

Corporation for
NATIONAL &
COMMUNITY
SERVICE 



Serve Washington

Changing Communities. Changing Lives.

AmeriCorps State Competitive Grants

FFY2017

Request for Grant Applications

September 27, 2016



Welcome

House Keeping items

- mute phones, use of webinar features

Agenda

- Purpose of AmeriCorps Funding
- Eligibility
- Process and Timeline
- RFGA Key Highlights
- Helpful Tips and Tricks
- Q & A

Roll Call

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AmeriCorps Funding

“...maximize the power of service and volunteering to improve lives in communities...”

Focus Areas

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



AmeriCorps Members

- Engage in Direct Service
 - Minimum 70% Direct Service
 - Maximum 20% Training
 - Maximum 10% Fundraising
- Are Not Employees
 - “Participant” in national service position, perform service, serve, have a position description
 - Avoid terms such as “work,” “job,” or “job description”
- Do Not Duplicate or Displace
 - Service should not duplicate activities already in locality of program
 - Position can’t supplant paid employees



Eligible Applicants

Eligible Entities

- Nonprofits
- Institutions of Higher Ed
- Government
- Federally Recognized Tribes

Additionally

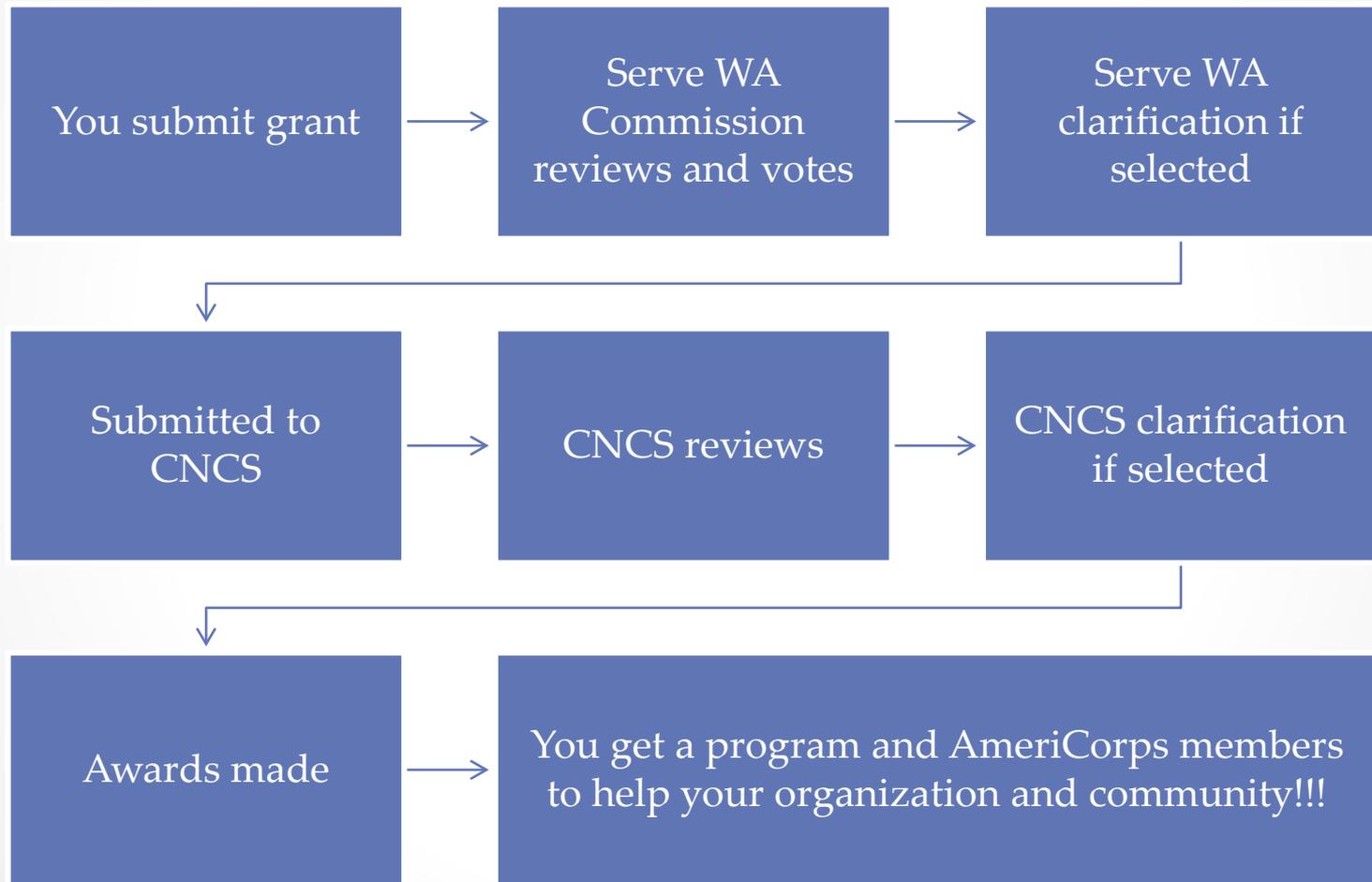
- DUNS number, EIN, SAM registration

Applications

- Minimum 20 MSYs
- Begin No Earlier Than August 1, 2017 and No Later Than January 1, 2018



RFGA Process





RFGA Timeline

| | |
|--|-----------------------------------|
| Completed Applications Due in eGrants from Applicants | November 1, 2016 by 5:00pm |
| Staff Review for Compliance | November 2-3, 2016 |
| Grant Review Committee Application Review | November 4-17, 2016 |
