

# AMERICORPS COMPETITIVE NOTICE OF FUNDING OPPORTUNITY 2024/25

TECHNICAL ASSISTANCE SESSIONS

**General T/A Session,  
Friday, September 22, 2023,  
10:00 am**



**Logic Model T/A Session on  
Tuesday, October 5, 2023, 10:00 am**

# AmeriCorps 101

THE WHO, WHAT, WHERE, WHEN, WHY AND HOW FOR PROGRAMS  
PRESENTED BY LORI BARROWS, AMERICORPS NJ PROGRAM OFFICER





# AmeriCorps 101 Syllabus

- ▶ **What is AmeriCorps?**
- ▶ **AmeriCorps in NJ – Stats**
- ▶ **AmeriCorps Focus Areas**
- ▶ **AmeriCorps Members' Benefits**
- ▶ **Educational Award**
- ▶ **Terms of Service / Term Limits**
- ▶ **Prohibited Activities**
- ▶ **Member Timeline**
- ▶ **AmeriCorps Pledge**

# AmeriCorps Orientation

- ❑ TERMS & CONDITIONS
- ❑ CRIMINAL HISTORY CHECKS
- ❑ ONLINE SYSTEMS
- ❑ PRE-ENROLLMENT/ENROLLMENT



# What is AmeriCorps?



So, what is AH-MER-EE-CORE, again?



Montclair State University Covid-Corps  
Backpack distribution event for MLK  
DEIA MINI Grant, 9/15/22

# History of AmeriCorps



# What do AmeriCorps Members Do?

- ▶ Educate communities about their environment
- ▶ Renovate and Rebuild Abandoned Homes
- ▶ Provide Mentoring During Non-School Hours
- ▶ Recruit Volunteers
- ▶ Bridge the Digital Divide
- ▶ Assist the Homeless
- ▶ Provide Support to People with Disabilities

## AmeriCorps Member Fast Facts

- 90 % of members said they gained new skills while in AmeriCorps.
- 80% of members said they are more likely to participate in community service after AmeriCorps.
- 72% of members volunteered after completing their AmeriCorps service.
- Since 1994, AmeriCorps alumni have earned more than \$3.3 billion in education awards, including \$1 billion to repay student debt.



## What did AmeriCorps New Jersey Members Accomplish in the 2021/2022 Program Year

- Recruited 9,000+ volunteers
- Volunteers donated 55,000+ hours
- 1,700+ individuals affected by disaster served
- 8,800+ children and youth served
- 900+ acres of public land improved



# National Service: Funding Tree



- ▶ Congress
- ▶ AmeriCorps State & National
- ▶ NCCC
- ▶ Vista
- ▶ AmeriCorps
  - ▶ State Commissions
    - ▶ Formula Sub grantees
    - ▶ Competitive Sub grantees

# Focus Areas

- ▶ Education
- ▶ Economic Opportunity
- ▶ Environmental Stewardship
- ▶ Healthy Futures
- ▶ Disaster Preparedness
- ▶ Veterans and Families



# Member Eligibility Requirements

- Must be 17 years of age or older.
- Must have a High School Diploma or Equivalency; or must **be working** towards the GED.
- Must be a US Citizen or Permanent Resident of the USA.
- Proof: Birth Certificate and/or Specific LIMITED Acceptable Documents

# Background Checks

▶ The following background checks must be cleared by the NJ Commission *before* AmeriCorps members can be enrolled to begin service:

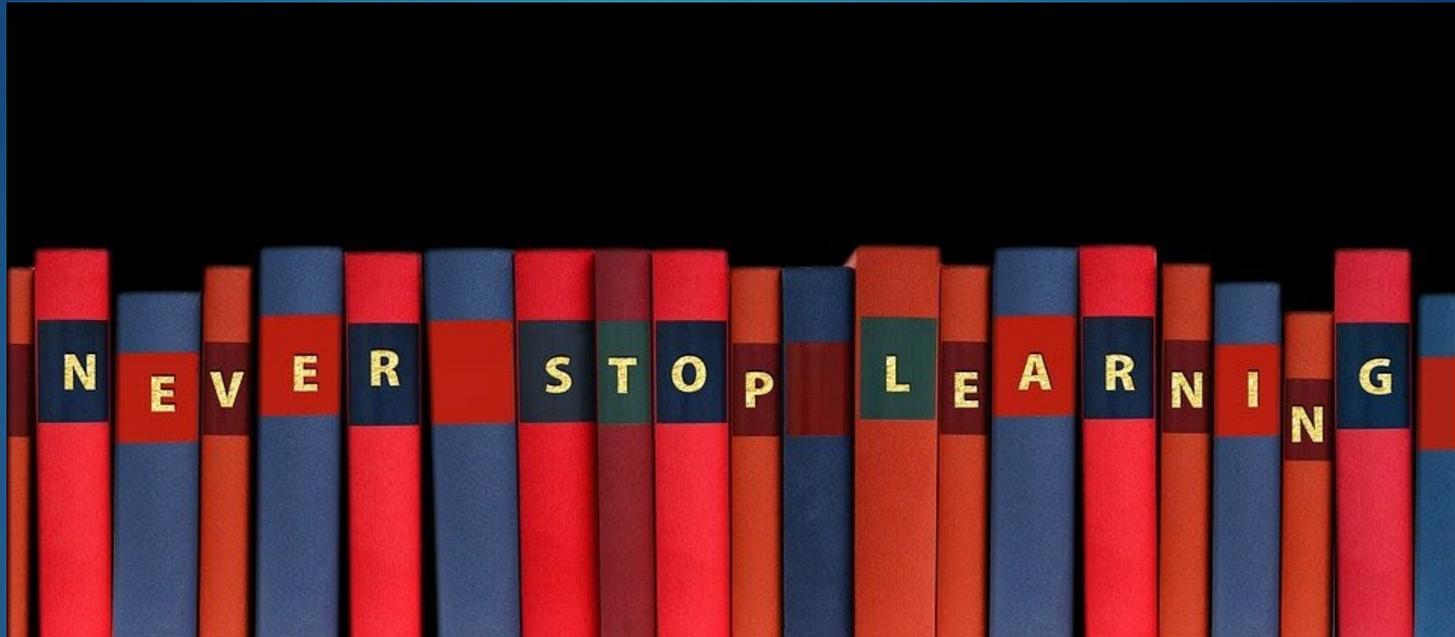
- ✓ State Background (TrueScreen)
- ✓ FBI Fingerprint-based (FieldPrint)
- All programs **must** use TrueScreen
- Cost is about \$33 per member unless there are additional out-of-state residences that must be checked

# Members' Benefits

- ▶ Living Allowance
- ▶ Child Care (For FT members)
- ▶ Health Insurance (For FT members)
- ▶ Loan Forbearance (During time of service)
- ▶ Interest Accrual Stops
- ▶ Education Award



# Educational Award



# Educational Award

Type of Member Position	Min. # of Hours	Educational Award
Full-time	1,700	\$6,895.00
Three Quarter-time	1,200	\$4,826.50
Half-time	900	\$3,447.50
Reduced Half-time	675	\$2,227.27
Quarter-time	450	\$1,824.07
Minimum-time	300	\$1,374.60
Abbreviated-time	100	\$388.03

# Terms of Service



A member can serve up to four terms of service... but cannot earn or receive more than the equivalent of 2 full-time awards.

