

FY 2025 RSVP

AmeriCorps Seniors



Touring the Notice of Funding Opportunity

August 2024



Agenda



- Key Items from the Notice
 - Section A
 - Section B
 - Section C
 - Section D
 - Section E
 - Appendices
- Recap & Knowledge Check
- Q&A





Pre-Event Poll Questions



Have you read the FY 2025 Competition Notice of Funding Opportunity?

- Yes, I've read the entire document.
- Yes, I've skimmed it and read a few sections in detail.
- No, I haven't read it yet.

How confident do you feel in your current understanding of the Notice?

- 5 Very Confident
- 4 Confident
- 3 Somewhat Confident
- 2 Not Very Confident
- 1 Not Confident at All

Have you used the training and technical assistance materials on americorps.gov?

- Yes
- No
- Unsure



Disclaimer



- This webinar is a high-level overview of key sections of the Notice of Funding Opportunity.
- Applicants should thoroughly review the Notice and its Appendices and be sure they follow all directions, regardless of whether the sections are included in this overview.







Key Items on Page 1

Touring the Notice of Funding Opportunity





Assistance Listing Number



Key Items on Page 1

 Needed for the Operational and Financial Management Survey (OFMS)

NOTICE OF FUNDING OPPORTUNITY

Federal Agency Name: Corporation for National and Community Service

(AmeriCorps)

Funding Opportunity Title: Fiscal Year (FY) 2025 AmeriCorps Seniors RSVP

Competition

Announcement Type: Initial Announcement

Assistance Listing Number: 94.002

Summary Statement: This funding announcement is an opportunity for communities to apply for funding to engage adults ages 55 and older in tackling the community's most pressing needs through the AmeriCorps Seniors RSVP program. This is an open competition across all states and territories.

The AmeriCorps Seniors RSVP competition runs over a three-year period, with FY 2025 being the first year of new awards. Incumbent grantees with a 22SR grant number must submit an application in response to this Notice and be selected to maintain funding. Incumbent grantees approved by AmeriCorps Seniors to be a temporary sponsor for a fully relinquished geographic service area must submit an application to this Notice and be selected to continue services. If incumbent grantees with a 22SR grant number or temporary sponsors fail to apply or be selected for funding, their current grants will end on March 31, 2025.



Summary Statement

Key Items on Page 1



- Provides an overview of the Notice
- States that this is an open competition across all states and territories
- Has important information for incumbent grantees

NOTICE OF FUNDING OPPORTUNITY

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(AmeriCorps)

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Key Items in Section A

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A.2. Funding Priorities



Key Items in Section A

- Applicants may propose programs that address any community needs
 - Choosing a competition priority is optional
- RSVP competition priorities are:
 - Supporting older adults and their caregivers
 - Helping older adults re-enter the workforce
 - Preventing and mitigating fraud and scams
 - Reducing the number of people who are unhoused
 - Supporting local climate change initiatives
 - Supporting behavioral health initiatives



To Receive Priority Consideration



Key Items in Section A

If you select a priority in the Program Information section, to receive priority consideration you must:

- Show the priority is a significant part of program design
 - See Section E.1. Selection Criteria
- Include a high-quality program design
- Designate at least one work plan using an output/outcome pairing for the priority
- Reminder: Receiving priority consideration does not guarantee funding
 - See Section E.2.f Selection for Funding



Suggested Resources:

- Appendix B
- Priorities and Selection Criteria
- Using Narratives and Work Plans to Make Your Case



A.3. Performance Goals or Expected **Outcomes**



Key Items in Section A

Key minimum requirements for work plans:

- Federal share of the budget does not exceed \$75,000 plus \$350 per unduplicated volunteer
 - Includes unduplicated volunteers in Other Community Priorities work plans
- Propose any number of unduplicated volunteers based on your community needs and resources
- No more than 20% of total unduplicated volunteers in Other Community Priorities work plans



Suggested Resources:

- Appendix B
- Appendix E
- <u>Using Your Narratives</u> and Work Plans to Make Your Case





