

## FY 2012 RSVP Relinquishment Funds Competition

### New Grants and Augmentations

#### FREQUENTLY ASKED QUESTIONS

Updated 5.14.12

*This document supplements the FY 2012 Relinquishment Funds Senior Corps Notice of Funding Opportunity for RSV Program and Application Instructions:*

[http://www.seniorcorps.gov/for\\_organizations/funding/NOTICE.asp](http://www.seniorcorps.gov/for_organizations/funding/NOTICE.asp)  
**Applicability**

APPLICABILITY	QUESTION
Augmentation	<p>1. For an augmentation proposal, should we assume the reviewers will not see our current grant narratives already entered into e-grants?</p> <p>Yes.</p>
Augmentation and New	<p>2. If an existing RSVP grantee writes a proposal to increase its volunteer base - but due to the normal loss of volunteers in a given year the volunteer base remained similar in number would there be any consequences to the program in terms of the RSVP re-competition in 2013.</p> <p>No.</p>
Augmentation and New	<p>3. We have two different main service activities, both of which will increase the ability of disabled or senior adults to continue to live independently. Can the two Work Plans that contain Performance Measures both have the same desired End Outcome?</p> <p>Yes.</p>
New	<p>4. Given that we will have to build up to the total number of new volunteers we are proposing, how many volunteers should be shown in the first year of the grant?</p> <p>Show the total number you expect to build up to. Explain your plans for recruiting these volunteers in your narrative.</p>
New	<p>5. The <i>Notice</i> recommends specific page limits to various parts of the application. Do the character limits included in the application instructions apply as well, ie 1500 for Executive Summary, 4,000 for the narrative sections B-E?</p> <p>No. The character limits that are included in the Senior Corps Grant Application instructions have been eliminated in eGrants.</p>
Augmentation and New	<p>6. If extenuating circumstances make use of eGrants impossible, rather than sending a hard copy of the application, can an applicant send the application on a disk or thumb drive?</p> <p>No. If extenuating circumstances make the use of eGrants impossible, you may send a hard copy of the application to the address in Section VII. of the Notice, via overnight</p>

	<p>carrier. Please use a non-U.S. Postal Service carrier because of security-related delays in receiving mail from the U.S. Postal Service. All deadlines and requirements in this Notice apply to hard copy applications. Hard copy applications must include a cover letter detailing the circumstances that make it impossible to submit via e-Grants. CNCS does not accept applications submitted via fax, e-mail, thumb drive or disk.</p>
New	<p><b>7. What is the minimum amount of time a RSVP can volunteer?</b></p> <p>No minimum has been established. The RSVP program regulations state that “a RSVP volunteer shall serve weekly on a regular basis, or intensively on short-term assignments consistent with the assignment description.” [45 CFR 2553.51]</p>
Augmentation and New	<p><b>8. What is the time frame for a work plan?</b></p> <p>Work plans should reflect the time required to achieve the specified targets and may cover the entire 3-year grant performance period. Applicants for grant augmentations should develop work plans that cover the duration until the end of their grant period.</p>
Augmentation and New	<p><b>9. Must all RSVP volunteers being proposed for a new project or an augmentation proposal be placed in impact/outcome based work plans?</b></p> <p>Applicants for a new grant must place 50% of their volunteers in impact based work plans. Applicants for grant augmentations must place all of their volunteers in impact based work plans.</p>
Augmentation	<p><b>10. For a grant augmentation proposal, should the RSVP volunteer services we propose to add be included in one of our current work plans or in a new work plan?</b></p> <p>For the additional volunteers you propose to add, you should create one or more new work plans. Later, if you receive an award, you will add the new work plan to your current grant.</p>
Augmentation	<p><b>11. For our augmentation proposal, do we need to discuss how we will assess performance against all the work plans or just the one with the outcome level performance measure?</b></p> <p>You should address how you will assess performance against all the work plans you propose.</p>
Augmentation and New	<p><b>12. Is there any recommended number of work plans we should include in our application?</b></p> <p>No.</p>
Augmentation and New	<p><b>13. How do we account in work plans for volunteers who are doing multiple assignments that relate to more than one work plan?</b></p> <p>An individual volunteer may be counted in more than one work plan.</p>
Augmentation and New	<p><b>14. Can we place volunteers in programmatic activities in our own agency?</b></p> <p>Yes if they meet the programmatic priority areas in the <i>Notice</i>.</p> <p>To quote the RSVP program regulations in 45 CFR 2553.61: “The grantee may function as a volunteer station, provided that no more than 5% of the total number of volunteers budgeted for the project are assigned to it in administrative or support positions. This limitation does not apply to the assignment of volunteers to other programs</p>

	administered by the grantee or special volunteer activities of the project. The RSVP project itself may function as a volunteer station or may initiate special volunteer activities provided the Corporation agrees that these activities are in accord with program objectives and will not hinder overall project operations.”
New	<p><b>15. Do we need to have a fully formed advisory group before we get an award?</b></p> <p>No.</p>
New	<p><b>16. Since we aren’t established in the new geographic area we will be working in, how do we prepare a station roster?</b></p> <p>Provide a tentative list based on those you plan to sign up.</p>
New	<p><b>17. What is the basis for reimbursing a grantee’s costs?</b></p> <p>Grantees draw funds based on actual cash needs from the Department of Health and Human Services Payment Management System (HHS/PMS). If you receive an award and are not currently drawing funds in this manner, Corporation staff will work with you to get your account set up. Costs must be consistent with the approved grant budget and allowable under the applicable OMB Cost Principles found at <a href="http://www.whitehouse.gov/omb/grants_circulars/">http://www.whitehouse.gov/omb/grants_circulars/</a></p>
Augmentation	<p><b>18. Is there a cap on the amount of funding we can request to augment our current grant?</b></p> <p>No.</p>
New	<p><b>19. Is there a cap on the amount of funding we can request for a new grant?</b></p> <p>No.</p>
Augmentation and New	<p><b>20. What is the relationship between the selection criteria and the Senior Corps Grant Application instructions concerning the content of the various sections of the application?</b></p> <p>The proposal selection criteria are general criteria applied to assessing the application as a whole. They do not necessarily correspond directly to particular sections of the application.</p>
New	<p><b>21. Can we propose a new project in an un-served area where there was no relinquishment?</b></p> <p>No. However, proposals may include projects that cover areas previously served by a relinquished grant and adjacent un-served areas.</p>
Augmentation	<p><b>22. May a group or association of RSVP projects submit a joint proposal to augment each of their grants?</b></p> <p>Yes. It is possible to submit an augmentation application involving multiple RSVP projects.</p> <ul style="list-style-type: none"> <li>• All participating projects would have to be eligible.</li> <li>• One lead organization would submit the application in eGrants, again identifying all the members of the collaboration and how the volunteers would be distributed among them all.</li> </ul> <p>If the application is selected, the state office would notify each member project that they can submit an amendment request for their respective share of the award.</p>

<p><b>Augmentation</b></p>	<p><b>23. Our grant year is April – March and we are planning to apply for a grant augmentation. If successful, we won't receive the funds until September 2012. Would we be required to recruit and place the number of additional volunteers we propose by the end of that 6 month period?</b></p> <p>Not necessarily. For example, if you propose to augment your current volunteer corps with another 50 volunteers, you would indicate in your application by when you anticipate bringing the additional 50 on board.</p>
<p><b>New</b></p>	<p><b>24. If our state RSVP association applies for a new grant, does this preclude the RSVP projects in that same state from applying individually?</b></p> <p>No.</p>
<p><b>Augmentation</b></p>	<p><b>25. May a current RSVP grantee submit an augmentation proposal to expand RSVP volunteer services in a programmatic area that the RSVP volunteers are already addressing, if those services are to be delivered within the project's existing geographic service area?</b></p> <p>Yes if the programming meets the Veterans and Military service focus as prescribed by the <i>Notice</i>. For the purposes of this <i>Notice</i>, expansion of services within a currently served geographic area is considered new programmatic activity.</p>
<p><b>Augmentation and New</b></p>	<p><b>26. Who gets priority – grant augmentations or new projects?</b></p> <p>To the extent possible, our goal is to return RSVP resources to geographic areas previously served by RSVP.</p>
<p><b>New</b></p>	<p><b>27. For a current grantee, if you are establishing a new freestanding project, how does it relate to your project on an on-going basis and do the funds come through your current project?</b></p> <p>The funds would not come through your current grant.</p>
<p><b>New</b></p>	<p><b>28. If a current grantee wants to establish a new RSVP project in a previously served geographic area, must the new project be managed as a separate, independent grant with its own project director and project staff?</b></p> <p>Yes. Each project must be managed as a separate grant, each of which carries the same fiscal and program responsibilities as any other CNCS funded RSVP grant, including the assignment of a full-time project director, unless you can justify assigning a project director for less than full time in your management narrative when you submit your full application. You would propose managing the project with a separate full time project director or a plan for managing the new project with less than a full-time project director. We typically require a full-time director, but there could be a case where a project director splits their time between two projects.</p>
<p><b>Augmentation and New</b></p>	<p><b>29. If we propose two different types of services, such as mentoring and support of independent living, should these be in one work plan or separate work plans?</b></p> <p>Since the needs and impact results would be different for each, separate work plans for each type of service is recommended.</p>
<p><b>Augmentation and New</b></p>	<p><b>30. How should we regard the statements in the <i>Notice</i> that augmentations have a minimum of 20 RSVP volunteers and new projects are estimated to have 300 RSVP volunteers?</b></p>

