

2021-2022  
Volunteer NH  
Notice of Funding Opportunity  
AmeriCorps State Competitive Program Grants



IMPORTANT DUE DATES

Monday, October 5	-Intent to Apply due by 5 pm <ul style="list-style-type: none"><li>• Link: <a href="https://forms.gle/o4DftsDuSKMQcSLm8">https://forms.gle/o4DftsDuSKMQcSLm8</a></li></ul> -AmeriCorps Readiness Self-Assessment (if required) due to VNH <ul style="list-style-type: none"><li>• Link: <a href="https://forms.gle/h7s9urTAnsyJdQnVA">https://forms.gle/h7s9urTAnsyJdQnVA</a></li></ul>
Friday, October 23	Continuation applications due in eGrants by 5 pm
Friday, November 6	-New and Recompete applications due in eGrants to Volunteer NH by 5 pm -Applicant Operational and Financial Management Survey (if required) due to VNH: <ul style="list-style-type: none"><li>• <a href="https://www.nationalservice.gov/sites/default/files/resource/OFMS-Control-Number-3045_0102_FY20.docx">https://www.nationalservice.gov/sites/default/files/resource/OFMS-Control-Number-3045_0102_FY20.docx</a><ul style="list-style-type: none"><li>○ Email to <a href="mailto:andrea@volunteernh.org">andrea@volunteernh.org</a><ul style="list-style-type: none"><li>▪ <b>Note:</b> MUST be saved as a Word document.</li></ul></li></ul></li></ul>
Wednesday, December 2	Notification of <b>approval or rejection</b> of application delivered. (Request for clarifications may also accompany notification.)
Thursday, December 17	Clarification responses due in eGrants by 5 pm
February-April 2021	Clarification requests (if necessary) from CNCS ( <i>Tentative</i> )
Mid-May 2021	Volunteer NH notified of grant awards

**\*\*All questions (including questions regarding eligibility to apply) should be sent to [Andrea@volunteernh.org](mailto:Andrea@volunteernh.org)\*\***

## CNCS Changes from the Program Year 2020 NOFO

**p. 4:** Added CNCS wide NOFO priorities for FY 2021.

**p. 6:** Recompete applications are required to submit their Intent to Apply to Volunteer NH.

**p. 7** Increased Maximum Cost per MSY tied to the increase in the minimum ASN living allowance. The ASN living allowance increased by \$821 and the cost per MSY of last year \$15,479 has increased by the same amount to be set at \$16,300.

**p. 7** CNCS exercised the agency's flexibility around cost per MSY for EAP programs per 42 U.S.C. 12581a, The Corporation may provide the operational support under this section for a program in an amount that is not more than \$800 per individual enrolled in an approved national service position, or not more than \$1,000 per such individual if at least 50 percent of the persons enrolled in the program are disadvantaged youth.

**p. 8** Syncing the minimum ASN Living Allowance to at least the average VISTA living allowance. VISTA's average living allowance was calculated at \$15,064. That sets the floor for ASN's minimum living allowance. To create ease of recruitment for AmeriCorps programs, ASN's minimum living allowance will be rounded up to \$15,100. That is an \$821 increase over last year's minimum living allowance of \$14,279.

**p. 10** Added NOFO priority that is funded by the US Treasury (CDFI) for an initiative of up to 61 FT members each year for two years.

\*CNCS Added Abbreviated Time slots (100 hours) as an option for the ASN portfolio. Previously only available for another grant program. Please see the CNCS NOFO (links provided on page 9) for more information.\*

## AmeriCorps in NH

AmeriCorps provides support to nonprofits, faith-based and community organizations, and public agencies committed to meeting critical needs in education, disaster services, economic opportunity, healthy futures, veterans and military families and environmental stewardship. AmeriCorps is a federal program overseen by the Corporation for National and Community Service (CNCS). The mission of CNCS is to improve lives, strengthen communities, and foster civic engagement through service and volunteering.

AmeriCorps grants are awarded to eligible organizations (see *Eligible Applicants* section) 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 may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn 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.