Key Items in Section B

Touring the Notice of Funding Opportunity



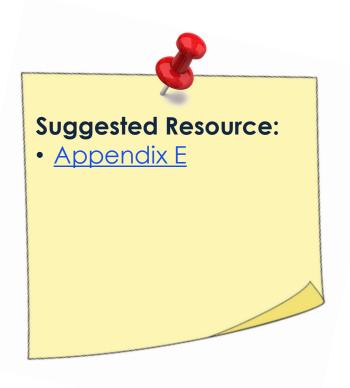


B.2. Estimated Award Amount



Key Items in Section B

- Award amounts will vary by project
- Federal share of the budget cannot exceed \$75,000 plus \$350 per unduplicated volunteer
- No List of Funding Opportunities (formerly known as "Appendix A")
 - No established baseline funding
 - No established number of unduplicated volunteers
 - No established geographic service areas





Competition Request Sets Baseline



B.3. Period of Performance

- AmeriCorps anticipates making three-year grant awards
 - Initial award is for the first year, based on a one-year budget
 - Continuation awards for subsequent years are not guaranteed; they depend upon appropriations and satisfactory performance
- The AmeriCorps funding you request for Year 1 is the amount you'll receive for each year of the grant
- Number of unduplicated volunteers you propose is your minimum number. to achieve each year
 - Progress on achieving that number will be evaluated each year



How Much Funding Can I Ask for if I Know How Many Volunteers I'll Have?



Example: You can achieve 100 unduplicated volunteers each year.

\$75,000 + \$35,000 = \$110,000

Suggested Resource:

Appendix E Federal Share Calculator

Total number of unduplicated volunteers you are proposing	100
Maximum amount of federal funding you may request:	\$ 110,000



How Many Unduplicated Volunteers Do I **Need if I Know How Much Funding I'll** Request?



Example: You need \$160,000 in federal funding for the program.

(\$160,000 - \$75,000) / 350 = ?

\$85,000 / 350 = 242.9

243 unduplicated volunteers

Suggested Resource:

Appendix E Unduplicated Volunteer Calculator

Amount of AmeriCorps Seniors funding:	\$ 160,000
(Amount of funding - \$75,000) / \$350	242.9
Minimum number of unduplicated volunteers you have to place across all work plans:	243





Key Items in Section C

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C.1. Eligible Applicants



Key Items in Section C

Any entity that falls into one of these categories is eligible:

- Indian Tribes*
- Institutions of higher education
- Local governments
- Non-profit organizations
- States (including state commissions) and US Territories

*Please see section C.1 and D.7.b for information for organizations submitting on behalf of Indian tribes.



C.2. Cost Sharing or Matching



Key Items in Section C

- Match as stated in C.2 must be met at the time of the submission
- New applicants (those without a current RSVP grant)
 - 10% of total project costs in Year 1
 - For planning purposes:
 - 20% of total project costs in Year 2
 - 30% of total project costs in Year 3
- Incumbents (those with a current RSVP) grant)
 - 30% of total project costs

Suggested Resource:

Appendix E Match Calculator

Amount of federal funding:	\$ 110,000		
For new grantees	Grantee Share Total Project Costs		
Year 1: Match 10% of total project costs	\$ 12,222	\$ 122,222	
Year 2: Match 20% of total project costs	\$ 27,500	\$ 137,500	
Year 3: Match 30% of total project costs	\$ 47,143	\$ 157,143	
For incumbent grantees	Grantee Share	Total Project Costs	
Match 30% of total project costs	\$ 47,143	\$ 157,143	



Match Waiver



Key Items in Section C

- May request a match waiver
- Match as stated in C.2 must be met at the time of the submission
 - If application is selected for funding and the waiver is approved, you'll revise your budget during resolution



Suggested Resource:

- Match Waiver Request
- Match Waiver FAQs



I Heard the Cost Share/Match Was Changing to 10%?



Key Items in Section C

- A revision to 45 CFR 2553.72 is currently under review by the Office of Management and Budget
 - If it passes, it will reduce the RSVP cost share to 10% of total project costs, regardless of how many years a grantee has been funded
- Applicants must meet the cost share requirements as noted in section C.2 at the time of submission
- If this revision passes, successful applicants will be given the opportunity to revise their budget during resolution





Key Items in Section D

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D.2.a. Application Content

Key Items in Section D



- Narrative Sections
- Work Plans/Performance Measures
- Program Information
- Standard Form 424A Budget
- Authorizations, Assurances, and Certifications





Suggested Resource:

- Grant Application Instructions
- Submitting Your Application in eGrants



D.2.b. Page Limits



Key Items in Section D

Applications may not exceed 15 double-spaced pages as according to the page print out from eGrants. The sections that count towards the page limit are:

- SF-424 Face Sheet
- Narratives:
 - Executive Summary
 - Strengthening Communities
 - Recruitment and Development
 - Program Management
 - Organizational Capability
 - Other



D.2.b. Page Limits

Key Items in Section D



The page limit does not include:

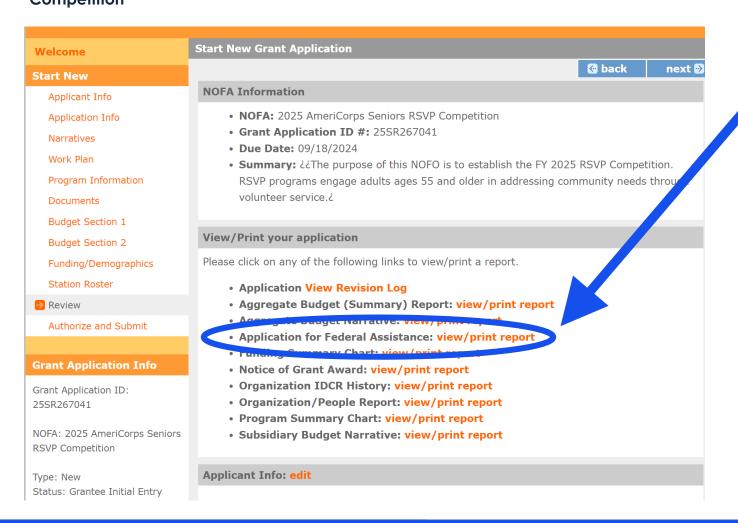
- Work Plans/Performance Measures
- Program Information
- Budget
- Any required additional documents

FY 2025 RSVP Competition

How Do I Print to Check the Page Count?



Key Items in Section D



Click "view/print report" for the **Application for Federal** Assistance to generate a PDF of the application. It will the include the Face Sheet and narratives. with the Work Plans/ Performance Measures and the Program Information at the end of the document.

Check the page number of the last page before the Work Plans/Performance Measures begin.



D.3. UEI and SAM



Key Items in Section D

Applicants must have:

- an active System for Award Management (SAM) registration at the time of the application deadline (September 18, 2024)
 - Applicants that do not have an active SAM registration as of September 18, 2024, will be deemed non-compliant
 - Legal name and physical address in eGrants must match exactly what is in SAM
- a valid Unique Entity Identifier (UEI)
- an Employer Identification Number (EIN)



Maintaining Your SAM Registration



Key Items in Section D

- SAM registration must be active on September 18, 2024, and must also be active by the time AmeriCorps is ready to make an award.
- If your SAM registration will expire before the award is made, you must renew it.
 - We will not award grants to organizations with an inactive SAM registration.



Suggested Resource:

- SAM.gov
- SAM Quick Start Guides:
 - Grants Registration
 - Updating an Entity Registration



D.4.a. Application Submission Deadline



Key Items in Section D

Applications are due not later than Wednesday, September 18, 2024, at 5:00 pm Eastern Time.

September 2024									
Su	M	T	W	Th	F	Sa			
1	2	3	4	5	6	7			
8	9	10	11	12	13	14			
15	16	17	18	19	20	21			
22	23	24	25	26	27	28			
29	30								



D.4.c. Late Applications



Key Items in Section D

- Applications submitted after September 18, 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)
 - Include the Hotline ticket number
 - Via email to LateApplications@americorps.gov
 - No later than 24 hours after the application deadline as stated in the Notice
- We will not consider advance requests to submit a late application



D.6.b. Indirect Costs



Key Items in Section D

- May include indirect costs
 - Use a Federally approved indirect cost rate or the de minimis rate of modified total direct costs
- Must use the same indirect cost rate across all Federal awards
 - For example, if one Federal award uses your Federally approved indirect cost rate of 13.5%, all Federal awards must use that rate
- Enter the indirect cost information in eGrants regardless of the rate you use



Suggested Resource:

- <u>eGrants Indirect Cost</u>
 Rate User Instructions
- Indirect Cost
 Guidance



De Minimis Rate of Modified Total Direct



Key Items in Section D

Costs

- The de minimis rate is increasing to 15% for awards made on or after October 1, 2024
- Applicants claiming the de minimis rate may budget for 15% of modified total direct costs when submitting their application

Please note: some materials related to the Indirect Cost Rate (IDCR) may refer to the 10% de minimis rate before October 1. Applicants may claim the 15% rate regardless of what the materials refer to.



