Spring 2022 West Virginia AmeriCorps Formula Notice of Funding Opportunity

Volunteer West Virginia announces a funding opportunity through AmeriCorps State Formula grants for eligible applicants. Potential applicants will apply to operate an AmeriCorps program solely in West Virginia utilizing at least 5 AmeriCorps members beginning in Fall, 2022 or Spring, 2023.

Federal Agency Name:	AmeriCorps
Funding Opportunity Title:	Fiscal Year 2022 AmeriCorps State and National Grants
Assistance Listing Number:	94.006

Disclosure: Publication of this Notice of Funding Opportunity (NOFO) does not obligate AmeriCorps or Volunteer West Virginia to award any specific number of grants or to commit any particular amount of funding. The actual level, timing, and process of grant funding will be subject to the availability of annual appropriations.

Important Dates

- Intent to Apply due by email to AmeriCorps@wv.gov by 5:00 pm, Thursday February 24, 2022, for all new applicants.
- Training and Technical Assistance: Individual application support will be offered to all applicants. Please schedule a 1:1 question and answer session with Volunteer West Virginia staff here.
- Applications are due in eGrants and any additional documents are due by email to AmeriCorps@wv.gov, by **Thursday, April 7, 2022, by 5:00 p.m.** Eastern Time.
- Successful applicants will be notified by June 10, 2022.

Other Important Documents Available on Volunteer West Virginia Website

- Application Instructions
- Mandatory Supplemental Guidance
- Performance Measure Instructions
- Budget Worksheet

Technical Assistance

Volunteer West Virginia encourages applicants to schedule an individual application support session at the link above and watch our application development webinars that are available to all applicants through On3Learn, a vendor experienced with developing AmeriCorps programs. To request access to the webinar series, send an email to americorps@wv.gov .

Any other questions in regard to this NOFO should be submitted to americorps@wv.gov. Questions will be answered in a timely fashion by Volunteer West Virginia staff.

Changes from FY2021 NOFO

Minimum Full Time (FT) member living allowance is $16,502 and maximum cost per Member Service Year (MSY) is $21,600.

Narrative additions:

- **Program Design** addition 1: The problem is prevalent and severe in communities where the program plans to serve and has been documented with relevant data.
  Addition 2: Applicants should discuss the community need as it relates to the CDC's Social Vulnerability Index.

- **Member Experience** addition 1: As a result of their service, AmeriCorps members will have opportunities to develop as leaders.
  Addition 2: The applicant's organization and/or program has a diversity, equity, and inclusion council that seeks to diversify its staff and board and create a supportive and safe environment as well ensure that its programming is culturally and community appropriate.

- **Organizational Background and Staffing** addition 1: The organization has facilitated, partnered, or participated in educational or workforce development programs (i.e., pre-apprenticeship/registered apprenticeship, work experience and job training programs, etc.).
  Addition 2: The organization has a stated commitment and plan to advance diversity, equality, and inclusion (DEI) throughout its mission, for example by using a DEI council or strategic plan.

- **Compliance and Accountability** addition 1: The organization has sufficient policies, procedures, and controls in place to prevent, detect, and mitigate the risk of fraud, waste, abuse, and mismanagement, such as appropriate segregation of duties, internal oversight activities, measures to prevent timekeeping fraud, etc.
  Addition 2: The organization has an effective mechanism in place to report, without delay, any suspected criminal activity, waste, fraud, and/or abuse to both the AmeriCorps Office of Inspector General and/or Volunteer West Virginia and a plan for training staff and participants on these reporting protocols.

- **Culture that Values Learning** addition: The applicant's board, management, and staff collect and use information to determine its programmatic effectiveness in serving in a community with members that are diverse.

Full Text of the NOFO

A. PROGRAM DESCRIPTION

A.1. Purpose of AmeriCorps Funding

Volunteer West Virginia, the State's Commission for National and Community Service, challenges West Virginians to strengthen their communities through service and volunteerism. The Commission administers West Virginia's AmeriCorps service programs in cooperation with local and state grantees. We also administer additional programming to help meet the state's volunteer and community service needs.

AmeriCorps brings people together to tackle some of the country's most pressing challenges through national service and volunteering. AmeriCorps members and AmeriCorps Seniors volunteers serve with organizations dedicated to the improvement of communities. AmeriCorps helps make service a cornerstone of our national culture. AmeriCorps grants are awarded to eligible organizations (See

Section *C.1 Eligible Applicants*) proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions/practices to strengthen communities.

An AmeriCorps member is an individual who engages in community service through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn a Segal AmeriCorps Education Award that they can use to pay for higher education expenses or apply to qualified student loans.

AmeriCorps Focus Areas

The National and Community Service Act of 1990, as amended by the Serve America Act, emphasizes measuring the impact of service and focusing on a core set of issue areas. To maximize the impact of investment in national service, AmeriCorps has the following focus areas:

Economic Opportunity

Grants will provide support and/or facilitate access to services and resources that contribute to the improved economic well-being and security of economically disadvantaged people; help economically disadvantaged people, to have improved access to services that enhance financial literacy; transition into or remain in safe, healthy, affordable housing; and/or have improved employability leading to increased success in becoming employed.

Education

Grants will provide support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged children; improved school readiness for economically disadvantaged young children; improved educational and behavioral outcomes of students in low-achieving elementary, middle, and high schools; and/or support economically disadvantaged students' preparation for success in post-secondary educational institutions.

Environmental Stewardship

Grants will support responsible stewardship of the environment, while preparing communities for challenging climate and environmental circumstances and helping Americans respond to and recover from disruptive events: programs that conserve natural habitats; protect clean air and water; maintain public lands; support wildland fire mitigation and sustainable forest management; cultivate individual and community resilience; and provide reforestation services after floods or fires, such as nature based solutions.

Healthy Futures

Grants will provide support for activities that will address the opioid crisis; increase seniors' ability to remain in their own homes with the same or improved quality of life for as long as possible; and/or increase physical activity and improve nutrition with the purpose of reducing obesity.