	<p>Proposals for augmentation grants must have a minimum of 20 volunteers; there is no maximum. Proposals for new projects may have an estimated 350 RSVP volunteers; you should propose the number of volunteers appropriate for your community and the objectives of your application.</p>
New	<p><b>31. Does the list of geographic areas posted at the <i>Notice</i> APPENDIX A show the areas available to be served by new projects?</b></p> <p>Yes. The list shows the geographic areas previously served by a project that was voluntarily relinquished.</p>
Augmentation and New	<p><b>32. Can the competition funds be used to purchase a wheelchair equipped mini bus to transport shut ins, wounded warriors, etc., to and from community programs?</b></p> <p>No. This program does not fund equipment, such as a bus for this purpose.</p>
New	<p><b>33. Must an existing grantee applying only for the purpose of serving a new project area, address at least one of the six Focus Areas listed in the <i>Notice</i>.</b></p> <p>Yes. As stated in the <i>Notice</i>, funding priorities for New Grants require that all Senior Corps volunteers be placed in assignments that address one or more of the six Focus Areas from the CNCS's Strategic Plan.</p>
New	<p><b>34. Section VI. Award Administration Information of the <i>Notice</i> states that awards for successful application will be issued by late September 2012. What period of time will grant funds be available to spend?</b></p> <p>We anticipate completing announcement of the results of this competition by September 2012, and awarding grants with a start date of no later than September 30, 2012. Grants will be made for a three-year performance period, with funding provided one year at a time, contingent on satisfactory performance, demonstrated capacity to manage the grant, compliance with grant requirements, and the availability of Congressional appropriations.. Before the end of the first and second budget years, recipients will receive guidance on submitting a continuation application for the subsequent year of operation.</p>
New	<p><b>35. Does a "new" project have three years to recruit the target number of unduplicated volunteers?</b></p> <p>Yes. An RSVP project does not have to recruit the target number of new volunteers in the first year of the grant period. We only estimate that new RSVP projects will enroll an average of 300 RSVP volunteers in their first year based on historical experience. The estimated average federal cost per RSVP volunteer is \$350; the actual cost may differ depending upon the particulars of the program.</p> <p>It is the Corporation's expectation that grantees will make every effort to carefully assess their ability to recruit new volunteers and place new volunteers in service projects as soon as possible.</p>
Augmentation	<p><b>36. For an augmentation proposal, are any of the following acceptable? a) a new work plan in an existing service area, b) expansion into new unserved areas using current work plans c) expansion into an unserved area with a new work plan?</b></p> <p>Yes. An existing RSVP grantee may apply for an augmentation of its current grant for expansion of an existing project within its currently approved geographic service area or into a new unserved geographic area which meets the programming criteria for Grant Augmentations focusing on Veterans and family members of military service members</p>

	specified in the <i>Notice</i> . If an award is made, the grantee will receive instructions on how to integrate the augmentation work plan(s) into the current grant.
<b>Augmentation</b>	<p><b>37. Can an RSVP grantee applying to receive a grant augmentation partner with another agency that also receives federal funding from another federal agency?</b></p> <p>Yes. An RSVP project may partner with another agency in many ways including asking the partner to serve as a volunteer station. The RSVP grantee must serve as the applicant for an augmentation under this <i>Notice</i>. Note that unless the statute authorizing another federal government program provides for the use of that program’s funds to be used to meet the grantee match or cost share requirement, it is not possible to use federal funds for the match or cost share requirement.</p>
<b>Augmentation</b>	<p><b>38. Is there a matching funds requirement for current RSVP programs?</b></p> <p>Yes. See the <i>Notice</i>, Section III.4. Non-federal Share Requirements for All Applicants</p>
<b>New</b>	<p><b>39. Is there a formula for determining the non-federal share we should budget?</b></p> <p>Yes. The RSVP non-federal share requirement — 10% in Year 1, 20% in Year 2, and 30% in Year 3 and subsequent years — is calculated as a percentage of the <b>total</b> project budget. For example, if your total budget is \$100,000, the required non-federal share for Year One would be \$10,000 and the federal share would be \$90,000.</p>
<b>Augmentation and New</b>	<p><b>40. Will applicants garner any special consideration for providing matching funds beyond the required minimum percentage?</b></p> <p>No.</p>
<b>Augmentation and New</b>	<p><b>41. Will cash or in-kind contributions be accepted as part of match?</b></p> <p>Yes. The RSVP Program Regulations in 45 CFR 2553.72(2), state that: “a grantee is responsible for identifying non-Corporation funds which may include in-kind contributions.”</p>
<b>Augmentation and New</b>	<p><b>42. Are there any restrictions regarding the amount that may be requested?</b></p> <p>No.</p>
<b>Augmentation</b>	<p><b>43. Is a grantee of a non-Corporation funded RSVP project whose only Corporation funding resulted from a PNS grant augmentation under a previous competition, considered a current RSVP grantee?</b></p> <p>Yes.</p>
<b>Augmentation and New</b>	<p><b>44. Can federal agency funding be used to meet the non-federal share requirement?</b></p> <p>No. Unless the statute authorizing another federal government program provides for the use of that program’s funds to be used to meet the grantee match or cost share requirement, it is not possible to use federal funds for the match or cost share requirement. Neither the Corporation’s statutes nor the Older Americans Act, contain such a provision.</p>
<b>Augmentation and New</b>	<p><b>45. Is the grantee of a current non-Corporation funded RSVP project considered a "grantee" for this competition?</b></p> <p>Yes.</p>

<p><b>Augmentation and New</b></p>	<p><b>46. For this competition only, does the federal cost per RSVP volunteer of \$350 cover all costs associated with an RSVP volunteer, both administrative costs as well as the cost of such volunteer benefits as required insurance, mileage reimbursement, and meals where applicable?</b></p> <p>Yes.</p>
<p><b>New</b></p>	<p><b>47. Is it possible to propose a statewide project, when there are counties that are already served?</b></p> <p>You could propose a statewide project to serve counties that are not already served.</p>
<p><b>New</b></p>	<p><b>48. May a national organization apply for multiple grants to be used in different locations / states or would the national organization be limited to one grant for the entire organization?</b></p> <p>RSVP is a program focused on local needs, with local community participation. While a national application is not prohibited, normally local affiliates of national organizations submit separate applications.</p>
<p><b>New</b></p>	<p><b>49. Can an organization apply to serve an unserved county in a bordering state?</b></p> <p>Yes. The statute and regulations do not prohibit RSVP grantees from operating projects in a separate state. The applicant would be well served to briefly describe the rationale for and the benefits of the geographic arrangement proposed in the Grant Application.</p>
<p><b>New</b></p>	<p><b>50. Does the list of geographic areas posted in the APPENDIX A of the Notice show the geographic service areas available to be served by a new project?</b></p> <p>Yes. The list shows the geographic areas previously served by a project where a project was voluntarily relinquished. All geographic areas not served by an existing project are considered unserved areas.</p>
<p><b>New</b></p>	<p><b>51. My state is not on the list of geographic areas posted in the APPENDIX A of the Notice – does this mean I cannot apply for a grant?</b></p> <p>You may apply for a grant.</p> <p>The list shows the geographic areas previously served by a project where a project was voluntarily relinquished. Organizations may apply for a new grant in the geographic areas on the list in Appendix A.</p> <p>Current RSVP grantees in any state may apply to augment their existing grant with veteran’s focused programming.</p>
<p><b>Augmentation</b></p>	<p><b>52. Can existing RSVP projects apply for augmentation funding to geographically expand into areas that had a RSVP project that was relinquished or into a new area that has never had a RSVP project?</b></p> <p>Yes. Applications for grant augmentations may be for expansion of existing projects either within currently approved geographic service areas or into new geographic service areas.</p>
<p><b>Augmentation</b></p>	<p><b>53. Can existing RSVP projects apply for an augmentation to include another CNS focus area, besides services to the Veteran and military families?</b></p> <p>No. Grant augmentations must incorporate new veteran’s programming,</p>

	including Department of Labor (DOL) veteran’s activities and/or other veteran’s and military families programming.
<b>Augmentation</b>	<p><b>54. Are project budgets for grant augmentations limited to the augmentation amount, stated in the <i>Notice</i>, of \$7,000?</b></p> <p>No. The <i>Notice</i> sets \$7,000 as a minimum. For augmentations, CNCS expects awards for a minimum total award of \$7,000 each with a minimum number of 20 volunteers (\$350 per volunteer). There is no maximum number of RSVP volunteers.</p>
<b>New</b>	<p><b>55. We previously relinquished an RSVP grant, may we apply for a new grant?</b></p> <p>Yes.</p>
<b>Augmentation</b>	<p><b>56. If I am in the third year of my grant when I apply for a grant augmentation and I am awarded a grant augmentation, do I need to spend all of the augmentation funds by the end of the third year of my grant?</b></p> <p>Yes. All augmentation funds must be expended by the end of your current grant period.</p>
<b>New and Augmentation</b>	<p><b>57. Can I format my application with bullets and special characters?</b></p> <p>No. Please keep detailed formatting to a minimum. The CNCS eGrants system does not accommodate bullets, special characters, etc.</p>
<b>New and Augmentation</b>	<p><b>58. Where can I send questions about applying for these grants?</b></p> <p>For further information, questions or for a printed copy of this Notice, call (202) 606-3225 or e-mail 2012SeniorCorps@cns.gov.</p>
<b>New and Augmentation</b>	<p><b>59. Can a current RSVP grantee apply for both a new project and a grant augmentation?</b></p> <p>Yes.</p>
<b>New</b>	<p><b>60. If I apply for a new project in a previously served geographic service area, do I have to maintain the same programming and service activities of the relinquished project?</b></p> <p>No. You may propose new activities and programming.</p>
<b>New</b>	<p><b>61. If I apply for a new project in a previously served geographic service area, do I have to maintain the same number of volunteers as the relinquished project?</b></p> <p>No. However, for new RSVP projects, CNCS expects to award new project grants at \$350 per volunteer.</p>
<b>New</b>	<p><b>62. If I apply for a new project in a previously served geographic service area, do I have to apply for the same federal funding of the previous grant?</b></p> <p>No. You should budget for the cost of supporting the programming proposed, number of volunteers etc. We estimate \$350 federal funds per volunteer is the</p>