D.7.a. Electronic Application Submission in eGrants



Key Items in Section D

- Applicants must submit applications electronically in eGrants
- Authorized representative must submit the application
- The authorized representative and the project director may not be the same person



Suggested Resource:

- Grant Application Instructions
- Submitting Your Application in eGrants



I Am Having Issues with eGrants—What Do I Do?



D.7.a. Electronic Application Submission in eGrants

- Call the AmeriCorps Hotline at 800-942-2677
 - Choose option #3 for eGrants assistance
 - Make note of your ticket number
- Submit a question via the web form
- Hotline hours:
 - Monday Friday, 8:00 a.m. 8:00 p.m. Eastern Time
 - Closed on federal holidays





When Is AmeriCorps Getting a New On-**Line Grant Application System?**



Key Items in Section D

- AmeriCorps' new online application system will launch in 2025
- FY 2025 RSVP Competition applications will be submitted in eGrants
- Successful applicants will complete resolution in eGrants
- The timeline for the new system, including training, will be available later this fall



D.7.b Submission of Additional **Documents**



Key Items in Section D

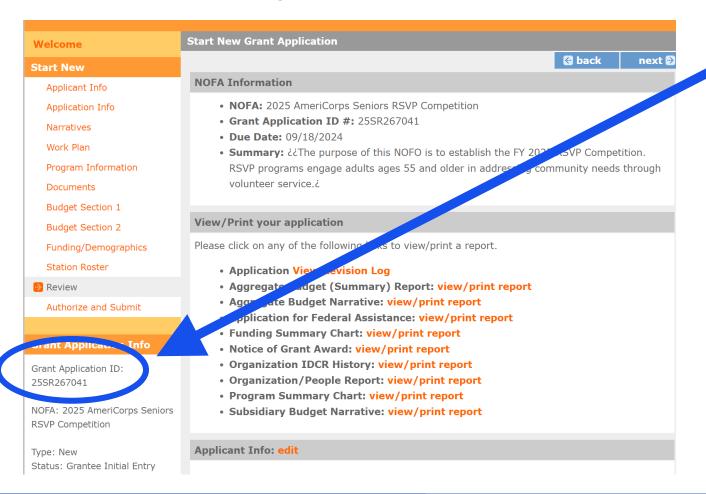
- All applicants must submit an <u>Operational and Financial Management</u> Survey (OFMS)
 - Submit an OFMS for each application using its Application Identification Number
 - Do not submit the OFMS by email; the OFMS will only be accepted via the online form
- Tribal organization eligibility documentation (see Section C.1) should be emailed to AdditionalDocuments@americorps.gov
 - See section D.7.b for details on the email subject line and contents
- Do not submit any items that are not requested in this Notice
 - AmeriCorps will not review or return them



Where Do I Find the Application **Identification Number?**



Submitting the OFMS



The Application Identification Number, or "app ID," can be found in eGrants in a few places. One is at the bottom of the side menu within the application.

Each application has its own app ID. If you are submitting multiple applications, you must submit a separate OFMS for each application using its individual app ID.





Key Items in Section E

Touring the Notice of Funding Opportunity





E. Application Review Information



Key Items in Section E

- To ensure you have a complete grant application with all required components, review Section E along with the notice appendices
- See the <u>Funding Opportunity</u> page for Training and Technical Assistance resources



Suggested Resources:

- Grant Application Instructions
- Appendix B
- Priorities and Selection Criteria
- Using Narratives and Work Plans to Make Your Case



E.1. Selection Criteria



Key Items in Section E

Categories/Subcategories	Percentage Value
Executive Summary	5
Program Design	40
Strengthening Communities	30
Recruitment and Development	10
Organizational Capability	30
Program Management	10
Organizational Capability	20
Other	10
Cost- Effectiveness and Budget Adequacy	5
Evaluation	5
Work Plans/Performance Measures	10
Budget	5



E.2.f. Selection for Funding



Key Items in Section E

AmeriCorps will select applications for funding that:

- Most closely align with Section E.1
- Allow us to build a diversified portfolio based on strategic considerations:
 - AmeriCorps funding priorities (Section A.2)
 - Meaningful representation of geographies, types of communities, organizations, and focus areas
 - Innovative community strategies