# Terms of Service

**OnCorps  
Reports™**

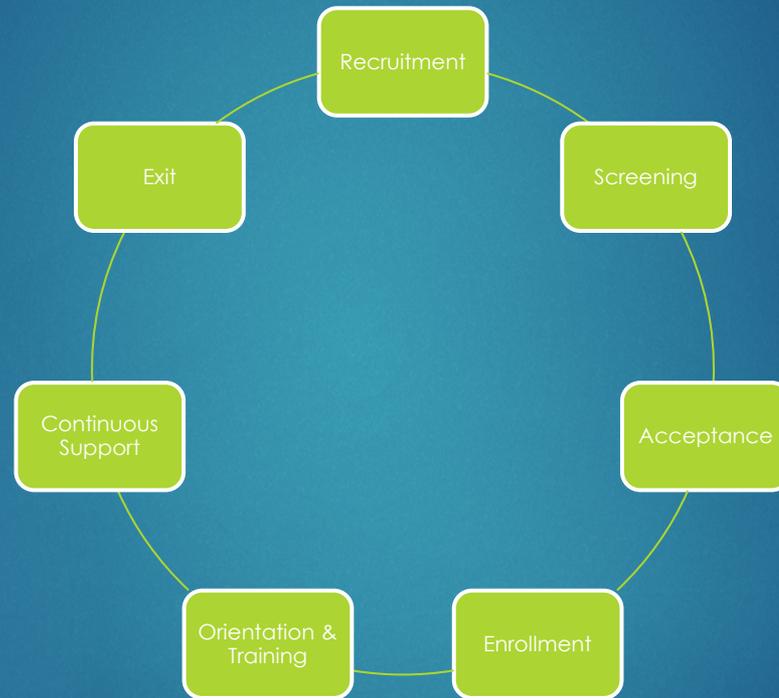


*On task. On time. Online.*

# Terms of Service



# Member Timeline



# Completion of Service



Exit \* Release from Participation \* Compelling Personal Circumstance

# Prohibited Activities

- Attempting to influence **legislation**;
- Organizing or engaging in **protests, petitions, boycotts, or strikes**';
- Assisting, promoting, or deterring **union organizing**;
- Impairing existing contracts for services or **collective bargaining** agreements;
- Participating in, or endorsing, events or activities that are likely to include advocacy for/or against **political parties**, political platforms, political candidates, proposed legislation, or elected officials;
- Census Activities
- Election and Polling Activities

# AmeriCorps members are NOT...

- Cheap Labor
- A Staff Builder
- Interns
- A Receptionist or Janitor



**They ARE a cadre of individuals who are performing DIRECT SERVICE as the intervention to a specific community problem.**

# AmeriCorps Pledge

I WILL GET THINGS DONE FOR AMERICA - TO MAKE OUR PEOPLE SAFER,  
SMARTER, AND HEALTHIER.

I WILL BRING AMERICANS TOGETHER TO STRENGTHEN OUR COMMUNITIES.  
FACED WITH APATHY, I WILL TAKE ACTION.

FACED WITH CONFLICT, I WILL SEEK COMMON GROUND.  
FACED WITH ADVERSITY, I WILL PERSEVERE.

I WILL CARRY THIS COMMITMENT WITH ME THIS YEAR AND BEYOND.

I AM AN AMERICORPS MEMBER, AND I WILL GET THINGS DONE.



# AmeriCorps: The Best of America



# AmeriCorps 101

THE WHO, WHAT, WHERE, WHEN, WHY AND HOW FOR PROGRAMS  
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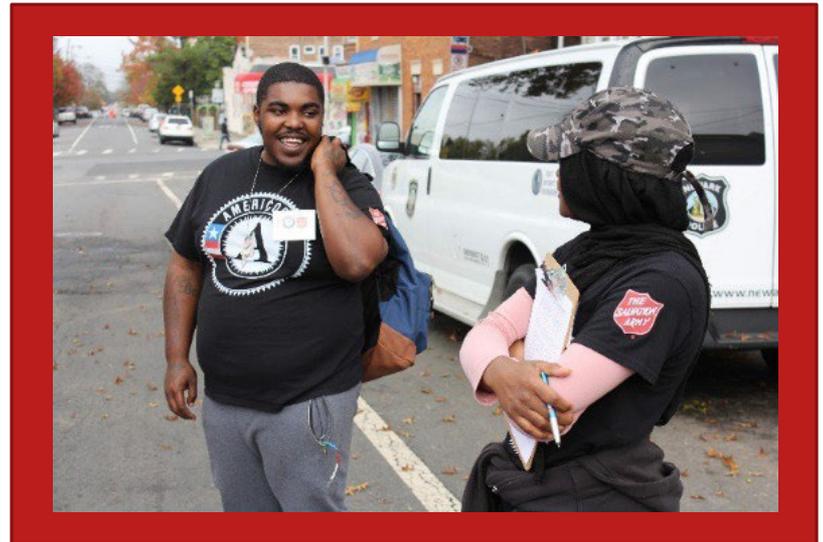


# CONTACT INFORMATION

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NJ Commission on National and Community Services  
NJ Department of State  
33 West State Street, 4th Floor  
PO Box 456  
Trenton, NJ 08625-0456