| Grant Review Committee Meeting to Obtain Clarification from Applicants as needed and to Develop Recommendation Report for Serve Washington Commissioners Note: Applicants must be available by phone on this day in the event the GRC needs additional information or clarification. Interviews will not be conducted. | November 18, 2016 |
| Serve Washington Commissioners Vote on Grant Review Committee Recommendation | December 7-8, 2016 |
| Notification to Applicants Regarding Serve Washington Vote | Week of December 12, 2016 |
| Clarification and Revision Period for Selected Applicants | Notification - January 11, 2017 |
| Serve Washington to submit applications to CNCS | January 18, 2017 by 02:00pm |
| Date CNCS Expects to Notify Applicants of Award Selection | Mid-May 2017 |



Defining Terms

NOFO vs. RFGA

NOFO:

Released by CNCS for National Directs and State Commissions apps

RFGA:

Released by Serve Washington for Competitive and Formula apps

Competitive vs. Formula

National Competition held every fall

State Competition held most springs

New vs. Reapply vs. Continuation

New – first time applicants

Reapply – reapplying for new 3-year grant

Continuation – entering year 2 or 3 of current cycle



Key Highlights

NOFO Items that **DO NOT** apply to Serve Washington applicants:

- Dates – **follow the dates in the RFGA**
- **No** intent to apply
- **DO NOT** send additional documents to CNCS – **follow RFGA** and send to servewa@ofm.wa.gov
- Budget – DO NOT budget for travel to DC, instead budget for:
 - 2-Day Washington Subgrantee Meeting – Olympia Area
 - Week Long - Annual Pacific Conference – Out of State, West Coast



Key Highlights

NOFO Items that **DO** apply to Serve Washington applicants:

- Page Limits
- Cost Share
- Maximum Cost per MSY \$13,830 Cost Reimburse
- Maximum Cost per MSY \$13,430 Fixed Amount
- FT Minimum Living Allowance \$12,630
- Criminal History Checks
- Prohibited Activities
- Logic Model (newer requirement)