Suggested Resources:

- Priorities and Selection
 Criteria
- Using Narratives and Work Plans to Make Your Case





Key Appendices

Touring the Notice of Funding Opportunity





Appendix A: Grant Application

Instructions

Key Appendices



Step-by-step instructions for:

- Creating an eGrants account
- Creating an application
- Completing your application, including but not limited to
 - Narratives
 - Work Plans
 - Program Information
 - Budget
- Submitting your application

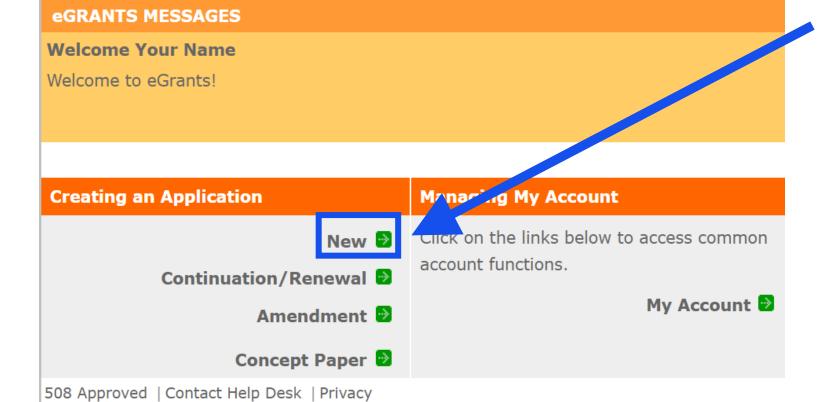




Create a NEW Application



Appendix A: Grant Application Instructions



All applicants for FY 2025 RSVP Competition will start their application by clicking "New."

Incumbent grantees must not start their application using "renew" from the home screen or their list of grants.

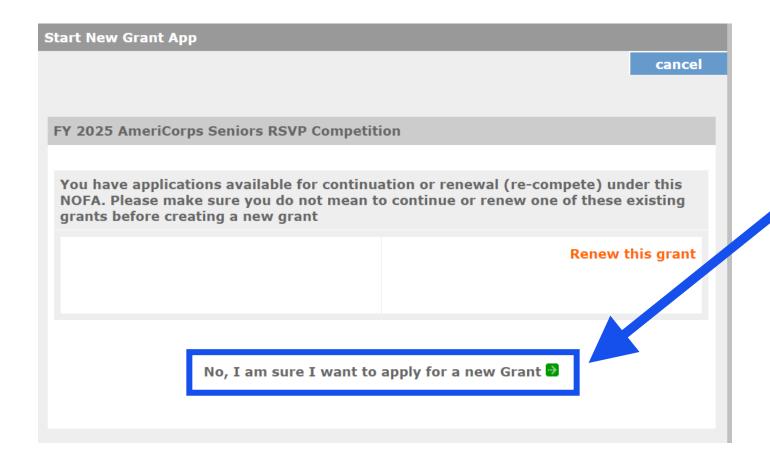
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Incumbent Grantees Should Not Select "Renew"



Appendix A: Grant Application Instructions



If you are an incumbent grantee and you get this notification, select "No, I am sure I want to apply for a new Grant."

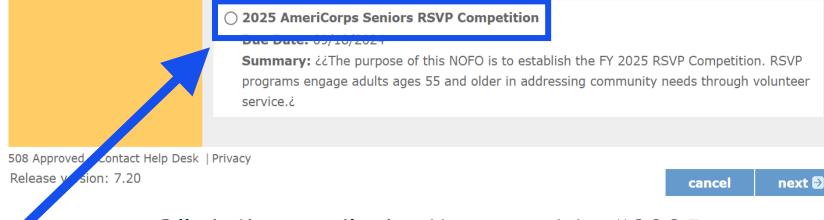


Select the Correct NOFA in eGrants



Appendix A: Grant Application Instructions





Click the radio button next to "2025" AmeriCorps Seniors RSVP Competition"



Areas Affected by the Project

Appendix A: Grant Application Instructions

- Define your geographic service area by listing the counties you will serve
- List the state(s)
- Use county names or Tribal lands only
 - Do not list cities, towns, etc. or any other information

