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.

AmeriCorps publishes this Notice of Funding Opportunity (Notice) solely for the aforementioned purpose, and does not consider this Notice to meet the definition of a rule requiring publication or notice under Congressional Review Act (CRA) as codified at 5 U.S.C. §§801- 808, and any subsequent notification provided to Congress does not constitute waiver of this position.

Disclosure: Publication of this Notice of Funding Opportunity (Notice) does not obligate AmeriCorps to award any specific number of grants or to commit any particular amount of funding. The actual level, timing, and process of grant funding will be subject to the availability of annual appropriations.

Important Dates

- Applications are due not later than **Wednesday, September 18, 2024,** by 5:00 p.m. Eastern Time. Successful applicants will be notified by **January 2025**.
- Successful applicants will be issued awards by **March 2025**.

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A. PROGRAM DESCRIPTION

A.1. Purpose of AmeriCorps Seniors RSVP Funding

AmeriCorps improves lives, strengthens communities, and fosters civic engagement through service and volunteering. AmeriCorps brings people together to tackle some of the country's most pressing challenges through national service and volunteerism. AmeriCorps members and AmeriCorps Seniors volunteers serve with organizations dedicated to the improvement of communities and those serving. AmeriCorps helps make service a cornerstone of our national culture.

Established in 1971 and now one of the largest senior volunteer programs in the nation, AmeriCorps Seniors RSVP engages people ages 55 and older in a diverse range of volunteer activities. AmeriCorps Seniors RSVP volunteers tutor children, help prepare simple taxes, assist victims of natural disasters, provide nutrition/food support, facilitate opioid and substance abuse education workshops, and serve in their communities in many other ways. AmeriCorps Seniors RSVP volunteers choose how, where, and how often they want to serve, with commitments ranging from a few hours to a maximum of 40 hours per week. While serving, AmeriCorps Seniors RSVP volunteers improve their own lives by staying active and civically engaged.

A.2. Funding Priorities

AmeriCorps will invest in existing and new partnerships with non-profit (including faith-based) organizations, institutions of higher education, Tribal organizations, and local/state government entities to get things done for America. The agency will prioritize investment in the most critical issues of our time – public health, climate and the environment, civic bridgebuilding, reentry for formerly incarcerated individuals, education, and economic opportunity – within AmeriCorps' Focus Areas (Appendix F) and will increase its efforts to ensure AmeriCorps members, AmeriCorps Seniors volunteers, and community-based volunteers reflect the communities where they serve. We will target our investments toward communities where the need is greatest, particularly those with populations that face racial inequality and poverty. These steps will enable more Americans than ever to strengthen the communities that need it most across the nation through their service.

AmeriCorps Seniors RSVP programming is designed to meet community needs. Applicants may propose activities intended to address community needs by thoroughly explaining the unmet need and activities to be completed by volunteers to address that need. In addition, AmeriCorps is interested in programming that addresses agency priorities. AmeriCorps Seniors RSVP priorities for this funding opportunity are:

- **Supporting older adults and their caregivers.** AmeriCorps Seniors programming not only engages adults aged 55 and over in solving unmet community needs, but

also is at the forefront of helping older adults thrive in their communities. Programs that could fall under this priority include but are not limited to supporting caregivers of older adults by providing respite for caregivers or hosting caregiver support groups, assisting older adults or their caregivers with system navigation and care coordination, and aiding grandparents or older adults who are custodians of children.

- **Helping older adults re-enter the workforce**, including but not limited to services related to job readiness or job seeking, mentoring or coaching, training or upskilling, and removing barriers to employment for older adults. *(Note: the AmeriCorps Seniors volunteers serving under this priority are not job seekers; instead, they will be providing services to other older adults who are job seekers.)*
- **Preventing and mitigating fraud and scams** targeting older adults, including but not limited to using digital navigators and other methods to prevent and mitigate financial fraud, abuse, and exploitation of older adults, particularly with the evolution of artificial intelligence and increase in the use of digital technology in fraud and scams.
- **Reducing the number of people who are unhoused**, including but not limited to developing or renovating affordable housing, supporting people who are unhoused (including those in encampments or in unauthorized encampments on public lands) in finding and maintaining permanent housing, and addressing housing needs of specific populations (older adults, veterans, immigrants, etc.).
- **Supporting local climate change initiatives**, including but not limited to educating the community about greenhouse gas emissions, supporting energy conservation and renewable energy through education or modifications to make homes energy efficient, educating the community on waste management practices such as composting and recycling, and planting trees or restoring ecosystems to counter greenhouse gas emissions.
- **Supporting behavioral health initiatives** that improve mental health and reduce the impact of substance use, including but not limited to reducing isolation and loneliness among older adults, improving older adult mental health, using peer-to-peer support and support groups for people of all ages and their family members, helping with system navigation and care coordination, providing supportive employment or housing programs, distributing and training in the use of Narcan or Naloxone, and using harm reduction efforts such as fentanyl test strips.

To receive priority consideration, applicants must show that the priority is a significant part of the program focus in the narratives, must include a high-quality program design, and must designate at least one work plan for the selected priority. Proposing programs that receive priority consideration does not guarantee funding.

A.3. Performance Goals or Expected Outcomes

National Performance Measures
AmeriCorps expects applicants to use National Performance Measures as part of a comprehensive performance measurement strategy that relies on both performance and

evaluation data to learn from their work and make tactical and strategic adjustments to achieve their goals.

All proposed unduplicated volunteers* and the intended impact of their service must be represented in the narratives, in a work plan, and in the budget.

Unduplicated Volunteer: Each volunteer can only be counted once as an unduplicated volunteer even if they are assigned to more than one work plan. The volunteer should be counted as an unduplicated volunteer in the work plan where they will make the most impact in terms of the focus area, the type of service, or the scope of service (such as the number of hours served).

Applicants are required to use the specific performance measures outlined in this Notice. For more information, please refer to [Appendix B: FY 2025 AmeriCorps Seniors RSVP National Performance Measures Instructions](#).

Applicants are required to declare one of the six AmeriCorps focus areas as a Primary Focus Area for the grant award (see Appendix F). The Primary Focus Area represents the area in which the applicant aims to make the most impact. AmeriCorps's six focus areas are: Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families. (Note: Capacity Building and Other Community Priorities are not eligible to be a Primary Focus Area.) Applicants must have at least one work plan in the Primary Focus Area.

