



## NOTICE OF FUNDING OPPORTUNITY

**Federal Agency Name:** AmeriCorps  
**Funding Opportunity Title:** Fiscal Year (FY) 2024 Georgia AmeriCorps Grants  
**Announcement Type:** Initial Announcement  
**Assistance Listing Number:** 94.006

**Summary Statement:** This is a funding opportunity for local governments, educational institutions, 501(c)3 nonprofit organizations, state agencies, Indian Tribes to apply for AmeriCorps funding to strengthen Georgia communities.

**Disclosure:** Publication of this Notice of Funding Opportunity (Notice) does not obligate AmeriCorps or Georgia Serves 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 and Information

- Applications are due no later than **Friday, February 15, 2024 by 3:00 p.m. Eastern Time**
- Successful applicants will be notified by **May 31, 2024**.
- Successful applicants will be issued awards by **July 2024**.
- Applicants proposing to operate an AmeriCorps program in multiple states must apply directly to AmeriCorps for funding. Visit [www.AmeriCorps.gov](http://www.AmeriCorps.gov) for more information.
- Applicants applying for projects in the state of Georgia should apply to Georgia Serves (Georgia Commission for Service and Volunteerism).

**Georgia Serves will host a technical assistance call to answer questions about the application process on November 15, 2023 (10am-1pm).** Time will be allotted at the end of each section for participant questions. All interested applicants should register at:  
<https://attendee.gotowebinar.com/register/6626145685989077080>

**It is mandatory that all workshop attendees review the AmeriCorps NOFO documents and related technical assistance webinars prior to attending this event. Information for these technical assistance recordings are available on the [AmeriCorps' Funding Opportunities website](#).**

## Overview

Georgia Serves, located within the Georgia Department of Community Affairs (DCA), receives funding from AmeriCorps, the federal agency in Washington, DC. These funds are granted to qualifying organizations for the purpose of implementing AmeriCorps programs in Georgia.

Georgia Serves funds, monitors, and supports AmeriCorps State programs through Formula, Competitive, and Planning grants. AmeriCorps grants are awarded to eligible organizations to recruit, train, and manage AmeriCorps members who address unmet community needs.

Georgia Serves makes funding decisions based on the strength of individual applications, as well as strategic considerations at the statewide level. We will make funding decisions that maximize the opportunities to serve in Georgia, address critical needs, leverage available dollars, and strengthen national service in Georgia. In order to maximize the impact of AmeriCorps resources in the state, Georgia Serves will fund programs that can demonstrate community impact and solve community problems using an evidence-based or evidence-informed approach (e.g. performance measure data, quality of research, theory of change).

## Focus Area and Funding Priorities

In order to carry out Congress' intent and to maximize the impact of federal investments in national service, AmeriCorps developed the following focus areas: Capacity Building, Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families. For details on these focus areas please see the FY24 *AmeriCorps Notice of Funding Opportunity*. Also, see the *AmeriCorps Mandatory Supplemental Guidance* for further information on the funding priorities.

**Georgia Serves has also established focus areas specific to Georgia.** Applicants addressing any of these focus areas may receive extra points on their application.

- **Educators in Rural Communities** are organizations placing AmeriCorps members as tutors and/or individuals as teachers in rural schools and communities.
- **Homelessness** - As described in the preamble of the HUD Final Rule Defining Homelessness, the final rule establishes four categories of homelessness. These categories are as follows:
  1. Individuals and families who lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or a place not meant for human habitation immediately before entering that institution.
  2. Individuals and families who will imminently lose their primary nighttime residence;
  3. Unaccompanied youth and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under this definition; or
  4. Individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.

- **Human Sex Trafficking** - As defined by the Advocates for Human Rights. Human sex trafficking is a form of slavery and involuntary servitude resulting in grave human rights violations. Sex trafficking involves individuals profiting from the sexual exploitation of others and has severe physical and psychological consequences for its victims.
- **Rural Communities** are those communities with a population of less than 50,000 and where the poverty percentage is 10% or greater.

## Types of Applicants

### **NEW APPLICANTS**

New applicants are applicants who have never received funding from AmeriCorps or from Georgia Serves. New applicants are encouraged to apply for **Formula/Cost Reimbursement Grants** and must submit a complete application based on the *Notice and Application Instructions*. **NEW applicants are allowed to apply for a minimum of 5 and a maximum of 10 Member Service Years (MSY).**

#### **New Applicants are not allowed to apply for the following grants:**

- FIXED AMOUNT GRANTS
- COMPETITIVE GRANTS

[\*Note: One Member Service Year (MSY) is equivalent to one full-time AmeriCorps member. AmeriCorps funds are contingent on the number of MSYs requested by the program.]

