

FY 2024 Formula Guidance for State Commissions

Today's Agenda

- Review of FY 2024
Formula Guidance
Changes
- Quick mention of
unchanged guidance
- Q & A



Introduction to FY 2024 Changes in Formula Guidance



AmeriCorps introduces the following significant changes for fiscal year 2024:

Transferability

Funds may not be transferred from one prime to another after the federal period of availability

ARP Funds Transfer

Must be transferred to another formula prime no later than September 30, 2024

Rescinded Memo

Memo regarding Year 4 ARP formula primes, dated October 12, 2023, is rescinded

Unexpended Funds

Unexpended funds requested for carry forward, must be reported on 2024 Formula Prime Worksheet

Submission Deadline

Extensions or amendment requests for additional FY 2024 funding will not be granted after July 25, 2024

Cost Per MSY

Individual subapplications (including currently funded applications) **may not** have a cost per MSY greater than \$27,000

Funds Transferability



Funds cannot be transferred to another prime after the period of Federal funds availability.

Transfers of funds from one prime to another appear as new obligations in the AmeriCorps financial system.

Obligations after period of availability violates 31 U.S.C. § 1502(a).

Decision to prohibit such transfers is mitigation of risk to prevent financial statement audit findings and to ensure effective stewardship of funds per the AmeriCorps strategic plan.

ARP Funding and Transfer Guidelines



- The Memo regarding Year 4 ARP formula primes, dated October 12, 2023, is rescinded. AmeriCorps will not award any no-cost extensions for the ARP Formula Primes.
- **Deadline for Transfer:** All ARP funds must be transferred from the ARP Formula prime no later than September 30, 2024.

ARP funds transfer Option 1: Transfer to Prior Year Sub-applicants



Move funds to identified prior year sub-applicants using prior year formula instructions.

Deadline:

Must be completed by September 30, 2024.

Process:

Follow prior year (2023) Formula guidance for transferring funds. Use last year's worksheet.

Do not include option 1 transfers on the FY 2024 Formula Prime Worksheet in any field.

Funds can be moved from the ARP Formula prime grant to 2023 formula subs until the end of the ARP Formula prime grant's performance period or September 30, 2024, whichever is earlier.

AmeriCorps will not award any no-cost extensions for the ARP Formula Prime.

ARP Funds Transfer Option 2: Transfer to Identified FY 2024 Sub-applicants



Move funds to the sub-applicants that have been identified in the 2024 formula application(s), as reflected on worksheets

Deadline:

Must be completed by September 30, 2024.

Process:

Identify subapplications on the **2024 Formula Tab** of the **FY 2024 Formula Prime Worksheet**.

Submit worksheet to PM at same time as applications are submitted in eGrants.

ARP funding for designated subapplication(s) should be included in FY 2024 formula sub-application(s) in eGrants.

Applicability:

Can transfer funds to subapplications on any of the Formula Primes except a placeholder subapplication.