Disaster Services

Grants will support increased and improved disaster services for individuals and communities to prepare and adapt to disasters, including but not limited to climate change events. Activities will provide support to increase preparedness for disasters, improve readiness to respond to disasters, support recovery efforts from disasters, and/or assist in the implementation of pre-disaster mitigation and adaptation measures. Grants will support communities and individuals in planning for disasters, in particular engaging disadvantaged communities in the planning process.

Veterans and Military Families
Grants will improve the quality of life of veterans and improve military family well-being; increase the number of veterans, wounded warriors, military service members, and their caregivers, families, and survivors served by AmeriCorps programs; and/or increase the number of veterans and military family members engaged in service through AmeriCorps programs.

A.2. Funding Priorities
Volunteer West Virginia and AmeriCorps priorities for this grant competition are:
- Efforts to help local communities respond to and recover from the COVID-19 pandemic. Applicants may propose programming to aid communities in their efforts to recover from the COVID-19 pandemic, including outcomes of COVID-19 on student subgroups described in the Elementary and Secondary Education Act.
- Educational opportunity and economic mobility for communities experiencing persistent unemployment or underemployment, and students experiencing homelessness or those in foster care.
- Evidence-based interventions on the AmeriCorps Evidence Exchange that are assessed as having Moderate or Strong evidence. Please note that many of these interventions have demonstrated effectiveness in improving outcomes for individuals living in underserved communities and that the agency has committed resources to supporting grantees seeking to replicate and evaluate these interventions in similar communities.
- Veterans and Military Families, Caregivers, and Survivors – a program model that improves the quality of life of veterans and improves the well-being of military families, caregivers, and survivors.
- Rural intermediaries - organizations that demonstrate measurable impact and primarily serve rural communities with limited resources and organizational infrastructure.
- Environmental stewardship and climate change including renewable energy and energy efficiency, building community resilience, sustainable food systems and agriculture, and conservation and habitat preservation.
- Faith-based organizations.

To receive priority consideration, applicants must show that the priority area is a significant part of the program focus and intended outcomes. Proposing programs that receive priority consideration does not guarantee funding.

A.3. Performance Goals or Expected Outcomes
Performance Measures
All applications must include at least one aligned performance measure (output and outcome) that corresponds to the proposed primary intervention. This may be a National Performance Measure or an applicant-determined measure. See the Performance Measure Instructions for details about performance measure requirements and selection rules.

A.4. Program Authority
Awards under this NOFO are authorized by the National and Community Service Act of 1990, as amended, (42 U.S.C. 12501 et seq.)

B. FEDERAL AWARD INFORMATION

B.1. Estimated Available Funds

Volunteer West Virginia expects a highly competitive AmeriCorps grant competition. Volunteer West Virginia reserves the right to prioritize providing funding to existing awards over making new awards. The actual level of funding is subject to the availability of annual appropriations.

B.2. Estimated Award Amount

Award amounts will vary as determined by the scope of the projects.

B.3. Period of Performance

Volunteer West Virginia anticipates making three-year grants. Volunteer West Virginia generally makes an initial award for the first year of the period of performance, based on a one-year budget. Continuation awards for subsequent years are not guaranteed; they depend upon availability of appropriations and satisfactory performance.

The project start date may not occur prior to the date AmeriCorps awards the grant. AmeriCorps applicants may not enroll prior to the start date of the award. AmeriCorps applicants may not begin service prior to the beginning of the member enrollment period as designated in the grant award. A program may not certify any service hours an applicant performs prior to the applicant becoming a member in the system of record and the beginning of the member enrollment period.

B.4. Type of Award

AmeriCorps Operating Grants: Volunteer West Virginia may award a Cost Reimbursement or a Fixed Amount grant to any successful applicant, but the availability of a Full-Cost Fixed-Amount grant is limited to certain applicants. See the C.1.*Eligible Applicants* section and the Mandatory Supplemental Information for more information (available on the Volunteer West Virginia website).

Grant Types	Cost Reimbursement	Fixed Amount
Available Subtypes	Traditional	Full-Cost
Maximum Cost per MSY	$21,600	$21,600
Type of Slots in the National Service Trust	FT, TQT, HT, RHT, QT, MT, AT	FT, TQT, HT, RHT, QT, MT, AT
Budget Submission Required	Yes	No
Availability of Funds linked to enrollment and retention of awarded MSYs	No	Yes
Special Requirements	N/A	N/A
Financial Reporting Requirements	Yes	No
Available to new Applicants	Yes	No

FT = Full time, TQT = Three Quarter Time, HT= Half Time, RHT = Reduced Half Time, QT = Quarter Time, MT = Minimum Time, AT = Abbreviated Time

C. ELIGIBILITY INFORMATION

C.1. Eligible Applicants

The following non-federal entities (all of which are defined in 2 CFR 200.1) are eligible to apply:
- Tribes

- Institutions of higher education
- Local governments
- Nonprofit organizations
- States

Applicants must have a valid SAM registration and DUNS and/or Unique Entity Identifier to receive an award. See Section D.3. Unique Entity Identifier and System for Award Management (SAM) for more information.

Threshold Issues
Applications should reflect that they meet the following threshold requirements for the grant type for which they are applying.
- If the proposed service activities require specialized member qualifications and/or training (for example, tutoring programs: 45 CFR 2522.910-.940), the applicant must describe how the program will meet these requirements.
- All applicants must propose program designs that are either evidence-based or evidence-informed. Applicants assessed as lower than the Preliminary evidence tier (i.e., Pre-Preliminary) must provide adequate responses to the Evidence Quality review criteria in order to be considered for funding.
- All applicants must plan to place at least 5 AmeriCorps members solely in West Virginia.

C.2. Cost Sharing or Matching
Fixed Amount Grants
There is no match requirement for Fixed Amount grants. AmeriCorps does not provide all the funds necessary to operate the program, therefore organizations should raise the additional revenue required to operate the program. Volunteer West Virginia recommends that low-risk programs consider this options as it reduces administrative burden.

New applicants are not eligible for Fixed Amount grants.