[AmeriCorps.NJ@sos.nj.gov](mailto:AmeriCorps.NJ@sos.nj.gov)



# REVIEW OF FY24.25 COMPETITIVE NOTICE OF FUNDING OPPORTUNITY



Presented by Ivette Ramos, ACNJ, Administrator

DATE	FY24.25 COMPETITIVE NOFO GRANT APPLICATION TIMELINE
<b>September 8</b>	Dissemination of NOFO flyer announcing the 2024/25 Competitive & PHA AmeriCorps Grants competition. NOFO goes live on the NJ DOS website: <a href="https://www.state.nj.us/state/volunteer-grant-opportunities.shtml">https://www.state.nj.us/state/volunteer-grant-opportunities.shtml</a>
<b>September 22</b>	<a href="#"><i>General Technical Assistance Session</i></a> via ZOOM. Live at 10:00 am. Click title to register to attend. Recorded session will be posted on NJ DOS website within 24 hours. Mandatory for Competitive applicants.
<b>October 5</b>	<a href="#"><i>Technical Assistance Session on Evidence, Logic Models and Performance Measures</i></a> via ZOOM. Live at 10:00 am. Click title to register to attend. Recorded session will be posted on NJ DOS website within 24 hours. Mandatory for Competitive applicants..
<b>October 27</b>	<a href="#"><i>Notice of Intent to Apply</i></a> due to Commission. Click title to complete form.
<b>November 8</b>	Competitive applications due to NJ CNCS on <a href="#"><i>eGrants</i></a> by 4:00 pm EST.
<b>November 10</b>	CREEHS and Staff review of applications and budgets are begun.
<b>November 27</b>	Reader Arena Session via ZOOM. Arena scores and final rankings
<b><i>December 1</i></b>	Notification of applicants selected and Reader/CREEHS revisions requested for applications recommended for funding
<b><i>December 7</i></b>	Final revisions from applicants due back in eGrants
<b><i>December 11</i></b>	Final staff review on revisions
<b><i>December 21</i></b>	NJ Commission board vote on selected applicants
<b><i>December 22</i></b>	NJ Commission target date for submission of Competitive package to AmeriCorps (NOFO due date is January 4).
<b><i>Mid April 2024</i></b>	Successful applicants to be notified
<b><i>Mid July 2024</i></b>	Commissions with successful applicants will be awarded. Commissions will award sub-recipients for a September 1, 2023 start date.

# NOFO Sections

- Section I: NJ Commission Grant Information and Timelines
- Section II: 2024 Corporation on National and Community Service NOFO
- Section III: 2024 Mandatory Supplemental Guidance
- Section IV: 2024 Corporation Application Instructions

# NOFO Sections

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Section V: 2024 Performance Measures

Section VI: Evaluation Plan Template

Section VII: Financial Management Survey

**NOTE:** Links to Sections II – VII are available in the NOFO Section I and also at the end of the Section I NOFO.

# NOFO Application Focus Areas for Performance Measures

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

# Economic Opportunity

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Improving the economic well-being and security of underserved individuals.

# Education

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Improving educational outcomes for underserved people, especially children. AmeriCorps is particularly interested in program designs that support youth engagement and service learning as strategies to achieve high educational outcomes.

# Healthy Futures

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Support for health needs within communities, including mitigating the impacts of public health crises, access to care, aging in place, and addressing childhood obesity, especially in underserved communities.

# Veterans and Military Families

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Improving the quality of life of veterans, military families, caregivers, and survivors.

# Disaster Services

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Helping individuals and communities prepare for, respond to, recover from, and mitigate the effects of disasters and increase community resiliency.

# Environmental Stewardship

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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 and communities.

# Funding Priorities

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AmeriCorps will target its investments toward communities where the need is greatest, particularly those with populations that face racial inequality and poverty.

AmeriCorps's priorities for this funding opportunity are as follows:

# Funding priorities

- Organizations leading service in communities with concentrated poverty, rural communities, tribal communities, and those organizations serving historically underrepresented and underserved individuals, including but not limited to communities of color, immigrants and refugees, people with disabilities, people who identify as part of the LGBTQIA+ community, people with arrest and/or conviction records, and religious minorities;

## Funding priorities (cont.)

- 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

# Funding priorities (cont.)

- \* **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.;

# Funding priorities (cont.)

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- \*Programs that create **workforce pathways** for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support; and
  - **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 and communities.

