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Executive Summary

OVCS is requesting a grant of \$250,000 of Volunteer Generation Funding. OVCS is releasing a request for proposals (RFP) which will be the basis for subgranting Volunteer Generation Funding to eligible organizations in Virginia. Eligible applicants will be 501c3 organizations (including faith-based), local and state government units, and institutions of higher education. The RFP specifies that successful applicants will request a minimum of \$50,000 (less 5% administrative costs) and use the additional resource to recruit, manage, and retain volunteers, and incorporate at least three effective volunteer management practices as outlined in "Volunteering Reinvented: Human Capital Solutions for the NonProfit Sector." Relying on existing DSS metrics that set an expectation that for every \$459.00 granted, a subgrantee will recruit or manage at least one volunteer, a \$50,000 (less 5% administrative costs) investment will be expected to generate at least 109 volunteers; a \$250,000 investment by CNCS in Virginia will generate at least 545 volunteers. The new volunteers and new volunteer management practices will support delivery of more, better, and sustainable direct services according to the subapplicants' program designs. Not only will successful applicants assess performance using the measures outlined in the NOFO, they will commit to evaluating the return on investment in the support of the subapplicants' volunteer programming efforts.

Program Design

Program Design (50 percent)

The Virginia Service Commission is housed in the Office on Volunteerism and Community Service (OVCS) in the Virginia Department of Social Services (DSS), and oversees Virginia's AmeriCorps*State Program. OVCS manages funding competitions for distribution of CNCS funds. For the purpose of this Volunteer Generation Funds (VGF) program, OVCS is preparing to release a Request for Proposals. Each eligible, responsive subapplicant will be a 501c3 organization (including faith-based), local and state government units, and institutions of higher education, requesting a minimum of \$50,000 (less 5% administrative costs) to recruit, manage, and retain volunteers who will support specified programs, and incorporate at least three effective volunteer management practices as outlined in "Volunteering Reinvented: Human Capital Solutions for the NonProfit Sector." Eligible subapplicants may include organizations currently in the OVCS AmeriCorps portfolio. If an organization that is currently in Virginia's competitive or formula portfolio is a successful applicant for VGF funding, volunteers recruited and managed under this VGF application may not duplicate those recruited and managed as required under Virginia's competitive and formula programs.

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Expected outcomes, and how will they be measured: As outputs and outcomes, OVCS expects that each successful subapplicant will increase the number of active and unduplicated volunteers and the hours they serve, and will fully incorporate at least three effective volunteer management practices into its program operations. OVCS has a strong preference for potential subgrantees proposing use of National Performance Measures G3-3.1 and G3-3.3, but will consider proposals including G3-3.2.

For PM G3-3.1 (community volunteers recruited), successful subapplicants receiving \$50,000 (less 5% administrative costs) will identify the specific direct service(s) for which volunteers are being recruited, and commit to recruiting at least 109 new volunteers, who will serve an average of at least 22 hours each. Outcomes will be measured by comparing pre-and post-implementation information. Subgrantees will count only community volunteers that are recruited through this capacity building program and for the direct service program(s) specified. To be counted as a recruited volunteer for VGF purposes, the volunteer is expected to serve a minimum of 22 hours. Potential subgrantees will provide a certified list of all currently-active (within prior 18 months) volunteers as an application supplement. At the conclusion of year one, OVCS will require an updated list, that will show the benefit of the investment through increase of number of volunteers, hours served, and volunteer roles. If volunteers are recruited to serve in more than one focus area, information will be maintained and reported by focus area.

For PM G3-3.3, successful applicants will identify at least three effective volunteer management practices that they will adopt and integrate into their operations. Applicants will discuss why these specific practices were chosen, why they have not been implemented previously, who will be responsible for implementation, a timetable for implementation, how the implementation is expected to change the organization, and why this is desirable and consistent with organizational mission and goals. Effective volunteer management practices from which subapplicants could choose can be found in the report "Volunteering Reinvented: Human Capital Solutions for the Nonprofit Sector." Subgrantees will count only the volunteer management practices implemented specifically as a result of capacity building activities under this grant process, and intended to support or enhance the direct service(s) identified. If new effective volunteer management practices are applied to more than one direct service delivery program or more than one focus area, information will be maintained and reported by program or focus area. Organizations will use a pre-post organizational assessment tool

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that measures volunteer management capacity, and that includes questions related to the organizations' volunteer management practices. The pre-assessment will be administered before capacity building services are conducted, and the post-assessment will be completed at the end of the term of service. OVCS will also consider organizations' use of volunteer management tracking logs or systems, provided such is appropriate for the organizations and programs in question. Subgrantees will present assessment plans to OVCS prior to implementation.