Cost Reimbursement Grants
Applicants are required to match funds based on the chart below. The applicant's match can be non-AmeriCorps cash and/or in-kind contributions. Applicants must indicate whether the match is proposed or secured. Applicants must demonstrate the ability to meet the match requirement at the time of application submission. See Section *D.6. Funding Restrictions* for more information.

A first-time successful applicant is required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50 percent by year ten, according to the minimum overall share chart found in 45 CFR 2521.60 and below.

AmeriCorps Funding Year	1, 2, 3	4	5	6	7	8	9	10+
Grantee Share Requirements	24%	26%	30%	34%	38%	42%	46%	50%

Law requires that grantees that use other federal funds as matching funds for an AmeriCorps grant to report those amounts and sources to AmeriCorps on a Federal Financial Report. Grantees must track and be prepared to report on that match separately each year and at closeout.

Match Waiver

There is no blanket match waiver for FY2022. Organizations that cannot operate their program without a waiver in FY2022 should reach out to Volunteer West Virginia at AmeriCorps@wv.gov.

Alternative Match

Under certain circumstances, applicants may qualify to meet alternative matching requirements that increase over the years to 35 percent instead of 50 percent as specified in the regulations. To qualify, applicants must demonstrate that the proposed program is either located in a rural county or in a severely economically distressed community as defined in the application instructions. Applicants who plan to request an alternative match schedule must submit a request at the time the application is submitted as an additional document.

C.3. Other Eligibility Requirements

Under Section 132A(b) of the National and Community Service Act of 1990, as amended, organizations that have been convicted of a federal crime may not receive assistance described in this NOFO.

Applications that propose to engage in activities that are prohibited under AmeriCorps' statutes, regulations, or the terms and conditions of its awards are not eligible to receive AmeriCorps funding.

Note that under appropriations provisions annually enacted by Congress, if AmeriCorps is aware that any corporation has any unpaid federal tax liability:

- that has been assessed,
- for which all judicial and administrative remedies have been exhausted or have lapsed,
- that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability,

that corporation is not eligible for an award under this NOFO. However, this exclusion will not apply to a corporation which a federal agency has considered for suspension or debarment and has determined that suspension or debarment is not necessary to protect the interests of the federal government. Pursuant to the Lobbying Disclosure Act of 1995, an organization described in the Internal Revenue Code of 1986, 26 U.S.C. 501 (c)(4) that engages in lobbying activities is not eligible to apply for AmeriCorps funding.

D. APPLICATION AND SUBMISSION INFORMATION

D.1. This NOFO should be read together with the AmeriCorps Regulations, 45 CFR 2520–2550, the Mandatory Supplemental Information, Application Instructions, and Performance Measure Instructions which are incorporated by reference. These documents can be found on Volunteer.wv.gov. The full Regulations are available online at www.ecfr.gov.

D.2. Content and Form of Application Submission
D.2.a. Application Content
Complete applications must include the following elements:
- Standard Form 424 (SF-424) Face Sheet: This is automatically generated when applicants complete the data elements in the eGrants system.
- Narrative Sections:
  - Executive Summary: This is a brief description of the proposed program
  - Program Design
  - Organizational Capability
  - Cost-Effectiveness & Budget Adequacy

- o Evaluation Summary/Plan
- Logic Model
- Performance Measures
- Standard Form 424A Budget
- Continuation Changes
- Clarification
- Authorization, Assurances, and Certifications

D.2.b. Page Limits
There are page limits for the Narratives and Logic Model:
- Narratives
  - o Applications must not exceed 10 double-spaced pages for the Narratives or 12 pages if applying as a Rural Intermediary.
  - o The application sections that count towards the page limit are the:
    - SF-424 Face Sheet
    - Executive Summary
    - Program Design, Organizational Capability, and Cost-Effectiveness & Budget Adequacy narratives.
  - o The application page limit does not include the Budget, Performance Measures, or any required additional documents.
- Logic Model
  - o The Logic Model may not exceed three pages when printed with the application from the "Review" tab in AmeriCorps' web-based management system.

Please note that the length of the application as a word processing document may differ from the length of the document printed out from eGrants. The character limits in eGrants do not align with page limits set in the NOFO. **Volunteer West Virginia strongly encourages applicants to print out the application from the "Review and Submit" tab in eGrants prior to submission to confirm that the application does not exceed the page limit.**

Volunteer West Virginia will not consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.

D.3. Unique Entity Identifier and System for Award Management (SAM)
All applicants **must** register with the System for Award Management (SAM) at https://www.sam.gov/SAM/ and maintain an active SAM registration until the application process is complete. If an applicant is awarded a grant, it must maintain an active SAM registration throughout the life of the award. See the SAM Quick Guide for Grantees at: https://sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf.

SAM registration must be renewed annually. Volunteer West Virginia recommends that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise. **Applicants must use their SAM-registered legal name and address on all grant applications to AmeriCorps.**

Volunteer West Virginia will not make awards to entities that do not have a valid SAM registration and DUNS or Unique Entity Identifier. If an applicant has not fully complied with these requirements by the time AmeriCorps is ready to make a federal award, Volunteer West Virginia may determine that the

applicant is not qualified to receive an award and use that determination as a basis for making a federal award to another applicant.

Applications must include an Employer Identification Number.

Applications must include a DUNS number. Applicants can obtain a DUNS number at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online at the DUNS Request Service. AmeriCorps recommends registering at least 30 days before the application due date.

The federal government is implementing Unique Entity Identifiers (UEI) as part of the SAM registration process to eventually replace DUNS numbers. AmeriCorps may ask applicants to add the UEI to their application as part of the clarification or pre-award process. AmeriCorps is adding a field to capture the UEI in eGrants. If you already have a UEI and the UEI field is available in eGrants, you can enter it at the time you submit your application.

D.4. Submission Dates and Times
D.4.a. Application Submission Deadline
Applications are due **Thursday, April 7, 2022, by 5:00 p.m. Eastern Time.**

Volunteer West Virginia will not consider applications submitted after the deadline unless a significant issue occurs, and express permission is granted by Volunteer West Virginia in advance of the deadline to submit late.

