-2024

February 9, 2023



Objectives

- Competitive vs. Formula
- New & Re compete vs. Continuation
- Glossary of other terms
- Overview of Formula RFA 2023-2024
- Walk-through of RFA and Templates

Completed Competitive – the basics

- AmeriCorps decides which applications they will fund
- Process timeline is September-January
- There is less flexibility in what changes programs can make to their program design throughout the three-year cycle
- Requests for increased funding during three-year cycle are typically not approved. This could mean that when minimum living allowance is increased each year, the program must use their own funds to cover the increase. This is one reason why you should always request the maximum cost per MSY during a recompute
- Evaluation plan/report required (after one three-year cycle in competitive)
- Lower maximum cost per MSY

Formula – the basics

- AmeriCorps gives Serve Kentucky a formula funding allocation. Serve KY uses this allocation to fund programs that were not selected for competitive, planning grants, new programs, and any other applications that Serve KY feels are important to meet the needs of the state
- Process timeline is February-May
- Formula allows programs far more flexibility for program design changes and budget increase requests during their three-year cycle
- No evaluation requirements
- Higher maximum cost per MSY

New & Recompete

- Write an entirely new application; may use pieces from previously-funded applications, but should largely be rewritten
- The NOFO changes each year – it is vital you read it in its entirety and reply to every criteria. Do not assume you know what is in the NOFO because you have been funded before
- New & recompetite applications start a three-year cycle
- Entire application goes through an internal and external review
- Can be new & recompetite in both competitive & formula

Continuation

- Do not touch any of the previously-approved narrative sections!
- Add any proposed changes into the Continuation Changes section only
 - If proposing changes to performance measure targets, cohort size, etc., you may also have to update your performance measures, logic model, and/or budget
- Can request minor changes to program design, performance measures, budget, cohort size, and more
- Continuation is done for year two and year three of the three-year cycle
- Internal review of compare PDF to ensure no changes; continuation changes reviewed internally and externally, along with any correlating documents
- Can be continuation in both competitive & formula

FY23 NOFO Documents

Applicants are required to complete applications in accordance with:

- [2023 AmeriCorps State & National Notice of Funding Opportunity](#)
- [2023 Mandatory Supplemental Information](#)
- [2023 Application Instructions](#)
- [2023 Performance Measure Instructions](#)

Serve Kentucky serves as the State Commission referenced in the NOFO and other AmeriCorps documents. These and other resources are located on both the [Serve Kentucky website](#) and [AmeriCorps website](#).

Note: Dates referenced in the NOFO materials are for National Directs (programs operating in multiple states) and State Commissions such as Serve Kentucky. At no time during the process should applicants contact AmeriCorps directly.

FY23 Formula Submission

- ALL documents will be submitted via word and excel templates
 - Application Narrative
 - Logic Model
 - Performance Measures
 - Budget
- During clarifications with Serve KY staff, you will submit your revised application & budget into eGrants
- ****Do NOT enter anything into eGrants until instructed to do so!****

FY23 NOFO Changes and Highlights

- Minimum living allowance for Full-Time members is **\$17,600**

Table: Minimum and Maximum Living Allowance

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	\$17,600	\$35,200
Three Quarter-time	1,200	n/a	\$24,640
Half-time	900	n/a	\$17,600
Reduced Half-time	675	n/a	\$13,376
Quarter-time	450	n/a	\$9,152
Minimum-time	300	n/a	\$7,392
Abbreviated-time	100	n/a	\$2,112

FY23 NOFO Changes and Highlights

Maximum Cost per Member Service Year (MSY)

- **\$23,000** per MSY for all formula programs
- There is a maximum of \$28,800 per MSY for formula, but it must be approved by Serve KY. See RFA for more details.

Table: Maximum Cost per MSY

Grant Program	Maximum
Individual Competitive State/Territory Program (cost reimbursement)	\$23,000
Multi-state competitive (cost reimbursement)	\$23,000
Professional Corps competitive Fixed Amount Applicants/Grantees	\$1,000*
Full-cost competitive Fixed Amount Grant	\$23,000
Education Award Program (EAP) Fixed Amount Grant (competitive and formula)	\$800 or \$1,000**
All non-EAP formula subgrants***	\$28,800***

FY23 NOFO Changes and Highlights

- New NOFO priorities:
 - Organizations leading service in communities with concentrated poverty, rural communities, tribal communities, and those organizations serving historically underrepresented and underserved individuals, including but not limited to communities of color, immigrants and refugees, people with disabilities, people who identify as part of the LGBTQIA+ community, people with arrest and/or conviction records, and religious minorities;
 - Programs that provide additional benefits to AmeriCorps members aimed at enhancing member experience and bolstering member recruitment and retention such as paying more than the minimum living allowance, transportation, housing, food, etc.
 - Programs that create workforce pathways for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support