Volunteer NH is a nonprofit organization with a mission to promote the tradition of service in New Hampshire. Building on that strong volunteer spirit, we support and sponsor national service initiatives and provide training, recognition, and a central site for volunteers and volunteer programs to help them strengthen their communities. Volunteer NH administers AmeriCorps State Programs for New Hampshire and is the designated State Commission for CNCS.

Organizations that propose to operate in only one state must apply through the Governor-appointed State Commission (Volunteer NH). Volunteer NH administers its own selection process and submits the applications it selects to compete for funding directly to CNCS. Single-State applicants must contact Volunteer NH to learn about processes and deadlines which may be significantly earlier than the CNCS deadlines and may have additional requirements.

*A Single-State application from a State or Territory with a Commission that is submitted directly to CNCS by the applicant rather than the Commission will be considered **noncompliant** and will **not** be reviewed*

Applicants to the State Competitive Notice of Funding Opportunity (NOFO) must comply with **CNCS 2021 NOFO, Application Instructions, and Performance Measure Instructions in addition to following the Volunteer NH-specific requirements as listed in the Volunteer NH NOFO**. Volunteer NH supports service categories which will serve as CNCS funding priority areas for the grant process. The areas and goals associated with each are as follows:

### **CNCS 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. In order to carry out Congress' intent and to maximize the impact of investment in national service, CNCS has the following focus areas:

- Disaster Services
- Economic Opportunity
- Education

- Environmental Stewardship
- Healthy Futures
- Veterans and Military Families

### **AmeriCorps Funding Priorities**

CNCS seeks to prioritize the investment of national service resources in the following areas:

- Efforts to help local communities recover from the COVID-19 pandemic. Applicants may propose programming in any CNCS focus area to aid communities as they recover from the COVID-19 pandemic.
- Programs that actively engage in removing structural racial inequities, advancing racial equality, and increasing opportunity in order to achieve sustainable change in communities.
- Economic Opportunity – a program model that increases economic opportunities for communities by preparing people for the workforce.
- Education – *see sixth bullet.*
- Healthy Futures – a program model that reduces and/or prevents prescription drug and opioid abuse.
- Evidence-based interventions on the CNCS Evidence Exchange (<https://www.nationalservice.gov/impact-our-nation/evidence-exchange>) that are assessed as having Moderate or Strong evidence.
- Veterans and Military Families – a program model that positively impacts the quality of life of veterans and improves military family strength.
- Rural intermediaries - organizations that demonstrate measurable impact and primarily serve rural communities with limited resources and organizational infrastructure.
- Faith-based organizations.
- Programs that reduce child poverty.
- Environmental stewardship.
- Economic Mobility Corps – a joint initiative with the Community Development Financial Institutions Fund to place national service members at Certified Community Development Financial Institutions to enhance their capacity to provide financial literacy, financial planning, budgeting, saving, and other financial counseling activities in distressed and underserved areas (*See Attachment A*)

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.

### **National 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. Additional performance measures, including output-only National Performance Measures, may also be included if desired; however, all performance measures must be consistent with the program's Theory of Change and represent significant program activities. VNH

and CNCS do not expect applicants to select performance measures to correspond to each and every potential member activity or community impact. VNH and CNCS value the quality of performance measures over the quantity of performance measures.

VNH and CNCS expect applicants to use National Performance Measures as part of their comprehensive performance management strategy if the National Performance Measures are part of the applicant's theory of change. Applicants should use both performance and evaluation data to learn from their work as well as make tactical and strategic adjustments to achieve their goals. For more information, please refer to the **National Performance Measure Instructions**.

### **Program Authority**

CNCS's legal authority to award these grants is found in the National and Community Service Act of 1990, as amended, (NCSA) (42 U.S.C. 12501 et seq.)

## **Federal Award Information**

### **Estimated Available Funds & Award Amounts**

CNCS expects a highly competitive grant competition. CNCS reserves the right to prioritize providing funding to existing awards over making new awards. The actual level of funding will be subject to the availability of annual appropriations. Award amounts will vary, as determined by the scope of the projects.