# Funding priorities (cont.)

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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 bridgebuilding skills and techniques to AmeriCorps members;

Programs focused on implementing or expanding access to high-quality program design. Proposing programs that receive priority consideration does not guarantee funding.

# Funding priorities (cont.)

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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.

# Performance Measures

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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.  
Performance Measure Instructions.

# Determine Type of Program

- **REGULAR COST REIMBURSEMENT**

Funds a portion of program costs and members' living allowance.

- **PROFESSIONAL CORPS**

Professional Corps programs place professionals in communities where there is a documented shortage of such professionals.

Stipends/salaries are paid by other organizations.

Can be either cost reimbursement or fixed-amount.

- **FULL COST FIXED-AMOUNT GRANTS** (Only available for re-competing applications)

Applicants apply for a fixed amount per MSY\* & use their own or other resources for the remaining cost of the program. No match requirements, but the program must still raise the additional funds needed to run the program.

\*Member Service Year

# Organizational Eligibility to Apply

## Eligibility is open to:

- Indian Tribes
- institutions of higher education
- local governments
- nonprofit organizations
- state service commissions
- states and US Territories

# Page Limitations

- There are two sections with mandatory page limits: **Narrative** and **Logic Model**.
- Applications must not exceed 10 pages for the Narrative or 12 pages for “multi-state operating sites.” Multi-state applicants that list five or fewer operating sites cannot exceed 10 pages for the narrative.
- In determining whether an application complies with page limits, the Corporation will count the following for the **Narrative**:
- The application’s Executive Summary, SF 424 Facesheet, and The Narrative portions contained in the Program Design, Organizational Capacity, and Cost Effectiveness and Budget Adequacy sections of the application.
- The Corporation strongly encourages applicants to print out the application from the “**Review**” tab prior to submission to check that the application does not exceed the page limit. The application page limit does not include the Budget, narrative portion of the Evaluation Plan, the Logic Model, performance measures, or the supplementary materials, if applicable.

# Page Limitations cont.

- **LOGIC MODEL**

The Logic Model may not exceed eight pages when printed with the application from the “Review” tab in eGrants.

**Please note the length of a document in word-processing software may be different than what will print out in the AmeriCorps' web-based system.** Reviewers will not consider any submitted material that exceeds the page limits in the printed report, also, **note that the system will not prevent an applicant from entering text that will exceed page limitations.**

This applies to both the application page limit and the Logic Model page limit.

# Funding Period

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

- Year 1: Sept 1, 2024 to August 31, 2025
- Year 2: Sept 1, 2025 to August 31, 2026
- Year 3: Sept 1, 2026 to August 31, 2027



# Notice of Intent To Apply

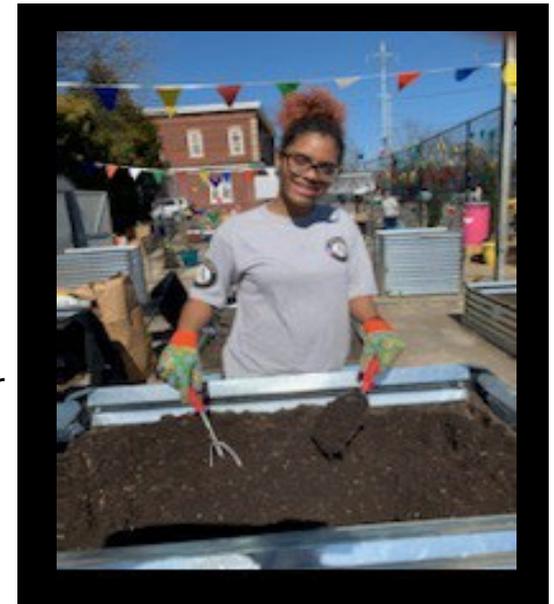
Applicants must fill out and submit the online **Intent to Apply** form by **Friday, October 27, 2023**, 4:00 p.m.

The following information is required:

- Organization Name
- Address
- Contact Name
- E-mail Address
- Phone Number
- Focus area/s application will address
- Applying as New or Continuation and Regular Reimbursement or Fixed Amount.