Finally, successful applicants will provide an evaluation of their success, reviewing how interventions were determined and applied, and changes that could be attributed to the application of interventions. This will advance Virginia's national service programs, nonprofits, and other eligible organizations as part of a learning and sharing community that understands the value of volunteerism.

CNCS focus areas selected, if applicable: OVCS will accept applications that are pertinent to any of the 6 focus areas identified by the SAA and in alignment with the CNCS Strategic Plan: Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families. Successful applicants will clearly identify that this capacity building effort will support delivery of direct services that are relevant to one or more of these focus areas; the relationship must be evident.

OVCS is particularly interested in receiving (and will give additional consideration to) applications addressing: (1) STEM programs that engage and support students from groups traditionally underrepresented in STEM careers, or that promote STEM training as a community economic opportunity tool; (2) Governor and Mayor Initiative volunteer efforts that have been established and documented prior to issuance of the NOFO; and (3) My Brother's Keeper programs that measurably improve the expected educational and life outcomes for and address the persistent opportunity gaps faced by boys and young men of color by connecting young people to mentoring, support networks, and skills they need to find good jobs or go to college.

Additionally, OVCS will give additional consideration to applications from organizations serving underserved areas, and from organizations that can demonstrate collaborations with Volunteer Centers or other volunteer-related organizations.

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National Performance Measures and targets: All successful applicants will utilize the required performance measures: G3-3.1 (preferred) and/or G3-3.2 (accepted), and G3-3.3 (required). This will result in all subgrantees increasing their roles of active and engaged volunteers and the number of hours served by those volunteers, and each applicant will adopt and integrate at least three effective volunteer management practices.

OVCS has a history of supporting (and requiring) recruitment and management of volunteers by subgrantees. Within the Virginia Department of Social Services, OVCS has had a long-standing expectation that every AmeriCorps*State program will document recruitment and management of 29 volunteers for every MSY funded. Over the last five years, programs have generated an average of 28 -- 31 volunteers per MSY. This provides a basis for setting performance targets for this funding source of 29 volunteers recruited, managed, and retained for every \$13,300 of CNCS funds invested. Over the course of the first year, an organization receiving \$50,000 under this program will be expected to recruit, manage, and retain at least 109 new, unduplicated volunteers.

Connection between the community need(s) described and the approach being proposed:

AS OVCS updated its Service Plan, we heard repeatedly that organizations want additional information and training on engaging, managing, and retaining volunteers. This was articulated by diverse organizations -- large and small, rural and urban, single-purpose or serving a broad range of community needs. Organizations understand the need to develop strong volunteer programs, but need information on how to do it, and resources to support those efforts. OVCS supports this annually by providing training at our annual conference, by guiding organizations to other training options and opportunities, and by encouraging engagement with Virginia's Volunteer Centers. The approach described herein -- of subgranting funds earmarked for volunteer recruitment and management, and for operationalizing effective volunteer management practices -- allows OVCS to go a step further.

What you plan to do, where and when. Please include a timeline:

2014

By August 5, highlight VGF opportunity in OVCS newsletter or send out special notice about the VGF opportunity to newsletter recipients (approximately 15,000 recipients) and other networks;

By August 15, release a RFP from OVCS for VGF funding;

By August 27, host preproposal teleconference on the VGF opportunity;

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By September 10, receive notice of award from CNCS;

(Note that all potential applicants will be urged to attend the 2014 Virginia Volunteerism and Service Conference to be held on 9/11-12/2014.)

By September 15, receive applications;

By October 1, receive notice of award from CNCS;

By November 1, issue contracts to successful applicants;

By December 1, conduct site visit of each subgrantee;

By December 15, host a conference call with all VGF subgrantees to discuss progress and process.
2015

All programs will conduct a service project related to MLK Day.