If serving counties in one state

Vermont: Addison, Orange, Washington

If serving a tribal land

Arizona: Fort Yuma-Quechan Tribal Lands

If serving counties in multiple states

Arkansas: Crittenden

Mississippi: DeSoto

Tennessee: Fayette, Shelby



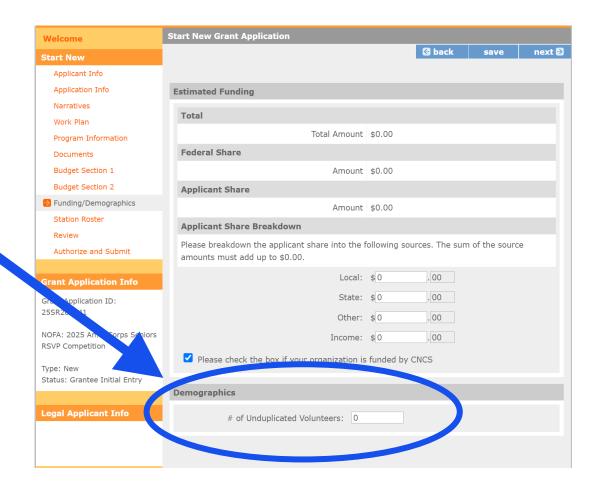
Funding/Demographics Tab in eGrants



Appendix A: Grant Application Instructions

Number of unduplicated volunteers recorded in the Funding/Demographics tab should match:

- **Executive Summary**
- Total unduplicated volunteers in work plans





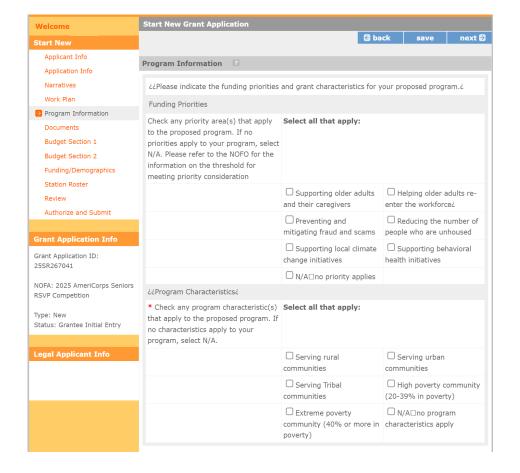
Program Information



Appendix A: Grant Application Instructions

 Select the priority(ies) that apply to your project

 Select any applicable program characteristics





Program Information

Appendix A: Grant Application Instructions

- Select the priority(ies) that apply to your project
 - Include information about selected priority(ies) throughout your application and work plans
- Select any applicable program characteristics
 - Include data supporting these characteristics in your narratives



Suggested Resources:

- Priorities and Selection Criteria
- Using Narratives and Work Plans to Make Your Case



Appendix B: <u>RSVP National Performance</u> **Measure Instructions**



Key Appendices

- Output/outcome pairings
- Service activities
 - Includes examples of what the service activities might involve
- How to collect/measure data
- Designating work plans for priority consideration





Appendix E: Calculators



Key Appendices

- How much federal funding can I request?
 - Enter your number of volunteers; federal share is calculated
- How many unduplicated volunteers do I need?
 - Enter your federal funding; minimum number of unduplicated volunteers is calculated
- How many unduplicated volunteers can I have in Other Community Priorities?
 - Enter your unduplicated volunteers; 20% of that number is calculated
- How much match/grantee share must I provide?
 - Enter your federal funding; match is calculated





Recap & Knowledge Check

What are the key takeaways?





Recap and Knowledge Check



What counties or geographic areas are open for Competition in FY 2025?

- A. Only specific counties in a few states
- B. Only areas west of the Mississippi River
- C. All states and territories
- D. Only counties on the moon

What is the maximum amount of federal funding you may request?

- A. \$1,000 per unduplicated volunteer in an outcome-based work plan
- B. \$75,000 plus \$350 per unduplicated volunteer
- C. \$100,000
- D. There is no maximum

When are applications due?

- A. No due date; applications are accepted on a rolling basis
- B. August 31 by midnight
- C. September 2 at 12:00 noon
- D. September 18 at 5:00 pm ET





Important Reminders

Things to Remember





Funding Opportunity Page



- Notice of Funding Opportunity and Appendices
- Grant Application Instructions
- Training and Technical Assistance webinars
- FAQs and other resources for applicants

Fiscal Year (FY) 2025 **AmeriCorps Seniors RSVP Opportunity**

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Table of Contents

Application Deadline

Competition Documents

Funding Priorities

Training and Technical Assistance Resources

- Frequently Asked Questions
- Training and Technical Assistance Schedule
- Training and Technical Assistance Recordings

AmeriCorps Pre-Award Requirements and Other Resources

To access the resources, visit the **Funding Opportunity** Page.



