

AmeriCorps Seniors

Office Hours: Budget Q&A

FY2024 Foster Grandparent and Senior Companion Replacement and Expansion Opportunities



Agenda

- Important Dates & Contact Information
- Primary Focus Area & Funding Priorities
- Budget Overview
- Q&A
 - Pre-Submitted
 - Open Forum



Poll #1

Question 1:

Did you attend any of our live applicant training and technical assistance webinars? Please select all that apply.

- AmeriCorps Seniors in Action: Mobilizing a Generation
- Identifying Funding Priority Areas in Your Community
- Tour of the Notice of Funding Opportunity – Selection Criteria Review
- National Performance Measures and Work Plans
- I did not attend any other live events

Question 2:

Have you accessed the training and technical assistance resources and webinars on the funding opportunity webpage?





Poll #2:

How confident do you feel in your current level of expertise related to today's primary topic: **Budgets?**

- 5- Very Confident
- 4- Confident
- 3- Neutral/Not sure
- 2- Not confident
- 1- Very not confident



Important Dates

Applications are due no later than **Thursday, February 1, 2024, by 5:00 p.m. Eastern Time.**

Successful applicants will be issued awards by **June 2024.**



Successful applicants will be notified by **April 2024.**

Late Application Process

See section D.4.c in the Notice.

Applications submitted after February 1, 2024, at 5:00 pm ET will not be accepted.

Unless:

- The applicant provides written explanation or justification and any other evidence that substantiates the claimed extenuating circumstance(s)
 - Via email to FGPSCPReplacement@cns.gov
 - No later than 24 hours after the application deadline as stated in the Notice
 - Early requests for an extension will not be approved

Contact Information

For questions related to this funding opportunity, contact FGPSCPRreplacement@americorps.gov.

For details on this opportunity and to see other opportunities available through AmeriCorps, visit the AmeriCorps [Funding Opportunities](#) website.

Funding Priorities and Primary Focus Areas



Current Funding Opportunity Primary Focus Areas

Primary Focus Areas and Funding Priorities

Foster Grandparent Program

- Education
- Provide or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged people



Senior Companion Program

- Healthy Futures
- Provide support and resources to help older adults live independently and provide support and respite to caregivers of older adults



