# Ohio AmeriCorps FY19
Application Overview

SERVE **OHIO**

Ohio Commission on Service and Volunteerism

Who is ServeOhio?

- **Mission:** *To strengthen Ohio communities through AmeriCorps and volunteer engagement*

- **ServeOhio operates under authority pursuant to Section 121.40 of the Ohio Revised Code. ServeOhio is purposed specifically to administer grants in Ohio under the federal National & Community Service Trust Act of 1993.**

- **Today, the largest of these grants ($8 million) is the AmeriCorps program. Ohio currently has 25 partner organizations and more than 900 AmeriCorps members leveraging millions in local public and private support.**

- **www.serveohio.org**

- **Ohio Commission on Service and Volunteerism – impact page**
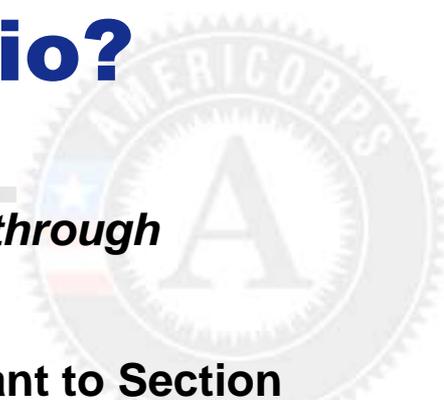
What is AmeriCorps?

- A program of The Corporation for National and Community Service (CNCS) that engages more than 80,000 Americans every year for a term of national service. www.nationalservice.gov

- National & Community Service Trust Act of 1993

- Provides <u>federal grants</u> to organizations to design and operate AmeriCorps programs to strengthen organizational capacity to meet a compelling community need by directly engaging AmeriCorps members and community volunteers.

- An AmeriCorps project must be in line with an organization's mission and enhance what an organization was able to do before the grant. An AmeriCorps project cannot duplicate or supplant pre-existing activities, staff or volunteers.
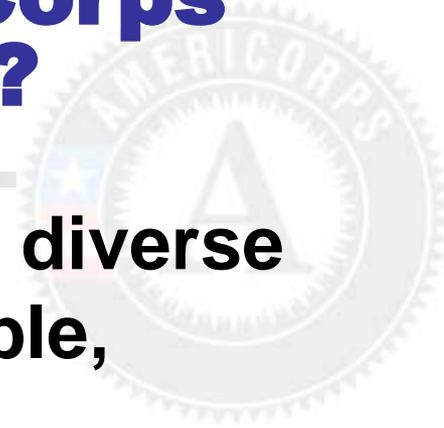
What Can AmeriCorps Programs Do?

AmeriCorps programs address diverse community needs. For example,

- Health

- Employment

- Education

Apex to AmeriCorps programs are the **AmeriCorps members** who provide direct service activities

- "Boots on the ground" and in the community

What is an AmeriCorps Member?

★ **Not a volunteer or a staff person but an individual/member contracted for a term of national service (300-1700 hours per term).**

★ **U.S. citizen, national or legal permanent resident alien of the United States.**

★ **At least 17 years of age with no upper age limit.**

★ **AmeriCorps members receive an Eli Segal Education Award for successful completion of a term of service.**

★ **Most AmeriCorps members receive a modest living allowance, full-time members are eligible for health insurance, and some members may be eligible for childcare.**

★ **Must meet eligibility criteria.**

★ **Someone who gets things done in their community!**
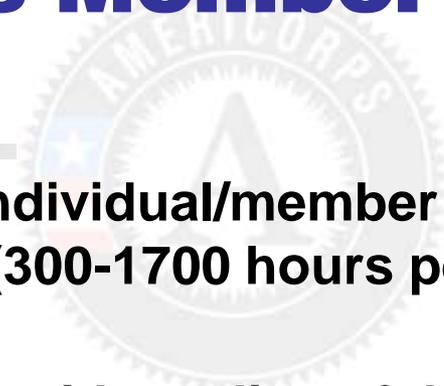
Eligibility for an AmeriCorps Grant