Important Dates



Applications are due no later than Wednesday, **September 18, 2024,** by 5:00 PM ET*

Successful applicants will be issued awards by **March 2025**





Successful applicants will be notified by January 2025

* See Section D 4 c for the Late Application process



Training and Technical Assistance



Upcoming Training Opportunities

- Introduction to AmeriCorps Seniors: Aug 13 at 2 PM ET
- Tour of the Notice of Funding Opportunity: Aug 14 at 2 PM ET

Pre-submit a question for the Q&A webinars.





Key Contacts



Where to Contact and When

Need to	Send an email to
Receive a printed copy of the Notice, Grant Application Instructions, and Appendix B?	RSVPCompetition@americorps.gov
Submit a late application request?	LateApplications@americorps.gov
Request a federally negotiated indirect cost rate from AmeriCorps	IndirectCostRate@americorps.gov
Submit the Operational and Financial Management Survey (OFMS)	Submit online; forms submitted by email will not be accepted
Submit Tribal organization eligibility documentation	AdditionalDocuments@americorps.gov
Ask general questions about the competition or AmeriCorps Seniors	RSVPCompetition@americorps.gov

Please note: Incumbent grantees **should not** contact their portfolio manager for questions about the RSVP Competition.



Issues with eGrants



Who to Contact and When

- Call the AmeriCorps Hotline at 800-942-2677
 - Choose option #3 for eGrants assistance
 - Make note of your ticket number
- Submit a question to the support team via the <u>web form</u>
- Hotline hours:
 - Monday Friday, 8:00 a.m. 8:00 p.m. Eastern Time
 - Closed on federal holidays





Question & Answer

What questions do you still have?





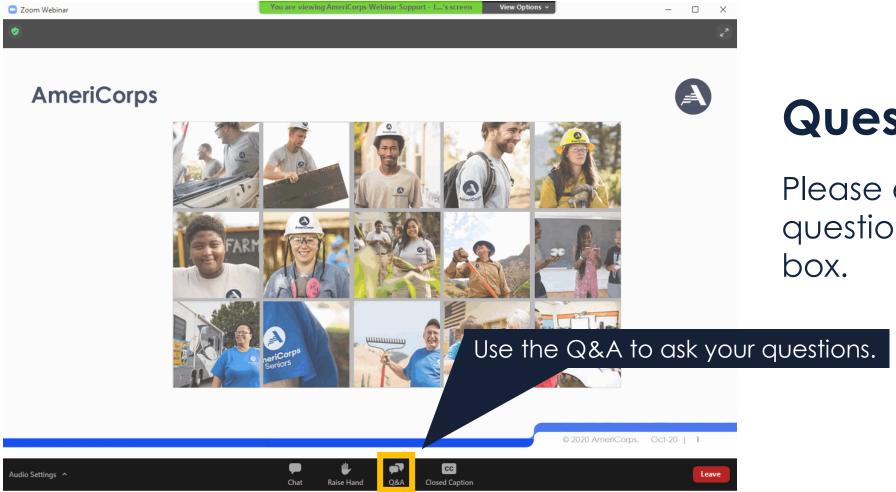
Please Note



Because this is a Competition, AmeriCorps staff are not permitted to provide guidance on what applicants should put into their proposals or whether they should apply. It is up to each applicant, including current grantees, to determine if submitting an application is appropriate for them and what their application contains.







Questions?

Please enter your questions into the Q&A



Post-Event Poll Questions



How confident do you feel in applying the knowledge gained from this training session to complete your application?

- 5 Very Confident
- 4 Confident
- 3 Somewhat Confident
- 2 Not Very Confident
- 1 Not Confident at All

Do you intend to apply for an AmeriCorps Seniors RSVP grant?

- Yes, this year (FY 2025)
- Yes, but in the future
- Possibly
- Probably not
- No, definitely not



AmeriCorps Seniors

FY 2025 RSVP Competition Funding **Opportunity**

RSVPCompetition@americorps.gov

