FY23 AmeriCorps Grants

Overview of Serve Kentucky’s Request for Applications Process
FY23 NOFO Documents

Applicants are required to complete applications in accordance with:

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

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 NOFO Changes and Highlights

- Minimum living allowance for Full-Time members is $17,600
- Added QT, MT, AT to the slot types available for Public Health AmeriCorps

Table: Minimum and Maximum Living Allowance

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum # of Hours</th>
<th>Minimum Living Allowance</th>
<th>Maximum Total Living Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>1,700</td>
<td>$17,600</td>
<td>$35,200</td>
</tr>
<tr>
<td>Three Quarter-time</td>
<td>1,200</td>
<td>n/a</td>
<td>$24,640</td>
</tr>
<tr>
<td>Half-time</td>
<td>900</td>
<td>n/a</td>
<td>$17,600</td>
</tr>
<tr>
<td>Reduced Half-time</td>
<td>675</td>
<td>n/a</td>
<td>$13,376</td>
</tr>
<tr>
<td>Quarter-time</td>
<td>450</td>
<td>n/a</td>
<td>$9,152</td>
</tr>
<tr>
<td>Minimum-time</td>
<td>300</td>
<td>n/a</td>
<td>$7,392</td>
</tr>
<tr>
<td>Abbreviated-time</td>
<td>100</td>
<td>n/a</td>
<td>$2,112</td>
</tr>
</tbody>
</table>
FY23 NOFO Changes and Highlights

**Maximum Cost per Member Service Year (MSY)**
- $23,000 per MSY for competitive programs
- $28,800 per MSY for Public Health AmeriCorps programs

<table>
<thead>
<tr>
<th>Grant Program</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual Competitive State/Territory Program (cost reimbursement)</td>
<td>$23,000</td>
</tr>
<tr>
<td>Multi-state competitive (cost reimbursement)</td>
<td>$23,000</td>
</tr>
<tr>
<td>Professional Corps competitive Fixed Amount Applicants/Grantees</td>
<td>$1,000*</td>
</tr>
<tr>
<td>Full-cost competitive Fixed Amount Grant</td>
<td>$23,000</td>
</tr>
<tr>
<td>Education Award Program (EAP) Fixed Amount Grant (competitive and formula)</td>
<td>$800 or $1,000**</td>
</tr>
<tr>
<td>All non-EAP formula subgrants***</td>
<td>$28,800***</td>
</tr>
</tbody>
</table>
FY23 NOFO Changes and Highlights

- Additional Documents: Removed the Diversity Questionnaire.
- Added a Post-Review Quality Control.
  - After the initial review process is complete, AmeriCorps staff will review the initial results for fairness and consistency. Some applications may be selected for a Post-Review Quality Control assessment. This additional level of review will be used to ensure fairness and provide assurances that an application was not disadvantaged in the original review.
- Clarification and Resolution will be combined and take place after notification and before awarding.
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

- New NOFO priorities for Public Health AmeriCorps:
  - 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 creating pathways to good-quality public health-related careers through onsite experience and training (including pre-apprenticeship or registered apprenticeship programs, work experience and job training programs, and other workforce training and development programs)
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.
  - For Public Health AmeriCorps: The organization has created pathways to good-quality public health-related careers through onsite experience and training (including pre-apprenticeship or registered apprenticeship programs, work experience and job training programs, and other workforce training and development programs)

- Removed Culture that Values Learning
# FY23 Application Scoring

<table>
<thead>
<tr>
<th>Categories/Subcategories</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Executive Summary</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Program Design</strong></td>
<td>50</td>
</tr>
<tr>
<td>Theory of Change and Logic Model</td>
<td>24</td>
</tr>
<tr>
<td>Evidence Tier</td>
<td>12</td>
</tr>
<tr>
<td>Evidence Quality</td>
<td>8</td>
</tr>
<tr>
<td>Notice Priority</td>
<td>0</td>
</tr>
<tr>
<td>Member Experience</td>
<td>6</td>
</tr>
<tr>
<td><strong>Organizational Capacity</strong></td>
<td>25</td>
</tr>
<tr>
<td>Organizational Background and Staffing</td>
<td>13</td>
</tr>
<tr>
<td>Compliance and Accountability</td>
<td>8</td>
</tr>
<tr>
<td>Member Supervision</td>
<td>4</td>
</tr>
<tr>
<td><strong>Cost Effectiveness and Budget Adequacy</strong></td>
<td>25</td>
</tr>
</tbody>
</table>
Serve Kentucky Timeline