	average amount needed to successfully launch and operate a new project.
New	<p><b>63. Are there minimum and maximum funding amounts or number of volunteers for new grants?</b></p> <p>No.</p>
New and Augmentation	<p><b>64. Must I propose to cover the entire service area of the relinquished grant or could I propose to include only certain areas?</b></p> <p>You may propose to serve all or part of the area previously served.</p>
<b>UPDATED FRIDAY, MARCH 30, 2012</b>	
New and Augmentation	<p><b>65. If I am a current RSVP grantee using non-federal funds to provide programming and service to a previously served geographic service area, may I apply for a new project to serve this area?</b></p> <p>No. For the purposes of this competition, the service area is <b>not available for the “new grant” element of the competition</b>, as it is already covered by a federally funded RSVP grant.</p> <p>However, the RSVP sponsor that expanded to pick up a relinquished service area is <b>eligible to apply for an augmentation</b> for federal funds to incorporate veterans programming, including in the expanded service area.</p>
New and Augmentation	<p><b>66. How does CNCS define an “unserved” geographic area?</b></p> <p>CNCS defines an “unserved” geographic area as a geographic area where there are no volunteers actively serving beneficiaries under the auspices of RSVP.</p>
New and Augmentation	<p><b>67. Is the goal of the Relinquishment Funds Competition to fund RSVP programming and funding to every geographic area that experienced a relinquishment?</b></p> <p>No. There is no guarantee that RSVP grants will be awarded in every geographic area that experienced a relinquishment in this competition.</p>
New and Augmentation	<p><b>68. Can a current grantee receive funds to expand into a geographic service area no longer being served due to a relinquishment?</b></p> <p>Yes. Current grantees may apply for a new project in a previously served area or an augmentation of their grant to expand into an area previously served. However, current RSVP grantees applying for a grant augmentation to expand in to previously served geographic service areas listed in Appendix A <b>must submit their proposal under the New Grant NOFO in eGrants.</b></p>
Augmentation	<p><b>69. If awarded a grant augmentation, how long will a current grantee have to recruit their proposed number of volunteers?</b></p> <p>A grantee awarded a grant augmentation will have until the end of their current three year grant period to recruit the proposed number of volunteers.</p>

New and Augmentation	<p><b>70. Is there a commitment time period requirement for volunteer service?</b></p> <p>No. There is no limit to the length of time a volunteer may serve.</p>
New	<p><b>71. Do applicants for a new project need to respond to all six Focus Areas?</b></p> <p>No. There is no requirement to respond to all six Focus Areas.</p>
New and Augmentation	<p><b>72. If I currently have an RSVP grant and am awarded a second, new grant in this RSVP Relinquishment Fund competition; could I lose my current RSVP grant when I compete in the 2013 RSVP Re-competition?</b></p> <p>Yes, that could happen.</p>
New and Augmentation	<p><b>73. Is the \$350 cost per volunteer a per year cost or a cost over the grant period?</b></p> <p>Under this competition, the \$350 cost per volunteer is per year.</p>
New	<p><b>74. Are all of the Six Focus areas equally weighted?</b></p> <p>Yes, for new projects in this competition, all six focus areas are equally weighted.</p>
New and Augmentation	<p><b>75. Is there a particular focus on engaging veterans as well as military families?</b></p> <p>Yes, for grant augmentations in this competition there is a specific focus on serving veterans and military families. However, new projects may be proposed under any of the six Focus Areas.</p>
New and Augmentation	<p><b>76. How can we find out who was the prior sponsor of a grant?</b></p> <p>You can find information on prior sponsors of relinquished RSVP grants on the FOIA Electronic Reading Room of the CNCS website located at:  <a href="http://www.nationalservice.gov/home/foia/readingroom.asp">http://www.nationalservice.gov/home/foia/readingroom.asp</a></p>
Augmentation	<p><b>77. If I am awarded a grant augmentation and the 3<sup>rd</sup> year of my current grant ends March 31, 2013, would my project need to meet the grant augmentation volunteer recruitment numbers and work plans by the end of my current grant, March 31, 2013?</b></p> <p>Yes.</p>
Augmentation	<p><b>78. If a current RSVP program applies for a new project in the previously served geographic service areas listed in Appendix A, which NOFO in eGrants should they use?</b></p> <p>To apply for a new project in the previously served geographic service areas listed in Appendix A, please select the New Project NOFO in eGrants.</p>
New and Augmentation	<p><b>79. Has the <i>Notice</i> been updated since it was originally posted on March 19, 2012?</b></p> <p>Yes. The <i>Notice</i> itself was edited and reposted on March 23, 2012 and March 30,</p>

	<p>2012. Additionally, the list of previously served geographic service areas in Appendix A will be updated every week until April 8, 2012.</p>
<b>New and Augmentation</b>	<p><b>80. Is there a checklist on items to be covered in the application Narratives available for applicants?</b></p> <p>No. Applicants for a grant augmentation should use the application guidance in the <i>Notice</i> itself; it references the content and items applicants will need to do.</p> <p>Applicants for new projects should use follow the guidance in the Senior Corps grant application.</p>
<b>Augmentation</b>	<p><b>81. Are there examples of programming for veterans and military families and programming in coordination with the Department of Labor Veterans programs?</b></p> <p>Yes. We will post illustrative examples of programming for veterans and military families and programming in coordination with the Department of Labor Veterans programs.</p>
<b>Augmentation</b>	<p><b>82. For our grant augmentation, can we use existing volunteers who either take on a new assignment at an existing site or move to a new site with service related to the augmentation?</b></p> <p>No. The purpose of the grant augmentation is to enroll new volunteers beyond those already enrolled and above and beyond those already serving in your project.</p>
<b>Augmentation</b>	<p><b>83. If I apply for a grant augmentation, how should I budget the match percentage for the grant?</b></p> <p>The augmentation budget will be added to your current grant budget. To calculate the total match percentage, you should add your proposed grant augmentation budget to your current grant budget and calculate the match.</p> <p>Remember, the RSVP non-federal share requirement — 20% in Year 2, and 30% in Year 3 and subsequent years — is calculated as a percentage of the <b>total</b> project budget. <b>Total = CNCS share and the grantee share.</b></p> <p>For example, if your total budget is \$100,000, the required non-federal share for Year Two would be \$20,000 and the federal share would be \$80,000.</p>
<b>Augmentation</b>	<p><b>84. If a current RSVP grantee is not in a state on the list in Appendix A, can they still apply for a grant augmentation?</b></p> <p>Yes. All current RSVP grantees may apply for a grant augmentation so long as they send an email to their State Office by March 30, 2012 requesting Certification of Eligibility.</p>
<b>New and Augmentation</b>	<p><b>85. My project is approved for an 80% RSVP Director position by our State Office. However, the <i>Notice</i> states that there should be a full-time Project Director. Could you please clarify?</b></p>

	<p>The program requirements in the <i>Notice</i> reflect the RSVP program regulations which call for a full-time Project Director. The regulations also include some flexibility to have it approve a Project Director at a lesser time should that be deemed an appropriate management level.</p> <p>Applicants should provide a detailed justification in their application regarding what level of staffing is needed to accomplish proper management and oversight of the project.</p>
<b>New and Augmentation</b>	<p><b>86. Are there page limits on the Narratives in the application?</b></p> <p>Yes, there are recommended page limits. Applicants for new projects grant augmentations should reference page 11 of the <i>Notice</i>.</p>
<b>Augmentation</b>	<p><b>87. If a current RSVP grantee is awarded a grant augmentation, will it be a one-time funding or will the funding be added to the current grant budget on a recurring basis?</b></p> <p>The grant augmentation funding and corresponding programming and volunteer numbers, become a permanent part of the current grant.</p>
<b>Augmentation</b>	<p><b>88. For a grant augmentation proposal, is it correct that 100% of the proposed volunteers need to be in Performance Measures?</b></p> <p>Yes.</p>
<b>Augmentation</b>	<p><b>89. For a grant augmentation proposal, do the Performance Measures need to focus exclusively on veterans and military families?</b></p> <p>Yes.</p>
<b>New and Augmentation</b>	<p><b>90. When pasting materials into eGrants, should they text be double-spaced?</b></p> <p>We recommend not exceeding 15 double-spaced pages in your Narratives, including the Executive Summary and Cover Page, as the pages print out from eGrants. This recommended limit does not include the Cost Effectiveness and Budget Adequacy section. You may print out your application from the Review and Submit page, prior to final submission to review the number of pages.</p> <p>Applicants may use a standard, double spaced word document as a reference to how many pages the application will be in eGrants, however, it is important to note that this will not be an exact conversion and applicants should print out the pages from eGrants to verify the page count.</p>
<b>Augmentation</b>	<p><b>91. If a current RSVP grantee is in their 3<sup>rd</sup> year of their grant and the grant cycle ends March 31, 2013 and they are awarded a grant augmentation, will they receive 6 months of funding or a full twelve months of funding?</b></p> <p>Regardless, of which year a current RSVP grantee is in their three year grant period, they will receive a full twelve months of augmentation funding. However, the grantee must expend all of the funding by the end of their grant period.</p>