FY 2024 Formula Prime Worksheet										
Instructions: To record the amount of carry forward and/or ARP transfer amounts, enter a value in each green cell, as applicable. If you have carry forward in your budget(s) you must include an amount in the unexpended line for each continuation Formula Prime. You do not need to complete the ARP columns below if you are not requesting a transfer of ARP funds. For all subgrantees that will receive Formula funds (either Annual Formula and/or ARP Formula), please enter information in the workbook, as directed. Please note there are three sections to this form for each of the possible primes: cost reimbursement, fixed, and planning.										
State Commission Name:										
ARP Formula Prime Grant Number:										
Total Deobligation amount from ARP Formula Prime:										
<small>(This amount will match the total amount to be transferred to a prime grant(s) and/or subgrants. Do not include any funds you intend to use for the FY 2023 Program Year by 9/30/2024.)</small>										
Cost Reimbursement Grant					Prime Cost Reimbursement Grant Number:					
(Continuations Only) Unexpended Cost Reimbursement Funds to be Carried Forward on the 2024-25 Cost Reimbursement Grant:										
Amount of ARP Funds to transfer from ARP Prime to Cost Reimbursement Prime:										
Application ID	Subgrantee Grant Number (if new sub, leave blank)	Subgrantee Name (should match name in eGrants)	Annual Formula Appropriated Dollars (Plus any carry forward, if applicable on continuation grant)	Total Amount Requested ARP Bucket 1 Allowance	Total Amount Requested ARP Bucket 2 Match Replacement	Total Amount Requested ARP Bucket 3 New Boots on the Ground	Total that will be in the eGrants ONCS Share of the Budget (Annual Formula Appropriation + Bucket 1 + Bucket 3)	Total ARP Dollars	Total Grant (Annual Formula + ARP Formula)	Total MSYs ARP Bucket 3 New Boots on the Ground
1							\$0	\$0	\$0	\$0
2							\$0	\$0	\$0	\$0
3							\$0	\$0	\$0	\$0
4							\$0	\$0	\$0	\$0
5							\$0	\$0	\$0	\$0
6							\$0	\$0	\$0	\$0
7							\$0	\$0	\$0	\$0
8							\$0	\$0	\$0	\$0
9							\$0	\$0	\$0	\$0
10							\$0	\$0	\$0	\$0

ARP Funds Transfer Option 3: Transfer to Other 2024 Formula Primes (not yet designated to subapplicants)



Make a one-time move of funds to one or more of the Commission's other 2024 formula primes.

Deadline:

Part 1: Transfer from ARP Prime to other Formula Primes -- Must be completed by September 30, 2024.

Part 2: Transfer from Other Formula Primes to Subapplications – Must be completed by the end of the 2024 program year.

Process:

Part 1

Identify amount to transfer to each prime on the **2024 Formula Tab** of the **FY 2024 Formula Prime Worksheet**. This is a **one-time** transfer from the ARP Formula Prime.

Put amount(s) onto prime's application(s) in eGrants.

FY 2024 Formula Prime Worksheet										
Instructions: To record the amount of carry forward and/or ARP transfer amounts, enter a value in each green cell, as applicable. If you have carry forward in your budget(s) you must include an amount in the unexpended line for each continuation Formula Prime. You do not need to complete the ARP columns below if you are not requesting a transfer of ARP funds. For all subgrantees that will receive Formula funds (either Annual Formula and/or ARP Formula), please enter information in the workbook, as directed. Please note there are three sections to this form for each of the possible primes: cost reimbursement, fixed, and planning.										
State Commission Name:										
ARP Formula Prime Grant Number:										
Total Deobligation amount from ARP Formula Prime:										
<small>(This amount will match the total amount to be transferred to a prime grant(s) and/or subgrants. Do not include any funds you intend to use for the FY 2023 Program Year by 9/30/2024.)</small>										
Cost Reimbursement Grant		Prime Cost Reimbursement Grant Number:								
(Continuations Only) Unexpended Cost Reimbursement Funds to be Carried Forward on the 2024-25 Cost Reimbursement Grant:										
Amount of ARP Funds to transfer from ARP Prime to Cost Reimbursement Prime:										
Application ID	Subgrantee Grant Number (if new sub, leave blank)	Subgrantee Name (should match name in eGrants)	Annual Formula Appropriated Dollars (Plus any carry forward, if applicable on a continuation grant)	Total Amount Requested ARP Bucket 1 Living Allowance	Total Amount Requested ARP Bucket 2 Match Replacement	Total Amount Requested ARP Bucket 3 New Boots on the Ground	Total that will be in the eGrants CNCS Share of the Budget (Annual Formula Appropriation + Bucket 1 + Bucket 3)	Total ARP Dollars	Total Grant (Annual Formula + ARP Formula)	Total MSYs ARP Bucket 3 New Boots on the Ground
1							\$0	\$0	\$0	
2							\$0	\$0	\$0	
3							\$0	\$0	\$0	
4							\$0	\$0	\$0	
5							\$0	\$0	\$0	
6							\$0	\$0	\$0	
7							\$0	\$0	\$0	
8							\$0	\$0	\$0	
9							\$0	\$0	\$0	
10							\$0	\$0	\$0	

ARP Funds Transfer Option 3: Transfer to Other 2024 Formula Primes (not yet designated to subapplicants)



Make a one-time move of funds to one or more of the Commission's other 2024 formula primes.