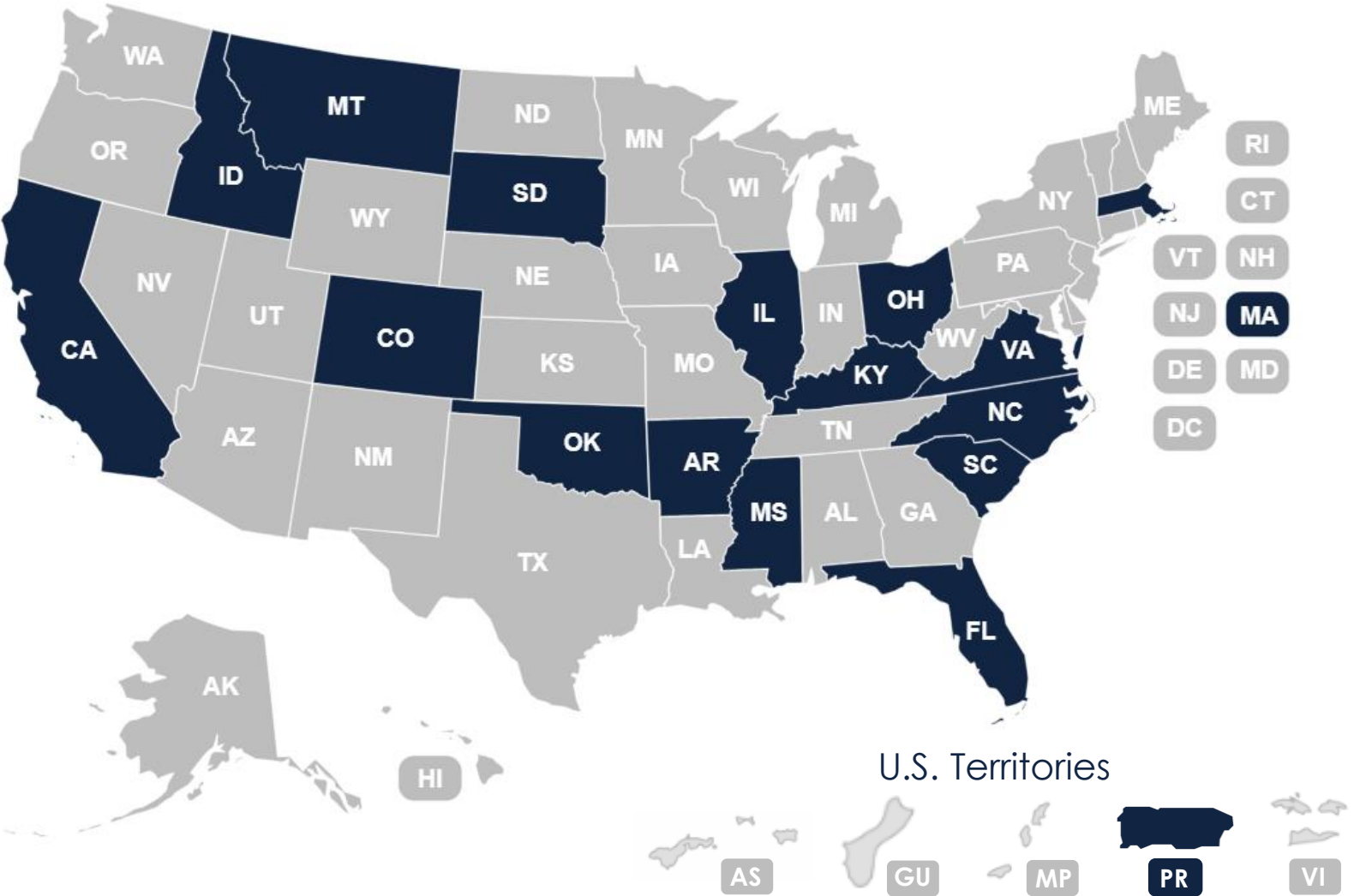
Funding Priorities

Primary Focus Areas and 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, and religious minorities.
- Projects that propose to serve states listed in Appendix A: Priority States and Territories.
- Organizations that serve people with arrest and conviction records and provide meaningful reentry opportunities.
- Programs that support civic bridgebuilding projects (meaning projects that foster respect among diverse communities, strengthen relationships across lines of difference, forge a sense of common civic purpose, and seek to solve a community program and diminish polarization) and provide training in civic bridgebuilding skills and techniques to AmeriCorps Seniors volunteers.

Appendix A: Priority States and Territories

Primary Focus Areas and Funding Priorities



*Applicants are not limited to this list of states and territories to apply for, but AmeriCorps Seniors is prioritizing projects that designate counties in these states and territories due to relinquishments.

*Applicants can apply for one or more counties.

Foster Grandparent Program Funding Priorities

Primary Focus Areas and Funding Priorities



- Programs focused on early learning and those that prepare AmeriCorps Seniors volunteers to enter early learning careers.
- Efforts to help local communities continue to recover from the COVID-19 Pandemic through focused education efforts to address learning loss.

Senior Companion Program Funding Priorities



Primary Focus Areas and Funding Priorities

Projects that propose to raise public awareness about the challenges and needs of family caregivers and the role of older adult volunteers. Innovative service projects that can be executed by older adults will be given priority consideration. These projects can include those that:

- Advance partnerships that promote greater engagement for older adult support for family caregivers.
- Optimize well-being of family caregivers by strengthening services and supports, i.e., services to help caregivers manage their own health/emotions/physical stress, helping to find and secure other trustworthy/affordable services or supports, and those that prevent caregiver isolation.
- Develop volunteer roles that integrate older adults as volunteers who serve as part of a care coordination for clients and ongoing support for family and other caregivers.
- Develop interventions where elders can support caregivers in tribal communities.
- Spur innovations that engage older adults in intergenerational activities that help increase access to information and services for caregivers.