<b>Augmentation</b>	<b>92. Can current RSVP grantees apply for a grant augmentation in another Focus Area other than services to veterans and military families?</b>  No.
<b>New and Augmentation</b>	<b>93. Can nonprofits directly apply for this grant?</b>  Yes.
<b>Augmentation</b>	<b>94. If I am a full-time Project Director who splits my time between 2 programs, would I be able to apply for a grant augmentation?</b>  Yes.
<b>New</b>	<b>95. Does a new grant application need to cover all the areas covered in the previously served geographic service area or can an applicant propose to cover part or half of the area?</b>  An applicant for a new project may apply to serve a part, half, or all of the previously served geographic area.
<b>New</b>	<b>96. Do existing RSVP grantees applying for a New Project need to notify their State Office and receive Confirmation of Eligibility?</b>  No.
<b>New and Augmentation</b>	<b>97. Can Foster Grandparent Programs apply for this grant money or is it only for RSVP?</b>  No. There are only RSVP funds available under this <i>Notice</i> .
<b>Augmentation</b>	<b>98. If we already have a FT RSVP Director in our existing grant, would we meet the requirement of a FT Director for the augmentation.</b>  Yes.
<b>New and Augmentation</b>	<b>99. Does CNCS Senior Corps have a breakdown of the allocation of \$350 per volunteer as a best practice for well-run programs?</b>  No. The breakdown of the allocation of the \$350 per volunteer should be determined by the individual project's programming and budget.
<b>New and Augmentation</b>	<b>100. If a current RSVP grantee wishes to both expand their programming into an area that was relinquished and augment their current programming to include veteran's services must they submit two separate applications?</b>  Yes. In order to insure that all applications for a specific service area are reviewed and rated together, grantees must apply under the New Project NOFO in eGrants for that portion.
<b>UPDATED FRIDAY, APRIL 13, 2012</b>	
	<b>101. How do I find the correct NOFO in eGrants for a grant augmentation application?</b>  Current RSVP grantees applying for a grant augmentation should first select the "New" application button on the left side of the eGrants screen directly after login. Then select "RSVP Augment 2012". Please note that if you plan to apply for a grant augmentation in to a relinquished service area you must select the "RSVP New 2012"NOFA.

	<p><b>102. Where can I find resources to help me develop my performance measures and work plans?</b></p> <p>Please visit the CNCS Resource Center for resources specific to developing Senior Corps performance measures and work plans. Please click this link to take you directly there: <a href="http://www.nationalservicerresources.org/star/sc">http://www.nationalservicerresources.org/star/sc</a></p>
	<p><b>103. Are Tribes eligible to apply for grant opportunities under this Notice?</b></p> <p>Yes. Tribes are eligible to apply for the grant opportunities covered by this Notice.</p>
<b>UPDATED FRIDAY, APRIL 20, 2012</b>	
	<p><b>104. If a current RSVP grantee wishes to both expand their programming into an area that was relinquished and augment their current programming to include veteran’s services must they submit two separate applications?</b></p> <p>Yes.</p>
	<p><b>105. Do the funds available under this NOFA need to go to new volunteer activities, or could they go to a program that is already in existence?</b></p> <p>Applications for grant augmentations should propose veterans and military family programming using new volunteers. Applications for new grants should propose new programming under one or more of the six Focus Areas in a geographic service area listed in the NOFA.</p>
	<p><b>106. Is there a procedure to protest a ruling of ineligibility due to a late submission of a report?</b></p> <p>The notice of funding opportunity is the document and policy that governs this competition. The information contained in the notice of funding opportunity, as the vehicle for providing an equitable and fair playing field for all applicants, provides clearly the definitive terms of the competition. On-time submission of reports was clearly stated in the notice of funding opportunity as a requirement for eligibility.</p>
	<p><b>107. Where in the do I find the deadline for existing RSVP that we were supposed to notify our State Specialists by March 30?</b></p> <p>The Relinquishment Funds NOFO posted on March 19, 2012, contained a directive for current grantees interested in applying for a grant augmentation to submit a request for eligibility by 5:00 P.M. on March 30, 2012. This information is contained in <i>Section III. Eligibility Information</i> (p.7 of the NOFA).</p> <p>Additionally, on March 27, 2012, CNCS held a national technical assistance call with current grantees interested in applying for grant augmentations. The call included a detailed discussion of the eligibility requirement for current grantees interested in applying for a grant augmentation and emphasized the March 30, 2012, deadline. The call was recorded and is available for playback through May 30, 2012. You can review the call at 1.888.325.4184 with passcode 1819.</p>

	<p><b>108. If my community is not listed in the Appendix for previously granted areas that relinquished funds, how do we apply for a new grant as there are no relinquished grants in this area?</b></p> <p>Applications for new RSVP grants may only be made in geographic service areas listed in the Appendix A of the NOFA. If your community is not listed than there is not an opportunity at this time to apply for an RSVP grant. However, if you are an existing RSVP grantee there is an opportunity to apply for a grant augmentation focused on veterans and military families programming.</p>
	<p><b>109. If the Corporation receives applications that did not request eligibility (or requested late), will they automatically be eliminated without looking at the application?</b></p> <p>Yes. The information contained in the NOFA Section III. Eligibility Information (p.7 of the NOFA) states that a failure to request a determination of eligibility or submission of a grant application after notice of ineligibility is a technical violation of the competition guidelines, and your application will not be considered.</p>
<p><b>UPDATED FRIDAY, APRIL 27, 2012</b></p>	
	<p><b>110. We are the largest nonprofit serving senior citizens in our community. I have been unable to find any information on an RSVP program serving our community. Does this NOFA mean that we are qualified to apply?</b></p> <p>So long as you meet the eligibility requirements detailed in the NOFA, applications for new RSVP grants may be made in geographic service areas listed in the Appendix A of the NOFA. If your community is not listed than there is not an opportunity at this time to apply for an RSVP grant. However, if you are an existing RSVP grantee there is an opportunity to apply for a grant augmentation focused on veterans and military families programming.</p>
	<p><b>111. How do I find the correct NOFO in eGrants for a grant augmentation application?</b></p> <p>Current RSVP grantees applying for a grant augmentation should first select the “New” application button on the left side of the eGrants screen directly after login. Then select “RSVP Augment 2012”. Please note that if you plan to apply for a grant augmentation in to a relinquished service area you must select the “RSVP New 2012”NOFA.</p>
	<p><b>112. If all program volunteers including interns will use their own vehicles to volunteer and attend program activities dose the Grantee have to carry Accident, Personal Liability Excess Liability, and Liability Insurance?</b></p> <p>RSVP regulations require the following:  § 2553.43 What cost reimbursements are provided to RSVP volunteers?  RSVP volunteers are provided the following cost reimbursements within the limits of the project's available resources:</p> <p>(a) Transportation. RSVP volunteers shall receive assistance with the cost of transportation to and from volunteer assignments and official project activities, including orientation, training, and recognition events.</p>

	<p>(b) Meals. RSVP volunteers shall receive assistance with the cost of meals taken while on assignment.</p> <p>(c) Recognition. RSVP volunteers shall be provided recognition for their service.</p> <p>(d) Insurance. A RSVP volunteer is provided with the Corporation-specified minimum levels of insurance as follows:</p> <p>(1) Accident insurance. Accident insurance covers RSVP volunteers for personal injury during travel between their homes and places of assignment, during their volunteer service, during meal periods while serving as a volunteer, and while attending project sponsored activities. Protection shall be provided against claims in excess of any benefits or services for medical care or treatment available to the volunteer from other sources.</p> <p>(2) Personal liability insurance. Protection is provided against claims in excess of protection provided by other insurance. It does not include professional liability coverage.</p> <p>(3) Excess automobile liability insurance. (i) For RSVP volunteers who drive in connection with their service, protection is provided against claims in excess of the greater of either:</p> <p>(A) Liability insurance the volunteers carry on their own automobiles; or</p> <p>(B) The limits of applicable state financial responsibility law, or in its absence, levels of protection to be determined by the Corporation for each person, each accident, and for property damage.</p> <p>(ii) RSVP volunteers who drive their personal vehicles to or on assignments or project-related activities shall maintain personal automobile liability insurance equal to or exceeding the levels established by the Corporation.</p> <p>(e) Other volunteer expenses. RSVP volunteers may be reimbursed for expenses incurred while performing their volunteer assignments, provided these expenses are described in the Memorandum of Understanding negotiated with the volunteer station and there are sufficient funds available to cover these expenses and meet all other requirements identified in the notice of grant award.</p> <p>[64 FR 14135, Mar. 24, 1999, as amended at 69 FR 20831, Apr. 19, 2004; 69 FR 56718, Sept. 22, 2004]</p>
	<p><b>113. If our current program applies under the “New Grantee NOFO” expanding into a relinquished geographic area, would it be possible to incorporate that grant (if awarded) into our existing grant; in regards to start date, re-competition schedule, budget, reporting and current staffing breakdown (i.e. Full Time Director).</b></p> <p>Yes.</p>
	<p><b>114. I see in the NOFO Appendix A the following for Arizona: AZ Graham, Greenlee, Cochise, and Santa Cruz counties. Am I accurate in understanding that</b></p>