Key Highlights

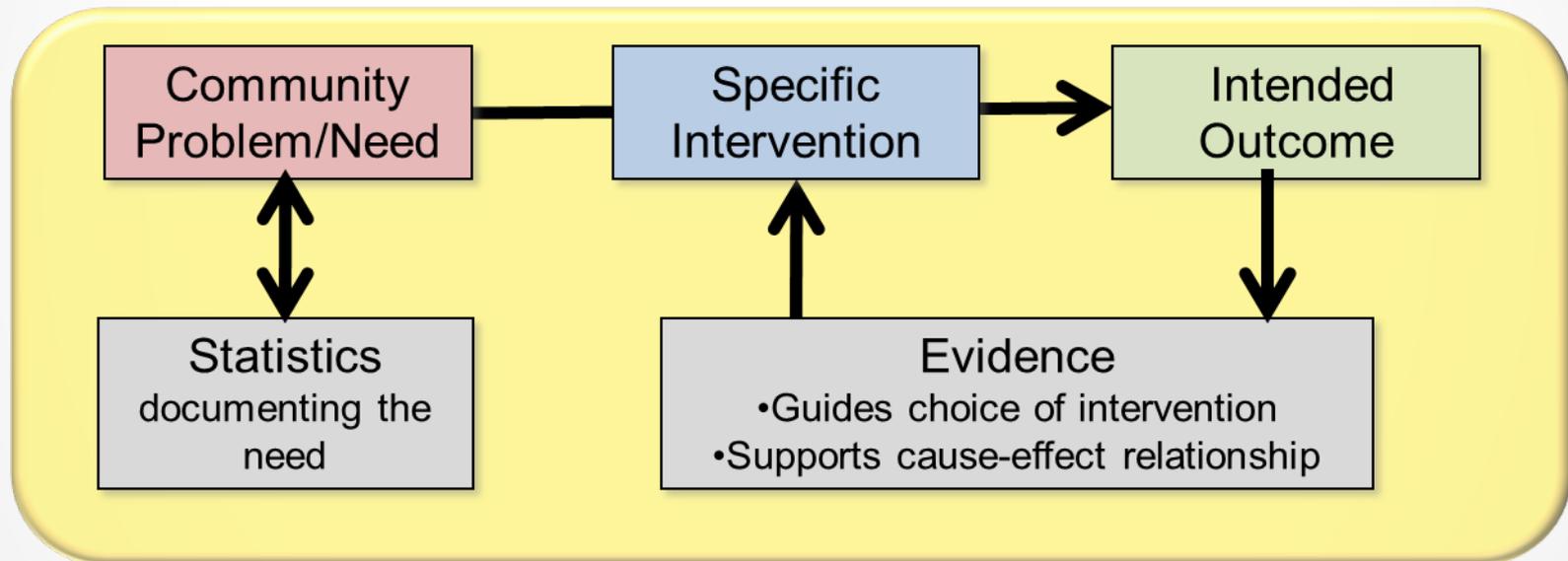
Application "Weight"

- Executive Summary (0%)
- Program Design (50%)
- Organizational Capability (25%)
- Cost Effectiveness/Budget Adequacy (25%)
- Evaluation Plan (0%)

Program Design includes Need, Intervention, Theory of Change, Logic Model and Evidence...

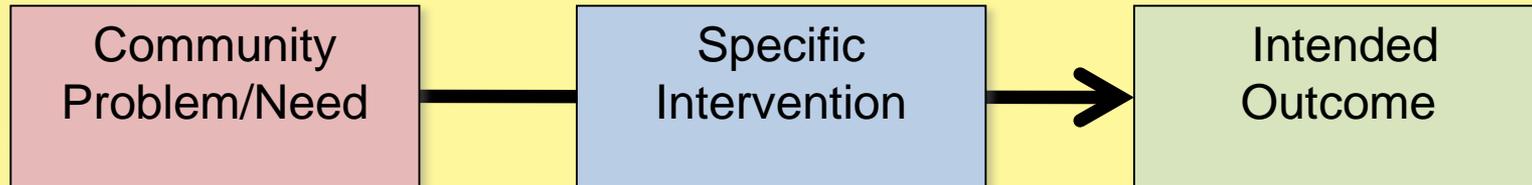


Theory of Change





Theory of Change



Problem: negative condition.
Need: scope, significance, cause.