Click here to complete:  
[NOTICE OF INTENT TO APPLY form](#)

(The form can be also be found on our website)



- Applications must be submitted electronically on [eGrants](#)

**NO LATER THAN**

**Wednesday, November 8, 2023, 4:00 p.m.**



# Additional Documents

- All documents that are requested in Section II: AmeriCorps NOFO need to be sent to the NJ Commission and not to AmeriCorps. The NJ Commission will forward additional documents to AmeriCorps upon selection of the application at the NJ level. Please see the *AmeriCorps NOFO, Section D7.b. for further directions on submission of additional documents.*
- Applicants are required to submit the following additional documents by the application submission deadline:
- Financial Management Survey (online), Evaluation briefs, reports, studies. Please refer to the *Evidence Base* section for detailed instructions by evidence tier.

# 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.

Applicants **must** use their SAM-registered legal name and physical address on all grant applications to AmeriCorps. The legal applicant's name and physical address in eGrants must match exactly the applicant's SAM-registered information.

Applications **must** include an Employer Identification Number.

Applications **must** include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process.

# PART 3 Selection Criteria

<i>Category</i>	<i>Percentage</i>
<b>Executive Summary</b>	<b>0</b>
<b>Program Design</b> <ul style="list-style-type: none"> <li>• Community &amp; Logic Model</li> <li>• Evidence Tier</li> <li>• Evidence Quality</li> <li>• Notice Priority</li> <li>• Member Experience</li> </ul>	<b>Total 50%</b> 24 points 12 points 8 points 0 points 6 points
<b>Organizational Capability</b> <ul style="list-style-type: none"> <li>• Organizational Background &amp; Staffing</li> <li>• Member Supervision</li> <li>• Commitment to Diversity, Equity, Inclusion and Accessibility</li> </ul>	<b>Total 25%</b> 15 points 6 points 4 points
<b>Cost-Effectiveness and Budget Adequacy</b> <ul style="list-style-type: none"> <li>• Member Recruitment</li> <li>• Member Retention</li> <li>• Data Collection</li> <li>• Budget Alignment to Program Design</li> </ul>	<b>Total 25%</b> 7 points 8 points 7 points 3 points

# Review Criteria (see Section II of NOFO)

## A. Executive Summary (Required – 0%)

Please fill in the blanks of these sentences to complete the executive summary:

“The [Name of the organization] will 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].

The AmeriCorps investment 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.”

- Fixed-Amount grant applicants (EAP, Full-Cost Fixed, No Cost Slots) should list their Other Revenue (use the [Mandatory Supplemental Information](#)) in the Executive Summary because they are not required to provide a specific amount of match, but still raise significant additional resources to operate the program.

## Review Criteria (cont.)

### B. Program Design (50%)

- Community & Logic Model 24 pts.
- Evidence Tier 12 pts.
- Evidence Quality 8 pts.

**NOTE: This information will be reviewed October 5 at 10A**

Technical Assistance Session on Evidence, Logic Models and Performance Measures  
via ZOOM. Click title above to register.

# Community and Logic Model (24 points)

- **The applicant will provide a detailed summary of the community problem, including:**
  - The role current or historical inequities faced by underserved communities may play in contributing to the problem.
  - The community need as it relates to the CDC's Social Vulnerability Index and to communicate the severity and prevalence of the problem.

# Community & Logic Model (24 points) cont.

The applicant's intervention is likely to lead to the outcomes identified in the organization's Logic Model. No narrative is needed other than what is contained within the logic model.

## **The applicant will depict in the Logic Model:**

- 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
  - Context in which the intervention is delivered (e.g., the setting where the intervention is delivered)
  - Number of AmeriCorps members who will deliver the intervention
  - Characteristics of AmeriCorps members, including specific knowledge, skills, and abilities required to implement the intervention

# Community and Logic Model ( 24 points) cont'd

## The Logic Model Shall Depict (cont.):

- The core activities that define the intervention or program model that members will implement or deliver, including:
  - Duration of the intervention (e.g., the total number of weeks, sessions or months of the intervention)
  - Dosage of the intervention (e.g., the number of hours per session or sessions per week)
  - 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 (i.e., 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.