★ **Non-profit organizations;**

★ **institutions of higher education;**

★ **government entities within states or territories;**

★ **Indian tribes;**

★ **and partnerships or consortiums.**

★ **Organizations that propose to operate programs solely in Ohio must apply through ServeOhio.**
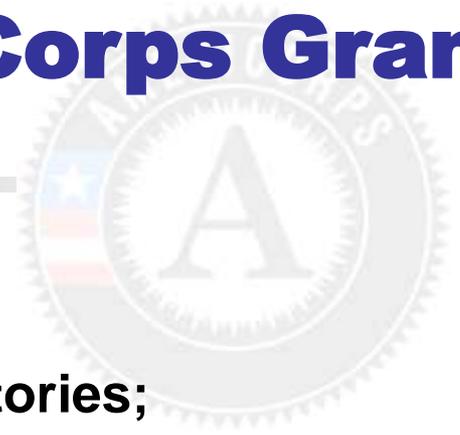
Application Documents

- Notice of Funding Opportunity (NOFO)

- Application Instructions

- Mandatory Supplemental Guidance (glossary)

- Intent to Apply *(Required)*

- Financial Management Survey

All documents are on our Grants/Funding webpage

2019 Funding Priorities

- **Economic Opportunity – especially opportunity youth**

- **Education – Evidence-Based Interventions (see the MSG)**

- **Healthy Futures**

- **Veterans and Military Families**

2019 Funding Priorities

- **Rural intermediaries**

- **Safer Communities**

- **Faith-Based organizations provided above activities**

NOFO Application Elements

Application Review Information

– **starts on page 11**

A. Executive Summary – use template provided!

B. Program Design

1. **Theory of Change has three main descriptive elements:**
    1. **Need**
    2. **Intervention (i.e. what AmeriCorps members will do)**
    3. **Outcome/Expected Change**
2. **Logic Model is a linear representation of program**
    1. **How to Develop a Program Logic Model**
3. **Evidence Base of the PROPOSED PROGRAM (See MSG for details)**
4. **Notice Priority**
5. **Member Experience**

NOFO Application Elements

C. Organizational Capability

1. Organizational background and staffing
2. Compliance and Accountability
3. Culture that Values Learning
4. Member Supervision

NOFO Application Elements

D. Cost Effectiveness and Budget Adequacy

1. Review Based on Budget Instructions
2. "See Budget" is only required narrative
3. Can use to elaborate on budget elements or line items but watch page limits

E. Evaluation Plan

1. Data Collection Plan for New Applicants (pg. 15)

F. Amendment Justification

1. Enter N/A

G. Clarification Information

1. Enter N/A

H. Continuation Changes

1. Enter N/A

NOFO Application Elements

- **Submission of Additional Documents for NEW applicants (pg. 10-11)**
  - **Evaluation Reports, if applicable to Evidence Base section**
  - **Letters of Support, if applicable**
  - **Financial Management Survey**
  - **Organizational Chart with AmeriCorps program listed**

  Send all additional documents via email to Mary Cannon by the application deadline.

Application Instructions

- **Performance Measure Instructions**
  - Follow instructions for grant type/ funding priority
  - **National Performance Measures**
  - One performance measure (output and outcome) is required for your program's primary direct service activity
  - Targets for one year
  - Attend the April 8 grant workshop
- **Detailed Budget Instructions**
  - Follow the instructions
  - Budget for one year
  - Attend April 8 grant workshop

Ohio AmeriCorps Grants

★ **Grants include a request for a specific number of AmeriCorps member positions <u>and</u> slot types:**

  ★ **Full-time: 1 MSY; 1700 hours**

  ★ **Three Quarter-Time: .70 MSY; 1200 hours**

  ★ **Half-time: .5 MSY; 900 hours**

  ★ **Reduced Half-time: .381 MSY; 675 hours**

  ★ **Quarter-time: .265 MSY; 450 hours**

  ★ **Minimum-time: .212 MSY: 300 hours**

  Application Instructions page 23

EXAMPLE: An application requests 1 full-time, 1 half-time, 1 quarter-time and 1 minimum-time.