Applicants must include work plans that meet the following minimum requirements:

- All unduplicated volunteers must be included in work plans. Work plans can include some combination of National Performance Measures and Other Community Priorities.
- Applicants may request a total federal share of $75,000 plus up to $350 per unduplicated volunteer, including unduplicated volunteers serving under an Other Community Priorities work plan. This change will eliminate the current maximum cost per unduplicated volunteer and allow applicants to request the funding they need to effectively manage the program.
- Applicants may propose any number of unduplicated volunteers based on your assessment of community need and volunteer engagement.
- Applicants cannot place more than 20% of their total unduplicated volunteers in Other Community Priorities work plans.
    - For example, an applicant with 50 unduplicated volunteers cannot place more than 10 unduplicated volunteers in Other Community Priorities work plans.
- If applicants select one or more priorities, they must designate at least one work plan for each priority they select. Please refer to [Appendix B: FY 2025 AmeriCorps Seniors RSVP National Performance Measures Instructions](#) for information on how to designate a work plan for a priority.

A.4. Program Authority

Awards under this Notice are authorized by the [National and Community Service Act of 1990](), as amended, ([42 U.S.C. §12501 et seq.)]() and the [Domestic Volunteer Service Act of 1973](), as amended ([42 U.S.C. §4950 et seq.]()).

B. FEDERAL AWARD INFORMATION

B.1. Estimated Available Funds

AmeriCorps anticipates approximately $10,675,000 for Fiscal Year (FY) 2025 AmeriCorps Seniors RSVP awards. The actual level of funding is subject to the availability of annual appropriations.

B.2. Estimated Award Amount

Award amounts will vary as determined by the scope of the projects. The federal share of the budget cannot exceed $75,000 + $350 per unduplicated volunteer. AmeriCorps expects to make awards in the range of zero ($0)* to $425,000 ($75,000 + (1,000 volunteers x $350)).

*Applicants may request $0 in AmeriCorps Seniors funding; those requesting a $0 grant should provide justification in Section E.1.d.

B.3. Period of Performance

Successful applicants will be issued awards by March 2025.

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.

B.4. Type of Award

Award recipients will be assigned to an AmeriCorps portfolio manager, who will be responsible for assessing recipient performance, providing training and technical assistance, and serving as the agency's primary point of contact.

FY 2025 AmeriCorps Seniors RSVP grants will be awarded on a cost-reimbursement basis if an application is successful.

C. ELIGIBILITY INFORMATION

C.1. Eligible Applicants
The following non-Federal entities (all of which are defined in 2 CFR 200.1 or 42 U.S.C. 12511(21) are eligible to apply:

- Indian Tribes
- institutions of higher education
- local governments
- non-profit organizations
- states (including state commissions*) and US Territories

State service commissions are currently eligible to apply due to a waiver of the prohibition at 45 CFR 2550.80(j), which provides that a State commission or AAE may not directly carry out any national service program that receives financial assistance title II of the Domestic Volunteer Service Act (DVSA).

In addition to Indian Tribes as defined in 2 CFR 200.1, Tribal organizations that are controlled, authorized, or chartered by Federally recognized Indian Tribes are also eligible to apply. If an entity applies for an award as a tribal organization that is controlled or chartered by one or more Indian Tribes [and the organization does not meet any of the other applicant eligibility types], the organization must provide copies or links to documentation which demonstrates that the organization is controlled or chartered by a federally recognized Indian Tribe. If an entity applies as an organization authorized by a federally recognized Tribe, or multiple specific federally recognized tribes, it must submit a resolution or other authorization adopted by the Tribal Council (or comparable tribal governing body) of each Indian Tribe. The authorization(s) must identify the entity applying for an AmeriCorps award by name as a tribal organization that is authorized by the Indian Tribe(s) for the purpose of applying for AmeriCorps funding (or federal grant funds generally).

Applicants must have a valid SAM registration and Unique Entity Identifier to receive an award. See Section D.3. Unique Entity Identifier and System for Award Management (SAM) for more information.

New Applicants: AmeriCorps strongly encourages organizations that have not received prior funding from AmeriCorps to apply.

C.2. Cost Sharing or Matching
Applicants are required to match funds for their programs based on the total allowable costs as determined under 2 CFR Part 200, Subpart E-Cost Principles. Non-AmeriCorps federal funds are allowed as match if the Federal agency that is the source of the funds approves its use as match. Applicants must maintain documentation of this approval. The applicant's match can be cash and/or in-kind contributions. Applicants must demonstrate the ability to

meet the applicable match requirement at the time that their application is submitted. See Section D.6. Funding Restrictions for more information and Appendix E for the match calculator.

New applicants only: The required match contribution is at least 10 percent of the total allowable costs in Year 1 of the grant, at least 20 percent of the total allowable costs in Year 2 of the grant, and at least 30 percent of the total allowable costs in Year 3 and subsequent years of the grant.

Incumbents only: Incumbent AmeriCorps Seniors RSVP grantees that are applying for funding in this grant competition are required to budget and raise at least 30 percent of the total allowable costs, regardless of whether they are applying for a new geographic service area.

Please see the "AmeriCorps Seniors and AmeriCorps State and National Match Waiver FAQs" and the "AmeriCorps Seniors Individual Match Waiver Request" located on the AmeriCorps website's Manage Your Grant web page.

AmeriCorps encourages Tribal Nations to request match waivers to reduce barriers. Every effort will be made to reduce the match requirements to improve accessibility.

C.3. Other Eligibility Requirements

Applications that propose to engage in activities that are prohibited under AmeriCorps' statutes, regulations, or the terms and conditions of its awards are not eligible to receive AmeriCorps funding.

Note that under appropriations provisions annually enacted by Congress, if AmeriCorps is aware that any corporation has any unpaid federal tax liability:

- that has been assessed;
- for which all judicial and administrative remedies have been exhausted or have lapsed; and
- that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability;

then that corporation is not eligible for an award under this Notice. However, this exclusion will not apply to a corporation that a federal agency has considered for suspension or debarment and determined that suspension or debarment is not necessary to protect the interests of the federal government.

Pursuant to the Lobbying Disclosure Act of 1995, an organization described in the Internal Revenue Code of 1986, 26 U.S.C. §501 (c)(4) that engages in lobbying activities is not eligible to apply for AmeriCorps funding.

D. Application and Submission Information

This Notice should be read together with the RSVP regulations ([45 CFR Part 2553](#)), the [AmeriCorps Seniors Grant Application Instructions](#), [Appendix B: FY 2025 AmeriCorps Seniors RSVP National Performance Measure Instructions](#), [Appendix C: Terms and Definitions](#), and [Appendix E: Unduplicated Volunteer, Federal Share, and Match Calculators](#).