Process:

Part 2--

Move funds from the non-ARP formula prime to new or existing subapplicants on that same prime via amendments during the 2024 program year using **Amendments tab** of the **FY 2024 Formula Prime Worksheet**.

Cost Reimbursement Grant		Prime Cost Reimbursement Grant Number:						
Application ID	Subgrantee Grant Number (if cost type leave blank)	Subgrantee Name (should match name in eGrants)	Total Amount Requested ARP Bucket 1 Living Allowance	Total Amount Requested ARP Bucket 2 Match Replacement	Total Amount Requested ARP Bucket 3 New Boots on the Ground	Total ARP Dollars	Total MSYs ARP Bucket 3 New Boots on the Ground	
1						\$0		
2						\$0		
3						\$0		
4						\$0		
5						\$0		
6						\$0		
7						\$0		
8						\$0		
9						\$0		
10						\$0		

Restrictions:

Do not put funds onto a placeholder subapplication.

Do not expend funds until after they have been sub-awarded.

ARP funds cannot be moved from the prime to subapplicant(s) after the 2024 program year, even if the prime's period of performance ends after the 2024 program year.

ARP Funds Transfer Options 2 and 3: Transfer to 2024 Formula Primes (designated and undesignated to subapplicants)



Process:

On the Formula Tab of the 2024 Formula Prime Worksheet:

1. Include total amount to be deobligated from the ARP prime for 2024 programming.
2. Include the total amount to transfer to each of the commission's other primes.

FY 2024 Formula Prime Worksheet										
Instructions: To record the amount of carry forward and/or ARP transfer amounts, enter a value in each green cell, as applicable. If you have carry forward in your budget(s) you must include an amount in the unexpended line for each continuation Formula Prime. You do not need to complete the ARP columns below if you are not requesting a transfer of ARP funds. For all subgrantees that will receive Formula funds (either Annual Formula and/or ARP Formula), please enter information in the workbook, as directed. Please note there are three sections to this form for each of the possible primes: cost reimbursement, fixed, and planning.										
State Commission Name:										
ARP Formula Prime Grant Number:										
Total Deobligation amount from ARP Formula Prime:										
<small>(This amount will match the total amount to be transferred to a prime grant(s) and/or subgrants. Do not include any funds you intend to use for the FY 2023 Program Year (10/01/2023-9/30/2024).)</small>										
Cost Reimbursement Grant:		Prime Cost Reimbursement Grant Number:								
(Continuations Only) Unexpended Cost Reimbursement Funds to be Carried Forward on the 2024-25 Cost Reimbursement Grant:										
Amount of ARP Funds to transfer from ARP Prime to Cost Reimbursement Prime:										
Application ID	Subgrantee Grant Number (if new sub, leave blank)	Subgrantee Name (should match name in eGrants)	Annual Formula Appropriated Dollars (Plus any carry forward, if applicable on a continuation grant)	Total Amount Requested ARP Bucket 1 Living Allowance	Total Amount Requested ARP Bucket 2 Match Replacement	Total Amount Requested ARP Bucket 3 New Boots on the Ground	Total that will be in the eGrants ONCS Share of the Budget (Annual Formula Appropriation + Bucket 1 + Bucket 3)	Total ARP Dollars	Total Grant (Annual Formula + ARP Formula)	Total MSY's ARP Bucket 3 New Boots on the Ground
1							\$0	\$0	\$0	
2							\$0	\$0	\$0	
3							\$0	\$0	\$0	
4							\$0	\$0	\$0	
5							\$0	\$0	\$0	
6							\$0	\$0	\$0	
7							\$0	\$0	\$0	
8							\$0	\$0	\$0	
9							\$0	\$0	\$0	
10							\$0	\$0	\$0	

Unexpended Funds Changes



Unexpended funds cannot be transferred between formula primes.