By March 15, host a conference call with all VGF subgrantees to discuss progress and process;

By May 15, conduct a mid year monitoring visit with each subgrantee and issue report;

By June 1, confirm that subgrantees will be considered for second year of funding based on performance;

By June 15, host a conference call with all VGF subgrantees to discuss progress and process;

By August 15, conduct a final monitoring visit with each subgrantee and issue a report;

All programs will conduct a service project related to 9/11 Day of Service and Remembrance;

All VGF subgrantees will be required to attend the 2015 Virginia Volunteerism and Service Conference;

By September 15, host a conference call with all VGF subgrantees to discuss progress and process;

By October 1, all programs will have conducted at least three service projects;

By November 15 (or, 4 weeks after end of Year 1 contract), all programs will submit preliminary Year 1 information; and

By December 15 (or, 8 weeks after end of Year 1 contract), all programs will submit final year 1 information AND program evaluation.

Populations to be targeted for recruitment may be identified by subgrantees. Subgrantees will provide direct services by engaging volunteers recruited and managed under this funding. The specific beneficiaries of these efforts will be identified by the applicants. The broader communities in which these programs operate will also benefit by having increased volunteer recruitment and management capacity. The subgrantees will not be permitted to make further subgrants.

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This overall approach -- subgrants for organizations with capacity but not history of growing an engaged and sustained volunteer base through incorporating effective volunteer management practices, and then thoughtfully assessing and evaluating outcomes - will be more effective than the current approach. The current approach is that every organization is fending for itself; there is very limited -- if any -- discussion about learning from each other, and comparing strategies and success.

OVCS will specifically ask potential subgrantees to address the following:

The extent to which the applicant convincingly links the identified need, proposed interventions, and the anticipated outputs and outcomes;

The extent to which the program design aligns with the purpose of the VGF;

Whether the proposed interventions and activities are evidence-informed;

The extent to which the applicant demonstrates that the proposed project is likely to have a notable, positive impact as measured by the magnitude of the effect on the need(s); and

The extent to which the objectives and outcomes to be achieved by the proposed project are clearly specified and measurable.

By being selective in choosing the organizations to whom VGF will be subgranted, OVCS will have multiple 'laboratories' conducting programs with similar goals, and using the same or complementary management practices. OVCS will provide training specifically organized with VGF subgrantees in mind, delivered by OVCS staff, board, and local and regional partners (ie, Virginia's Volunteer Centers, United Way organizations, community foundations) that will cover current thinking in volunteer management, and will provide opportunities for VGF subgrantee staff to interact and share information and expertise. We will also encourage subgrantee staff to identify and participate in other pertinent training, and to share the learning with their peers. Ideally, subgrantee staff will develop subject matter expertise that can be shared with other VGF participants, as well as with other organizations within their networks and their regions. This approach and opportunity is a good investment for CNCS and for Virginia because it will enable OVCS to share the volunteer generation outcomes, successes, replicability, and lessons with organizations in and beyond Virginia. Note that all VGF subgrantees will be required to attend the 2015 Virginia Volunteerism and Service Conference, and -- at a minimum - participate in a panel presentation on the VGF experience and outcomes.

Organizational Capability

Organizational Capacity (35 percent)

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When addressing this criterion, please describe your organization's capacity to initiate and manage the proposed program. Provide the following information:

Describe your organization's ability to provide program oversight, including the experience and infrastructure the organization has in managing similar programs: This program will be supported and managed by the Virginia Service Commission and the Office on Volunteerism and Service (OVCS), within the Virginia Department of Social Services. OVCS' AmeriCorps staff (the 'A-Team') has a sound methodology for providing oversight to subgrantees. With every interaction seen as an opportunity for technical assistance and assessment of program compliance, we ensure that all programs are on a trajectory of excellence. Pre-application interactions and training keep potential applicants focused on creating a compliant program design. Detailed application reviews support comprehensive feedback and adjustments. Use of webinars and e-learning opportunities enables program staff to self-pace and revisit the process of understanding essential AmeriCorps concepts, requirements, and procedures, particularly including performance measure information. Monthly phone calls and well-timed desk audits track and document progress and compliance, or allow OVCS to quickly take action to keep or get a program on track. Risk assessments and site visits allow for formal program evaluation. The skills and abilities of the OVCS Team provide both depth and breadth of field. Each member has his or her own unique talents, in addition to a solid grasp on both the fundamentals and more nuanced elements of AmeriCorps requirements.

OVCS will review and assess the capacity of potential subgrantees to carry out a Volunteer Generation program. We will consider the experience and infrastructure the organization has in managing similar programs.

