

**NOTICE OF FEDERAL FUNDING OPPORTUNITY**  
**OVERVIEW**

**Federal Agency Name:** Corporation for National and Community Service  
**Funding Opportunity Title:** AmeriCorps State and National Grants FY 2009  
**Announcement Type:** Initial announcement  
**CFDA Number:** 94.006

**Dates:** Applications for National Direct Planning and Indian Tribes Planning grants are due **November 5, 2008**, 5:00 p.m. Eastern Time. Applicants will be notified **by January 16, 2009**.

Applications for the State Commission Competitive, Territories, States and Territories without Commissions, State and National Education Award Program (EAP), National Direct including Professional Corps, and Indian Tribes grants are due **January 13, 2009**, 5:00 p.m. Eastern Time. Applicants will be notified by **May 31, 2009**.

**Funding Opportunity Description:** Subject to the availability of appropriations for fiscal year 2009, the Corporation for National and Community Service (the Corporation) announces the anticipated availability of approximately \$68,981,000 to award new and re-competing AmeriCorps State and National grants. The grants in AmeriCorps State are: State Commission Competitive, Territories, States and Territories without Commissions, and State EAP. The grants in AmeriCorps National are: National EAP, National Direct, National Professional Corps, National Planning, and Indian Tribes.

**2009 Estimated Funding Available Subject to Appropriations**

State Commission Competitive	\$40,328,000
States and Territories without Commissions (South Dakota, Marianas Islands, Puerto Rico, U.S. Virgin Islands)	2,209,000
State and National Education Award Programs	3,544,000
National Direct including Professional Corps and National Planning	19,589,000
Indian Tribes including Indian Tribes Planning	1,642,000
<b>Total</b>	<b>\$67,312,000</b>

The Corporation's mission is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. In the FY 2009 competition, the Corporation will give special consideration to projects that address one or a combination of five strategic initiatives, listed below, that meet critical needs of our nation, achieve national service goals, and address community problems.

- 1. Mobilizing more volunteers.**
- 2. Ensuring a brighter future for all of America's youth.**
- 3. Engaging students in communities.**
- 4. Harnessing Baby Boomers' experience.**
- 5. Helping communities recover from and prepare for disasters.**

**In 2009, the Corporation will also give special consideration to programs designed to engage veterans as service recipients or providers.**

## **FULL TEXT OF ANNOUNCEMENT**

This [\*Notice of Federal Funding Opportunity \(Notice\)\*](#) should be read together with the [AmeriCorps regulations 45 CFR Sections 2520 – 2550](#) and the [Application Instructions](#) for the program to which you are applying.

### **I. FUNDING OPPORTUNITY DESCRIPTION**

#### **A. How to Apply**

Organizations that work in just one state must apply through [state commissions](#). Organizations that work in more than one state are eligible to apply for national grants. Indian Tribes may apply through state commissions, or directly to the Corporation. See C., below for descriptions of the grant programs included in this *Notice*.

If you are submitting a request for continuation in 2009, please see the [Application Instructions](#), which include instructions for continuation applications.

#### **B. Funding Program Description**

For more than a decade, the Corporation for National and Community Service—through its Senior Corps, AmeriCorps, and Learn and Serve America programs—has mobilized a new generation of engaged citizens. This year, more than 1.8 million individuals of all ages and backgrounds will serve through these programs. They will help thousands of national and community non-profit organizations, faith-based groups, schools, and local agencies meet local needs in education, the environment, public safety, homeland security, and other critical areas.

AmeriCorps grants are awarded to eligible organizations to recruit, train, and manage AmeriCorps members who address community needs. An AmeriCorps member is an individual who is enrolled in an approved national service position and engages in community service. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service members receive an education award from the National Service Trust.

Roughly three quarters of all AmeriCorps grant funding goes to Governor-appointed state service commissions, which award subgrants to organizations in their states. These organizations recruit AmeriCorps members to respond to local needs. The Corporation distributes most of the remainder of the grant funding directly to organizations operating in more than one state.

The Corporation gives special consideration to projects that address one or more of five strategic initiatives:

- 1. Mobilizing more volunteers.** The Corporation will invest in organizations that can effectively recruit, train, manage, and use volunteers to deepen their impact. We will increase the capacity of faith-based and other community organizations to mobilize volunteers in communities to meet critical needs. We plan to support organizations that develop strong partnerships and collaborations with volunteer centers or other volunteer connector organizations in their service areas.