OGA will not send a separate unexpended funds worksheet for Formula.

Commissions will include the carry forward information for each **continuing** formula grant on the FY 2024 Formula Prime Worksheet.

FY 2024 Formula Prime Worksheet

Instructions: To record the amount of carry forward and/or ARP transfer amounts, enter a value in each green cell, as applicable. If you have carry forward in your budget(s) you must include an amount in the unexpended line for each continuation Formula Prime. You do not need to complete the ARP columns below if you are not requesting a transfer of ARP funds. For all subgrantees that will receive Formula funds (either Annual Formula and/or ARP Formula), please enter information in the workbook, as directed. Please note there are **three sections** to this form for each of the possible primes: cost reimbursement, fixed, and planning.

State Commission Name: _____

ARP Formula Prime Grant Number: _____

Total Deobligation amount from ARP Formula Prime: _____
(This amount will match the total amount to be transferred to a prime grant(s) and/or subgrants. Do not include any funds you intend to use for the FY 2023 Program Year by 9/30/2024.)

Cost Reimbursement Grant **Prime Cost Reimbursement Grant Number:** _____

(Continuations Only) Unexpended Cost Reimbursement Funds to be Carried Forward on the 2024-25 Cost Reimbursement Grant: _____

Amount of ARP Funds to transfer from ARP Prime to Cost Reimbursement Prime: _____

	Application ID	Subgrantee Grant Number (if new sub, leave blank)	Subgrantee Name (should match name in eGrants)	Annual Formula Appropriated Dollars (Plus any carry forward, if applicable on a continuation grant)	Total Amount Requested ARP Bucket 1 Living Allowance	Total Amount Requested ARP Bucket 2 Match Replacement	Total Amount Requested ARP Bucket 3 New Boots on the Ground	Total that will be in the eGrants CNCS Share of the Budget (Annual Formula Appropriation + Bucket 1 + Bucket 3)	Total ARP Dollars	Total Grant (Annual Formula + ARP)	Total MSYs ARP Bucket 3 New Boots on the Ground
1								\$0	\$0	\$0	
2								\$0	\$0	\$0	
3								\$0	\$0	\$0	
4								\$0	\$0	\$0	
5								\$0	\$0	\$0	
6								\$0	\$0	\$0	
7								\$0	\$0	\$0	
8								\$0	\$0	\$0	
9								\$0	\$0	\$0	
10								\$0	\$0	\$0	

Cost per MSY Maximum



- Individual subapplications (including continuations) **may not** have a cost per MSY greater than \$27,000
- This is important because it is a decrease from the prior year maximum cost per MSY

New cut-off date for 2024 Formula Applications



Submission Deadline: Complete formula applications are due May 17, 2024.

PMs will consider extensions. Extensions can impact start dates.

AmeriCorps will not grant extensions or amendments for additional FY 2024 funding after July 25, 2024 (This cut-off does not apply to ARP Formula transfers.)

Examples of Guidance that Remains Unchanged from 2023



- State Commissions must ensure compliance with AmeriCorps regulations and state laws when selecting and funding programs
- Pre-award compliance requirements (SAM registration, Federal debt, “do not pay,” overdue closeouts, etc.)
- 25% cap for placeholder subapplication – option to add to one prime
- Match requirements
- Allowable uses for ARP funds
- Eligibility to retain 1% or 2% of Administrative Costs



Planning Grants – minor change



Planning grants should be integrated into the cost reimbursement prime to facilitate fund management and minimize transfer restrictions.



Forthcoming Information



Commission-specific eligibility information for retaining 1% or 2% of administrative costs from subgrants will be shared soon.

Formula state commission allocation amounts for 2024 will be determined and shared post federal budget approval.



Conclusion and Contact Information



These changes aim to ensure compliance and stewardship of Federal funds and streamline funding processes, while maintaining the ability for commissions to use ARP funds during the full 2024 program year.

For further details or clarification, State Commissions are encouraged to contact their AmeriCorps Portfolio Manager.





Questions for us?