	<p><b>funding will be allowed only for programs proposed or augmented in these 4 counties?</b></p> <p>Correct.</p>
	<p><b>115. Where do I find the check list for Augmentation Grant only?</b></p> <p>Application requirements for grant augmentations can be found in the NOFA in <i>Section IV. Application and Submission Information</i>.</p>
	<p><b>116. Does “incorporating new Veterans, including Department of Labor (DOL) Vets activities and/or other veteran’s and military families programming: (page 7 NOFA) also mean that we can recruit veterans as volunteers? If recruitment of veterans as volunteers is a service we can provide that is acceptable under the NOFA, do these veterans have to be over 55?</b></p> <p>The intent is to recruit new volunteers for programming to serve veterans and military families. However, recruitment of veterans as volunteers, so long as they are age 55 and over, is acceptable.</p>
	<p><b>117. Do you have forms, and format for submitting grant? Is a sponsoring agency required? If so will the sponsoring agency have to match the grant, or take on financial obligations?</b></p> <p>Please visit the website <a href="http://www.seniorcorps.gov/forms/SC_Grant_App_2011.pdf">http://www.seniorcorps.gov/forms/SC_Grant_App_2011.pdf</a> for a copy of the Senior Corps grant application – the application is the official form for submitting a grant into eGrants, CNCS’s official grant submission system.</p> <p>A sponsor is required to apply for a grant. The sponsor will be responsible for a non-federal share requirement as detailed in the NOFA on page 8.</p>
	<p><b>118. Do we need to apply for all counties within an available geographic service area listed in the NOFA can we apply for only one?</b></p> <p>Applicants for new projects in available geographic service areas may propose activity in all or part of the available geographic service areas.</p>
	<p><b>119. What is the base level funding for each of the available geographic service areas?</b></p> <p>For the Senior Corps FY 2012 Relinquished Funds competition, there are no pre-determined levels of funds for the annual awards for new grants in the available geographic service areas.</p>
	<p><b>120. I understand that the work plans for the augmentation grant will target services to Veterans and that the work plan should demonstrate impact. Does the work plan need to measure the impact on the individual Veteran or can it measure the impact on an agency that is serving Veterans – like a VA Clinic.</b></p> <p>Work plans should measure both the impact on the individual or community being served, and may also measure the impact on the agency serving the individual or the community.</p>

	<p><b>121. What should be included in an Executive Summary in the Senior Corps grant application?</b></p> <p>Instructions for drafting the Executive Summary can be found in the Senior Corps grant application. They are as follows:</p> <ul style="list-style-type: none"> <li>• Please provide a one-page summary of your proposed project. The Corporation will use these summaries to promote transparency and Open Government. Your Executive Summary must include: <ol style="list-style-type: none"> <li>1) The name of the legal applicant (sponsor organization);</li> <li>2) A brief description of the legal applicant’s organization and its mission;</li> <li>3) The number of RSVP volunteers proposed;</li> <li>4) The dollar amount you are requesting;</li> <li>5) The service categories your project will address;</li> <li>6) The community needs your project will address;</li> <li>7) The researched-based methods your project will use to address that need; and</li> <li>8) The project’s anticipated outcomes.</li> </ol> </li> </ul>
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**UPDATED FRIDAY, MAY 4, 2012**

	<p><b>122. The answer to question #81 is:</b></p> <p><i>Yes. We will post illustrative examples of programming for veterans and military families and programming in coordination with the Department of Labor Veterans programs.</i></p> <p><b>Where is this posted?</b></p> <p>This information will be posted on the CNCS NOFA website page at <a href="http://www.seniorcorps.gov/for_organizations/funding/nofa_detail.asp?tbl_nofa_id=96">http://www.seniorcorps.gov/for_organizations/funding/nofa_detail.asp?tbl_nofa_id=96</a> and on the Knowledge Network.</p>
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	<p><b>123. How do I join the Knowledge Network?</b></p> <p>The Corporation for National and Community Service and ETR Associates are pleased to announce the beta launch of the new Veterans and Military Families (VMF) Knowledge Network. You are warmly invited to participate in the testing phase of this virtual space for Corporation partners, grantees, programs and projects that serve or are served by veterans and military families.</p> <p>The Knowledge Network will share what works for our veterans and their families through conversations, presentations, conference calls, webinars, online courses and face to face events organized by the Corporation, our partners and the community’s participants. The goal? To build a strong community of practitioners who learn from each other and collectively advance the field.</p> <p><b>What are we asking you to do?</b></p> <p>We are asking you to use the online Knowledge Network for the next four months and give us candid feedback along the way so that together we can create a space that truly supports you and the good work of your programs. Ask or answer questions in the forums, connect with experts and peers, share stories and links,</p>
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	<p>suggest new topics or tools, post photos or documents, participate in webinars or discussions, or submit program practices that have worked for you. The possibilities are limitless!</p> <p><b>Where do you start?</b>  First create an account at <a href="http://www.nationalservice.gov/resources/user/register">http://www.nationalservice.gov/resources/user/register</a> and then go to <a href="http://www.nationalservice.gov/resources/veterans">http://www.nationalservice.gov/resources/veterans</a></p>
	<p><b>124. We recently became aware of the fact that the sponsor for a nearby county/counties has relinquished their RSVP funding. Is this geographical area now open to new grant applicants?</b></p> <p>Yes, these counties are currently listed in Appendix A of the NOFA and are part of the geographic areas covered by this notice.</p>
	<p><b>125. I'm helping with a Habitat for Humanity and we are interested in the RSVP project grants, however, I didn't see our county on the list of counties served.</b></p> <p>Only the counties listed in Appendix A of the NOFA are covered by this notice. If your county is not listed in Appendix A, it is not part of the current RSVP competition for new grants.</p> <p>However, if you are a current RSVP grantee interested in augmenting your current grant by expanding veterans and military families services in to an adjacent county, you may do so even if the adjacent county is not on the Appendix A list.</p>
	<p><b>126. I understand that the work plans for the grant augmentation should cover the period for the duration of the grant period. In my case the grant period ends on March 31, 2014 which leaves 18 months from when the grant would be awarded. When I do the budget am I figuring it for 12 months or the 18 months left in my grant period?</b></p> <p>The dates for the work plan targets and budget expenses do not extend to the end of your current three year project. Instead, they are dependent on your current grant year. If your current grant year ends March 31, 2013 then all augmentation funds awarded must be expended by March 31, 2013. Additionally, all work plan targets must be met by March 31, 2013.</p> <p>When your continuation starts on April 1, 2013, augmentation funds would be incorporated into your grant budget and work plan targets would become part of your continuation for that new grant year.</p>
	<p><b>127. We don't have an RSVP program. Are there opportunities in this grant competition for Senior Companion projects to support VAVS?</b></p> <p>No. We encourage all grantees to explore ways to develop veterans programming, however the funding currently available is only for RSVP.</p>
	<p><b>128. We have an existing relationship with our local VA center but I don't think our volunteers are being tracked and reported.</b></p> <p>If you currently have volunteers in your local VA medical center through a current work plan they should be reporting to your program in the same way that all of your volunteer stations are reporting. However, because of our new</p>

	<p>CNCS membership on the National Advisory Council, if your program has a representative on the local council, your volunteer hours will also get rolled up to the larger Senior Corps numbers.</p>
	<p><b>129. May we share the draft document on Veteran partnerships with other Senior Corps grantees?</b></p> <p>Yes. Once the document has been finalized, it will be made available to all grantees through the CNCS NOFA website and the Knowledge Network.</p>
	<p><b>130. Can you clarify the term “independent outreach clinic”?</b></p> <p>Yes. There is general consistency across the board about how VA medical centers operate. Each individual center decides how they provide services in their local areas. Your center may not choose to utilize volunteers.</p>
	<p><b>131. I only have a few RSVP volunteers helping veterans and plan to submit a proposal to hire a part-time person who is a Veteran to help recruit and organize other veterans. Can I do that?</b></p> <p>The intent of this NOFO is to expand Veterans programming with new volunteers.</p>
	<p><b>132. We have a VA medical center. Do I need a particular MOU with that center?</b></p> <p>Yes. While an MOU is not a requirement for VA but as a volunteer station you should have an MOU with them. That MOU is your agreement to provide volunteers. It is the same as it would be with any other volunteer station in that an MOU must be in place before volunteers can be placed at that station.</p>
	<p><b>133. What is the process if you are accepted as part of your local VA Board?</b></p> <p>If you are the facility representative or deputy, you are the manager of your program’s volunteers for that center. There are several steps:</p> <ol style="list-style-type: none"> <li>a. You must be registered as part of that facility after going through their orientation process.</li> <li>b. You must indicate to the staff that you are interested in serving as a representative and send a request to Jan Newsome in Senior Corps, <a href="mailto:jnewsome@cns.gov">jnewsome@cns.gov</a>.</li> <li>c. Jan will then send notification and approval to the local VA volunteer staff which then prompts them to change the code that enables them to track the data that will be rolled up for Senior Corps.</li> </ol>
	<p><b>134. Does the CNCS relationship in place also include VA homes?</b></p> <p>Yes.</p>
	<p><b>135. I have had a long standing relationship with VAVS. Is there a way for CNCS and VAVS to identify a way to capture information from all services currently being provided to their facilities?</b></p> <p>Yes. The best way to ensure this occurs is to have project directors and project staff serve as Representatives and Deputies. This ensures that all Senior Corps hours get rolled up and reported to Senior Corps.</p>