D.4.b. Additional Documents Deadline
Additional documents are due by the application submission deadline. See *Sections D.4.a. Application Submission Deadline* and *D.7.b. Submission of Additional Documents* for more information.

D.5. Intergovernmental Review
This NOFO is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."

D.6. Funding Restrictions
D.6.a. Award Funding Requirements
1. Member Living Allowance
A living allowance is not considered a salary or a wage. Programs are not required to provide a living allowance for members serving in less than full-time terms of service. If a program chooses to provide a living allowance to a less than full-time member, it must comply with the maximum limits in the table below. For Cost Reimbursement grants, the amount must be included in the proposed budget as either AmeriCorps or grantee share.

While Fixed Amount grant applicants are not required to submit detailed budgets, they are still required to provide a living allowance to members that complies with the minimum and maximum requirements. Fixed Amount grant applicants should indicate the living allowance amount in the application.

Table: Minimum and Maximum Living Allowance

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	$16,502	$33,004
Three Quarter-time	1,200	n/a	$23,103
Half-time	900	n/a	$16,502

Reduced Half-time	675	n/a	$12,542
Quarter-time	450	n/a	$8,581
Minimum-time	300	n/a	$6,931
Abbreviated-time	100	n/a	$1,980

2. Maximum Cost per Member Service Year (MSY)
The AmeriCorps cost per MSY is determined by dividing the AmeriCorps share of budgeted grant costs by the number of MSYs requested. It does not include childcare or the value of the education award a member may earn. The maximum amount an applicant may request from AmeriCorps per MSY is determined on an annual basis.

New and recompeting Commission subgrantees/applicants will be held to the maximum cost per MSY which is $21,600.

3. Segal AmeriCorps Education Award
AmeriCorps members who successfully complete a term of service will be eligible for an Education Award from the National Service Trust. The amount of the Education Award is linked to the value of the Pell Grant. A member has up to seven years after his or her term of service to use the Education Award. AmeriCorps will provide the updated Education Award amounts at the time of grant award.

D.6.b. Indirect Costs
Application budgets may include indirect costs. Based on qualifying factors, applicants may either use a federally-approved indirect cost rate, a 10 percent *de minimis* rate of modified total direct costs, or may claim certain costs directly, as outlined in 2 CFR 200.413. States, local governments, and Tribes may use previously-approved indirect cost allocation plans. All methods must be applied consistently across all federal awards. Applicants that have a federal negotiated indirect cost rate or that will be using the 10 percent *de minimis* rate must enter that information in the Organization section in eGrants. However, under section 121(d) of the NCSA and AmeriCorps' regulations at 45 CFR 2521.95 and 2540.110, no more than five percent of award funds may be used to recover indirect costs on AmeriCorps State and National grants.

The instructions for how to enter the organization's indirect cost rate can be found in the application instructions. Applicants should not submit documentation addressing the indirect cost rate agreement via email.

D.6.c. Pre-Award Costs
Pre-award costs, where authorized, are allowed after receiving written approval from Volunteer West Virginia.

D.7. Other Submission Requirements
D.7.a. Electronic Application Submission in eGrants
Applicants must submit applications electronically via eGrants, AmeriCorps' web-based application system. Volunteer West Virginia recommends that applicants create an eGrants account and begin the application at least three weeks before the deadline. Applicants should draft the application as a Word document, then copy and paste the text into the appropriate eGrants field no later than 10 days before the deadline.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use their own eGrants account to sign and submit the application. A copy of the governing body's authorization for this official representative to sign must be on file in the applicant's office.

Applicants should contact the AmeriCorps Hotline at (800) 942-2677 or via eGrants Questions if they have a problem when they create an account, prepare, or submit the application. AmeriCorps Hotline hours are posted at https://questions.americorps.gov/app/ask.

Be prepared to provide the application ID, organization's name, and the competition to which the organization is applying. If the issue cannot be resolved by the deadline, applicants must continue working with the AmeriCorps Hotline to submit via eGrants.

D.7.b. Submission of Additional Documents
Applicants are required to submit the additional documents listed below by email to AmeriCorps@wv.gov by the application submission deadline.

All applicants
1. Evaluation briefs, reports, studies. Please refer to the *Evidence Base* section and Mandatory Supplemental Information for detailed instructions by evidence tier. If multiple evaluation briefs/reports/studies are submitted by the applicant, the most recent (as measured by the date of completion or publication) will be reviewed first, and any documents submitted beyond the allowable number will not be reviewed.
2. Most recent single audit for organizations expending more than $750,000 in federal funds annually or audited financial statements if the organization expends less than $750,000 in federal funds annually.
3. Cost Allocation Plan (if applicable).
4. Explanation of how in-kind is documented (if match funding sources includes in-kind).
5. Labor union concurrence (if applicable).

Rural Intermediaries (New and recompeting)
6. Letters of support from the consortium members

Additional documents must be emailed to AmeriCorps@wv.gov with the following subject line: *"Legal Applicant Name" – "Application ID Number."* **Emails should include:**
*   the legal applicant name and its point of contact information.
*   the application ID number.
*   a list of documents that are attached to the email by file name, labeling each document type according to the above numbered list.
*   individually attached files that are clearly labeled, and that include the legal applicant name and application ID number within the file name and heading of each document. To ensure that all required additional documents are considered, please provide each document as a separate single file, labeled appropriately. Please do not send multiple documents in one combined file, and do not send a single document in multiple files.
*   If the size of an applicant's files requires multiple emails, please also include an ordering system in the subject line, such as "(1 of 3)."

Failure to submit the required additional documents, following the email instructions in this section, by the deadline and in the format requested above may have a negative effect on the assessment of your application and/or on the determination of the application's eligibility to advance for review.

Please do not submit any items that are not requested in this NOFO and Guidance. Volunteer West Virginia will not review or return them.

E. APPLICATION REVIEW INFORMATION

E.1. Review Criteria

Each applicant must describe a project that will deploy AmeriCorps members effectively to solve a significant community problem. AmeriCorps urges applicants to submit high quality applications that carefully follow the guidance in this NOFO and in the Application Instructions. The quality of an application will be an important factor in determining whether an organization will receive funding.

