



AmeriCorps
New Jersey



AmeriCorps Competitive Notice of Funding Opportunity

Philip Murphy, Governor

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New Jersey Department of State**

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For Program Year 2024/2025

Application Due Date: November 8, 2023

**NEW JERSEY COMMISSION ON NATIONAL AND
COMMUNITY SERVICE
P.O. Box 456
Trenton, NJ 08625
609-633-9627**

Funding provided by the AmeriCorps State and National

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SECTION II: 2024 AMERICORPS STATE AND NATIONAL NOFO

<http://www.americorps.gov/sites/default/files/document/1%20FY%202024%20ASN%20Competitive%20-%20FINAL.508.pdf>

SECTION III: 2024 MANDATORY SUPPLEMENTAL INFORMATION

<http://www.americorps.gov/sites/default/files/document/FY%202024%20ASN%20Mandatory%20Supplemental%20Information%20FINAL.pdf>

SECTION IV: 2024 AMERICORPS STATE AND NATIONAL APPLICATION INSTRUCTIONS

<http://www.americorps.gov/sites/default/files/document/ASN%20Application%20Instructions.pdf>

SECTION V: 2024 AMERICORPS STATE AND NATIONAL PERFORMANCE MEASURES INSTRUCTIONS

<http://www.americorps.gov/sites/default/files/document/FY%202024%20ASN%20Performance%20Measures%20FINAL.508.pdf>

SECTION VI: AMERICORPS STATE AND NATIONAL EVALUATION PLAN TEMPLATE

[2021_09_03_Evaluation_Plan_Template_ASN_1.docx \(live.com\)](#)

**VII: APPLICANT OPERATIONAL AND FINANCIAL MANAGEMENT SURVEY (OFMS)
Must submit online**

<https://forms.office.com/pages/responsepage.aspx?id=p1D40s6Ns0-nnGhn-VFDEnTxP2OEQLFNjNsVmieA6QVUMFRPWk8xWjZXMIpVUzA3WU9SWjNRV0sxVS4u>

SECTION 1: NEW JERSEY COMMISSION ON NATIONAL AND COMMUNITY SERVICE GRANT INFORMATION AND TIMELINE

DESCRIPTION OF THE GRANT PROGRAM

AmeriCorps is a national service network that provides full- and part-time opportunities for AmeriCorps members to serve their communities and build the capacity of organizations to meet local needs. In exchange for their service, AmeriCorps members are provided with a living allowance (\$18,700 for a FT term - \$11.00 p/hr.), training, and the ability to earn a Segal Education Award (about \$6,895 currently) for eligible college tuition, cost of attendance, or eligible college loans..

The New Jersey Commission on National and Community Service, in partnership with AmeriCorps State and National, seeks single-state applicants within New Jersey to apply for this AmeriCorps Competitive Notice of Funding Opportunity (NOFO). Single-state applicants apply through their respective state commissions. National organizations operating in more than one state would apply directly to AmeriCorps State and National.

The New Jersey Commission on National and Community Service, New Jersey Department of State, seeks to fund local initiatives and utilize the AmeriCorps model to increase civic engagement and improve New Jersey's communities by deploying AmeriCorps members to provide services in the six focus areas identified in Section II of this NOFO, i.e., Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and/or Veterans and Military Families.

We will target our investments toward communities where the need is greatest, particularly those with populations that face racial inequality and poverty. These steps will enable more Americans than ever to strengthen the communities that need it most across the nation through their service.

AmeriCorps' priorities for this funding opportunity are:

- 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;
- 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 and veteran families, caregivers, and survivors;
- Faith-based organizations;
- 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;
- Environmental Stewardship, including supporting communities to become more resilient through measures that reduce greenhouse gas emissions, conserve land and water, increase renewable energy use and improve at-risk ecosystems, especially in underserved households & communities;
- Community-based programs that enhance and expand services to second chance youth and/or engage those youth as AmeriCorps members;
- Programs that support civic bridge-building programs and projects to reduce polarization and community divisions; and providing training in civic bridge-building skills and techniques to AmeriCorps members;
- Programs focused on implementing or expanding access to high-quality early learning and those that prepare AmeriCorps members to enter early learning careers.

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

Through this AmeriCorps Competitive Notice of Funding Opportunity (NOFO), the New Jersey Commission on National and Community Service (hereinafter, the NJ Commission) seeks submission of applications that demonstrate that they will engage AmeriCorps members in an evidence-informed and evidence-based approach to providing a service intervention that will result in intended solutions to community problems (e.g., based on proposed program's performance and evaluation data or research demonstrating the effectiveness of a similar intervention). Applicants will be awarded points for providing evidence that their proposal intervention will lead to the outcomes identified in the logic model. Applicants shall provide evidence that the proposed intervention is effective for the proposed population and community challenge.