**PLANNING GRANT APPLICANTS** are “New Applicants” or, for existing grantees, new areas of focus. The purpose of a planning grant is to support an organization’s development of a new AmeriCorps program.

### **RE-COMPETE APPLICANTS**

Organizations that have completed a three-year cycle of funds from AmeriCorps, the federal agency, and are applying for a new cycle and must submit a complete application based on the *Notice and Application Instructions*.

### **CONTINUATION APPLICANTS**

Organizations that have current AmeriCorps awards that do not end in 2024. For specific instructions on how to submit a **Continuation Request**, see the *Application Instructions*. Information submitted will include the following narratives ONLY under the “Continuation Changes” field, if applicable:

- Justification of Member Enrollment
- Justification of Member Retention
- Plans for corrective actions for any compliance issues
- Changes in Operating Sites
- Significant Changes in Program Scope or Design
- Changes to a Performance Measures (reflected in Performance Measures Section)
- Significant Changes to Monitoring Structure or Staffing

Please note there is a six-page limit for the “Continuation Changes” field of the application.

## Application Deadline

All application materials and supplemental documents must be completed and submitted to [AmeriCorpsGA@dca.ga.gov](mailto:AmeriCorpsGA@dca.ga.gov) by **3:00 p.m. (EST) on Friday, February 15, 2024**. Unless indicated otherwise, applications must be submitted via eGrants, the CNCS web-based management system.

### **FOR COMPETITIVE and PHA CONTINUATION APPLICANTS ONLY**

Competitive and Public Health AmeriCorps (PHA) continuation applications are due **January 4, 2024**. Competitive and PHA continuation applications must be submitted via eGrants along with the required additional supporting documents. (NOTE: Dates mentioned in this document, from this point on, are for Formula Applicants.)

## Additional Documents

ALL applicants must submit the following additional documents to Georgia Serves at [AmeriCorpsGA@dca.ga.gov](mailto:AmeriCorpsGA@dca.ga.gov) by **February 15, 2024**:

### **ALL APPLICANTS MUST PROVIDE**

- Financial Statements
- Most Recent Audit
- Memorandums of Agreement or Memorandums of Understanding when partnering with sub-sites or other entities (if applicable)
- Immigration Affidavit (O.C.G. A. § 50-36-1(e)(1)) - go to <https://www.dca.ga.gov/local-government-assistance/partnerships/georgia-serve> to download
- Documentation verifying Federally Approved Indirect Cost Rates (if applicable)
- Please refer to the Evidence Base section of the *Notice* for detailed instructions by evidence tier.

### **RE-COMPETING APPLICANT**

- Evaluation report, if required. Please see the Evidence Base definition in the *Mandatory Supplemental Guidance and Notice* (Section E. Evaluation Plan for further information).

**ALL additional Documents must be emailed to [AmeriCorpsGA@dca.ga.gov](mailto:AmeriCorpsGA@dca.ga.gov) with the labels outlined below.** Emails should include the following information:

- Subject line: [Legal Applicant Name] - [Application ID number]
- Body of the email should identify:
  - A list of documents that should be attached to the email
  - Individually saved files that are clearly labeled
  - Each file should also include a header or title within the body of each additional document to include the legal applicant name.

## Program Size

First-time applicants may submit requests for a minimum of five and a maximum of ten Member Service Years (MSY) or its equivalent in the form of full-time, three-quarter time, half time, quarter-time, or minimum-time members. AmeriCorps programs should be large enough to make a significant difference in communities.

## Program Operating Period

Programs can begin operation **no** earlier than August 1 and no later than September 15. The program may operate for 10, 11 or 12 months but must fall within the 12-month grant period.

## Performance Measures

Applicants can decide to use an applicant-determined or National Performance Measures. National Performance Measures allow the CNCS to demonstrate aggregated impact of all its National Service programs.

### GA Specific Performance Measures

If the applicant is funded, GCSV requires the following two Georgia-specific performance measures:

1. The [Program Name] AmeriCorps members will recruit at the least 5 volunteers per MSY during the course of the program year.
2. At least 75% of [Program Name] AmeriCorps members will receive first aid and CPR training within the first quarter of the program year.