### **Project Period**

CNCS anticipates making three-year grants. CNCS generally makes an initial award for the first year of operation, based on a one-year project period. 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 CNCS awards the grant. VNH generally requests that applicants not have a program that begins **before July 1**. Applicants may request a different start date. AmeriCorps members may not enroll prior to the start date of the award. AmeriCorps members 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 hours a member performs prior to the beginning of the member enrollment period

### **Eligibility Information**

The following Non-Federal entities (as defined in 2 C.F.R. §200.69) who have DUNS numbers and are registered in System for Award Management (SAM) are eligible to apply:

- Indian Tribes (2 C.F.R. §200.54)
- Institutions of higher education (2 C. F.R. §200.54)
- Local governments (2 C.F.R. §200.64)
- Nonprofit organizations (2 C.F.R. §200.70)

- States (2 C.F.R. §200.90)

### **Intent to Apply**

New and recomplete applicants are **REQUIRED** to submit an Intent to Apply to Volunteer NH for AmeriCorps funding; continuations for existing programs are not required to.

The Intent to Apply link can be found here: <https://forms.gle/o4DftsDuSKMQcSLm8>

*Failure to submit a Notice of Intent to Apply for New applications may render an applicant ineligible to apply.*

### **New Applicants**

To be considered for New Competitive funding, at least one of the following statements about the Legal Applicant Organization must be true:

- The Legal Applicant Organization has successfully administered an AmeriCorps State grant or Planning Grant through Volunteer NH for **at least one year**
- the Legal Applicant Organization must have **successfully** administered an AmeriCorps State or National grant **from another state** and be willing to grant Volunteer NH access to any requested compliance and reporting documentation.

Additionally, the Legal Applicant Organization must meet all eligibility criteria as outlined in the **Eligibility Information** section of this Notice. An applicant that is being considered for Competitive funding may also be considered for Formula funding if they are unsuccessful in the National competition for Competitive funding.

New applicants are eligible to apply for Cost Reimbursement and Education Award Program (EAP) grants but are not eligible to apply for Full Time Fixed Amount grants. Existing subgrantees/operating sites of Fixed Amount and Cost Reimbursement grantees who can demonstrate a successful history and current capacity to manage a Fixed Amount grant are considered to have AmeriCorps experience and therefore can apply for Fixed Amount grants. See **Mandatory Supplemental Guidance** on the CNCS website for more information.

New applicants that meet the criteria in this section are required to complete the **AmeriCorps Readiness Self-Assessment** with their Intent to Apply. In addition, both New and recomplete applicants are required to submit the **Financial Management Survey** documents with their intent to apply. Applicants that have already submitted both documents within the past year that certify no change has taken place are not required to resubmit these documents. Volunteer NH considers both the AmeriCorps Readiness Self-Assessment and Financial Management Survey when determining applicant eligibility. Having had an AmeriCorps Planning Grant with Volunteer NH does not automatically deem an applicant eligible for AmeriCorps State Program funding.

### **Recomplete Applicants**

Organizations that are currently in their final year of a competitive funding cycle and wish to apply for a new grant cycle are known as “new recomplete applicants.” Recomplete applicants must submit a “Continuation/Renewal” application in eGrants. Please consult the 2021 Application Instructions for more information and requirements.

### Continuation Applicants

Organizations that are currently in their first or second year of their three-year grant cycle, must submit an application in order to be eligible to receive funding for the following year. Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the criteria under this Notice. Please note that **for FY 2021, applicants must revise their budgets to include the increased living allowance.** Continuation applicants may apply for expansions – dollars, MSY, and/or members. Consult the 2021 Application Instructions for more information and requirements.