D.1. Address to Request an Application Package

All information associated with this funding opportunity is available through the AmeriCorps Funding Opportunities web pages. Applicants should refer to [AmeriCorps Funding Opportunities](#) for more information and instructions on how to fully respond to this Notice. Applicants can also send an email to [RSVPCompetition@americorps.gov](#) for a printed copy of the Notice, Grant Application Instructions, and Appendix B: FY 2025 AmeriCorps Seniors RSVP National Performance Measure Instructions, if applicable.

D.2. Content and Form of Application Submission

D.2.a. Application Content

Complete applications must include the following elements:

- Standard Form 424 (SF-424) Face Sheet: This is automatically generated when applicants complete the data elements in the eGrants system.
- Narrative Sections:
  - Executive Summary: This is a brief description of the proposed program. Executive Summaries must match the template as provided in Section E.1.a of the Notice. Executive Summaries of all awarded applications will serve as the basis for congressional notifications and press. For this reason, Executive Summaries must follow the template.
  - Strengthening Communities
  - Recruitment and Development
  - Program Management
  - Organizational Capability
  - Other: Please provide responses to the Cost-Effectiveness & Budget Adequacy and Evaluation sections in the "Other" narrative of eGrants
- Work Plans/Performance Measures
- Program Information
- Standard Form 424A Budget
- Authorization, [Assurances](#), and [Certifications](#)

D.2.b. Page Limits

Applications may not exceed **15** double-spaced pages as according to the pages printed out from eGrants. The application sections that count toward the page limit are the following:

- SF-424 Face Sheet;
- Narratives
    - Executive Summary;
    - Strengthening Communities;
    - Recruitment and Development
    - Program Management
    - Organizational Capability
    - Other (Cost Effectiveness & Budget Adequacy and Evaluation)

The application page limit does not include the Work Plans/Performance Measures, Program Information, the Budget, or any required additional documents. Please review the Grant Application Instructions together with Section E in this Notice and Appendix B to ensure you have a complete grant application that includes all required components.

Please note that the length of the application as a word processing document may differ from the length of the document printed out from eGrants. The character limits in eGrants do not align with page limits set in the Notice. **AmeriCorps strongly encourages applicants to print out the application from the "Review" tab in eGrants prior to submission in order to confirm that the application does not exceed the page limit.**

AmeriCorps will not consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.

D.3. Unique Entity Identifier and System for Award Management (SAM)

All applicants **must** register with the System for Award Management (SAM), have an active registration by the application deadline, 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.

SAM registration must be renewed annually. AmeriCorps suggests that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise. **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 exactly match the applicant's SAM-registered information.**

Applications must include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process. Applications submitted by entities that do not have an active SAM registration and valid UEI will be assessed as noncompliant.

Applications must include an Employer Identification Number. The UEI and Employer Identification Number must be entered by the organization's Grantee Administrator as an organization attribute, and this will apply the information to all applications for the organization.

If an applicant's SAM registration is active at the time of application but becomes inactive prior to award, the applicant must renew its registration by the time AmeriCorps is ready to make a federal award. If the SAM registration is not active at the time of award, AmeriCorps may determine that the applicant is not qualified to receive an award and use that determination as a basis for making a federal award to another applicant.

D.4. Submission Dates and Times

D.4.a. Application Submission Deadline
Applications are due not later than **Wednesday, September 18, 2024,** by **5:00 p.m. Eastern Time.**

AmeriCorps will not consider applications submitted after the deadline, except as noted in Section D.4.c. Late Applications. AmeriCorps reserves the right to extend the submission deadline. AmeriCorps will post a notification in the event of an extended deadline on AmeriCorps' website.

D.4.b. Additional Documents Deadline
Additional documents are due by the application submission deadline. See *Sections D.4.a. Application Submission Deadline* and *D.7.b. Submission of Additional Documents* for more information.

D.4.c. Late Applications
All applications received after the submission deadline published in this Notice, of **Wednesday, September 18, 2024, at 5:00 pm Eastern Time,** are presumed to be non-compliant. To overcome this presumption, the applicant must:

- submit a written explanation or justification of the extenuating circumstance(s) that caused the delay, including:
    - the timing and specific cause(s) of the delay
    - the ticket number if a request for assistance was submitted to the AmeriCorps Hotline
    - any information provided to the applicant by the AmeriCorps Hotline
    - any other documentation or evidence that supports the justification
- ensure that AmeriCorps receives the written explanation or justification and any other evidence that substantiates the claimed extenuating circumstance(s), via email to

LateApplications@americorps.gov no later than 24 hours after the application deadline as stated in the Notice.

Communication with AmeriCorps staff, including an applicant's portfolio manager, is not a substitute for a written explanation or justification of the extenuating circumstance that caused the delay as outlined above. Applicants are required to continue working in eGrants, AmeriCorps' web-based application system, and with the AmeriCorps Hotline to submit the application. AmeriCorps will determine whether or not to accept a late application on a case-by-case basis.

Applicants that do not meet the application submission deadline and do not submit a written explanation or justification or any other evidence to overcome the presumption of non-compliance within the published timeframe will be deemed noncompliant. If AmeriCorps sustains a noncompliant determination, the application will not be reviewed or selected for award.

AmeriCorps will *not* consider an advance request to submit a late application. Please carefully review and follow the guidance in this section and submit your application as soon as possible.

D.5. Intergovernmental Review
This Notice is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."

D.6. Funding Restrictions

D.6.a. Award Funding Requirements
Applicants must construct the budget in the following manner. The federal share of the budget must not exceed $75,000 plus up to $350 for every unduplicated volunteer, whether or not they serve in an outcome-based work plan.

Awards under this Notice are subject to cost share or matching requirements as noted below and in Section C.2 Cost Sharing or Matching. Please see Appendix E for the federal share and match calculators.

There are also limitations on the use of Federal funds to recover indirect costs. As provided in 2 CFR 200.306(c), unrecovered indirect costs may be included as part of an applicant's cost sharing or matching requirements.

D.6.b. Indirect Costs
Application budgets may include indirect costs. Based on qualifying factors, applicants may either use a Federally approved indirect cost rate or a 15 percent *de minimis* rate* of modified total direct costs, or may claim certain costs directly, as outlined in 2 CFR 200.413. States, local governments, and Indian Tribes may use previously-approved indirect cost

allocation plans. All methods must be applied consistently across all Federal awards. Applicants that have a Federal negotiated indirect cost rate must enter that information in the Organization section in eGrants. Applicants claiming the 15 percent *de minimis* rate of modified total direct costs must also enter that information in the Organization section in eGrants.