The AmeriCorps Competitive program is federally funded and requires a local combination of significant cash and in-kind match.

A. Purpose of AmeriCorps Funding

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is an individual who engages in community service through an approved national service position. Members receive a living allowance and other benefits while serving. Upon successful completion of their service, members can receive a Segal AmeriCorps Education Award from the National Service Trust that members can use to pay for higher education expenses or apply to qualified student loans. The Education Award can be used for a period of up to seven (7) years following successful completion of a term of service. Members over the age of 55 at the start of service may transfer their Education Award to a child, grandchild, step-child, or foster child which is held in trust for up to ten years.

Single state applicants from New Jersey will submit directly to the NJ Commission on National and Community Service on [eGrants](#). The application will be reviewed and scored among other New Jersey applicants. Selected applications which score 75 points or above will be sent to the national competition where they will compete with submissions from other state commissions. Applications must score above 75 points in order to be elevated to the national competition. Applications submitted for the Competitive NOFO will also be eligible to apply for funding consideration in the state-level Formula NOFO process in late winter of 2024.

In reading this Competitive NOFO, applicants must follow the NJ Commission’s due dates first. Section I of this NOFO contains all of the NJ Commission specific requirements. Section II will contain all of the AMERICORPS STATE AND NATIONAL specific requirements.

The following should be read in order to develop a complete application:

Section I: NJ Commission Grant Information and Timeline

Section II: 2024 AmeriCorps State and National Notice of Funding Opportunity (NOFO)

Section III: 2024 Mandatory Supplemental Guidance

Section IV: 2024 AmeriCorps State and National Application Instructions

Section V: 2024 Performance Measures

Section VI: Evaluation Template

Section VII: Applicant Operational and Financial Management Survey (OFMS) Must use online form

B. Timeline:

FY24.25 COMPETITIVE NOFO GRANT APPLICATION TIMELINE	
DATE	ACTIVITY
September 8	Dissemination of NOFO flyer announcing the 2024/25 Competitive AmeriCorps Grants competition. NOFO goes live on the NJ DOS website: https://www.state.nj.us/state/volunteer-grant-opportunities.shtml
September 22	General Technical Assistance Session via ZOOM. Live at 10:00 am. Click title to register to attend the live session. Session will be recorded and available at the NJ Department of State AmeriCorps grants website within 24 hours. Mandatory for Competitive applicants.
October 5	Technical Assistance Session on Evidence, Logic Models and Performance Measures via ZOOM. 10:00 am. Click title to register to attend the live session. Recorded session will be posted on NJ DOS website within 24 hours. Mandatory for Competitive applicants.
October 27	Notice of Intent to Apply due to Commission. Click title to submit Notice.
November 8	Competitive applications due to Commission on eGrants by 4:00 pm EST.
November 13	CREEHS, Staff and Independent Readers review of applications and budgets are begun.
November 27	Competitive Applications Reader Arena 11A via ZOOM. Arena scores & final rankings.
December 1	Notification of Competitive Applicants selected for submission to national competition. Staff and reader revisions requested for applications recommended for national competition.
December 7	Final revisions from applicants due back in eGrants.
December 11	Final staff review on revisions.
December 19	NJ Commission board vote on selected applicants.
December 22	NJ Commission target date for submission of Competitive packages to AmeriCorps.
January 4, 2024	FY24.25 ACNJ Competitive applications due to ASN by 5PM EST
Mid-April 2024	Successful Competitive applicants to be notified by AmeriCorps National.
Mid-July 2024	Successful Competitive applicants to be issued awards.

NOTE: Attendance at one of the NOFO Technical Assistance Sessions is required in order to submit an application. Please register by clicking title in above timeline.

AWARD INFORMATION

The NJ Commission is offering the opportunity to compete for a three-year cycle of Competitive AmeriCorps programs. **Awards from this Competitive NOFO will implement the first year of the program which runs from September 1, 2024 to August 31, 2025.**

Types of Award

The NJ Commission will accept applications for Cost-Reimbursement Grants including Traditional Professional Corps. Professional Corps are not eligible to apply for Cost-Reimbursement. The NJ Commission will also accept Fixed Amount Grants for Full-time, Education Award Only, or Professional Corps. Please refer to Section II [AMERICORPS STATE AND NATIONAL NOFO](#) for a fuller description of the Grant Types and Sub-Types.