	<p><b>136. I am from a small town that has a VA office but the closest VA hospital is 72 miles away. Are we able to write a proposal for some other activity that serves Veterans but may not utilize a VA hospital partnership?</b></p> <p>Yes. For an augmentation application, you may propose whatever Veterans activity you believe is needed locally.</p>
	<p><b>137. Do you have any indication of what the VA service area is so as to avoid overlapping of services?</b></p> <p>VA has no requirement that prevents overlapping volunteers from programs. However, RSVP Directors should talk with your state office to ensure that you are not duplicating efforts with another RSVP in the target geographic service area.</p>
	<p><b>138. RSVP in the rural part of my state provides services to several counties and would like to expand our services. Can we apply through the augmentation if there is no local VA?</b></p> <p>Yes. You do not have to participate in the formal VA relationship. However, you do have to indicate in your augmentation proposal how you plan to recruit new volunteers. You must have a recruitment plan for new volunteers and new Veterans service activities. Current volunteers cannot be used as part of the augmentation proposal.</p>
	<p><b>139. Can there be consideration given to extending the application submission deadline beyond May 15?</b></p> <p>No.</p>
	<p><b>140. Can you explain the difference between the VA Rep. and the VA Dep.?</b></p> <p>Yes. The VA Representative is responsible for developing and maintaining the relationship with the local VAVS program manager. He/She attends the VAVS committee meetings and supports VAVS with needed volunteers.</p> <p>The Deputy is the person who represents the program when the Representative is not available to attend meetings. Having both a Representative and a Deputy ensures consistency with the program and that the program stays abreast of activities at the VA facility.</p>
	<p><b>141. We have a VAMC and a clinic. For which one should I sign up as representative?</b></p> <p>You can provide services to both. However, you should sign up for the one to which you are providing (or plan to provide) volunteer services.</p>
	<p><b>142. Can I be a VA representative for a different county? It is a facility that is just over our county line.</b></p> <p>If the facility is in another RSVP service area then you should first talk with the RSVP Director in that county before requesting to be a representative. All RSVP service activities must occur within your approved RSVP geographic service area.</p>
	<p><b>143. Can you tell us where the current 7 RSVP directors who are VA representatives are located?</b></p> <p>Yes. They are: Amarillo, Texas; Cheyenne, Wyoming; Danville, Virginia; Salt Lake City, Utah; Wilkes-Barre, Pennsylvania; and two representatives in Tucson, Arizona.</p>

	<p><b>144. Sometimes in a national contract the information doesn't get transferred down to the local entities. Have the local VA entities been informed of this new collaboration?</b></p> <p>Yes. The CNCS membership was announced at the annual national VA Voluntary Service Committee Meeting in March. Additionally, as part of the roll-out, CNCS is participating on All Hands VA Staff Calls over the next month.</p>
	<p><b>145. We are an existing CNCS grantee and will be submitting an application for a new RSVP grant to serve a relinquished geographic service area. Is there any guidance on how much should be budgeted for long distance travel?</b></p> <p>Information on budgeting for long distance travel can be found in the Senior Corps Grant Application: Enter travel costs on the appropriate local or long-distance lines on the Budget form. Include only travel costs for staff listed under budget line A and who directly support the grant activities described in your application. Local travel is travel within the project service area as shown in item 12 of the Facesheet. All travel outside the service area is long distance travel. Briefly list the purpose of anticipated local travel and the basis for cost calculations. For long distance travel, show the purpose for each trip and break out for each the cost of transportation, meals and lodging, and other travel costs.</p>
	<p><b>146. I am in the 3rd year of my grant, which will end 3/31/2013. I understand that if I apply for an RSVP Augmentation 2012 grant that the "proposed end date" for me will be 3/31/2013 but I am not sure what the "proposed start date" should be.</b></p> <p>The start date for the grant is September 30, 2012.</p>
	<p><b>147. We are a 501C-3 organization to determine our eligibility to apply for a new RSVP grant. I note that the focus is on Americans age 55+, however, I can't find any additional criteria that would prohibit our organization from applying for this grant. Is my organization eligible to apply?</b></p> <p>The competition for new RSVP grants is open to the following types of organizations that propose programming in the service areas listed in Appendix A of the NOFA:</p> <p>Public agencies (including state and local agencies and other units of government), non-profit organizations (including community-based organizations, both faith-based and secular), institutions of higher education, government recognized veteran service organizations, and Indian Tribes. Indian Tribe is defined as a federally recognized Indian Tribe, band, nation, or other organized group or community, including any Native village, Regional Corporation, or Village Corporation, as defined under the Alaska Native Claims Settlement Act (43 U.S.C. §1602), that the United States Government determines is eligible for special programs and services provided under federal law to Indians because of their status as Indians. Indian Tribes also include tribal organizations controlled, sanctioned, or chartered by one of the entities described above.</p>

	<p><b>148. When entering information in eGrants it asks for you to name the new grant. We are a current RSVP grantee and our name would encompass the entire area that we would be serving if awarded the new grant. Can we use the same name or do we have to create a new name? For marketing purposes, it would be much easier and more effective and efficient if we could use the same name. Thank you for your response.</b></p> <p>It is recommended that a separate name be used for new RSVP applications. If your sponsoring organization is awarded a new RSVP grant, the two grants will remain separate with CNCS even though they are under one sponsoring organization. Progress reports, application continuations, budgets, and volunteers would all remain separate under two different programs. Each separate budget must reflect a full time project director for each separate RSVP.</p>
	<p><b>149. We are applying for a new project in one of the relinquished communities, applying for a new program with new stations, could the volunteers already engaged in the programs who are over 55 become an RSVP Volunteer? Or, are we recruiting all brand new volunteers or a combination of both.</b></p> <p>Yes, if you are partnering with new volunteer stations in new counties, current volunteers at those stations who meet RSVP eligibility requirements are welcome to join RSVP. However, every effort should be made to recruit a substantial number of new volunteers by your new RSVP.</p>
	<p><b>150. I received the notice regarding: National Service Agency Announces RSVP Funding Opportunities. While I saw that the deadline for applications is May 15, I did not see this:</b></p> <p><i>Requesting Determination of Eligibility</i></p> <p><i>All existing grantees that intend to compete for a grant augmentation must e-mail their Program Officer in the State Office by 5:00 PM local time, March 30, 2012 to request a determination as to whether or not they meet the eligibility criteria established in this Notice. The submission of this e-mail does not commit grantees to proceed to the next stage.</i></p> <p><b>I emailed my program officer about my oversight to see if I could still apply and he recommended sending that question to the email address listed in the NOFO for a determination. May I apply?</b></p> <p>If the eligibility determination request was not made to your Program Officer by the March 30 5:00 PM deadline, then you are not eligible to apply under this current competition.</p>
	<p><b>151. The following statement is found in the NOFA:</b></p> <p><i>Award Amount</i></p> <p><i>For the Senior Corps FY 2012 Relinquished Funds competition, there are no pre-determined levels of funds for the annual awards.</i></p> <p><i>For new RSVP projects, CNCS expects to award new project grants at an estimated \$105,000 for 300 volunteers each (\$350 per volunteer).</i></p> <p><b>Is the \$105,000 referenced for <u>each</u> program year or is it a total amount for <u>all three</u> program years?</b></p> <p>The \$105,000 amount is for each program year.</p>

	<p><b>152. Regarding staff, can we budget for a part-time Program Support Position focusing on Veterans/Military Programming and Performance Measurement Reporting under Contractual and Consultant Services (Section F under Volunteer Support Expenses)? In other words, in our RSVP Augment 2012 Budget, can we add a part-time position on a contractual/consultant basis rather than hiring a staff person with fringe benefit costs?</b></p> <p>The intent of this NOFO is to expand Veterans programming.</p>
	<p><b>153. I understand that we must meet the 30% grantee match of the entire grant, including RSVP Augment Funds, if awarded. Based on our grant's current funding levels and current grantee match (which is well over the 30% requirement), we will still meet the 30% match requirement without providing any additional grantee funds in the Augment Budget. This being the case, can we submit a budget that has no grantee match in our application for the RSVP Augment 2012 funds, as long as the final total grant amount (current RSVP Grant and RSVP 2012 Augment Funds) shows that we meet the required 30% match?</b></p> <p>The budget submitted through the augmentation competition should demonstrate which budget line items will be used as match for the augmentation. The augmentation budget should demonstrate a 30% grantee match. The 30% percent match should take in to account your TOTAL budget.</p> <p>For example: Yes. The RSVP non-federal share requirement — 10% in Year 1, 20% in Year 2, and 30% in Year 3 and subsequent years — is calculated as a percentage of the <b>total</b> project budget. For example, if your total budget is \$100,000, the required non-federal share for Year One would be \$10,000 and the federal share would be \$90,000. Further details should be provided in the narrative sections of the application.</p>
<p><b>UPDATED FRIDAY, MAY 11, 2012</b></p>	
	<p><b>154. We are a new nonprofit and do not yet have a 990 filed, can we still apply for the RSVP Competition?</b></p> <p>Part of the financial requirements outlined in the NOFO include instructions for submitting a Financial Management Survey with your most recent audit and IRS Form 990 as attachments. These forms are a financial requirement for submitting an application for this competition.</p>
	<p><b>155. I am the FGP/SCP Project Director in an area with several military installations. We also have a very sizeable pop of military retirees. We do not have an RSVP program. While I can readily identify &amp; assist FGP &amp; SCP clients who are dependents or veterans, I do have a problem recruiting potential veterans who'd like to serve as FGP or SCP volunteers. I've approached several VSO's &amp; it is my understanding that military retirees age 55 or older who served 20 yrs have military retirements that exceed the 200% over the poverty limit income eligibility for FGP &amp; SCP. Has there been any consideration of allowing exceptions so interested veterans may serve as FGPs or SCPs?</b></p> <p>At this time we are not considering changing the income eligibility limits for FGP and SCP.</p>
	<p><b>156. Will a national MOU be signed between VA and CNCS/Senior Corps or will each Senior Corps program need to have an MOU in place in their local community?</b></p>