Budget Overview



Budget Functions

An approved budget is part of the grantee's contractual obligation and:

- A financial guide
- Helpful to ensure compliance
- A tool for measuring progress and funds management

Budget Basics

- Realistic
 - Consistent
 - Flexible
- Realistic scope
 - Appropriate detail
 - Competitive proposal
 - Compliance
 - Effective delivery

Budget Narrative Development

- Follow instructions in Notice of Funding Opportunity
- Include allowable, reasonable, necessary, and allocable costs, as defined by 2 CFR 200

<https://ecfr.federalregister.gov>

- Estimate resources needed to achieve program goals
- Organize narrative to fit budget categories
- Provide adequate descriptions
- Check your math

Unallowable Costs

Examples:

- Lobbying
- Entertainment and alcohol
- Expenses not tied to program objectives
- Costs that constitute waste, fraud, and abuse
- Unreasonable from “prudent person” perspective
- Costs with no logical basis

Minimum Match Requirement (Grantee Share)

10% of total project costs

Example			
	AmeriCorps	Grantee	Total Budget
Total project costs	\$90,000	\$10,000	\$100,000

Matching Resources

- Necessary
- Reasonable
- Allowable
- Allocable
- Not paid by other Federal awards
- Compliant
- Documented

<https://americorps.gov/grantees-sponsors/manage-your-grant>

Budget Structure

Separated by major categories and divided into AmeriCorps* and Grantee shares

I. Volunteer Support Expenses

Examples:

- ◆ Project staff personnel expenses and fringe benefits
- ◆ Project staff travel
- ◆ Equipment and supplies
- ◆ Contractual and consultant services
- ◆ Project staff Criminal History Checks
- ◆ Indirect costs

II. Volunteer Expenses

Examples:

- ◆ Volunteer meals
- ◆ Volunteer uniforms
- ◆ Volunteer insurance
- ◆ Volunteer recognition
- ◆ Volunteer travel

* Note that eGrants identifies the AmeriCorps share as "CNCS Share"

Budgeting Tips

- Meet AmeriCorps Seniors cost guidelines
 - Required expenses (e.g., Annual Convening, National Service Criminal History Check (NSCHC))
 - Detailed Source of Funds equal to budgeted match
 - Adequate and accurate calculations and explanations
 - Allowable costs only
- Align with stated program goals

Budget Questions



Budget Question #1

How does the funding work? Are we requesting an amount to cover the number of volunteers we want, or are we requesting that amount to cover the volunteers and then additional funds for the grant will be to implement the program?

Applicants are to propose budgets to meet the program needs and requirements.

See Grant Application Instructions for guidance on completing the Budget Section 1 and Section 2 of eGrants. See Fiscal Year 2024 AmeriCorps Seniors FGP/SCP sample budget narrative.

Budget Question #2

Please confirm, when completing the budget, we should only propose cost for 1 year even though we would like consideration for multi-year funding?

AmeriCorps anticipates making three-year grant awards. AmeriCorps generally makes an initial award for the first year of the period of performance, based on a one-year budget.

Continuation awards for subsequent years are not guaranteed; they depend upon availability of appropriations and satisfactory performance. For fully funded awards (those who have received more than one year of funding), those funds are guaranteed.

Budget Question #3

How do stipends generally work? Are AmeriCorps Seniors volunteers paid per hour?

- Yes, AmeriCorps Seniors volunteers are paid based on their hours of service, which includes time spent with clients, training and orientation, etc.
- AmeriCorps Seniors volunteers who meet eligibility guidelines and serve 5 to 40 hours for FGP/SCP receive an hourly stipend. To be enrolled and receive a stipend, an AmeriCorps Seniors volunteer cannot have an annual income, from all sources, deducting allowable medical expenses, that exceeds the income eligibility guideline for the state in which he or she resides.
- Current income eligibility levels – including high costs areas – are posted on the AmeriCorps Seniors SCP/FGP grantees website; or are available by contacting the appropriate portfolio manager.

Budget Question #4

Do the stipends run through the organizations paying system? AmeriCorps doesn't provide the stipend payroll system, right?