*Per the Uniform Guidance effective October 1, 2024, the de minimis *rate for awards made on or after October 1, 2024, is increasing to 15 percent. The indirect costs for applicants claiming the* de minimis *rate may be no more than 15 percent of modified total direct costs.*

For instructions on how to enter the organization's indirect cost rate, please see the "eGrants Indirect Cost Rate User Instructions" on the [Manage Your Grant](#) web page. Applicants should not submit documentation addressing the indirect cost rate agreement via email.

Please note: To request a federally negotiated indirect cost rate agreement, when AmeriCorps is the applicable cognizant agency for an organization's indirect costs, the applicant must submit a request to IndirectCostRate@americorps.gov. Please see the "Indirect Cost Guidance" on the [Manage Your Grant](#) web page for more information.

D.6.c. Pre-Award Costs
Pre-award costs, where authorized, are allowed after receiving written approval from AmeriCorps.

D.7. Other Submission Requirements

D.7.a. Electronic Application Submission in eGrants
Applicants must submit applications electronically via [eGrants, AmeriCorps' web-based application system](#). AmeriCorps recommends that applicants create an eGrants account and begin the application at least three weeks before the deadline. Applicants should draft the application as a Word document, then copy and paste the text into the appropriate eGrants field no later than 10 days before the deadline.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use their own eGrants account to sign and submit the application. A copy of the governing body's authorization for this official representative to sign must be on file in the applicant's office. The authorized representative and the project director may not be the same person and may not have the same email address. Applications will be returned for corrections if the authorized representative and the project director have the same name and contact information.

Applicants should contact the AmeriCorps Hotline at (800) 942-2677 if they have a problem when they create an account, prepare, or submit the application. [AmeriCorps Hotline hours](#) are also posted.

Be prepared to provide the application ID, organization's name, and the name of the Notice to which the organization is applying. If the issue cannot be resolved by the deadline, applicants must continue working with the AmeriCorps Hotline to submit via eGrants.

If circumstances make it impossible for an applicant to submit in eGrants, applicants may send a paper copy of the application via overnight carrier below. Applicants must include a written explanation and any other documentation or evidence that support their inability to submit their application electronically.

> AmeriCorps
> ATTN: Office of Grant Administration (OGA)/ FY 2025 AmeriCorps Seniors RSVP Competition Application
> 250 E Street, SW, Suite 300
> Washington, DC 20525

Please use a non-U.S. Postal Service carrier to avoid security-related delays. **All deadlines and requirements in this Notice also apply to paper applications. AmeriCorps does not accept applications submitted via fax or email.**

D.7.b. Submission of Additional Documents

Applicants are required to submit the following additional documents by the application submission deadline:

1. All applicants, regardless of funding level, are required to submit an Operational and Financial Management Survey (OFMS). Please submit the OFMS using the link to the online form, where you will be required to submit your response electronically. Forms submitted by email as a Word document, PDF, or any other document format may not be accepted.
2. Tribal organization eligibility documentation (see Section C.1 Eligible Applicants). Additional tribal organization eligibility documents must be emailed to AdditionalDocuments@americorps.gov with the following subject line: "Legal Applicant Name" – "Application ID Number." Emails should include:
   * the legal applicant's name and its point of contact information
   * the application ID number
   * a list of documents that are attached to the email by filename, labeling each document type
   * individually attached files that are clearly labeled, and that include the legal applicant's name and application ID number within the file name and heading of each document.

Failure to submit the required additional documents by the deadline, following the instructions in this section, may have a negative effect on the determination of the application's eligibility to advance for review.

Do not submit any items that are not requested in this Notice. AmeriCorps will not review or return them.

E. APPLICATION REVIEW INFORMATION

Please review the [Grant Application Instructions](#) together with Section E and [Appendix B](#) to ensure you have a complete grant application that includes all required components.

E.1. Selection Criteria

Applications should include a well-designed plan with clear and compelling justifications for receiving the requested funds. Reviewers will assess the quality of applications by using the selection criteria described below and will rate them accordingly. They will also consider the weights assigned to each criterion (if applicable). Do not assume all sub-criteria are of equal value.

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.1.a. Executive Summary (5 percent)

Please fill in the blanks of these sentences to complete the Executive Summary. <u>Do not deviate from the template below.</u>

"The [**1. name of the organization]** proposes to have **[2. number of]** AmeriCorps Seniors Volunteers who will **[3. service activities the members will be doing]** in **[4. the locations the AmeriCorps Seniors volunteers will serve].** The primary focus area of this project is **[5. fill in AmeriCorps Focus Area].** At the end of the three-year grant, AmeriCorps Seniors volunteers will be responsible for **[6. fill in the anticipated outcome (s)].** The AmeriCorps federal investment of $ **[7. fill in the**

annual federal grant amount or the requested amount] will be supplemented by $ **[8. fill in the anticipated level of non-AmeriCorps resources].**"

Must provide the following:

1. *name of the organization applying under this Notice*
2. *total number of unduplicated AmeriCorps Seniors volunteers serving; should match the total number of unduplicated volunteers in your work plans*
3. *brief list of the service activities the members will be doing*
4. *the locations where the AmeriCorps Seniors volunteers will serve; for example, service sites or counties*
5. *the primary AmeriCorps Focus Area as selected in the Performance Measure Module*
6. *brief list of the anticipated outcome(s) of service*
7. *the amount requested from AmeriCorps Seniors; cannot exceed $75,000 plus $350 per unduplicated volunteer*
8. *the amount of match from non-AmeriCorps resources, based on the match requirement noted in Section C.2*

A sample Executive Summary might look like:

> The ABC Agency proposes to have 80 AmeriCorps Seniors volunteers who will tutor fourth-grade children, prepare tax returns, and build nonprofit capacity in schools, community centers, libraries, and other nonprofit agencies in our community. The primary focus area of this project is Education. At the end of the three-year grant, AmeriCorps Seniors volunteers will be responsible for improving academic achievement in math and reading, generating $60,000 in tax refunds for community residents, and making nonprofit organizations more efficient and effective. The AmeriCorps federal investment of $103,000 will be supplemented by $11,444.