	<p>We are in discussion with the VA on constructing this. Until that time, each individual Senior Corps program will need to have an MOU in place with their local veterans' organizations prior to placing volunteers at these stations.</p>
	<p><b>157. In order for Senior Corps to enroll vets will the requirement that Senior Corps volunteers be at least 55 years of age be waived?</b></p> <p>No. Please keep in mind that part of the CNCS initiative is to increase services to veterans and military families. Senior Corps programs can be developed to address these needs.</p>
	<p><b>158. Could you expand a bit on the type of program RSVP volunteers are providing in the employment skills area?</b></p> <p>Examples of current employment services include mentoring veterans in preparing to enter the workforce including interviewing skills, resume preparation, and skills translation. Skills translation happens when a veteran's service record is used to formulate a resume and connect the veteran to certifications in their community. Job clubs for veterans are another example of service in employment skills.</p>
	<p><b>159. Are placements of RSVP volunteers in VA Community Living Centers (nursing home or skilled care for short term or long term care) appropriate for this competition? Volunteers are serving in these locations and are needed to help the VA create more home-like environments for these veterans who receive this type of healthcare.</b></p> <p>Yes. This is covered under our current agreement with VAVS. Please keep in mind that the current RSVP Augmentation Competition is for new programming to serve veterans and military families.</p>
	<p><b>160. Does respite have to be for a child? Can it be for a spouse?</b></p> <p>Respite can be for either a child or a spouse.</p> <p><b>Is respite for a caregiver of a wounded veteran allowed?</b></p> <p>Yes.</p>
	<p><b>161. Are you saying that the VA would serve as a Volunteer Station for my Senior Companions?</b></p> <p>Yes.</p>
	<p><b>162. Since the requirement is to track hours electronically, how does that transfer to Senior Companions who serve Vets in their homes?</b></p> <p>Senior Companion Volunteers with in-home placements for VA should submit their hours in writing to the VAVS Program Manager. The Program Manager will manually enter their hours into the electronic recording system.</p>
	<p><b>163. It is my understanding that CNCS has an agreement with VA on sharing information. Is that in writing anywhere?</b></p> <p>There is not a written document for public use.</p>
	<p><b>164, In attempting to fill out the work plan on the application, it asks for an issue and service category. No matter which Issue we enter, it takes us to another screen that asks for a service category. When we hit the drop down arrow, nothing is there to pick from and hitting "go" only gives us a pop-up asking for a category.</b></p>

	<p><b>The document sent January 10,2012 “CNCS Agency-Wide Service Categories with Definitions-Updated, states Service Category “VETERANS and Military Families-Focus Area Only” Applicants that select this focus area will also be able to choose from the complete list of service categories.</b></p> <p>Currently eGrants does not have a Service Category or Focus Area option for Veterans and Military Families. The Service Category that most closely addresses the service activity should be selected. In the narrative that you enter for that Work Plan, be sure that details are included to clearly show that the Work Plan addresses Veterans and Military Families.</p>
	<p><b>165. We're a RSVP project in a very rural area (less than 50,000 people in a 3 county area). Is there a source of information to assess how many veterans may be returning to our area?</b></p> <p>The best resources for finding returning veterans are your State National Guard or State Department of Veterans Affairs.</p>
	<p><b>166. Consider the following--a currently serving RSVP volunteer is a veteran. He wishes to leave his current worksite and move to a new work plan more focused on services to veterans. Would such a person count as a new volunteer within the augmentation grant?</b></p> <p>No. This is not considered new volunteer service.</p>
	<p><b>167. Will the VA cover the cost of the fingerprinting, ID, Background check and TB test? Also will the VA cover a chest x-ray if a volunteer cannot have a regular TB test?</b></p> <p>VA covers all of their required checks for their volunteers.</p>
	<p><b>168. We are across the river from our local VA Hospital. Can we still sign them up as a volunteer station, even though they are out of our funding area?</b></p> <p>If another RSVP currently covers this service area, you should have a conversation with that RSVP program director. Contact your CNCS state office to discuss the option of moving into that new service area.</p>
	<p><b>169. For this upcoming application, should RSVP programs focus on engaging veterans in service or citizens in service to veterans and their families?</b></p> <p>This NOFO encourages both types of services.</p>
	<p><b>170. Regarding electronic VSS--would reports be provided to RSVP so hours served could be included in the RSVP data system?</b></p> <p>Yes. The local volunteer program manager will provide your program with quarterly reports including the volunteer data for volunteers in your program. If you would like reports on a more frequent basis, please have a conversation with your program manager to see if this is possible.</p>
	<p><b>171. Can RSVP volunteers serve veterans at a long-term care facility that is not a VA facility? Rural areas do not always have a VA hospital or clinic in their area.</b></p> <p>The intent of this NOFO is to expand Veterans programming.</p>
	<p><b>172. What are some suggested ways to connect with the younger vets returning to our communities?</b></p>

	<p>A good resource for this is Iraq and Afghanistan Veterans of America. Collaborative activities with institutions of higher learning that are acknowledged and certified by the Department of Education. These institutions usually have a dedicated veteran’s center or someone in the Registrar’s Office responsible for providing resources to veterans at that institution.</p>
	<p><b>173. Does an RSVP need an MOU with State Veterans Admin to provide transportation for vets using mobile units in rural areas?</b></p> <p>Yes. Disabled American Veterans would be a good organization to partner with for transportation services.</p>
	<p><b>174. What about former RSVP volunteers who were discarded with downsizing and elimination of non-impact type activities? Are they eligible to now re-enroll and be considered eligible for the new augmentation grant?</b></p> <p>Yes.</p>
	<p><b>175. We are located in a rural area, and we have several nursing homes that have veterans residents; my questions is do they have to be non-profit or as a private health care facility do they qualify to be a SCP Volunteer Station?</b></p> <p>The three types of volunteer stations permitted are public agency, private non-profit and proprietary health care facility.</p>
	<p><b>176. NOFA Veterans Augmentation page 16 (3) Cost Effectiveness/Budget Adequacy (25%). Is this a narrative to be added under “Other” or will this 25% come from the budget narrative and funding sections of e-grants.</b></p> <p>This review section will include the budget narrative and financial descriptions provided in various narrative sections of the application. It is not information that should be entered in the “Other” section of eGrants.</p>
	<p><b>177. Does the VA have opportunities that they particularly are looking for and are ready to work with RSVP?</b></p> <p>The intent of this NOFO is to expand Veterans programming.</p>
	<p><b>178. We already work with the DAV van transportation network but they are in need of more drivers. Can we apply for funds to increase the number of drivers?</b></p> <p>The intent of this NOFO is to expand Veterans programming.</p>
	<p><b>179. Will we have to report on the work plan augmentation in our year end progress report? Will this work plan be included with our current RSVP grant?</b></p> <p>Yes.</p>
	<p><b>180. Are volunteers currently serving at various VA health entities eligible to be counted in the formula for the augmentation grants?</b></p> <p>No. This augmentation is for new volunteers and new programming that addresses Veterans programming.</p>
	<p><b>181. This question is about the application components for current grantees submitting an augmentation. Is it correct that the narrative cannot exceed one double spaced page, and must include details for Program Management, Organizational Capacity, and Other? The one page should be about the augmentation proposal and also give the reader information about our capacity and track record.</b></p>

	<p>Page 11 of the NOFO states:</p> <p>Recommended Page Limits - Augmentation Grants Your application includes the following:</p> <ul style="list-style-type: none"> <li>• Executive Summary – recommended page limit is 1 page.</li> <li>o Executive Summaries of all compliant applications will be published on the CNCS website following grant notifications.</li> <li>• We recommend not exceeding <i>15 double-spaced pages</i> in your Narratives, including the Executive Summary and Cover Page, and Work Plans, as the pages print out from eGrants. This recommended limit does not include the Cost Effectiveness and Budget Adequacy section. From the Review and Submit page, print out your application prior to final submission to review the number of pages.</li> </ul> <p>The application should primarily address the augmentation proposal.</p>
	<p><b>182. For augmentation applications do the work plans need to include community need, service activities, anticipated input, anticipated accomplishments/outputs, and anticipated intermediate impact/outcome? How many Performance Measures are required across the work plans?</b></p> <p>All aspects of performance measure work plans should be addressed.</p>
	<p><b>183. We have a RSVP managed student service learning program, can this students be a part of this challenge? We recruit new students every year from the area high schools and they are mentored by our RSVP volunteers.</b></p> <p>This augmentation is for new volunteers and new programming that addresses Veterans programming.</p>
	<p><b>184. Page 11 of the Senior Corps NOFA states:</b></p> <p><b>Content of Application for Grant Augmentations</b> <b>The RSVP Augment 2012 grant augmentation application is completed in eGrants exactly the same way as a renewal application including:</b></p> <p><b>Executive Summary:</b></p> <ul style="list-style-type: none"> <li>• <b>The Executive Summary is not to exceed one page.</b></li> <li>• <b>Applicants for grant augmentations should provide a concise description of the proposed activity:</b></li> <li>• <b>Based on what you know about your community’s needs to be served by the new activity;</b></li> <li>• <b>Recruitment and management of volunteers for the new activity; and</b></li> <li>• <b>Your organizational capacity to implement the new activity.</b></li> </ul> <p>As this NOFA section explains, the grant augmentation application should be completed exactly the way that a renewal application would be completed. The same Senior Corps Grant Application instructions should be used. The application instructions can be found at: <a href="http://www.seniorcorps.gov/for_organizations/funding/apply.asp">http://www.seniorcorps.gov/for_organizations/funding/apply.asp</a>. The format of this section in the NOFA is meant to convey that an Executive Summary should not exceed one page and should include the new augmentation activity details. All other narrative responses for an augmentation should pertain primarily to the proposed new activities of the augmentation. Recommended page limits for other application sections can be found on page 11 of the NOFA.</p>