# Community and Logic Model (24 points) cont.

Outcomes that demonstrate meaningful 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, or long-term outcomes in the Logic Model. Applicants are not required to measure all components of their Logic Model. The applicant's performance measures should be consistent with the program's Logic Model and should represent significant program activities.

## Community & Logic Model (24 points) cont.

. 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 eight pages will not be reviewed.**

## Evidence Base (20 pts)

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 program aligned with the priority areas identified above, will be assessed and scored.

# Evidence Tier (12 points)

## Evidence Tier (12 pts.)

- 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 Information found [here](#) 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.**

# Evidence Tier (12 points) cont.

In 2023, the evidence tiers of successful AmeriCorps State and National applicants that were competing were as follows:

*Strong 25 percent*

*Moderate 12 percent*

*Preliminary 20 percent*

*Pre-Preliminary 43 percent.*

As these figures indicate, AmeriCorps values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, **applicants should not be deterred from applying for funding due to their current evidence level.**

# Evidence Tier (12 points) cont.

- In order 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 Community 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; and
- **Outcome** of the intervention.

## Evidence Tier (12 points) cont.

Submitted reports that do not sufficiently match the intervention proposed by the applicant in all of 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 Notice (e.g., advocacy pieces, policy briefs, other narratives that are not research studies or program evaluations) will not be reviewed.

## Evidence Tier (12 points) cont.

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 found [here.](#))

## Evidence Tier (12 points) cont.

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 Notice instructions.

Applicants must meet all requirements of an evidence tier in order 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.

# Evidence Quality (8 points) cont.

Applicants who are 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 or AmeriCorps members in at least one key outcome of interest.

# Evidence Quality (8 points) cont.

Applicants that are 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 or AmeriCorps members in at least one key outcome of interest.

## Member Experience (6 points)

AmeriCorps members' service will provide them opportunities to develop as leaders.

AmeriCorps members will gain skills as a result of their training and service that can be utilized and will be valued by future employers after their service term is completed.

AmeriCorps members receive additional benefits.

# Member Experience (6 points)

The applicant details how AmeriCorps members will be provided an opportunity to be leaders and gain skills during their term of service that will be valued by future employers (e.g., workforce pathways, increasing levels of responsibility and leadership roles for members).

The applicant details how AmeriCorps members will be provided a high quality orientation to the community they will serve in that is from an asset based frame and guided and informed by the community.

# Organizational Capability (25 points)

## *1. Organizational Background and Staffing (15 points)*

- The applicant details the roles, responsibilities, and structure of the staff that will be implementing, providing oversight, and monitoring the program.
- The applicant 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 applicant describes their organization's mission and relevant experience in areas such as volunteer recruitment and management, community outreach, overcoming project implementation challenges, etc.

# Organizational Capability (25 points)

## **2. *Member Supervision (6 points)***

The applicant details how AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service (e.g., structure for member supervision: cadence and format of supervisor/AmeriCorps member check-ins, member and supervisor opportunities to assess strengths and opportunities for growth, member training plan, etc.).

The applicant details how AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations (e.g., structure for support of supervisors, training plan for supervisors related to supervision and AmeriCorps rules and regulations, cadence and format of AmeriCorps supervisors/their supervisors check ins, opportunities to assess strengths and opportunities for growth of supervisors, etc.)

# Organizational Capability (25 points) cont.

## **3. Commitment to Diversity, Equity, Inclusion, and Accessibility (4 points)**

The leadership and staff of the organization have similar lived experience as the beneficiary population and/or community being served.

The applicant's definitions of diversity, equity, inclusion, and accessibility is demonstrated by the organization (e.g., diversity on the Board of Directors, agency staff and leadership, and/or volunteers) and the organization upholds a supportive and safe environment for individuals of diverse backgrounds.

# Cost-Effectiveness and Budget Adequacy (25 %):

## **1. Member Recruitment (7 points)**

The applicant provides a description of budget expenses to support successful recruitment of AmeriCorps members best suited to serve the community, for example from geographic or demographic communities in which the program operates.

## **2. Member Retention (8 points)**

The applicant provides a description of budget expenses to support retention of AmeriCorps members (e.g., additional member benefits such as increasing above the minimum living allowance, supporting workforce pathways, certifications, coaching for members, resume building, individual benefit as well as community building, network building, member recognition, alumni programming, etc.).