E.1.b. Program Design (40 percent)

AmeriCorps encourages the use of evidence-based program models in its program design. Evidence-based programs are models in which a set of activities and practices has been shown to be effective through a rigorous program evaluation. AmeriCorps also encourages the use of programs with evidence-based practices that have been shown to contribute to effective outcomes through a rigorous program evaluation.

E.1.b.i. Strengthening Communities - narrative section of eGrants (30 percent)

Reviewers will consider the extent to which applications:
- Describe the needs of the community where volunteers will be serving; include data and any relevant details and sources.
- Describe the organization's commitment to equity when addressing critical community needs, as reflected in the organization's mission and vision.

- Provide details on the proposed communities to be served by the project, including race, gender, income, and other demographics relevant to the community to be served.
- Outline the project and interventions that address the stated community needs. Include information about the target population and the roles of the volunteers.
  - Proposals must demonstrate how the interventions align with any selected priorities (as listed in section A.2).
- Provide rationale for engaging AmeriCorps Seniors volunteers to deliver the intervention(s) and how they will make a significant contribution to address the stated need(s).
- Explain why the number of AmeriCorps Seniors volunteers is adequate for addressing the stated need(s). Include how your previous experience with your community and expected volunteer engagement has informed the number of volunteers.
- List your organization's definitions of diversity, equity, inclusion, and accessibility and clearly describe how these values will be embedded in program implementation.

E.1.b.ii Recruitment and Development – narrative section of eGrants (10 percent)

Reviewers will consider the extent to which applications:

- Detail a plan to support successful recruitment of AmeriCorps Seniors volunteers best suited to serve the community, for example, from geographic or demographic communities in which the program operates.
  - Include your plan to recruit volunteers to specifically address your selected priority(ies). (For example, if your selected priority is supporting behavioral health initiatives, explain how you will recruit volunteers in recovery or who have family members in recovery.)
- Detail plans to ensure volunteers receive training needed to comply with regulations and succeed in the service activities described in the work plans.
  - Include trainings related to selected priority(ies).
- Describe a plan to retain and recognize volunteers. Include:
  - strategies to foster an inclusive service culture where all identities, backgrounds, talents, and capabilities are welcome.
  - plans to keep volunteers engaged in their service activity over the course of grant funding.

E.1.c. Organizational Capability (30 percent)

E.1.c.i. Program Management – narrative section of eGrants (10 percent)

Reviewers will consider the extent to which applications:

- Describe plans to develop volunteer stations to provide meaningful service opportunities that address stated community needs. Include strategies to recruit external partners if applicable.
  - Include your plan to develop volunteer stations related to your selected priority(ies).

- Describe your volunteer station management plan, including how you will ensure volunteer stations are:
    - providing guidance and training to volunteer station supervisors and volunteers.
    - meeting program regulations, priorities, and expectations (including but not limited to what is listed in [45 CFR 2553.62](#)).
    - providing training and assistance to volunteer station staff that fosters the creation of safe, inclusive spaces for volunteers of all identities, backgrounds, talents, and capabilities.

E.1.c.ii Organizational Capability- narrative section of eGrants (20 percent)

Reviewers will consider the extent to which applications:

- Briefly describe your organization's experience with managing grants, especially federal or state grants. Include your past performance in meeting:
    - Grant goals and objectives.
    - Compliance and reporting requirements.
    Note: if you do not have experience with managing grants, please indicate that.
- Describe the organizational infrastructure to ensure sound programmatic and fiscal oversight, including any history with managing federal grants. Include infrastructure such as:
    - Governance and risk management, such as accounting, personnel management, and purchasing.
    - Staffing, training, and data and financial management software.
    - Compliance with internal organizational policies as well as program regulations, priorities, and expectations (statutes, the Code of Federal Regulations, and related policies).
- Describe the extent to which the organization has sufficient policies, procedures, controls, and staff and volunteer training in place to:
    - prevent, detect, and mitigate the risk of fraud, waste, abuse, and mismanagement, including an assessment of appropriate segregation of duties, internal oversight activities, measures to prevent timekeeping fraud, etc.
    - report, without delay, any suspected criminal activity, waste, fraud, and abuse to both the AmeriCorps Office of the Inspector General and AmeriCorps.
    - prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited activities and criminal history checks at the grantee and service site locations.
    - comply with reporting requirements, including timely and accurate submission of reports.
- Outline a plan to develop and implement a policy to comply with National Service Criminal History Check regulations.

- Describe a plan to participate and complete trainings related to implementing the AmeriCorps Seniors RSVP program such as project and financial management, volunteer recruitment, station management, financial and project progress reports, criminal history checks, National Performance Measures, etc. Both AmeriCorps and non-AmeriCorps offered trainings may be included in the description.
- List titles and position descriptions for all staff assigned to this project and explain how these positions will ensure the accomplishment of program outcomes and requirements. Include names of any staff who may already be employed by your organization and plans to recruit staff for any open positions.
- Describe the applicant's experience with, and plans for, supporting diversity, equity, inclusion, and accessibility within their organization.
    - Include DEIA efforts and policies related to project staff, the board of directors, and addressing community needs.

E.1.d. Other (10 percent)

Please use headings to organize your responses to the following questions in the Other narrative section of eGrants.

E.1.d.i. Cost-Effectiveness and Budget Adequacy – enter your response in Other narrative section of eGrants (5 percent):

Reviewers will consider the extent to which applications:

- Detail plans to secure non-federal support to ensure program sustainability.
    - Include dedicated staff, grant proposal processes, development of in-kind support, fundraising efforts, and other relevant plans.
- If requesting $0 in federal funds, describe the funding structure that enables you to support the program without AmeriCorps Seniors funding.

E.1.d.ii. Data Collection and Evaluation – enter your response in Other narrative section of eGrants (5 percent):

Evaluation is a tool for improvement and increases your program's ability to serve people more efficiently and effectively. To ensure there is a quality evaluation plan:

- Describe your data collection system, including the process for collecting and maintaining high-quality performance data from your organization and stations, analyzing the data, and how this will ensure timely and accurate reporting to AmeriCorps. If the applicant does not yet have a data collection system, describe the plan and timeline for developing a high-quality system.
- Explain how you will use performance and evaluation data to measure project outputs and outcomes, learn from your work, and make data- and evidence-informed tactical and strategic adjustments to achieve their goals.

For more information about evaluation plans and data collection methods, please visit the AmeriCorps [Evidence Readiness Resources](#) and the [AmeriCorps National Performance Measurement Core Curriculum](#) web pages.