Application 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 Capability	**25**
Organizational Background and Staffing	9
Compliance and Accountability	8
Culture That Values Learning	4
Member Supervision	4
Cost Effectiveness and Budget Adequacy	**25**

E.1.a. Executive Summary (Required - 0 percent)

Please fill in the blanks of these sentences to complete the Executive Summary. Do not deviate from the template below.

The [Name of the organization] proposes to have [Number of] AmeriCorps members who will [service activities the members will be doing] in [the locations the AmeriCorps members will serve]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing.]

This program will focus on the AmeriCorps focus area(s) of [Focus Area(s)].* The AmeriCorps investment of $[amount of request] will be matched with $[amount of projected match], $[amount of local, state, and federal funds] in public funding and $[amount of non-governmental funds] in private funding.

*If the program is not operating in an AmeriCorps focus area, omit this sentence.

Fixed-Amount grant applicants should list their Other Revenue (see Mandatory Supplemental Information) because they are not required to provide a specific amount of match, but still raise significant additional resources to operate the program.

E.1.b. Program Design (50 percent)
Reviewers will consider the quality of the application's response to the criteria below. Do not assume all sub-criteria are of equal value. Please ensure the Theory of Change and Logic Model incorporate the funding priorities listed above, for example supporting communities historically excluded and/or underserved from government services, addressing structural and institutional inequities, or increasing opportunity to achieve sustainable change in communities.

1. Theory of Change and Logic Model (24 points)
The Theory of Change shall address:
- The problem is prevalent and severe in communities where the program plans to serve and has been documented with relevant data.
- The proposed intervention is responsive to the identified community problem.
- The applicant's proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) leveraged volunteers.
- The applicant's intervention is likely to lead to the outcomes identified in the applicant's Theory of Change.
- The expected outcomes articulated in the application narrative and logic model represent meaningful progress in addressing the community problem identified by the applicant.
- The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable.
- The service role of AmeriCorps members will produce significant contributions to existing efforts to address the stated problem.

The Logic Model shall depict:
- A summary of the community problem, including the role current or historical inequities faced by underserved communities may play in contributing to the problem.
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
  - Locations or sites in which members will provide services
  - Number of AmeriCorps members who will deliver the intervention
- The core activities that define the intervention or program model that members will implement or deliver, including:
  - The duration of the intervention (e.g., the total number of weeks, sessions, or months of the intervention).
  - The dosage of the intervention (e.g., the number of hours per session or sessions per week).
  - The target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level).
- The measurable outputs that result from delivering the intervention (e.g., number of beneficiaries served, types and number of activities conducted, equity gaps closed). If applicable, identify which National Performance Measures will be used as output indicators.
- Outcomes that demonstrate changes in knowledge/skill, attitude, behavior, or condition that occur as a result of the intervention. If applicable, identify which National Performance Measures will be used as outcome indicators.

Note: The logic model is a visual representation of the applicant's Theory of Change. Programs should include short, medium, and long-term outcomes in the logic model. Applicants are not required to measure all components of their Theory of Change. The applicant's performance measures should be consistent with the program's Theory of Change and should represent significant program activities.

In the application narrative, applicants should discuss the community need as it relates to the CDC's Social Vulnerability Index: https://www.atsdr.cdc.gov/placeandhealth/svi/index.html.
Also in the application narrative, applicants should discuss their rationale for setting output and outcome targets for their performance measures.

Rationales and justifications should be informed by the organization's performance data (e.g., program data observed over time that suggests targets are reasonable), relevant research (e.g., targets documented by organizations running similar programs with similar populations), or prior program evaluation findings.

Applicants with multiple interventions should complete one Logic Model chart which incorporates each intervention. Logic model content that exceeds three pages will not be reviewed.

2. Evidence Base (20 points)
The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier (see the Mandatory Supplemental Information.) Second, the quality of the applicant's evidence and the degree to which it supports the proposed program design, including how well program is aligned with the priority areas identified above, will be assessed and scored.

Evidence Tier (12 points):
An evidence tier will be assessed for each applicant for the purpose of understanding the relative strength of each applicant's evidence base and the likelihood that the proposed intervention will lead to outcomes identified in the logic model.

Applicants who have outcome or impact evaluation reports of the same intervention described in the application (see Mandatory Supplemental Intervention for a definition of "same intervention") may submit up to 2 of those reports, plus (if applicable) the evaluation report from their last three-year grant cycle, to qualify for the Preliminary, Moderate, or Strong evidence tier. To qualify for consideration, the intervention evaluated in the submitted report(s) must match the intervention proposed by the applicant in the following areas, all of which must be clearly described in the Program Design and Logic Model sections of the application:
- Characteristics of the beneficiary population, including evidence of current or historic inequities facing the population.
- Characteristics of the population delivering the intervention.
- Dosage (frequency and duration) and design of the intervention, including all key components and activities.
- The context in which the intervention is delivered.
- Outcome of the intervention.

Submitted reports that do not sufficiently match the intervention proposed by the applicant in all these areas will not be considered applicable and will not be reviewed or receive any points. Submission of additional documents that are not consistent with the guidance and requirements described in the NOFO (e.g., advocacy pieces, policy briefs, other narratives that are not research studies or program evaluations) will not be reviewed.

In the Evidence Tier section of the application narrative, applicants must: (1) summarize the study design and key findings of any outcome or impact evaluation report(s) submitted and (2) describe any other evidence that supports their program, including past performance measure data and/or other research studies that inform their program design.

Applicants who submit evaluation reports for consideration must also describe in the Evidence Base section of the application narrative how the intervention described in the submitted reports is the same as the intervention described in the application (see Mandatory Supplemental Information). Applicants should provide citations for the studies they describe, if applicable. However, reviewers will not review any documents external to the application other than evaluation report(s) submitted in accordance with the NOFO instructions.

Applicants must meet all requirements of an evidence tier to be considered for that tier. If the evaluation reports submitted by the applicant do not meet the definitions in the Mandatory Supplemental Information, the applicant may be considered for a lower evidence tier.