**2. Ensuring a brighter future for all of America's youth.** The Corporation will invest in organizations that provide caring adults as mentors for youth from disadvantaged circumstances, and opportunities for young people from disadvantaged circumstances to serve their communities. We plan to support organizations that recruit these youth to serve in National Service programs and support them during their term of service. We also plan to support mentoring efforts targeting children of prisoners.

**3. Engaging students in communities.** The Corporation will invest in organizations that connect their school, faculty, staff, and administration with their communities through service and volunteering. We plan to support K-12 and higher education institutions that effectively incorporate service-learning into their curricula, and increase the number of college students engaged in community service and service-learning. We will also help colleges and universities expand support for student service.

**4. Harnessing Baby Boomers' experience.** Baby Boomers are highly talented, highly motivated groups that can help solve some of our most challenging social problems, including helping seniors live independently. The Corporation will invest in programs that capture the talents, skills, energy, and experience of Baby Boomers and older Americans to meet local and national needs.

**5. Helping communities recover from and prepare for disasters.** In June of 2007, the Board of Directors resolved to initiate a fifth strategic initiative focusing on disaster preparedness and response. The agency will support programs that make national service even more effective in its disaster preparedness, mitigation, response, and recovery work.

**In 2009, the Corporation will also give special consideration to programs designed to engage veterans as service recipients or providers.**

The Corporation anticipates that at least 15% of the funds described in this *Notice* will support applicants that have not received an AmeriCorps State or National operational grant in the last five years. Applicants that have received only a formula operational grant within the last five years will be considered new for purposes of this 15% target.

The Corporation reserves the right to re-focus program dollars in the event of disaster or other compelling need. Additional programs and program models that may receive special consideration in the selection process are described in the AmeriCorps regulations Section 2522.450. Applicants are encouraged to integrate these priorities and initiatives into program design, where they logically align with the applicant's organizational mission and objectives.

## **C. Description of Grant Programs Included in This *Notice***

### **1. State Competitive and Territories**

These grants are awarded to organizations that are nominated to participate in a nationwide competition by Governor-appointed state commissions. Grantees receive funds for a portion of the members' living allowance and program costs.

### **2. States and Territories without Commissions.**

Non-profit applicants in South Dakota, Puerto Rico, the U.S. Virgin Islands, and the Marianas Islands apply directly to the Corporation. Grantees receive funds for a portion of the members' living allowance and program costs. State or territory government entities are not eligible to apply.

### **3. State Education Award Program (EAP)**

These grants are awarded to organizations that are nominated to participate in a nationwide competition by Governor-appointed state commissions. Grantees receive a small administrative grant and use their own or other resources for the members' living allowance and program costs.

### **4. National Direct**

The Corporation awards these grants to organizations that operate their AmeriCorps programs in more than one state. Grantees receive funds for a portion of the members' living allowance and program costs.

### **5. National EAP**

The Corporation awards these grants to organizations that operate their AmeriCorps program in more than one state. Grantees receive a small administrative grant and use their own or other resources for the members' living allowance and program costs.

### **6. National Professional Corps**

Professional Corps programs place members as teachers, health care providers, police officers, engineers, or other professionals in communities where there is an inadequate number of such professionals. Grantees receive Corporation funding for a portion of the program costs, and use their own or other resources to pay the members' living allowance and additional member costs. Professional Corps apply through their state commission if they operate in one state and to the Corporation directly if they operate in more than one state. Applicants may also apply for up to \$50,000 to support start-up costs for a new program.

### **7. National Planning**

The Corporation awards these one-year grants directly to organizations to assist them in developing an AmeriCorps program that will operate in more than one state. They must not have received a National AmeriCorps grant in the past. Planning grants cannot exceed \$50,000.

### **8. Indian Tribes**

The Corporation sets aside one percent (1%) of grant funds to support programs operated by American Indian Tribes or organizations controlled, sanctioned or chartered by Indian Tribes. Grantees receive funds for a portion of the members' living allowance and program costs.

### **9. Indian Tribes Planning**

The Corporation awards these one-year grants directly to Tribes and Tribal organizations to assist them in developing an AmeriCorps program. They must not have received a National AmeriCorps grant in the past. Planning grants cannot exceed \$50,000.

## **D. Authority**

These funds will be available under authority of the National and Community Service Act of 1990 (42 U.S.C. §§12571-12595).

**II. Award Information**

**A. Project/Award Period**

The Corporation generally makes grant awards for three years, with funding in annual increments. Grantees will be eligible for continuation funding in the second and third year contingent on the availability of appropriations, compliance, and satisfactory performance.