E.1.e. Work Plans/Performance Measures (10 Percent):

Reviewers will assess whether each individual work plan includes:

- a description of the specific community need being addressed by the individual work plan, including:
    - o Whether the work plan is addressing a selected priority (see [Appendix B](#) for information on how to designate a work plan for a priority)
    - o Local data or statistics on the target population and the extent of the specific need for this work plan
- a description of the service activity that will address the community need for the individual work plan, including the intervention the AmeriCorps Seniors volunteers will implement or deliver and the duration and dosage of that intervention
- An output and outcome pairing that is eligible for this Notice and that aligns with the description of community need and service activity as defined for the individual work plan
    - o If this work plan is addressing a priority, the output and outcome pairing must be from the list for that priority as specified in [Appendix B](#)
    - o The output includes a target number that is appropriate for the service activity description and number of volunteers assigned
        - ▪ If the work plan is for Other Community Priorities, the output should be "1".
    - o The outcome includes a target number that is appropriate for the service activity description and number of volunteers assigned. The outcome target should not equal the output target.
        - ▪ This is not applicable for an Other Community Priorities work plan
- An output and outcome instrument description that describes how these will be measured
- The number of unduplicated volunteers that will be assigned to this work plan as their primary service
- The number of total volunteers that will contribute to this work plan

Across all work plans, reviewers will assess whether:

- The total number of unduplicated volunteers matches what is in the Executive Summary
- The total number of unduplicated volunteers in Other Community Priorities work plan(s), if applicable, is less than or equal to 20% of the total unduplicated volunteers
- The work plans connect back to the Strengthening Communities narrative and demonstrate how the organization will address the overall needs of their community
- If the applicant indicated they were addressing a priority, there is at least one work plan identified for that priority that uses an output and outcome pairing as specified in [Appendix B](#)

Note: Applicants may have more than one Other Community Priorities work plan if they wish. Each Other Community Priorities work plan must include a description of community need, a service activity description, a Service Activity category, and the number of unduplicated volunteers assigned to that work plan (see Appendix B for more information). Applicants may **not** have more than 20% of their total unduplicated volunteers in "Other Community Priorities" work plans.

E.1.f. Budget Section 1 and Section 2 (5 percent)

Budgets will be evaluated based on the following items:

- The budget demonstrates that costs are reasonable, allocable, allowable, and necessary and conform to the Uniform Guidance.
  - the budget is complete with all costs itemized.
  - the extent to which match has been secured or the quality of the plan to raise match.
  - the extent to which match will deepen the impact of the proposed project.
  - the quality of the financial management system.
  - Federal share of the budget does not exceed $75,000 plus up to $350 per unduplicated volunteer.
  - budget includes costs associated with National Service Criminal History Checks (mandatory for staff and optional for volunteers), volunteer insurance, and volunteer recognition.
- The non-AmeriCorps share of total allowable costs must be a minimum of 10% for new applicants or 30% for incumbents. If needed, you may request a match waiver.
- All AmeriCorps Seniors grantees must budget for one staff person, primarily the Project Director, to attend the AmeriCorps Seniors annual convening.
  - Grantees may budget for an additional staff member to attend the event if funds permit.
  - The recommended amount for budgeting purposes is $2,000. Long distance travel funds may be re-budgeted later in the year depending on actual training activities.

See the Grant Application Instructions for guidance on completing the Budget Section 1 and Section 2 in eGrants. Applicants may refer to the FY 2025 AmeriCorps Seniors RSVP Competition Sample Budget Narrative for an example of what a budget might look like.

E.2. Review and Selection Process

AmeriCorps will engage external and staff reviewers with relevant knowledge and expertise to assess and provide input on the eligible applications. The review and selection process is intended to produce a diversified set of high-quality programs that represent the priorities and strategic considerations described in this Notice. The determinations made by AmeriCorps reviewers may be different from what the applicant self-determined upon submission of its application. The stages of the review and selection process follow:

E.2.a. Initial Application Compliance and Eligibility Review

AmeriCorps will conduct an initial Compliance and Eligibility Review to determine if an application meets the eligibility requirements published in this Notice and advances to the next stage of the review process.

An application is compliant if the applicant:

- is an eligible organization
- submitted an application by the submission deadline
- has an active SAM registration

Reviewing for eligibility is intended to ensure that only those applications that are eligible for award are further reviewed. However, determinations of eligibility can take place at any point during the application review and selection process. Applicants that are determined to be ineligible will not receive an award.

E.2.b. Application Review
Blended Review

Panels of reviewers (a combination of external reviewers and/or AmeriCorps staff reviewers) will assess applications based on the Program Design (including the Strengthening Communities and Recruitment and Development narratives), Organizational Capability (including the Program Management and Organizational Capability narratives), Other narrative, Work Plans/Performance Measures, and Budget sections as outlined in the Selection Criteria (E.1). AmeriCorps will recruit and select reviewers based on demonstrated expertise in older adult volunteer programming, as well as experience assessing applications. All reviewers will be screened for conflicts of interest.

E.2.d. Pre-Award Risk Assessment

AmeriCorps staff will assess the risks to the program posed by each applicant to determine an applicant's ability to manage Federal funds. This evaluation is in addition to those about the applicant's eligibility and the quality of its application on the basis of the Selection Criteria (E.1). Results from this assessment will inform funding decisions. If AmeriCorps determines that an award will be made to an applicant with assessed risks, special conditions that correspond to the degree of assessed risk may be applied to the award. Applicants may not be selected for funding if AmeriCorps determines that the applicant's risks cannot be mitigated.

In assessing risks, AmeriCorps may consider the following criteria:

1. Due Diligence, including:

- Federal debt delinquency
- suspension and debarment
- information available through Office of Management and Budget (OMB)- designated repositories of government-wide eligibility qualification or financial integrity information, such as:

- o U.S. Treasury Bureau of Fiscal Services
- o System for Award Management (SAM)
- o "Do Not Pay"
- reports and findings from single audits performed under Uniform Administrative Guidance and findings of any other available audits or investigations
- IRS Tax Form 990
- Oversight.gov
- Public Litigation Records

2. Operational and Financial Management, including:

- financial stability
- [Operational and Financial Management Survey (OFMS)](#)

3. Past Performance, including:

- an applicant's record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:
  - o timeliness of compliance with applicable reporting requirements
  - o conformance to the terms and conditions of previous Federal awards
  - o applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients
  - o timely closeout of other awards
  - o meeting matching requirements
  - o the extent to which any previously awarded amounts will be expended prior to future awards
  - o National Service Criminal History Check (NSCHC) compliance. See section F.2.d. National Criminal History Check Requirements and the [NSCHC webpage](#) for more information.