This is a request totaling 4 member slots and 1.977 MSY**

**(Note: this is not an eligible request!)
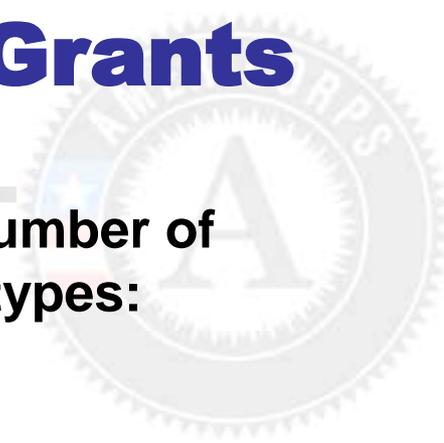
Example of a Grant Request

Applications must request a cost per MSY

at or below $15,192

Cost Per MSY = Federal Request / Total MSY Request

<u>Request Example for 10 MSY for 20 Half-Time Members</u>:

10 MSY * $15,192 = $151,920 Maximum Federal Request

$151,920 (Federal) + $47,975 (Your Share) = $199,895 (Total Grant)

76%   +   24%   =   100%

Cost-Reimbursement Budgets

- Payments made via reimbursements
- 24% matching requirement and require the submission of a budget and financial reports.
- Must abide by Cost per MSY maximum
- Funds are directly tied to a specific number of members and are solely for program expenses.
- Funds are not for general organizational expenses.
- **Must request no less than 5 MSY**

IMPORTANT

- **Create an eGrants account**
- **Must have active SAM and DUNS number throughout the entire grant period**
- **Abide by page limitations, see NOFO pg. 6**
  - **Narrative**
  - **Logic Model**
- **Submit grant and additional documents by the deadline.**

Ohio AmeriCorps Grants

★ **Expands the capacity of organizations to meet their mission and identified critical community need**

★ **Organizations that receive Ohio AmeriCorps grants are responsible for recruiting, selecting, and supervising AmeriCorps members to serve in their programs.**

★ **All grants have required programmatic and financial reporting.**

★ **Are *not* for individual placements.**

★ **Grants must request at least 5 Member Service Years (MSY).**

2019 Application Process

- **Attend Grant Workshop for New Applicants**
  - **April 8 from 1-4:45 pm**
  - **State Library of Ohio**
  - **RSVP to Mary Cannon by April 1**

- **Submit Intent to Apply by April 17 @ 5 pm EST.**
  - **Intent to Apply is Required to apply**
  - **Sections I and II must be completed by New Applicants**

- **Apply by May 1, 2019 by 5:00pm in eGrants**

Application Documents

- Notice of Funding Opportunity (NOFO)

- Application Instructions

- Mandatory Supplemental Guidance (MSG is a glossary)

- Intent to Apply *(Required)*

- Financial Management Survey

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Are we "mission ready?"

What is our capacity?

- Does my organization have the organizational, human resources, technological and fiscal capacity to manage a federal grant?
  - Are Human Resources and Legal departments included in the conversations?

- Does my organization have the resources to match the federal funds (cash and in-kind)?

- Does my organization have the resources to manage a program for **30-60 days before receiving reimbursement?**

- Can our organization administer the programmatic and fiscal reporting requirements and attend required meetings?

Are we "mission ready?"

What does the research say?

- Does my organization address compelling needs in one of the priority areas/measures?

- Would this program support my organization's mission and strategic plan?

- What is the success in providing the service?

What questions cannot we not answer on the Intent to Apply/Concept Paper?

- Who should be included in the discussion?

- Are we asking members to conduct prohibited activities?

- Will members replicate or displace current staff or volunteers?

Are we "mission ready?"

- Can we recruit, manage, retain, train and budget for the requested number of members and MSY?

- Review the **Financial Management Survey Pre-Award Risk Assessment.** A requirement for new programs.

- At minimum, ServeOhio recommends at least .5 FTE to oversee and administer the program

Why AmeriCorps?

- **Why is an AmeriCorps program, i.e. AmeriCorps members, uniquely positioned to meet the described need?**

- **How will it expand your reach, scale, scope or improve efficiency and effectiveness?**

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Additional Information

- **http://www.serveohio.org/Grants-Funding**

- **www.nationalservice.gov**

- **AmeriCorps Regulations**
  - **45CFR, Chapter 25**

Contact

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or

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