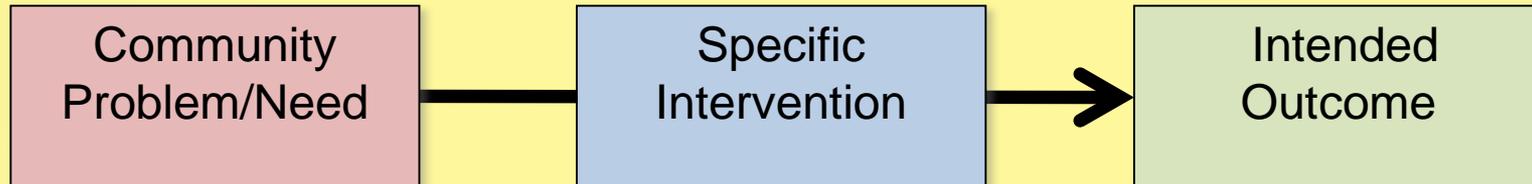
Who's affected? How many?
How severe? How perpetuated?
So what? What will likely happen
if nothing is done?

Use REPUTABLE, CURRENT, LOCAL
statistics and data sources.

Caution: lengthy problem statements outlining multiple negative conditions when irrelevant.



Theory of Change



A set of activities that will produce the intended outcome.

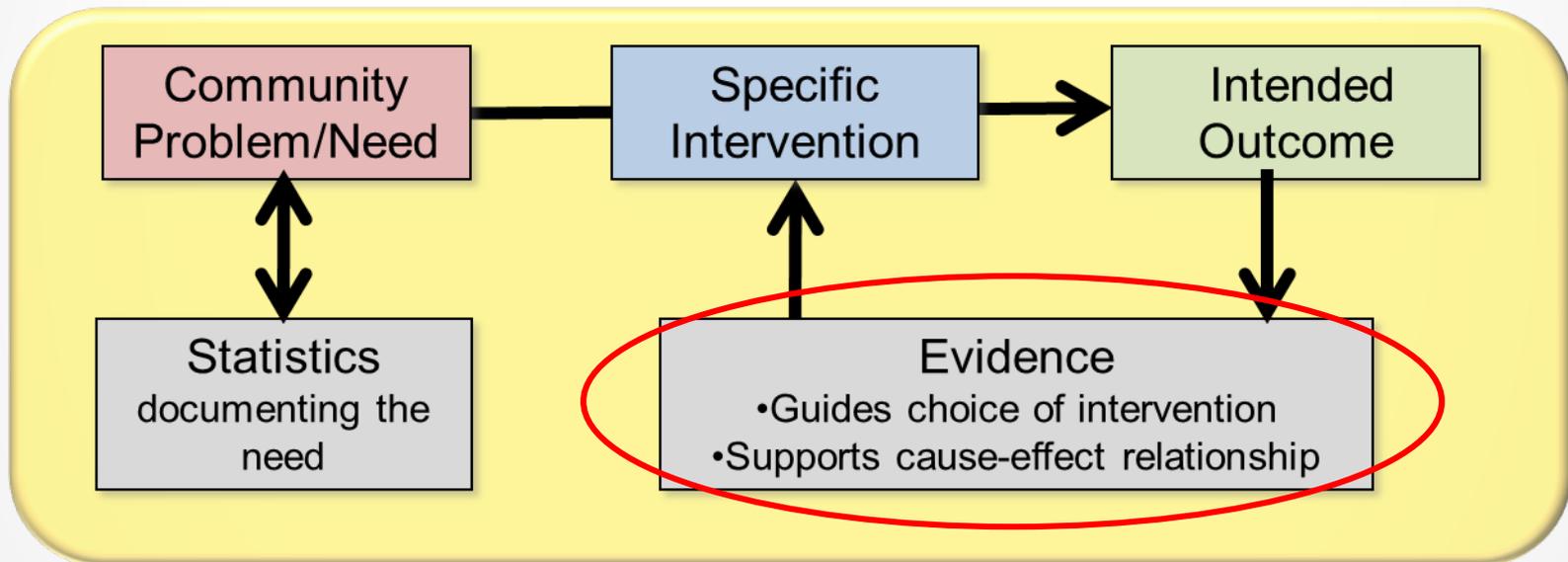
Specific design and dosage; outline FREQUENCY, INTENSITY, and DURATION.