4. Other Programmatic Risks, including:
   - publicly available information, including from the applicant organization's website
   - amount of funding requested by the organization
   - if the proposed program will engage in prohibited activities

Applicants will find information to help them understand pre-award due diligence checks in the [AmeriCorps Due Diligence Review Process and Compliance](#) training available on the [Manage Your Grant](#) web page. This content will help applicants obtain due diligence compliance and remain compliant throughout the grant life.

E.2.e. Consideration of Integrity and Performance System Information

Prior to making any award that exceeds $250,000, AmeriCorps is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM.gov (See [41 U.S.C. §2313](#)). Additionally, AmeriCorps may expand upon these requirements and use its discretion to review and

consider information about any applicant receiving an award, including those under $250,000.

Any applicant may review information in the designated integrity and performance systems accessible through SAM.gov and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM.gov.

AmeriCorps may consider comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing its review of risk posed by the applicant under the Risk Assessment Evaluation section of this Notice.

E.2.f. Selection for Funding

The review and selection process are designed to:

- identify how well eligible applications are aligned with the application selection criteria (E.1)
- build a diversified portfolio based on the following strategic considerations:
  - AmeriCorps Funding Priorities (See Section *A.2. Funding Priorities*)
  - meaningful representation of
    - geographic diversity
    - rural communities
    - urban communities
    - Tribal communities
    - communities with high or extreme poverty
    - small and medium programs
    - faith-based organizations
    - focus areas
    - innovative community strategies for identified funding priorities
  - CEO discretion to advance strategic goals

AmeriCorps will assess an applicant's strategic considerations. Applicants must check the relevant boxes in the Program Information tab in AmeriCorps' web-based management system (see the [Grant Application Instructions](#) for more information). Applicants should only check the boxes if the strategic consideration is a significant and intentional part of their program design and if implementation strategies are described in the application.

In selecting applicants to receive awards under this Notice, the Chief Executive Officer will endeavor to include a diverse portfolio of applications based on staff recommendations, alignment with selection criteria, and strategic considerations.

AmeriCorps reserves the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.

AmeriCorps reserves the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria (E.1.) that will be used to assess applications.

E.3. Feedback to Applicants

Each compliant applicant will receive feedback from the Blended Review of its application. This feedback will be based on the review of the original application and will not reflect information provided during resolution.

E.4. Transparency in Grantmaking

AmeriCorps is committed to transparency in grant-making. A list of all approved applications for new and re-competing applications will be published on the [AmeriCorps Funded Grants](#) web page within 90 business days after all grants are awarded. Submitted program narratives and executive summaries for successful applications will be available upon request via email to AmeriCorpsOGA@americorps.gov.

Further information about funded grants is also available in *[USASpending.gov](#)*.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

F.1. Federal Award Notices

AmeriCorps will make awards following the selection announcement. AmeriCorps anticipates announcing the results of this funding opportunity by January 2025, contingent on the availability of congressional appropriations. All applicants, successful or not, will be notified of funding decisions via email.

Notification of an award is not an authorization to begin activities. The Notice of Grant Award signed by the Office of Grant Administration Grant Award Specialist is the authorizing document. An awardee may not expend Federal funds until the start of the Period of Performance identified on the Notice of Grant Award.

F.2. Administrative and National Policy Requirements

F.2.a. Uniform Guidance

All awards made under this Notice will be subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), in [2 CFR Parts 200](#) and [2205.](#)

F.2.b. Requests for Monitoring or Payment Integrity Information

AmeriCorps will request documentation from award recipients in order to monitor the grantee and award to ensure compliance with legal requirements, including the [Payment Integrity Information Act of 2019](#). Failure to make timely responses to these requests may result in award funds being placed on manual hold, reimbursement only status, or other remedies may be applied as appropriate.

F.2.c. AmeriCorps Terms and Conditions

All awards made under this Notice will be subject to the FY 2025 AmeriCorps General Terms and Conditions, and the FY 2025 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available at [AmeriCorps Manage Your Grant](#) web page

F.2.d. National Service Criminal History Check Requirements

The National Service Criminal History Check (NSCHC) is a specific screening procedure established by law to protect the beneficiaries of national service. We encourage grantees to minimize barriers to service without putting their program beneficiaries at genuine risk. The law requires grantees to conduct and document NSCHCs on persons (including award-funded staff, national service participant, or volunteer) receiving a salary, living allowance, stipend, or education award through a program receiving AmeriCorps funds. This includes staff that receive part of their salary through a subgrant.

- Award recipients and subrecipients must conduct an NSCHC for AmeriCorps members, AmeriCorps Seniors stipended volunteers, and all staff funded under, or whose salary is reflected as match on, the award. Limited exceptions are described in 45 CFR § 2540.201.
- AmeriCorps strongly encourages applicants to review the regulations and additional guidance to fully understand how to comply with the requirements. See [NSCHC regulations and guidance](#).
- AmeriCorps also strongly encourages award recipients to utilize the two AmeriCorps-approved vendors to conduct the required NSCHCs.
- The cost of conducting NSCHC is an allowable expense under the award and individuals subject to the NSCHC must not be required to cover the cost.
- Failure to fully comply with all NSCHC requirements will result in significant disallowed costs.

Recipients must complete the following criminal history checks:

1. National Sex Offender Public website through NSOPW.gov (nationwide check);
2. State criminal history record repository or agency-designated alternative for the individual's State of residence *and* State of service; and
3. Fingerprint-based check of the FBI criminal history record database through the State criminal history record repository or agency-approved vendor.

All checks must be conducted, reviewed, and an eligibility determination made before the individual begins work or service.

An individual is <u>not eligible</u> to serve or work in a position subject to the NSCHC requirements if:

- the individual refuses to consent to a criminal history check;
- makes a false statement in connection with a criminal history check;
- is registered, or is required to be registered, on a state sex offender registry or the National Sex Offender Registry; or
- has been convicted of murder, as defined in 18 U.S.C. 1111.

See [45 CFR 2540.200– 2540.207](#) and [National Service Criminal History Check Resources](#) for complete information and FAQs.

F.2.e. Official Guidance

AmeriCorps' active guidance is available on the [agency's guidance](#) web page. The contents of these documents do not have the force and effect of law and are not meant to bind the public in any way unless incorporated into a contract or grant agreement. These documents are intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

F.3. Use of Material

To ensure that materials generated with AmeriCorps funding are available to the public and readily accessible to recipients and non-recipients, AmeriCorps reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so ([2 CFR §200.315](#)).