Evidence Quality (8 points)
After the applicant's evidence tier has been assessed, the quality of the applicant's evidence and the extent to which it supports the proposed program design will be assessed and scored.

For applicants assessed as being in the Preliminary, Moderate, or Strong evidence tiers, reviewers will score the submitted evaluation reports using the following standards:
- The submitted reports are of satisfactory methodological quality and rigor for the type of evaluation conducted (e.g., adequate sample size and statistical power, internal and/or external validity, appropriate use of control or comparison groups, etc.).
- The submitted reports describe evaluations that were conducted relatively recently, preferably within the last six years.
- The submitted reports show a meaningful and significant positive effect on program beneficiaries in at least one key outcome of interest.

For applicants assessed as being in the Pre-Preliminary evidence tier, reviewers will score the narrative provided in the Evidence Base section of the application using the following standards:
- The applicant uses relevant evidence, including past performance measure data and/or cited research studies, to inform their proposed program design.
- The described evidence is relatively recent, preferably from the last six years.
- The evidence described by the applicant indicates a meaningful positive effect on program beneficiaries in at least one key outcome of interest.

3. Notice Priority (0 points)
- The applicant-proposed program fits within one or more of the AmeriCorps funding priorities as outlined in the *Funding Priorities* section and more fully described in the Mandatory Supplemental Information and the proposed program meets all of the requirements detailed in the *Funding Priorities* section and in the Mandatory Supplemental Information.

4. Member Experience (6 points)
- As a result of their service, AmeriCorps members will have opportunities to develop as leaders.
- As a result of their training and service, AmeriCorps members will gain skills that can be utilized and will be valued by future employers after their service term is completed.
- The program has a well-defined plan to recruit AmeriCorps members from the geographic or demographic communities in which the program will operate.
- The applicant will foster an inclusive service culture where different backgrounds, talents, and capabilities are welcomed and leveraged for learning and effective service delivery.

- The applicant's organization and/or program has a diversity, equity, and inclusion council that seeks to diversity its staff and board and create a supportive and safe environment as well ensure that its programming is culturally and community appropriate.

E.1.c. Organizational Capability (25 percent)
Reviewers will consider the quality of the applicant's response to the following criteria below. Do not assume all sub-criteria are of equal value.

1. Organizational Background and Staffing (9 points)
- The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.
- The organization has facilitated, partnered, or participated in educational or workforce development programs (i.e., pre-apprenticeship/registered apprenticeship, work experience and job training programs, etc.).
- The organization has a stated commitment and plan to advance diversity, equality, and inclusion (DEI) throughout its mission, for example by using a DEI council or strategic plan.

2. Compliance and Accountability (8 points)
- The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The organization has sufficient policies, procedures, and controls in place to prevent, detect, and mitigate the risk of fraud, waste, abuse, and mismanagement, such as appropriate segregation of duties, internal oversight activities, measures to prevent timekeeping fraud, etc.
- The organization has an effective mechanism in place to report, without delay, any suspected criminal activity, waste, fraud, and/or abuse to both the AmeriCorps Office of Inspector General and AmeriCorps, and a plan for training staff and participants on these reporting protocols.
- The AmeriCorps-required evaluation report meets AmeriCorps requirements (if applicable).
- The AmeriCorps-required evaluation report is of satisfactory quality (if applicable).

3. Culture that Values Learning (4 points)
- The applicant's board, management, and staff collect and use information, including performance data, for learning and decision making.
- The applicant's board, management, and staff collect and use information to determine its programmatic effectiveness in serving in a community with members that are diverse.

4. Member Supervision (4 points)
- AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service.
- AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations.

E.1.d. Cost Effectiveness and Budget Adequacy (25 percent)
Reviewers will assess the quality of the application's budget using the following criteria. Do not assume all sub-criteria are of equal value.

These criteria will be assessed based on the budget submitted. Do <u>not</u> include narrative in the narrative box except for "See budget".

1. Cost Effectiveness and Budget Adequacy (25 points)
- Budget is submitted without mathematical errors.
- Proposed costs are allowable, reasonable, and allocable to the award.
- Budget is submitted with adequate information to assess how each line item is calculated.
- Budget complies with the budget instructions.
- Match is submitted with adequate information to support the amount written in the budget.
- The budgeted match is equal to or more than the required match for the given program year.
- The cost per MSY is equal to or less than the maximum cost per MSY.
- Program accurately calculates administrative section where Volunteer West Virginia elects to retain 1% of the 5% administrative funds for grant administration. See calculation in application instructions.

Proposed budgets that contain MSY costs that exceed the maximum cost per MSY and/or less than required match will be considered noncompliant with the application criteria.

Applicants must complete the budget and ensure the following information is in the budget screens:
- Current indirect cost rate information if used to claim indirect/administrative costs.
- The non-AmeriCorps funding and resources necessary to support the project, including Fixed Amount applicants.
- The amount of non-AmeriCorps resource commitments, type of commitments (in-kind and/or cash), the sources of these commitments, and if the commitments are proposed or secured.

E.1.e. Evaluation Plan (Required for recompeting grantees - 0 percent)
If the applicant has previously received three or more years of competitive funding for the same project being proposed (see the Mandatory Supplemental Information for the AmeriCorps definition of "same project"), the applicant must submit an evaluation plan as an attachment (see the *Submission of Additional Documents* section for more information). If the applicant has previously received six or more years of competitive funding for the same project being proposed, the applicant must submit both an evaluation plan and an evaluation report as attachments.

Applicants should work with Volunteer West Virginia staff and consultants to craft their evaluation plans. The evaluation plan will not be scored and will not be reviewed until after funding decisions have been made.

All applicants should enter "N/A" in the "Evaluation Summary or Plan" field of the Narrative. Any other text entered in this field will not be reviewed.

E.1.f. Amendment Justification (0 percent)
Enter N/A. This field will be used if the applicant is awarded a grant and needs to amend it.