Funding Period

For New or Re-competing applications, this is Year 1 of 3 of a multi-year grant period covering the following funding periods:

Year 1: September 1, 2024 to August 31, 2025

Year 2: September 1, 2025 to August 31, 2026

Year 3: September 1, 2026 to August 31, 2027

ELIGIBILITY TO APPLY

Eligibility is open to public or private non-profit organizations, including community organizations and faith-based organizations; Local Education Agencies (LEAs) including charter schools; institutions of higher education; government entities within the state (e.g., cities/municipalities, counties, state departments); labor organizations; and partnerships or consortia consisting of the aforementioned. Organizations that have been convicted of a Federal crime are disqualified from receiving the assistance described in this NOFO. Pursuant to the Lobbying Disclosure Act of 1995, an organization described in Section 501 ©(4), that engages in lobbying activities is not eligible to apply.

STATUTORY/REGULATORY SOURCE AND FUNDING

The applicant's project must be designed and implemented in conformance with all applicable state and federal regulations. In addition to the program requirements outlined in this NOFO, applicants should refer to the new AmeriCorps regulations, [45 CFR §§ 2520-2550](#) or [AmeriCorps State and National Official Guidance](#)

TECHNICAL ASSISTANCE

General Technical Assistance Workshop will be held as listed in the Timelines section. There will be one live session which will be recorded and posted on the NJ Department of State website under AmeriCorps Funding Opportunities. <https://www.nj.gov/state/volunteer-grant-opportunities.shtml>.

Only applications submitted by agencies that participate in the virtual General Technical Assistance and Theory of Change session listed in the timelines section will be accepted.

LIVE: [General Technical Assistance Session](#) 9/23 @ 10A via ZOOM Click title to register.

LIVE: [Technical Assist Session: Evidence, Logic Models & Performance Measures](#) 10/5 @ 10A via ZOOM. Click title to register. Session recordings will be available on the [NJ Department of State website](#) 24-48 hours after the live sessions.

APPLICATION SUBMISSION

1. Notice of Intent to Apply

Submission of a Notice of Intent to Apply is requested and is due **Thursday, March 16, 2023**. Please complete the online form: [Notice of Intent to Apply form](#)

You will need to answer the following questions

- Address
- Contact Name
- E-mail address
- Phone Number
- Focus area your organization plans to address
- Applying as New, Recompeting or Continuation and Regular Cost Reimbursement or Fixed Amount

The New Jersey Commission on National and Community Service, Department of State operates this grant program in strict conformance with procedures designed to ensure accountability and integrity in the use of public funds and, therefore, ***will not accept late applications***. The responsibility for a timely submission resides with the applicant.

Applications must be submitted electronically on [eGrants](#) NO LATER THAN 4:00 PM ON Wednesday, November 8, 2023.

Applications must be submitted to the corresponding NJ Commission Prime application on eGrants.

PLEASE NOTE: Section II of this NOFO indicates a due date of January 4, 2024 which is only for Commissions and National Directs. Single-state applicants that *must apply* through the NJ Commission will use the due date above of November 8, 2023.

Submission of Additional Documents:

All documents that are requested in the Section II: AmeriCorps State and National NOFO need to be sent to the NJ Commission and not to AmeriCorps State and National. The NJ Commission will forward additional documents to AmeriCorps State and National upon selection of the application at the NJ level. Please see the Section II: AmeriCorps State and National NOFO for all of the required additional documents.

Additional Documents may be e-mailed to AmeriCorps.NJ@sos.nj.gov with the following subject line: [Legal Applicant Name]– [Application ID number]. Emails should include the following information:

- the legal applicant name and its point of contact information
- the application ID number
- a list of documents that should be attached to the email
- individually saved files that are clearly labeled
- files that include the legal applicant name and application ID number within the body of each document.

Do not submit other items not requested in this *Notice* or Application Instructions. The NJ Commission will not review or return them.

ADDITIONAL PROGRAM REQUIREMENTS OR BENEFITS

The NJ Commission would like to highlight the following additional requirements and benefits of AmeriCorps.

Terms of Service

Programs may engage members full-time or less than full-time. Full-time members must serve at least 1700 hours during a period of not less than nine months and not more than one year. Reduced Full-time members must serve at least 1200 hours. Half-time members must serve at least 900 hours. Programs may propose member terms of at least 675 hours for reduced half-time members; 450 hours for quarter-time members; 300 hours for minimum-time, and; 100 hours for abbreviated terms.