**AmeriCorps members may not begin service until the Corporation issues a grant award. A program may not certify any hours a member performs prior to the award being issued.**

**B. Cost per Member Service Year (MSY)**

The maximum amount an applicant can request from the Corporation is determined on an annual basis. Applicants can calculate their cost per MSY by dividing the Corporation’s share of their budget request by the number of MSYs requested in the application. One MSY is the equivalent of a full-time term of service.

The maximum average cost per MSY across all subgrants in a state is \$12,600. The maximum cost per MSY for an individual state program or for states and territories without commissions is \$16,000. The maximum cost per MSY for National Direct and Indian Tribes is \$12,600. The maximum cost per MSY for State and National EAPs is \$600. The maximum cost per MSY for new and re-competing Professional Corps is \$2,500.

**C. Enrollment**

We expect grantees to enroll the full number of members included in their grant award. Enrollment rates have a direct bearing on the number of slots and the size of awards we approve in the continuation and re-compete processes.

**D. Retention**

We recognize retention rates may vary among equally effective programs depending on the program model. We expect grantees to pursue the highest retention rate possible. Retention rates will have a direct bearing on the number of slots and the size of awards we approve in the continuation and re-compete processes.

**E. Segal AmeriCorps Education Awards**

After successfully completing a term of service, an AmeriCorps member is eligible to receive an education award from the National Service Trust. The member may use the award to pay for current educational expenses at qualified institutions of higher education, or to repay qualified student loans. The award currently is \$4,725 for a year of full-time service, with correspondingly lesser awards for less-than-full-time service. A member has up to seven years after the term of service has ended to use the award.

**Table 1: Term of Service and Education Award**

Term of Service	Minimum # of Hours	Education Award
Full Time	1700	\$4,725
One-Year Half Time	900	\$2,362
Two-Year Half Time	900	\$2,362

Reduced Half Time	675	\$1,800
Quarter Time	450	\$1,250
Minimum Time	300	\$1,000

### III. Eligibility Information

#### A. Eligible Applicants

The Corporation encourages organizations that have never received funding from the Corporation or AmeriCorps to apply for the grants described in this *Notice*.

#### B. Match Requirements

Program requirements, including requirements on match, are located in the AmeriCorps regulations, modified by 2008 appropriations language, and summarized below. The appropriations language includes an important change in how AmeriCorps State and National programs match federal funds. It replaces the regulatory 15% minimum member support and 33% minimum program operating match with a single overall minimum match of 24% for the first three-year funding period. Starting with the second three-year cycle, match gradually increases every three years to 50% by year ten, according to the minimum overall share chart found in 45 CFR 2521.60. Current grantees remain where they are in terms of match requirements. For example, a grantee entering the sixth year of funding will be required to match at 34% as specified in the chart.

**Table 2: Match Requirements in the AmeriCorps Regulations**

Competition	Match Requirement
State Competitive, Territories, States and Territories without Commissions, National Direct, Professional Corps, National Planning Grants, Indian Tribes	Minimum grantee share is 24%. Starting in Year 4, overall grantee share of total program costs increases gradually to 50% by the tenth year of funding and any year thereafter.
State EAP and National EAP	Grantee pays all program costs over \$600 per MSY provided by the Corporation.

#### C. Living Allowance

The proposed budget must include a living allowance for full-time members that is between \$11,400 (minimum) and \$22,800 (maximum) except as noted in Section D, below.

**Table 3: 2009 AmeriCorps Minimum and Maximum Living Allowance**

Term of Service	Minimum Number of Hours	Minimum Living Allowance	Maximum Living Allowance
Full-time	1700	\$11,400	\$22,800
One Year Half-Time	900	N/A	\$12,070
Two Year Half-Time	900	N/A	\$12,070
Reduced Half-Time	675	N/A	\$9,050
Quarter-Time	450	N/A	\$6,035
Minimum-Time	300	N/A	\$4,025

**Notes:**

1. There is no requirement to pay a living allowance to less than full-time members, hence there is no minimum.
2. The amount of the maximum for less than full-time living allowance is rounded to the nearest dollar.

**D. Living Allowance Exceptions**

**1. Prior to September 21, 1993.** If your program existed prior to the National and Community Service Trust Act of 1993 (enacted September 21, 1993), the law does not require you to provide a living allowance. If you choose to offer a living allowance, you are exempt from the minimum requirement of \$11,400, but not the maximum requirement of \$22,800.