**PLEASE NOTE: These two performance measures will not be entered in eGrants but should be included in the preparation of the applicant's budget and member expectations.**

## Budget Preparation

Please review detailed Budget Instructions and the Budget Worksheet, which can be found in the *Application Instructions*. Outlined below are some key items that will be reviewed closely by Georgia Serves staff:

- ✓ Administrative/Indirect Costs (Section III) – This section includes 5% of the overall federal share as a separate Administrative Cost line item. The GCSV claims a portion of this percentage for oversight, training, and technical assistance. Be sure to follow the formula to calculate the “Commission Share”.
- ✓ Check and double check match. Make sure that the proper amounts have been claimed for operational costs, members’ living allowances and other member related costs.
- ✓ Be sure to budget for Statewide Meetings/Trainings:
  - Program Directors’ Training is typically held in Atlanta. Please budget for at least one program staff person to attend. If you feel that more than one person should attend,

please budget accordingly. If travel is 4 hours or more, you may want to consider overnight lodging. This is at your discretion.

- ✓ Please budget at least \$2,000 to attend either the Points of Light's Conference on Volunteering and/or a Regional Training Conference.
- ✓ You must budget to provide First Aid/CPR training to at least 75% of your members. This is a Georgia-specific performance measure. You may use the vendor of choice.
- ✓ Check to ensure that adequate match is met on the Grantee Share side of your budget. Please know that if the "**Budgeted**" match exceeds the "**Required**" match, you will be held accountable for the higher amount.
- ✓ Include all calculations. Please do not assume that the reader understands your budget. You will need to include calculations for all sections:
  - Personnel Expenses: Specify if staff is allocated a certain percentage to AmeriCorps and show the calculations clearly.
  - Personnel Fringe Benefits: Specify if staff is allocated a certain percentage to AmeriCorps and show the calculations clearly. If a fringe benefit amount is **over 30%**, please list covered items separately and justify the high cost. Holidays, leave, and other similar vacation benefits are not included in the fringe benefit rates, but are absorbed into the personnel expenses (salary) budget line item.
  - Travel: Show calculations to include all related expenses such as number of miles, mileage per diem, number of people, registration costs, meal allowances, lodging, etc. Do not forget to state the purpose of the travel. Show all calculations clearly.
  - Supplies: Specify the supplies, purpose, and calculations.
  - Contractual and Consultant Services: State the purpose and show calculations.
  - Training: State the purpose and show calculations.
  - Evaluations: Show calculations. If the evaluator charges by the hour or daily, please specify this.
  - Other Operating: Please budget at least \$54 plus the cost of a state check per covered individual (staff and AmeriCorps members) on the CNCS share of the budget. National Service Criminal History checks (NSCHC) for all members and for all employees or other individuals who receive a salary, education award, living allowance, or stipend or similar payment from the grant (federal or non-federal share). **Georgia Serves requires all funded programs to use the vendors, Truescreen and Fieldprint, for all NSCHC.**
  - Member Costs:
    - Make sure that member living allowances are on the correct line. (i.e. Full-Time, Third-Time, Half-Time, etc.) Make sure you are using the correct amounts for living allowances in your calculations.
    - Be sure to include **FICA** and **Workers Comp**.
    - **Healthcare** must be offered or made available to full-time members in accordance with AmeriCorps requirements.

Except as stated below, you may not pay health care benefits to less-than-full-time members with CNCS funds. You may choose to provide health care benefits to less-than-full-time members from other sources (i.e., non-

federal) but the cost cannot be included in the budget. **AmeriCorps will not pay for dependent coverage.**

- Corporation Fixed Percentage:
  - ◆ Be sure to include "Commission Fixed Cost". Commission elects to retain a share that is **1%** budgeted for administrative costs. If you have a "Federally Approved Indirect Cost Rate", you must provide documentation. Your organization should have received a letter from Health and Human Services or from the Corporation for National and Community Service stating that you have a FAICR. If you have this letter, copy it, and send it to the GCSV. Commission elects to retain a 1% share of the 5% of federal funds available.

**Source of Funds:** Use this section to show all other sources of funds. Be sure to provide the Source, Description, Amount, and Type. Please make sure that the amount of the Source of Funds is equal to the total amount of the Grantee Share.

## **Contact Information**

Georgia Department of Community Affairs

**Georgia Serves/Georgia Commission for Service and Volunteerism**

Email: [AmeriCorpsGA@dca.ga.gov](mailto:AmeriCorpsGA@dca.ga.gov)

Website: [Georgia Serves](https://www.georgiaserves.org)