E.1.g. Clarification Information (0 percent)
Please make a heading entitled "FY 2022 Match replacement" and enter the dollar amount of match replacement your program would like to request. The amount cannot result in your program being above the maximum cost per MSY. Should your application go to clarification, this field will also be used to enter information that requires clarification in the post-review period.

E.1.h. Continuation Changes (0 percent)
Enter N/A. This field will be used to enter changes in the application narratives in continuation requests.

E.2. Review and Selection Process
AmeriCorps will engage External and Staff Reviewers with relevant knowledge and expertise to assess and provide input on the eligible applications. The review and selection process is intended to produce a diversified set of high-quality programs that represent the priorities and strategic considerations described in this NOFO. The determinations made by reviewers may be different than those the applicant self-determined in its application.

The stages of the review and selection process follow:
E.2.a. Initial Application Compliance and Eligibility Review
Volunteer West Virginia will conduct an initial Compliance and Eligibility Review to determine if an application meets the eligibility requirements published in this NOFO and advances to the next stage of the review process.

An application is compliant if the applicant:
- is an eligible organization
- has a valid SAM.gov registration
- submitted a complete application by the submission deadline

Reviewing for eligibility is intended to ensure that only those applications that are eligible for award are further reviewed. However, determinations of eligibility can take place at any point during the application review and selection process. Applicants that are determined to be ineligible will not receive an award.

E.2.b. Application Review
External Review
External reviewers will review and assess the evidence criteria in the NOFO. Volunteer West Virginia will recruit and select reviewers with demonstrated expertise. All external reviewers will be screened for conflicts of interest.

Internal Review
Volunteer West Virginia staff will evaluate the applications using the application review criteria and assess the priorities and strategic considerations detailed in the NOFO.

E.2.c. Applicant Clarification
Volunteer West Virginia and/or AmeriCorps may ask an applicant for clarifying information. This information will be used to make funding recommendations. Not all applications are clarified. A request for clarification does not guarantee an award. Applicants may be recommended for funding even if they are not asked for clarifying information. An applicant's failure to respond to a request for clarification adequately and in a timely manner may result in the removal of its application from consideration.

E.2.d. Pre-Award Risk Assessment
Volunteer West Virginia staff will evaluate the risks to the program posed by each applicant to assess an applicant's ability to manage federal funds. This evaluation is in addition to assessments of the applicant's eligibility and the quality of its application based on the Selection Criteria. Results from this evaluation will inform funding decisions. If Volunteer West Virginia determines that an award will be made to an applicant with assessed risks, special conditions that correspond to the degree of assessed

risk may be applied to the award. Additionally, if Volunteer West Virginia concludes that the reasons for applicants having poor risk assessment are not likely to be mitigated, those applications may not be selected for funding.

In evaluating risks, Volunteer West Virginia and/or AmeriCorps may consider the following criteria:

Due Diligence:
- federal debt delinquency
- suspension and debarment
- information available through OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as:
    - Federal Awardee Performance and Integrity Information System (FAPIIS)
    - U.S. Treasury Bureau of Fiscal Services
    - System for Award Management (SAM)
    - "Do Not Pay"
- reports and findings from single audits performed under Uniform Administrative Guidance and findings of any other available audits or investigations
- IRS Tax Form 990
- Oversight.gov
- Public Litigation Records

Operational and Financial Management:
- financial stability

Past Performance:
- applicant's record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:
    - timeliness of compliance with applicable reporting requirements
    - conformance to the terms and conditions of previous federal awards
    - applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients
    - meeting matching requirements
    - the extent to which any previously awarded amounts will be expended prior to future awards
    - national service criminal history check compliance.

Other Programmatic Risks:
- publicly available information, including information from the applicant organization's website

E.2.e. Consideration of Integrity and Performance System Information
Prior to making any award that exceeds the $250,000, Volunteer West Virginia is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (See 41 U.S.C. 2313). Additionally, AmeriCorps may expand upon these requirements and use its discretion to review and consider information about any applicant receiving an award, including those under $250,000.

Any applicant, at its option, may review information in the designated integrity and performance systems accessible through FAPIIS and comment on any information about itself that a federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through FAPIIS.

E.2.f. Selection for Funding
The review and selection process are designed to:
- identify how well eligible applications are aligned with the application review criteria
- build a diversified portfolio based on the following strategic considerations:
  - AmeriCorps Funding Priorities (See Section *A.2. Funding Priorities*)
  - meaningful representation of
    - rural communities
    - innovative community strategies

Based on the evaluation of these strategic considerations, applications may be selected for funding over applications with a greater degree of alignment with the review criteria. Volunteer West Virginia will assess an applicant's strategic considerations. Applicants must check the relevant boxes in the Program Information tab in AmeriCorps' web-based management system to be considered for AmeriCorps' assessment of the strategic considerations (see *Selection for Funding* section.) Applicants should only check the boxes if the strategic consideration is a significant and intentional part of their program design and if implementation strategies are described in the application.

Volunteer West Virginia reserves the right to prioritize funding existing awards over making new awards. Volunteer West Virginia reserves the right to fund applications in an amount other than at the requested level of funding and will document the rationale for doing so.

Volunteer West Virginia and AmeriCorps reserve the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications.

E.3. Feedback to Applicants
Applicants will receive feedback from the external review and the staff review of their compliant applications. This feedback will be based on the review of the original application and will not reflect information provided during clarification.

E.4. Transparency in Grant-making
Volunteer West Virginia is committed to transparency in grant-making. Submitted program narratives for successful applications will be available upon request.

F. FEDERAL AWARD ADMINISTRATION INFORMATION
F.1. Federal Award Notices
Volunteer West Virginia will make awards following the selection announcement. AmeriCorps anticipates announcing the results of this funding opportunity by early June 2022 contingent on the availability of congressional appropriations. All applicants, successful or not, will be notified of funding decisions via email.

Notification of an award is not an authorization to begin activities. The Cooperative Agreement is the authorizing document. An awardee may not expend federal funds until the start of the Period of Performance identified on the Cooperative Agreement unless it has received a written pre-award cost approval from Volunteer West Virginia.