**2. Education Award Program Grantees.** If you are an EAP grantee, you are not required to provide a living allowance, but if you do, it should comply with the maximum requirements set forth in the Living Allowance section above.

**3. Professional Corps Grantees.** Full-time Professional Corps members must receive a living allowance or salary, which must meet the minimum, but may exceed the maximum set for other AmeriCorps programs. Professional Corps member salaries are paid entirely by the organizations where the members serve, and are not included in the budget. Professional Corps may request funds for other costs, and must meet the 24% match on these budgeted costs only.

**E. Other Eligibility Requirements**

**1. Lobbying.** Any organization described in Section 501 (c) (4) of the Internal Revenue Code of 1986, 26 U.S.C. 501(c)(4), that engages in lobbying activities is not eligible to apply, serve as a host site for member placements, or act in any type of supervisory role in AmeriCorps programs.

**2. Current Grantees.** An organization that currently operates a different Corporation-funded program or is applying for other Corporation funding is an eligible applicant.

**IV. Application and Submission Information**

**A. Submission of Application Package**

If you are applying for state funds, please contact your state commission for instructions. State commissions and national applicants must submit applications through [eGrants](#), the Corporation's integrated, secure, web-based system for applications.

Application instructions are available at

[http://www.americorps.gov/for\\_organizations/funding/nofa.asp](http://www.americorps.gov/for_organizations/funding/nofa.asp) or by contacting the appropriate state service commission if you are interested in the state grant program.

For National grants, if you aren't able to access the application instructions on the Internet, or if you have other questions, please call (202) 606-7508 or send an e-mail to [americorpsnational@cns.gov](mailto:americorpsnational@cns.gov).

**B. Content and Form of Application Submission**

**1. Notice of Intent to Apply.** If you intend to apply, please send an e-mail 60 days prior to the deadline to [americorpsnational@cns.gov](mailto:americorpsnational@cns.gov) for National applicants, or [americorpsapplications@cns.gov](mailto:americorpsapplications@cns.gov) for state commissions.

Although submission of the notice of intent to apply is not mandatory, your e-mail will help the Corporation to plan more efficiently for review. In your e-mail, include the name of your organization, address, contact person, and phone number. National applicants should state the competition for which you will be applying. State commissions are encouraged to include an estimate of the number of programs you will be submitting to the state competitive competition. Or, you may mail a letter of intent to the address below.

**2. Universal Identifier.** Applications must include a Dun and Bradstreet Data Universal Numbering System (DUNS) number. **The DUNS number does not replace your Employer Identification Number.**

DUNS numbers may be obtained at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online at [www.dnb.com](http://www.dnb.com). The website indicates a 24-hour e-mail turnaround time on requests for DUNS numbers; however, **we suggest registering at least 30 days in advance of the application due date.** Expedited DUNS numbers may be obtained by telephone at a cost of \$99 by calling the DUNS number request line.

**3. Using eGrants.** We strongly encourage you to create your eGrants account and begin your application at least three weeks prior to the final submission deadline and begin pasting your application into eGrants no later than ten days before the deadline (see section C., Submission Dates and Times). This will allow you time to address technical issues prior to the deadline. Technical issues are more likely to be considered as a factor in allowing a late submission if you begin entering your application within this time frame.

In addition to completing an online application, applicants must submit, in hard copy, all attachments specified in the application instructions and the AmeriCorps regulations. Please include a copy of the SF-424 Facesheet with your attachments for identification purposes. Hard copy attachments must be postmarked by 5:00 p.m. Eastern Time on the day of the deadline. **Do not submit any other supplementary materials such as videos, brochures, letters of support, or any other item not requested in the application instructions. We will not review or return them.** Submit required attachments to:

Corporation for National and Community Service  
Box [Name of Grant for Which You Are Competing]  
1201 New York Avenue NW  
Washington, DC 20525

**4. Technical Difficulties with eGrants.** Contact the eGrants Help Desk at 202-606-7506 or e-mail [egrantshelp@cns.gov](mailto:egrantshelp@cns.gov) immediately if a problem arises while you are creating your account, preparing, or submitting your application. Be prepared to provide your application ID. If you think you may be unable to submit your application by the deadline due to technical issues, contact the eGrants Help Desk prior to the 5:00 p.m. Eastern Time deadline to explain your technical issue and get a ticket number. If your issue is not resolved within the next 24 hours, you will be asked to submit a hard copy application according to the directions below.