F.4. Reporting

Recipients are required to submit a variety of reports that are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Recipients are required to provide annual progress reports and semi-annual financial reports through AmeriCorps' web-based grants management system.

In addition, at the end of the award period, a grantee must submit final financial and progress reports that are cumulative over the entire award period and consistent with the closeout requirements. The final reports are due 120 days after the end of the period of performance.

Once the grant is awarded, recipients will be expected to have in place data collection and data management policies, processes, and practices that provide assurance that they are reporting high-quality performance measure data. At a minimum, recipients should have

policies, processes, and practices that address the following five aspects of data quality for themselves and for subrecipients (if applicable):

- data measures what it intends to measure
- data reported is complete
- grantee collects data in a consistent manner
- grantee takes steps to correct data errors
- grantee actively reviews data for accuracy prior to submission.

Failure to submit accurate, complete, and timely required reports may affect the recipient's ability to secure future AmeriCorps funding.

G. FEDERAL AWARDING AGENCY CONTACTS

For more information, email RSVPCompetition@americorps.gov.

For technical questions and problems with the eGrants system, call the AmeriCorps Hotline at (800) 942-2677 Option 3. AmeriCorps Hotline hours are also posted. Be prepared to provide the application ID, organization's name, and the name of the Notice to which the organization is applying.

H. OTHER INFORMATION

H.1. Technical Assistance
AmeriCorps will host training and technical assistance calls to answer questions about the funding opportunity and eGrants. AmeriCorps strongly encourages all applicants to participate in these sessions. Information for these training and technical assistance calls is available on the AmeriCorps' Funding Opportunities web page.

Resources you need to effectively manage your award, including eGrants instructions, terms and conditions, individual match waiver, pre-award requirements, financial reporting requirements, and training and technical assistance materials are found on the Manage Your Grant web page. You can find AmeriCorps Seniors RSVP-specific resources, such as the AmeriCorps Seniors RSVP Operations Handbook, on the RSVP Grantees web page.

H.2. Re-Focusing of Funding
AmeriCorps reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

I. IMPORTANT NOTICES

Public Burden Statement: Public reporting burden for collection of information under this Notice of Funding is estimated to average six hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the application and reporting forms. AmeriCorps informs people who may respond to this Notice of Funding that they are not required to respond unless the OMB control number and expiration date are current valid. (See 5 C.F.R. 1320.5(b)(2)(i).) This collection is approved under OMB Control #: 3045-0035, Senior Corps Grant Application, Expiration Date: November 30, 2024.

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C §552a) requires that AmeriCorps notify applicants that the information requested under this Notice of Funding is collected pursuant to 42 U.S.C. §§12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C. §4953 of the Domestic Volunteer Service Act of 1973 as amended.

- Purposes and Uses - The information requested is collected for the purposes of reviewing grant applications and granting funding requests. Routine uses may include disclosure of the information to Federal, state, or local agencies pursuant to lawfully authorized requests. In some programs, the information may also be provided to Federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information may also be provided to appropriate Federal agencies and contractors that have a need to know the information for the purpose of assisting the government to respond to a suspected or confirmed breach of the security or confidentiality or information maintained in this system of records, and the information disclosed is relevant and unnecessary for the assistance.
- Effects of Nondisclosure - The information requested is voluntary; however, to be a recipient of this award program, disclosure of personal or sensitive information is required to receive federal benefits.

This Notice was produced and published at US Taxpayer expense.

APPENDIX A – Grant Application Instructions

The Grant Application Instructions include step by step instructions for creating and completing your application. Please review the Grant Application Instructions together with this Notice and Appendix B to ensure you have a complete grant application that includes all required components. Please make special note of instructions including but not limited to the following sections, which could impact the review of your application if not completed properly:

- Areas Affected by the Project (424 Face Sheet), which is where you define the geographic service area for the project. List county, parish, or tribal land names only– do not list cities, towns, etc. When entering the Areas Affected by the Project, use this format:

  > **If serving counties or parishes in one state**
  > Vermont: Addison, Orange, Washington

  > **If serving a tribal land**
  > Arizona: Fort Yuma-Quechan Tribal lands

  > **If serving counties or parishes in multiple states**
  > Arkansas: Crittenden
  > Mississippi: DeSoto
  > Tennessee: Fayette, Shelby

- Funding/Demographics tab: the number of unduplicated volunteers entered in this section must match the Executive Summary and the total number of unduplicated volunteers in work plans
- Program Information
  - Priorities
    - 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
    - N/A: no priority applies
  - Program Characteristics
    - Serving urban communities
    - Serving rural communities
    - Serving Tribal communities
    - High poverty community (20-39% in poverty)
    - Extreme poverty community (40% or more in poverty)
    - N/A: no program characteristics apply
- Work Plans/Performance Measures
- Budget Instructions

APPENDIX B – National Performance Measure Instructions

APPENDIX B – [FY 2025 AmeriCorps Seniors RSVP National Performance Measure Instructions](#)

APPENDIX C – Terms and Definitions

APPENDIX C – [Terms and Definitions](#)

APPENDIX D – Training and Technical Assistance Resources

The [funding opportunity page](#) will have resources such as:

- Slide decks and recordings from all training and technical assistance webinars
- FY 2025 AmeriCorps Seniors RSVP Competition Sample Budget Narrative
- Links to the Grant Application Instructions; Appendix B: FY 2025 AmeriCorps Seniors RSVP National Performance Measure Instructions; and Appendix E: Unduplicated Volunteer, Federal Share, and Match Calculators for FY 2025 RSVP Competition
- Frequently Asked Questions

APPENDIX E – Unduplicated Volunteer, Federal Share, and Match Calculators

APPENDIX E – [Unduplicated Volunteer, Federal Share, and Match Calculators for RSVP Competition](#)

APPENDIX F – Focus Areas

AmeriCorps 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's intent and to maximize the impact of investment in national service, AmeriCorps has the following Focus Areas:

Disaster Services

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

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

Education
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.

Environmental Stewardship
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.

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

Veterans and Military Families
Improving the quality of life of veterans and improving military family strength.

Capacity Building
Supporting *indirect services* that enable AmeriCorps-supported organizations to provide more, better, and sustained *direct services*. Capacity building activities cannot be solely intended to support the administration or operations of the organization.