### All applications MUST abide by the following:

- **Programmatic Requirements:**
  - **Program Size**
    - All applicants must request a **minimum of 10 members**. AmeriCorps programs should be large enough to make a significant difference in communities. New applicants may **not** request more than twenty members.
- **Budgetary Requirements:**
  - **Statewide Member Training Conference**
    - Programs must include \$60 per member for attendance to the Annual Governor’s Conference on Volunteerism under “member training” in the Budget Section.
  - **Program Staff Training Conference**
    - Programs are expected to budget \$150 per appropriate staff member to attend the Northeast National Service Conference under “staff training” in the Budget Section.
  - **Indirect Costs**
    - Volunteer NH will elect to retain a share of the 5% of federal funds allocated to indirect costs available to programs. Volunteer NH will retain 2% from all subrecipients, computed from each month’s periodic expense report (PER). Please consult the 2021 Application Instructions for more information and instructions.
  - **Maximum Cost Per Member Service Year (MSYs)**
    - For individual Competitive State/Territory cost reimbursement programs as well as full-cost fixed amount grants, the maximum cost per MSY is **\$16,300**. For Education Award Only Programs the maximum cost per MSY is **\$800** (or **\$1,000** - Per 42 U.S.C. § 12581a, the Corporation may provide the operational support under this section for a program in an amount that is not more than \$800 per individual enrolled in an approved national service position, or not more than \$1,000 per such individual if at least 50 percent of the persons enrolled in the program are disadvantaged youth.). Please review the 2021 CNCS NOFO for more information.

- **Minimum Living Allowance**
  - For full-time (1700 hour) members, the minimum living allowance is **\$15,100** and the maximum amount is \$30,200. Please review the 2021 CNCS NOFO for more information regarding living allowances.
- **Criminal History Check Requirements**
  - Programs must budget at least \$81 + the cost of the state of residence check per covered individual (staff and members) on the CNCS share of the budget. Note in the calculation description if the budget is reduced for staff/members previously checked in a prior budget period.
- **Submission of Additional Documents.** The following documents should be submitted (as required by your applicant type):

Document	Required for:	Send To:	When Required:	Notes:
Intent to Apply	New and recompile applicants	N/A – this is a Google form	October 5	Link: <a href="https://forms.gle/o4DftsDuSKMQcSLm8">https://forms.gle/o4DftsDuSKMQcSLm8</a>
AmeriCorps Readiness Self-Assessment	New applicants (with exceptions – please see the <i>New Applicants</i> section)	N/A – This document is a Google Form	With submission of <b>Intent to Apply</b>	Link to access the Assessment: <a href="https://forms.gle/h7s9urTAnsyJdQnV">https://forms.gle/h7s9urTAnsyJdQnV</a> <a href="#">Δ</a>
Applicant Operational and Financial Management Survey	New and recompile applicants (with exceptions – please see the <i>New Applicants</i> section)	<a href="mailto:andrea@volunteernh.org">andrea@volunteernh.org</a>	With submission of <b>application</b>	Link to access Financial Management Survey: <a href="https://www.nationalservice.gov/sites/default/files/resource/OFMS-Control-Number-3045_0102_FY20.docx">https://www.nationalservice.gov/sites/default/files/resource/OFMS-Control-Number-3045_0102_FY20.docx</a>
Evaluation Briefs, Reports, studies	All Applicants	<a href="mailto:Andrea@volunteernh.org">Andrea@volunteernh.org</a>	With submission of <b>application</b>	Refer to Evidence Base section/Mandatory Supplemental Guidance for more information.
Evaluation Report	Recompile applications (if required)	<a href="mailto:Andrea@volunteernh.org">Andrea@volunteernh.org</a>	With submission of <b>application</b>	Please see the Evidence Tiers definitions in the Mandatory Supplemental Guidance and Section E. Evaluation Plan for further information.
Labor Union Concurrence	New & Recompile applicants (if applicable)	<a href="mailto:andrea@volunteernh.org">andrea@volunteernh.org</a>	With submission of <b>application</b>	
Federal Debt Delinquency	New & recompile applicants (if applicable)	<a href="mailto:andrea@volunteernh.org">andrea@volunteernh.org</a>	With submission of <b>application</b>	
Letters of Support for Consortium Members	Rural Intermediary applicants (new and recompile)	<a href="mailto:andrea@volunteernh.org">andrea@volunteernh.org</a>	With submission of <b>application</b>	



After review, Volunteer will send all additional documents to CNCS. Do not submit other items not requested in this Notice or Application Instructions. CNCS and VNH will not review or return them.