If you are unable to access eGrants at all, please submit a hard copy application and a copy of your application on disk or CD. Submit these items via overnight carrier (non-U.S. Postal Service because of security-related delays in receiving mail from the U.S. Postal Service) or hand delivery to the address above. Your hard copy application must be received no later than 5:00 p.m. Eastern Time on the deadline.

### **C. Submission Dates and Times**

Applications for National Direct Planning and Indian Tribes Planning grants are due **November 5, 2008**, 5:00 p.m. Eastern Time. Applicants will be notified by **January 16, 2009**.

Applications for State Commission Competitive, Territories, State and Territories without Commissions, State and National Education Award Programs, National Direct including Professional Corps, and Indian Tribes are due **January 13, 2009**, 5:00 p.m. Eastern Time. Applicants will be notified by **May 31, 2009**.

Applications submitted by fax or e-mail will not be accepted.

In the event of prolonged unavailability of the eGrants system on the date of submission, the Corporation reserves the right to extend the eGrants submissions deadline. A notice will be placed in eGrants and on <http://www.americorps.gov> with the extended deadline.

### **D. Funding Restrictions**

Grants under this program are subject to the applicable Cost Principles under OMB Circulars A-21 (2 CFR part 220), A-122 (2 CFR part 230), or A-87 (2 CFR part 225) and the Uniform Administrative Requirements for grants under A-102 (45 CFR part 2541) or A-110 (45 CFR 2543 or 2 CFR part 21).

### **E. Other Submission Requirements**

**Equal Opportunity Survey.** Applicants are asked to complete the Survey on Ensuring Equal Opportunity for Applicants. You may complete the survey in eGrants while preparing your application for submission or contact the Corporation to obtain a copy.

## **V. Application Review Information**

### **A. Selection Criteria**

Selection criteria include the initiatives and priorities described in this *Notice* and the [AmeriCorps regulations](#), 45 CFR §§2522.420-448.

### **B. Review and Selection Process**

Information on the review and selection process is located in the [AmeriCorps regulations](#) 45 CFR §§2522.400-2522.475. Section 2522.450 addresses types of programs or program models that may receive special consideration in the selection process. Section 2522.455 addresses additional priorities to those described in this *Notice*. Section 2522.470 addresses other factors or information the Corporation may consider in making final funding decisions.

## **VI. Award Administration Information**

### **A. Anticipated Announcement and Award**

The Corporation will award grants immediately following the grant selection announcement. Corporation program officers may call applicants to seek clarification, resolve questions and issues, negotiate performance measures, and request revised budgets as part of the pre-award review process. Failure to respond to requests for information in a timely fashion will result in the removal of applications from consideration.

We anticipate announcing the results of the 2009 competitions by May 31, 2009. **The negotiated project start date may not occur prior to award date. If you are applying as a new grantee, you may not request a start date prior to June 15.**

### **B. Administrative and National Policy Requirements**

The AmeriCorps regulations and grant provisions are incorporated in the Notice of Grant Award (NGA). The NGA incorporates the approved application as part of a binding commitment under the grant.

### **C. Reporting**

Grantees are required to supply annual performance and bi-annual financial reports, and an internal or external evaluation report as required by the AmeriCorps regulations. EAP grantees are only required to provide performance reports. All grantees provide expense reports to the U.S. Department of Health and Human Services.

### **VII. Agency Contacts**

This *Notice* is available at [http://www.americorps.gov/for\\_organizations/funding/nofa.asp](http://www.americorps.gov/for_organizations/funding/nofa.asp). The TTY number is 202-606-3472. For further information or for a printed copy of this *Notice*, call (202) 606-5000. You may also call your state commission if you have questions about the State grant program, and (202) 606-7508 if you have questions about the National grant program. Or send an e-mail to [americorpsapplications@cns.gov](mailto:americorpsapplications@cns.gov) for the State grant program and to [americorpsnational@cns.gov](mailto:americorpsnational@cns.gov) for the National grant program.

### **VIII. Additional Information**

**Technical Assistance:** AmeriCorps National hosts a series of technical assistance calls to answer questions about National Direct, National Professional Corps, National Planning, National EAP, and Indian Tribes funding opportunities. Applicants are strongly encouraged to participate in the technical assistance calls. The call schedule will be posted at [http://www.americorps.gov/for\\_organizations/funding/nofa.asp](http://www.americorps.gov/for_organizations/funding/nofa.asp).

**Disclaimer:** Publication of this announcement does not obligate the Corporation to award any specific number of grants or to obligate the entire amount of funds available, or any part thereof, for grants under the AmeriCorps State and National Program.