Living Allowance

The NJ Commission requires that all AmeriCorps members receive a living allowance regardless of the federal regulation which does not require a living allowance for less than full-time members. Full-time members must receive the minimum stipend amount listed in the chart. Recommended levels for less than full-time members are listed below:

Type of Member Position	Min. # of Hours	MSY	Min. Total Living Allowance	Max. Living Allowance
Full-time	1700	1.000	\$18,700	\$37,400
Three Quarter-time	1200	0.070	\$ 13,200	\$26,180
Half-time	900	0.500	\$ 9,900	\$18,700
Reduced HT	675	0.381	\$ 7,425	\$14,212
Quarter-time	450	0.265	\$ 4,950	\$ 9,724
Minimum-time	300	0.212	\$ 3,300	\$ 7,854
Abbreviated-time	100	0.056	\$ 1,100	\$ 2,244

A living allowance is not considered a wage. **In New Jersey, AmeriCorps members are not eligible for [unemployment insurance](#), family leave or [disability](#).**

Health Insurance

Grantees must provide full-time members with health insurance at the time of acceptance into the program if the member is not otherwise covered by a health insurance policy. If a member who previously had coverage loses it through no deliberate act of his or her own, such as parental or spousal job loss, the grantee must provide the member with basic health insurance that meets AmeriCorps requirements.

In general, AmeriCorps does not pay the costs of health benefits for half-time members unless they serve full-time for a sustained period of time. For example, members may receive benefits when they serve in a summer program for thirty-five hours per week with other members who receive health benefits.

Reasonable Accommodation for Individuals with Disabilities

Increasing the participation of individuals with disabilities in national and community service programs is a key interest of AmeriCorps State and National. All AmeriCorps programs are required to actively reach out to people with disabilities for inclusion in AmeriCorps service. Offset Disability Accommodation funding may be requested from ASN.

Participation in National Days of Service

As part of the National Service Network, there are a number of opportunities for grantees to take part in national service days. AmeriCorps State and National and the NJ Commission expect all national service programs, including AmeriCorps programs, to participate in one or more days of service, including the 9/11 Commemorative, the Martin Luther King, Jr. Holiday and AmeriCorps Week. In addition, AmeriCorps State and National and the NJ Commission expect programs with AmeriCorps members to participate in other national service activities such as common opening ceremonies (including the administration of an oath at Launch) orientations, and training.

STATE COMMISSION TRAINING AND EVENTS

Program Manager Trainings and Meetings

All program managers must attend a three-day orientation known as Starting Strong held in the last week or so in July, 2024, and any other training (e.g., site supervisor training) developed for project directors during the contract period. Project directors are also required to participate in all monthly conference calls or meetings.

In constructing the budget, figure in the cost for transportation, meals, and possible overnight accommodations related to all AmeriCorps State and National or NJ Commission training sessions.

Statewide AmeriCorps Member Trainings and Events

All AmeriCorps members and project directors are required to attend the following trainings/events:

- AmeriCorps Launch – October 20, 2024
- End-of-the-Year Training – Spring 2025
- Other statewide training such as Career Day or Disaster Preparedness.

In constructing the budget, figure in the cost of transportation to all of the training sessions even though some or all may be conducted virtually.

EVALUATION OF NEW AND RECOMPETING APPLICATIONS

State-level Review Process

All applications for AmeriCorps Competitive grants will be reviewed first through the NJ Commission.

In year one, the application is evaluated and rated by a panel of three readers. The evaluation panel typically consists of one reader from the originating office, one from another office within the NJ Department of State, and one reader external to the NJ Department of State who is knowledgeable in the content area. Readers of grant applications for the NJ Department of State certify that no conflict of interest exists that would create an undue advantage or disadvantage for any applicant in the application evaluation and scoring process.

Applications are evaluated on the basis of quality, comprehensiveness, completeness, accuracy and appropriateness of response to the guidelines and requirements of the governing NOFO. Applicants may request information about their evaluation scores by writing to the NJ Commission on National and Community Service. The Commission reserves the right to withdraw from consideration any application that does not include each and every component to be evaluated and scored in the evaluation process.

Applications must receive a score of at least 75 points out of 100 and include all required components to be eligible for funding. Eligible applications are ranked and funded in descending order, from highest to lowest score. In the event of a tied score at or above the NJ Department of State's cutoff score of 75, the NJ Department of State will select the applicant with the highest combined score for the Program Design section.

Applicants that receive a score of at least 75 points will be submitted to AmeriCorps State and National for the national competition. All applicants to the Competitive NOFO will be eligible to apply to the state-level Formula competition in the winter of 2024.

PLEASE REFER TO THE LINKS IN THE PAGE INDEX ABOVE OR THIS LINK TO ACCESS THE REMAINING REQUIRED SECTIONS FOR THE AMERICORPS COMPETITIVE APPLICATION.

<http://www.americorps.gov/funding-opportunity/fy-2024-ameri-corps-state-national-grants>

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INSTRUCTIONS

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SECTION V: 2024 AMERICORPS STATE AND NATIONAL PERFORMANCE MEASURES
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