Applicants can email [Andrea@volunteernh.org](mailto:Andrea@volunteernh.org) with any questions about which documents should be submitted.

## **Type of Applicants**

### Single-State Applicants

Organizations that propose to operate in only one state must apply through the Governor-appointed State or Territory Commissions (Volunteer NH).

### National Direct Applicants

*Multi-state:* Organizations that propose to operate AmeriCorps programs in more than one state or territory apply directly to CNCS. CNCS expects State Commissions and National Direct applicants to consult and coordinate activities at the local level, as specified in Section 131 of the NCSA (42 U.S.C. § 12583). This consultation is designed to ensure the most effective use of national service resources and lead to enhanced coordination. Please email [andrea@volunteernh.org](mailto:andrea@volunteernh.org) for a National Direct Consultation form.

## **REQUIRED RESOURCES**

All applicants are required to read the following documents that accompany this NOFO:

- 2021 CNCS NOFO:  
[https://www.nationalservice.gov/sites/default/files/documents/ASN\\_FY2021\\_NOFO\\_FINAL\\_508.pdf](https://www.nationalservice.gov/sites/default/files/documents/ASN_FY2021_NOFO_FINAL_508.pdf)
- 2021 Application Instructions (including Budget Instructions):  
[https://www.nationalservice.gov/sites/default/files/documents/4%20ASN\\_ApplicationInstructions\\_FINAL.pdf](https://www.nationalservice.gov/sites/default/files/documents/4%20ASN_ApplicationInstructions_FINAL.pdf)
- 2021 Mandatory Supplemental Information:  
[https://www.nationalservice.gov/sites/default/files/documents/2\\_ASN\\_FY2021\\_MandatorySupplementalInstructions\\_FINAL\\_508\\_0.pdf](https://www.nationalservice.gov/sites/default/files/documents/2_ASN_FY2021_MandatorySupplementalInstructions_FINAL_508_0.pdf)
- 2021 Performance Measure Instructions:  
[https://www.nationalservice.gov/sites/default/files/documents/3%20ASN\\_FY2021\\_PerformanceMeasuresInstructions\\_FINAL\\_508.pdf](https://www.nationalservice.gov/sites/default/files/documents/3%20ASN_FY2021_PerformanceMeasuresInstructions_FINAL_508.pdf)

All of the above documents can be found on the “AmeriCorps State and National Grants FY 2021” page on the CNCS website (<https://www.nationalservice.gov/build-your-capacity/grants/funding-opportunities/2021/ameri-corps-state-and-national-grants-fy-2021>)

## **Attachment A: Economic Mobility Corps**

### About the CDFI Fund and CDFIs

The mission of the U.S. Treasury Department's Community Development Financial Institution Fund (CDFI Fund) is to expand economic opportunity for underserved people and communities by supporting the growth and capacity of a national network of community development lenders, investors, and financial service providers known as Community Development Financial Institutions (CDFIs).

CDFIs are community-based financial institutions that have a common goal of filling financing gaps in underserved, low-income areas. As community-based institutions, they possess a keen sensitivity to needs of local residents and businesses, and their creation reflects a bottom-up, rather than a top-down, approach to community investment and revitalization.

Currently, there are more than 1,100 CDFIs that are certified by the CDFI Fund serving urban and rural communities throughout the United States. CDFIs are found in all fifty states, the District of Columbia, Guam, and Puerto Rico. They bridge diverse public and private sector interests to serve people and places that traditional financial institutions usually do not. CDFIs provide:

- loans for businesses and projects that otherwise would not receive for financing;
- safe, affordable banking services that otherwise would not be available in the community;
- loan rates and terms that are more flexible than those offered by traditional lenders; and
- development services—such as business planning, credit counseling, and homebuyer education—to help their borrowers use credit effectively and build financial strength.