FY23 NOFO Changes and Highlights

Added criteria to the Member Experience section:

- AmeriCorps members receive additional benefits.
- Description of the demographics of the community served and plans to recruit AmeriCorps members from geographic or demographic communities in which the program operates. This could include but is not limited to the following historically underserved, under-represented, and disadvantaged populations of:
 - Communities of color
 - LGBTQI+ communities
 - Individuals with varying degrees of English language proficiency
 - Individuals with disabilities
 - Veterans and military family members as volunteers

FY23 NOFO Changes and Highlights

- Added criteria to the Organizational Background and Staffing section:
 - The leadership and staff of the organization has the same lived experience as the beneficiary population and/or community being served.
- Removed Culture that Values Learning

FY23 Application Scoring

Categories/Subcategories	Percentage
Executive Summary	0
Program Design	50
Theory of Change and Logic Model	24
Evidence Tier	12
Evidence Quality	8
Notice Priority	0
Member Experience	6
Organizational Capacity	25
Organizational Background and Staffing	13
Compliance and Accountability	8
Member Supervision	4
Cost Effectiveness and Budget Adequacy	25

Kentucky-specific changes

- Only **1%** to Serve Kentucky for Administrative/Indirect Costs
- AmeriCorps-compliant member management and reporting system, such as [America Learns](#)' AmeriCorps Impact Suite or [OnCorps Reports](#).
 - **Any other system requires approval from Serve Kentucky before use.**

Reminders

- It is not guaranteed you will receive your full federal request.
- AmeriCorps members **must** wear an AmeriCorps logo while serving.
- Serve Kentucky strongly recommends grantees utilize the two AmeriCorps-contracted vendors to conduct the required NSCHC processes: [Fieldprint and Truescreen](#).

Formula **Recompete** Programs

- Teach Kentucky
- Teach For America Kentucky
- Fayette County
- READY Corps

Formula **Continuation** Programs

- iFoster
- KY Environmental Education Council
- YouthBuild
- Southeast Conservation Corps
- Senior Connections
- FRYSC
- KY Intervention Team

Formula Timeline

February 14, 2023	Serve Kentucky RFA Guidance released
March 6, 2023	Intent to Apply due to Serve Kentucky via online survey
March 22, 2023	Grant application, additional documents, and match waiver requests due to Serve Kentucky
March 27-April 14, 2023	Internal and External Grant Review
April 17-18, 2023	Feedback from grant review compiled; clarifications requested
April 19, 2023	Grant review feedback provided to applicants
April 26, 2023	Revised competitive grant applications due to Serve Kentucky
May 9, 2023	Notification of Commission decision to submit applications to the AmeriCorps competition
April 26-May 12, 2023	Serve Kentucky Resolution period
May 12, 2023	Kentucky formula applications submitted to AmeriCorps via eGrants

Additional Documents

- **All applicants:** Evaluation briefs, reports, studies. Please refer to the *Evidence Base* section of the NOFO and Mandatory Supplemental Information for detailed instructions by Evidence Tier.
- **New and Recompeting applicants:** New/Recompete Template, Logic Model Template, Performance Measure Template, and Budget Template.
- **Recompeting applicants:** Evaluation plan or report, as required. Please see the Evidence Tiers definitions in the [MSI](#) and Section E.1.e. *Evaluation Plan* of the NOFO for further information.
- **Continuation applicants:** Continuation Template, Budget Template
- **New Kentucky applicants:** [Online Serve Kentucky Organization Readiness Assessment](#)

***Submit ALL via email to AmeriCorps@ky.gov.**

****Remember – do not enter anything into eGrants until instructed to do so!**

Glossary of other terms

- Notice of Funding Opportunity (NOFO): AmeriCorps' source document which Serve KY's RFA is based on
- Application Instructions: how to enter the content into eGrants, page length requirements, etc.
- Request for Applications (RFA): Serve KY releases a RFA to begin the process of application submission
- Training & Technical Assistance (T&TA or TTA): webinars, calls, presentations, etc. that are aimed to assist applicants in completing and submitting a high-quality application
- Cost Reimbursement: reimbursement is based on past expenditures that are allowable, within the confines of the approved budget, and reasonable
- Fixed: reimbursement is based on member hours served; enrollment and retention have significant impact on allowable reimbursement amount
- Internal Reviewers: Serve KY staff members
- External Reviewers: individuals outside of Serve KY staff members

Questions?

Contact Alexis:

alexis.matthews@ky.gov

New this year!

Alexis will be hosting bi-weekly “office hours” during the formula process.

Keep an eye out for calendar invites.

These are NOT required! Just an opportunity to ask questions and learn from each other.