F.2. Administrative and National Policy Requirements
F.2.a. Uniform Guidance
All awards made under this NOFO will be subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), in [2 CFR Parts 200](#) and [2205.](#)

F.2.b. Requests for Monitoring or Payment Integrity Information
AmeriCorps may request documentation from recipients in order to monitor the award or to comply with other legal requirements, such as the [Payment Integrity Information Act of 2019](#). Failure to make timely responses to these requests may result in award funds being placed on manual hold, reimbursement only status, or other remedies may be applied as appropriate.

F.2.c. AmeriCorps Terms and Conditions
All awards made under this NOFO will be subject to the FY 2022 AmeriCorps General Terms and Conditions, and the FY 2022 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available at https://americorps.gov/grantees-sponsors/directs-territories-tribes.

F.2.d. National Service Criminal History Check Requirements
The National Service Criminal History Check (NSCHC) is a specific screening procedure established by law to protect the beneficiaries of national service. We encourage grantees to minimize barriers to service without putting their program beneficiaries at genuine risk.

- In general, award recipients and subrecipients must conduct an NSCHC for AmeriCorps members, AmeriCorps Seniors volunteers, and staff funded under, or whose salary is reflected as match on, the award.
- AmeriCorps strongly encourages applicants to review the regulations and additional guidance to fully understand how to comply with the requirements.
- Volunteer West Virginia requires funded applicants to utilize the two AmeriCorps-approved vendors to conduct the required NSCHCs.
- Failure to conduct a compliant NSCHC may result in significant disallowed costs.
- The cost of conducting NSCHC is an allowable expense under the award and the individual subject to the NSCHC may not be required to cover the cost without being reimbursed.

A NSCHC consists of a check of the:

1. National Sex Offender Public website through NSOPW.gov (nationwide check).
2. State criminal history record repository or agency-designated alternative for the individual's State of residence *and* State of service.
3. Fingerprint-based check of the FBI criminal history record database through the State criminal history record repository or agency-approved vendor.

All checks must be conducted, reviewed, and an eligibility determination made before the individual begins work or service.

An individual is <u>not eligible</u> to serve or work in a position subject to the NSCHC requirements if:

- the individual refuses to consent to a criminal history check.
- makes a false statement in connection with a criminal history check.

- is registered, or is required to be registered, on a state sex offender registry or the National Sex Offender Registry.
- has been convicted of murder.

See 45 CFR 2540.200– 2540.207 and National Service Criminal History Check Resources for complete information and FAQs.

F.2.e. Official Guidance

All AmeriCorps active Guidance is available on the agency's Guidance webpage: https://www.americorps.gov/about/agency-overview/official-guidance. The contents of these documents do not have the force and effect of law and are not meant to bind the public in any way unless incorporated into a contract or grant agreement. These documents are intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

F.3. Use of Material

To ensure that materials generated with AmeriCorps funding are available to the public and readily accessible to recipients and non-recipients, AmeriCorps reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so (2 CFR §200.315).

F.4. Reporting

Recipients are required to submit a variety of reports which are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Once the grant is awarded, recipients will be expected to have data collection and data management policies, processes, and practices that provide assurance that they are reporting high quality performance measure data. At a minimum, recipients should have policies, processes, and practices that address the following five aspects of data quality for themselves and for subrecipients (if applicable):

- the data measures what it intends to measure
- the data reported is complete
- the recipient collects data in a consistent manner
- the recipient takes steps to correct data errors
- the recipient actively reviews data for accuracy prior to submission.

Failure to submit accurate, complete, and timely required reports may affect the recipient's ability to secure future AmeriCorps funding.

F.5. Continuation Funding Information and Requirements

Organizations that have current awards that continue beyond FY 2021 must submit an application in order to be eligible to receive funding for the following year. Please see the Application Instructions*,* if applicable*.* Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the review criteria published in this NOFO. The review will also be based on progress reports, the federal financial report, evaluation plans, Volunteer West Virginia knowledge of the grant program. To be approved for continuation funding, recipients must demonstrate satisfactory performance with respect to key program goals and requirements, as well as compliance with the terms and conditions of the grant.

Volunteer West Virginia and/or AmeriCorps reserves the right to award applications in an amount less than the requested level of funding and will document the rationale for doing so.

G. CONTACT

For more information, email AmeriCorps@wv.gov. Please do not call the Volunteer West Virginia office.

For technical questions and problems with the eGrants system, call the AmeriCorps Hotline at (800) 942-2677. AmeriCorps Hotline hours are posted at https://questions.americorps.gov/app/ask. Potential applicants can also use this link: [eGrants Questions](). Be prepared to provide the application ID, organization's name, and the name of the NOFO to which the organization is applying.

H. OTHER INFORMATION

H.1. Re-Focusing of Funding

AmeriCorps reserves the right to re-focus program dollars under this NOFO in the event of disaster or other compelling needs.

I. IMPORTANT NOTICES

Public Burden Statement: Public reporting burden for collection of information under this NOFO is estimated to average six hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the application and reporting forms. AmeriCorps informs people who may respond to this NOFO that they are not required to respond unless the OMB control number and expiration date are current and valid. (See [5 C.F.R. 1320.5(b)(2)(i)]().) This collection is approved under OMB Control *#:* 3045-0047, Application Instructions, State and National Competitive, New and Continuation, Expiration Date: September 30, 2023.

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C 552a) requires that we notify you that the information requested under this NOFO is collected pursuant to 42 U.S.C. 12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C. 4953 of the Domestic Volunteer Service Act of 1973 as amended.

Purposes and Uses - The information requested is collected for the purposes of reviewing grant applications and granting funding requests. Routine uses may include disclosure of the information to federal, state, or local agencies pursuant to lawfully authorized requests. In some programs, the information may also be provided to federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information may also be provided to appropriate federal agencies and contractors that have a need to know the information for the purpose of assisting the government to respond to a suspected or confirmed breach of the security or confidentiality or information maintained in this system of records, and the information disclosed is relevant and unnecessary for the assistance.

Effects of Nondisclosure - The information requested is voluntary; however, to be a recipient of this grant program, disclosure of personal or sensitive information is required to receive federal benefits.