As a result, CDFIs support the creation of small businesses and local jobs, and the development of affordable housing, community facilities, and schools—all in places where economic opportunity is needed most.

### **About the Economic Mobility Corps**

A joint initiative of the CDFI Fund and CNCS, the Economic Mobility Corps (EMC) places full-time AmeriCorps members at Certified CDFIs to enhance their capacity to provide financial literacy, financial planning, budgeting, saving, and other financial counseling activities in distressed and underserved areas. Economic Mobility Corps members will be placed in Certified CDFIs and will receive training on the principles of financial counseling and financial literacy. A Certified CDFI is an entity that the CDFI Fund has officially notified that it meets all CDFI certification requirements. Only Certified CDFI's are eligible to receive EMC members.

This initiative will fund up to 61 full-time members a year for two years.

### **Who is Eligible for Award**

Organizations that meet the AmeriCorps State and National eligibility criteria.

Additionally, applicants that are Certified CDFIs and organizations with CDFI Fund awards:

- Will be considered ineligible for award if the applicant has a previously executed award agreement(s), as of the date of the Application, (i) the CDFI Fund has made a determination that such entity is noncompliant or found in default with a previously executed agreement, and (ii) the CDFI Fund has provided written notification that such entity is ineligible to apply for or receive any future CDFI Fund awards or allocations. Such entities will be ineligible to submit an application for such time period as specified by the CDFI Fund in writing. Applicants that have pending noncompliance issues of any of its previously executed award agreement(s) are eligible to receive an award if the CDFI Fund has not yet made a final compliance determination.
- Will be considered ineligible for award if the applicant has defaulted on a loan from the CDFI Fund within five years of the application deadline.

Preference will be given to applicants that intend to enroll veterans as AmeriCorps members and/or serve rural areas.

### **AmeriCorps Member Position Description**

Economic Mobility Corps members will strengthen the capacity of Certified CDFIs to provide financial literacy, financial counseling, and financial planning services offered by the Certified CDFIs, to distressed and underserved individuals. Duties include:

- conducting community outreach and recruitment of new clients to the Certified CDFI's counseling and planning services and programs;
- assisting or conducting one-on-one or group orientation sessions for new program clients to explain the Certified CDFI's services, as well as the responsibilities of the client;
- providing financial planning workshops and individual financial counseling to meet the needs of Certified CDFI clients, including conducting group education meetings, and delivering workshops, webinars and meetings;
- assisting in the development and execution of marketing strategies to promote program client participation in Certified CDFI-sponsored financial counseling and education programs;
- providing program clients with information on the different financial products and services (e.g., loan products, checking/savings accounts, etc.) offered by the Certified CDFI;
- conducting scheduled follow-ups with program clients to ask how they are doing, find out if they need additional help, and to help them stay engaged to achieve their plans by established deadlines;
- performing administrative duties that support the Certified CDFI's activities, including but not limited to, coordinating client meetings, preparing presentations, conducting research,

reviewing training and outreach materials, reviewing applications for programs and services, and developing material that supports the Certified CDFI's financial counseling and outreach activity; and

- reporting to the Certified CDFI on a regular basis on activities undertaken by the service member.

### **Desired Skills**

Economic Mobility Corps members should possess:

- a desire and ability to work with a diverse group of people, particularly those living in low-income and economically distressed neighborhoods;
- willingness to learn and serve others;
- ability to successfully work independently and in a team environment;
- strong organizational, writing, and oral communication skills, and possess high attention to detail;
- familiarity with community development, financial services, banking and lending terminology, including an understanding of financial planning basics, credit and credit scoring;
- have an interest in finance and/or financial education;
- computer skills, including high-degree of familiarity with Microsoft Excel, or other spreadsheet software; and
- Bachelor's degree preferred, with coursework in finance, accounting, business, or community development.