Who does what with whom? How often? How many times? How long?

Caution: interventions defined in general terms but without detail or support of evidence.



Theory of Change





Theory of Change

Community
Problem/Need



Specific
Intervention



Intended
Outcome

Simply the change you hope to see.

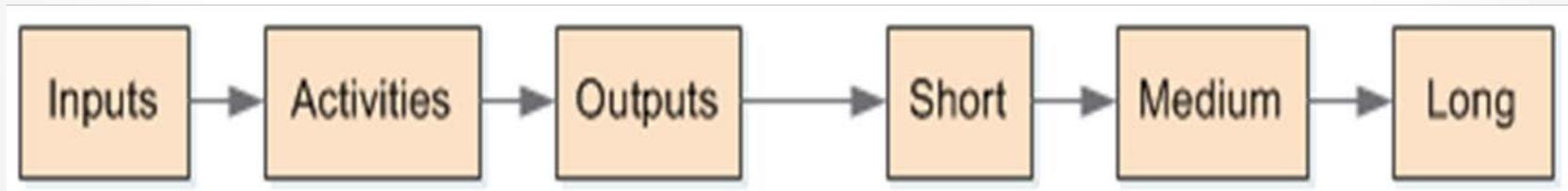
Caution: outcomes that are difficult to measure or do not align with intervention and need.



Logic Model

If...Then... →

Outcomes



← ...But...How



Evidence

“...state evidence tier, describe complete body of evidence including the evidence for the highest tier...”

- No Evidence (0 pts) *narrative only*
- Pre-Preliminary Evidence (1-2 pts) *narrative only*
- Preliminary Evidence (3-6 pts) *narrative, maybe submit if using replication*
- Moderate Evidence (7-9 pts) *narrative and submit*
- Strong Evidence (10-12 pts) *narrative and submit*



eGrants Tips

- Create application pieces outside of eGrants
- eGrants does not allow for fancy formatting
 - No bold, italics, bulleted lists, charts
- eGrants automatically double spaces when printing
- Spacing not always perfect between Word and eGrants
- Save and validate often
- Use Internet Explorer



Application Tips

- No web addresses or URL links
- Use citations within the narrative
- Numbers should match in all sections
- Be accurate on the Facesheet as to the authorized rep vs program director
- Contract date: one full year (1st of the month through last day of last month)
- Print final application for review
- Give yourself an early deadline – system has been know to be down or challenging
- Impartial Reviewer
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Recompete Applicants

Remember!

- Increase to the maximum cost per MSY (cost-reimbursement only).
- Increase to living allowance.
- New criteria for narratives.
- Don't reuse old application narratives.
- Update data, statistics, and evidence.
- Logic model (new to some).
- National Performance Measures have been strengthened, even if using the same NPM, read the current definitions and requirements.
- Verify evaluation requirements.



Continuation Applicants

Remember!

- Increase to living allowance.
- Fully follow the designated application instructions for continuations.
- Don't alter original narrative.
- Don't alter budget.
- Talk to your PO regarding any major changes.
- Refer to email sent from Robyn Harris to prime program contact.