Correct. AmeriCorps doesn't provide the stipend payroll system. If awarded, the grantee will be responsible for having systems in place to issue stipends to volunteers.

Budget Question #5

Can you use more of the \$9,000 to increase the stipend to the volunteer?

For these opportunities, the stipend is set at \$4 per hour. All qualified volunteers must be paid at \$4 per hour.

Budget Question #6

Can you budget for mileage reimbursement for volunteers?

Section II.B. Other Volunteer Costs – Please be aware that volunteer insurance is a required line item as detailed in 45 CFR §2551.46, §2552.43 and §2553.46. Other allowable volunteer costs include meals, uniforms, recognition, volunteer travel, and physical examinations.

Volunteers may also be reimbursed for costs incurred while performing assignments – including transportation, equipment, supplies, etc. – provided such costs are described in the Memorandum of Understanding negotiated with the volunteer station where the volunteer is assigned. For AmeriCorps Seniors SCP only, monetary incentives for AmeriCorps Seniors SCP Leaders should be listed in Section I.I.: Other Volunteer Support Costs. Use the Narrative for the corresponding line to provide explanation or show calculations, as needed.

Volunteer travel includes volunteer transportation costs such as cost of agency vehicles (leased or purchased), insurance, prorated maintenance costs applicable to vehicles based on usage, and drivers' salaries and fringe benefits chargeable to the grant. Assignment-related travel is also allowable.


TOTAL BUDGET SECTION II- Enter the sum of direct and indirect costs, if appropriate.


TOTAL PROJECT COSTS – The sum of the total budget section II and the total budget section I.

Volunteer Travel is an allowable cost in Section II.B.

- Appropriate justified
- Costs are reasonable, necessary, allocable, and correctly calculated
- Detailed description aligns to program narrative

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Questions?

Please enter your questions into the Q&A box.

Use the Q&A to ask your questions.

Notice of Funding Opportunity and Appendices



Notice of Funding Opportunity

Key information related to the program's description, federal award, eligibility, application and submission, and application review.

Read this first.

Appendix A: Priority States and Territories

Lists states and territories where AmeriCorps Seniors is prioritizing projects. Applicants are not limited to this list of states and territories. Applicants can apply for one or more counties in a state.

Appendix B: National Performance Measure Instructions

Guidance for performance measures selection, output and outcome pairings, and required information for Work Plan in eGrants.

Appendix C: Terms and Definitions

Defines terms most used by AmeriCorps and AmeriCorps Seniors.

Appendix D: Grant Application Instructions

Step-by-step guidance for submitting your application in eGrants

Appendix E: Cost Per Volunteer Calculator

Resource to help applicants determine a minimum number of volunteer service years (VSY) for a funding request.

Resources available on the [Funding Opportunity](#) Page.

Applicant Training and Technical Assistance

General Information	Notice of Funding Opportunity	Performance Measures and Work Plans	Budgets	Applications
<ul style="list-style-type: none"> AmeriCorps Seniors in Action: Mobilizing a Generation Introducing AmeriCorps, AmeriCorps Seniors, and Its Programs Identifying Funding Priority Areas in Your Community 	<ul style="list-style-type: none"> Tour of the Notice of Funding Tour of the Notice of Funding Opportunity – Selection Criteria Review 	<ul style="list-style-type: none"> National Performance Measures Curriculum National Performance Measures and Work Plans Office Hours: General and Performance Measurement Q&A 	<ul style="list-style-type: none"> Best Practices in Budget Development Office Hours: Budget Q&A 	<ul style="list-style-type: none"> Submitting Your Application in eGrants AmeriCorps Due Diligence Review and Compliance Training

January 18, 2024 ★
 Foster Grandparent Program, 2:00 p.m. ET.
 Senior Companion Program, 3:30p.m. ET.

Event recording and presentations available at on the [Funding Opportunity](#) Page.

Poll #3

Having attended today's webinar, how confident do you feel in your current level of knowledge relating to **Budgets**?

5- Much more confident

4- More confident

3- Neutral/Not sure

2- Less confident

1- Much less confident



**Thank you for your interest in
AmeriCorps Seniors funding
opportunities.**