- Aug. 22: Serve Kentucky **Competitive** and **PHA** Request for Applications (RFA) Guidance released
- Sept. 16: Intent to Apply due to Serve Kentucky via [online survey](#)
- Sept. 16: Competitive exemption requests due via [email](#)
- Sept. 19-30: Training and Technical Assistance (TTA) provided
- Oct. 3-12: One-on-one TTA provided
- Oct. 14: Grant applications, additional documents, and [match waiver requests](#) due to Serve Kentucky
- Oct. 17-Nov. 18: Internal and External Grant Review
- Nov. 21-Dec. 1: Grant Review feedback compiled; clarifications requested
Serve Kentucky Timeline (continued)

- Dec. 2: Grant review feedback provided to applicants; applications returned via eGrants for revisions
- Dec. 9: Revised competitive grant applications due to Serve Kentucky
- Dec. 15: Notification to applicants of Commission decision to send applications forward to the AmeriCorps competition
- Dec. 16-22: Serve Kentucky Resolution period
- Jan. 4, 2023: AmeriCorps competitive application deadline
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
- AmeriCorps members must wear an AmeriCorps logo while serving.
- Serve Kentucky strongly recommends grantees utilize the two AmeriCorps-contracted vendors to conduct the required criminal history (NSCHC) processes: Fieldprint and Truescreen.
- Refer to the RFA Guidance for additional Kentucky requirements.
Competitive Exemption Process

- All current recompete subgrantees should apply for competitive funds, regardless of their current funding stream.
- However, Serve Kentucky retains the right to allow an exemption – if requested and approved in advance of deadline.
- Exemption requests will be reviewed on a case-by-case basis by Serve Kentucky staff.
- Exemption requests must be submitted via email by Sept. 16, 2022.
Examples of Reasonable Exemption Requests

Including, but are not limited to:

● Probability of significant staff change;
● Lack of staff or extended leave of absences (retirement, maternity leave, staff position not filled, etc.);
● Being unable to meet current evaluation requirements; and/or
● Anticipation of, or planning for, significant program design changes.
Individual Match Waiver Process

- The intent of this revised process is simply to have your organization identify and document the specific circumstances your organization faced or is facing in meeting its match requirement at any point in your organization’s grant.

- AmeriCorps State subgrantees should submit their waiver requests to their State Service Commission for review and approval.

- If the Commission approves the subgrantee(s) waiver request for submission, the Commission will submit the request(s) **on behalf** of the subgrantee(s).
Individual Match Waiver Process

- Per 45 CFR §2521.70, **all four criteria below must be met** for ASN grants. While the agency has included some examples of sufficient justifications for each of them, individual grantees' circumstances vary and all justifications will be seriously considered.
  1. The lack of resources at the local level.
  2. That the lack of resources in your local community is unique or unusual.
  3. The efforts you have made to raise matching resources.
  4. The amount of matching resources you have raised or reasonably expect to raise.
- **Serve Kentucky Match Waiver Request Form**
Additional Documents

Submit via email to AmeriCorps@ky.gov.

- **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.

- **All applicants:** Operational and Financial Management Survey (OFMS) as a Word document (PDF will not be accepted).

- **Recompeting applicants:** Evaluation plan or report, as required. Please see the Evidence Tiers definitions in the Mandatory Supplemental Information and Section E.1.e. Evaluation Plan of the FY23 NOFO for further information.
Align Your Organization’s eGrants & SAM.gov Information

- Entity Names, Addresses **Must Align** Prior to Grant Awards!
- The AmeriCorps Office of Management and Budget (OMB) provided **guidance** that requires agencies to ensure recipient entity names and addresses in their grants management systems exactly match SAM.gov entity registration information.
- Additional resources for managing your AmeriCorps grant are available on the [AmeriCorps website](https://www.americorps.gov).
Continuation Requests

- Applying for year 2 or 3 of the 3-year cycle
- Do NOT start a new application or modify original narrative fields!
- Information should be provided in the Continuation Changes narrative field as relevant.
  - Changes in Operating Sites
  - Significant Changes in Program Scope or Design
  - Changes to Performance Measures
  - Significant Changes to Monitoring Structures or Staffing
  - Budget revisions
- Any continuation applicant not requesting changes that fit within the above categories should enter “N/A” in Continuation Changes.

Continuation applicants may apply for expansions. Expansions are increases in dollars, MSY, and/or members.
Cost Reimbursement Match Requirements

- Match is not required for Public Health AmeriCorps.
- Competitive programs should refer to the table from the FY23 ASN NOFO.

<table>
<thead>
<tr>
<th>AmeriCorps Funding Year</th>
<th>1, 2, 3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grantee Share Requirements</td>
<td>24%</td>
<td>26%</td>
<td>30%</td>
<td>34%</td>
<td>38%</td>
<td>42%</td>
<td>46%</td>
<td>50%</td>
</tr>
</tbody>
</table>
Questions?

Contact Shannon:

shannon.ramsey@ky.gov

502-564-7420 x3841
(forwards to my cell phone)