	<p><b>185. How should required documents be submitted?</b>  Based on the instructions in the NOFO, it appears we do not need to submit three items on the list:</p> <ul style="list-style-type: none"> <li>• Director's Job Description</li> <li>• List of the Advisory Group</li> <li>• Roster of RSVP Stations</li> </ul> <p>Is that accurate?</p> <p>All documents should be submitted electronically to 2012SeniorCorps@cns.gov The specific list of required documents is found on page 14 of the Senior Corps application instructions found at: <a href="http://www.seniorcorps.gov/forms/SC_Grant_App_2011.pdf">http://www.seniorcorps.gov/forms/SC_Grant_App_2011.pdf</a></p>
	<p><b>186. Should there be any allocation in the augmentation budget proposal for personnel expenses if I am not planning to hire any additional employees?</b></p> <p>It is up to you to determine the distribution of your augmentation budget.</p>
	<p><b>187. As a multi-decade program, are we to resubmit direct deposit, recipient contact form, FFR and complete the Financial Management Survey with our augmentation application?</b></p> <p>If these forms have been completed previously with your CNCS grant, they are not required to be resubmitted.</p>
	<p><b>188. We are in year three of a three- year continuation grant which will end March 2013. If we are awarded funding in September, should we plan to expend what would otherwise be annual funding by March 2013 as well?</b></p> <p>Yes</p>
	<p><b>189. We already have an impact work plan providing service for Veteran/Military Family members. Can our augmentation be to INCREASE the number of volunteers serving in this work plan from the existing FIVE to a new minimum of TWENTY FIVE? We are already identifying several distinct services within our existing veterans work plan that we know are appropriate for our service area.</b></p> <p>This augmentation is for new volunteers and new programming that addresses Veterans programming. As long as the plan includes additional new volunteers, this would be acceptable.</p>
<b>Updated Monday, May 14, 2012</b>	
	<p><b>190. Regarding the augmentation budget, how do we report on the funds if we receive them? Will they be separate from our current grant?</b></p> <p>If you are awarded an augmentation grant, your current grant would be amended to include the budget increase and new work plans. Reporting for the augmentation would be incorporated into your current reporting cycle.</p>
	<p><b>191. In the NOFA the grant is broken into Program Design: Getting Things Done, Strengthening Communities, and Recruitment and Development of Volunteers. While in eGrants the fields under narratives include Strengthening Communities, Recruitment and Development, and Program Management. Are we to understand that Program Management and Getting Things Done are two in the same? There is no mention of a Program Management section in the grading rubric or section descriptions of the NOFA. Page 11 of the grant application instructions cites that there is a “Cost Effectiveness and Budget Adequacy” section in eGrants. No such</b></p>

	<p><b>section appears.</b></p> <p>Applicant should complete the grant application according to the Senior Corps Application Instructions found at: <a href="http://www.seniorcorps.gov/forms/SC_Grant_App_2011.pdf">http://www.seniorcorps.gov/forms/SC_Grant_App_2011.pdf</a> The scoring rubric described in the NOFA is used for grant application reviewers for evaluating the application. The application itself should follow the format described in the application instructions rather than in the scoring rubric in the NOFA.</p>
	<p><b>192. Is the start date for the augmentation September 1?</b></p> <p>The start date is September 30.</p>
	<p><b>193. Can the money we request for the Augmentation be included and used in our current overall budget? For example, may we use funds to increase all of our volunteers' transportation mileage reimbursement, not just the new ones being recruited for the new work plan?</b></p> <p>The augmentation competition is to support programming for Veterans and Military Families.</p>
	<p><b>194. CPA Certification – Is this the Independent Auditors Report at the beginning of our Annual Audit, or is this something else?</b></p> <p>Please see page 14 of the Senior Corps Application Instructions. CPA Certification is not a required attachment for this application.</p>
	<p><b>195. Community Advisory Group Names and Address – This is a new program we are applying for. What do we do for this item?</b></p> <p>Each Senior Corps program is required to have a Community Advisory Council. This attachment should include the names and addresses of those you intend to have on your council if this grant is awarded. The council does not have to be fully formed at the time the application is submitted.</p>
	<p><b>195. Negotiated Indirect Cost Agreement – How does this apply to a 501(c)3 non profit? How do we reflect possible administrative cost in the program budget?</b></p> <p>Some organizations have negotiated indirect cost agreements with a federal agency that is a current funder. If you do not have a negotiated indirect cost agreement, administrative costs can be incorporated into your budget outside of this line item.</p>
	<p><b>196. Roster of Volunteer Stations – Should we list possible locations, this is a new program without all details already formed?</b></p> <p>Yes.</p>
	<p><b>197. Are housing vouchers and transportation allowable expenses under this competition?</b></p> <p>Transportation is permitted as a reimbursement to RSVP volunteers for their travel for service. Housing vouchers are not permitted.</p>
	<p><b>198. What is an impact based work plan? How do I enter work plans into my application in eGrants?</b></p> <p>An outcome/impact-based Work Plan is a <b>task plan with action steps</b> to address a specified community need. In the grant application, these Work Plans form the basis for a proposed project plan: the need the volunteers will address, what they will do, what their</p>

	<p>service should accomplish during the multi-year grant period – from the shorter to longer terms.</p> <p>These work plans are entered into the work plan section of the application in eGrants.</p>
	<p><b>199. What is a State identifier number?</b></p> <p>A State Identifier number is for state use only.</p>
	<p><b>200. I will be in Year 1 of my RSVP grant on July 1, 2012. If we receive funding September 30, 2012, then we would have 9 months or until June 30, 2012 to expend grant funds and recruit the volunteers. Is this correct?</b></p> <p>The grant funds would need to be expended by the end of your current grant year. The volunteers must be recruited by the end of your current three year grant period.</p>
	<p><b>201. Are travel, meals, and recognition for volunteers allowable expenses in this grant?</b></p> <p>Yes. Travel and meal reimbursement for volunteers while serving is an allowed expense. Recognition is also allowed as an expense.</p>
	<p><b>202. In a new application, can we request funds for a part-time Project Coordinator, education and outreach, printing, background checks, etc. in addition to the \$350 per volunteer, or are we supposed to absorb those costs within the \$350 per volunteer?</b></p> <p>\$350 per volunteer should cover all programming costs including volunteer recruitment, project staff salaries, and other program expenses.</p>
	<p><b>203. How can I receive a grant application?</b></p> <p>The <i>Notice</i> and Application Instructions are available at <a href="http://www.nationalservice.gov/for_organizations/funding/nofa.asp">http://www.nationalservice.gov/for_organizations/funding/nofa.asp</a> and <a href="http://www.grants.gov">www.grants.gov</a>.</p>
	<p><b>204. Question 126 states:</b></p> <p><b>The dates for the work plan targets and budget expenses do not extend to the end of your current three year project. Instead, they are dependent on your current grant year. If your current grant year ends March 31, 2013 then all augmentation funds awarded must be expended by March 31, 2013. Additionally, all work plan targets must be met by March 31, 2013.</b></p> <p><b>When your continuation starts on April 1, 2013, augmentation funds would be incorporated into your grant budget and work plan targets would become part of your continuation for that new grant year.</b></p> <p><b>So, my question is, if our goal is to recruit 100 RSVP volunteers to work with veteran/military families, then can I use 50% of that target in FY 13 (recruit 50) and then the other 50% in FY 14 (recruit the other 50)?</b></p> <p>The augmentation request should include targets you can meet by the end of your current three year grant.</p>
	<p><b>205. I have 9 months left in our 3 year grant. When I submit the augmentation budget, it should be for 9 months, not 12 months, correct?</b></p>

	Correct.
	<p><b>206. Do we have to submit through eGrants or can applications be mailed?</b></p> <p>If extenuating circumstances make the use of eGrants impossible, you may send a hard copy of the application to the address in Section VII. of the Notice, via overnight carrier. Please use a non-U.S. Postal Service carrier because of security-related delays in receiving mail from the U.S. Postal Service. All deadlines and requirements in this Notice apply to hard copy applications. Hard copy applications must include a cover letter detailing the circumstances that make it impossible to submit via e-Grants. CNCS does not accept applications submitted via fax, e-mail, thumb drive or disk.</p>
	<p><b>207. We are partnering with another parish (county) in our area. Do we need to combine our volunteer hours and just address the partnership in the narrative or do we keep the hours for each parish separate?</b></p> <p>The narrative should describe the partnership.</p>