# Cost-Effectiveness and Budget Adequacy (25 %):

## **3. Data Collection (7 points)**

The applicant provides a description of budget expenses to support data collection, continuous improvement activities, and evaluation in service to evaluating the interventions and impact on the community and the member experience).

## **4. Budget Alignment to Program Design (3 points)**

The applicant's budget is aligned to the program design outlined in the narrative, meaning activities discussed in the narrative are incorporated in the budget in the agency or applicant share.

## *E. Evaluation Summary or Plan (Required for re-competing grantees – 0 points)*

- If the applicant has previously received three or more years of competitive funding for the same project being proposed (use the [Mandatory Supplemental Information](#) for the AmeriCorps definition of “same project”), the applicant must submit an evaluation plan as an attachment (use the [D.7.b 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.

# *E. Evaluation Summary or Plan*

## (Required for recompeting grantees – 0 points)

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Applicants should use the [evaluation plan template](#) found on the Notice webpage to craft their evaluation plans. The template document provides detailed information about the AmeriCorps evaluation requirements ([45 CFR 2522.700 -.710](#)) and specifies the information that must be provided for the evaluation plan to be approved by AmeriCorps. 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.

# Important to your Budget

## What is a Cost Per MSY?

Grant Program	Maximum
Traditional Cost Reimbursement	\$25,000
Professional Corps	Up to \$1,000
Professional Corps Fixed Amount Grants	Up to \$1,000
Full Cost Fixed Amount Grants	\$25,000

- The federal AmeriCorps grant is based on the number of MSY's (or FTE's) multiplied by \$25,000

📌 *EXAMPLE: An applicant requesting 10 full-time members may apply for a maximum of \$250,000 and a program of 18 full-time members may apply for a maximum of \$450,000.*

# Terms of Service and Living Allowance

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	0.700	\$ 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

# Important to your Budget

## Match Requirements Minimum Overall Share

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Single overall minimum match of 24% for the first three-year cycle, match gradually increases every three years to 50% by year ten. Match may be cash or in-kind or a combination of both.

Yrs. 1, 2 & 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr.10
24%	26%	30%	34%	38%	42%	46%	50%

# Important to your Budget

## Budgeting Administration

Applicants may allocate administrative funds for their programs.

A portion or 1% - 2% of the administrative cap of 5% must be allocated for the NJ Commission according to the following:

- 1.** Programs requesting 12 or less MSY's do not have to allocate any portion of the administrative allowance to the Commission.
- 2.** Programs requesting 13-17 MSY's should allocate 1% of their administrative allowance to the Commission using this formula:  
Section I + Section II x 0.0526 x 0.20 = Commission Share
- 3.** Programs requesting 18 or more MSY's should allocate 2% of their administrative allowance to the Commission using this formula: Section I + Section II x 0.0526 x 0.40 = Commission Share

# SUBMITTING YOUR APPLICATION IN EGRANTS

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- Please follow directions in the Application Instructions on page 4. Here is the link to the Application Instructions:
- **<https://americorps.gov/sites/default/files/document/ASN%20Application%20Instructions.pdf>**

# Program Manager Trainings and Meetings

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- **Starting Strong** – 3 days during end of July 2024
- **ASC Regional Training** – 3 days
- Other Training (e.g., Career Day, Site Supervisor Training) developed for members and project directors during the contract period.
- 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 Corporation or Commission training sessions.

# Statewide Corps Member Trainings and Events

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

- **AmeriCorps Launch** – October 2024
- **End-of-the-Year Training** – May or June 2025
- Other statewide training i.e., Career Day

# Additional Application Resources

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- Please consult the AmeriCorps.gov website for tutorials, evidence checklist, logic model Instructions, frequently asked questions, AmeriCorps Terms and Conditions and other resources.
- <https://americorps.gov/funding-opportunity/fy-2024-americorps-state-national-grants>
- The full Regulations are available online at [www.ecfr.gov](http://www.ecfr.gov)

# CONTACT INFORMATION

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NJ Commission on National and Community Services  
NJ Department of State  
33 West State Street, 4th Floor  
PO Box 456  
Trenton, NJ 08625-0456

[AmeriCorps.NJ@sos.nj.gov](mailto:AmeriCorps.NJ@sos.nj.gov)