CNCS Updates

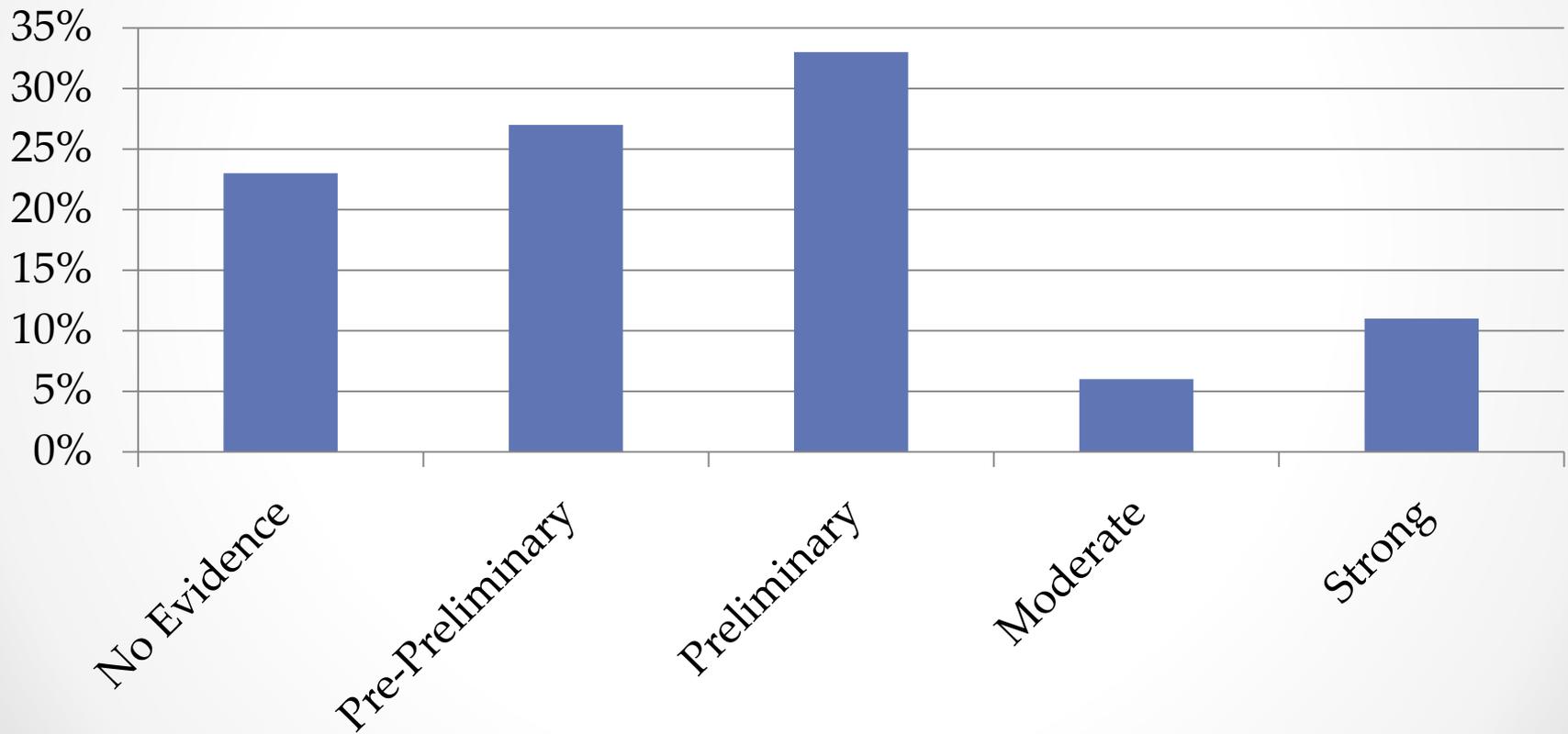
This just in!

- Performance Measure Module and subsequent print out should read as a stand alone document.
- Performance Measure Instructions now have examples at the end of each focus area and a final checklist to ensure all components are included.
- If using multiple interventions, include the same level of detail for ALL interventions.
- Applicants should NOT try to add “priority areas” if not relevant to program design.
- Statistics alone do not prove need.
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CNCS Updates

Approximate Evidence Tier Funded FY16





Q&A

Are you ready for AmeriCorps?

[Serve WA Readiness Assessment](#)

[CNCS Technical Assistance Documents/Calls](#)

[RFGA FAQs Updated Weekly](#)

Disclaimer:

- Open competition
- Unable to provide strategic advice or program design advice
- Can address broad questions and technical advice
- Email questions to servewa@ofm.wa.gov
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