Describe your organization's ability to provide fiscal compliance oversight. Describe the experience and infrastructure the organization has in managing grants: The OVCS fiscal officer is well experienced in providing guidance, technical assistance, and fiscal monitoring of the OVCS formula and fixed amount grants. He is diligent in working with all programs to ensure that they have the tools needed to maximize their budgets, and make sound strategic budgeting decisions. Additionally, program officers and the fiscal officer routinely review budgets and reimbursement requests. This ensures that OVCS' process reflects the close link between programmatic and fiscal activities. OVCS also works closely with the Finance Division of the Virginia Department of Social Services to ensure that documentation and reporting meet the requirements of VDSS, the Commonwealth of Virginia and

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CNCS.

OVCS will review and assess the ability of potential subgrantees to provide sound fiscal management of a Volunteer Generation program, including the experience and infrastructure the organization has in managing grants.

Provide the current organizational budget and the percentage of the budget this grant would represent: Virginia's Service Commission budget, as anticipated for the coming program year, includes the following: CNCS Formula Cost Reimbursement Grant, 2014 -- 15: \$2,557,356; Competitive Cost Reimbursement Grant, 2014 -- 15: \$455,257; Formula Fixed Amount Grant, 2014 -- 15: \$273,000; CNCS Admin 2014 + Match: \$320,028 + \$320,028 = \$640,056; CNCS VISTA + Match: \$19,602 + \$4,110 = \$23,712. The current total is \$3,949,381. Under this application, OVCS is requesting \$250,000, which will be matched with \$62,500 of non-CNCS funds. If all of this is fully funded, the OVCS budget will be \$4,261,881, not including the match requirements for the Cost Reimbursement grants. The Volunteer Generation Grant, with match, will represent under 8% of the OVCS budget. OVCS has also submitted an application to CNCS to participate in the VetSuccess Program, and has requested \$399,000.

OVCS will assess the budgets of subapplicants, and the portion that would be represented by a VGF grant. Note that -- as part of the subgranting process - OVCS reserves the right to make an offer of less than \$50,000 to an applicant if -- after funding higher ranked applications -- there is less than \$50,000 remaining. OVCS will make the offer to the next ranked, qualified applicant. In the event that there is not an additional qualified offeror, OVCS reserves the right to offer additional funding to top ranked offerors that are able to demonstrate capacity and match availability.

Describe plans to ensure compliance with federal requirements: All AmeriCorps subgrantees are monitored for program and financial compliance by the Program Officers and Financial Officer of the Office on Volunteerism and Community Service. OVCS conducts both programmatic and fiscal monitoring, using desk audits of progress and financial reports, and on site monitoring visits. The program and fiscal officers review the documentation for adequacy in both informal and formal contexts. Any concerns are brought to the attention of grantees, documented, shared in writing with the sub grantee, and must be satisfied as directed, and in a timely manner.

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OVCS will review and assess the ability of potential subgrantees to carry out a Volunteer Generation program. We will consider the experience and infrastructure the organization has in managing federally funded programs, particularly national service programs.

The Virginia Service Commission and OVCS are not a former or current VGF grantee.

Budget/Cost Effectiveness

Cost-Effectiveness and Budget Adequacy (15 percent)

When addressing this criterion, please provide the following information:

Explain how the proposed program budget reflects the program's goals and design.

OVCS continues to explore ways to support expansion of service and volunteerism in Virginia. This is the second year in which we have offered the fixed amount grant option to programs, and we are very pleased that three programs have pursued that track this year. We are delighted that the Virginia Service Commission will have two 'competitive' programs beginning in the 2014 -- 15 program year, allowing us to make formula funds go further. Additionally, OVCS is working towards incentivizing lowering cost per MSY for all CNCS programs, as a way to further expand service and volunteerism. Submission of this application is consistent with OVCS' expansion and service delivery efforts.

The Virginia Department of Social Services maintains its own internal performance measures. An OVCS measure is the number of volunteers generated by AmeriCorps*State programs, with the expectation that every MSY funded will recruit at least 29 volunteers. The maximum cost per MSY is \$13,300. $\$13,300/29 = \459.00 invested per volunteer. $\$50,000/\$459.00 = 109$ volunteers. The most recent Virginia Average Hourly Value of Volunteer Time is \$21.37 according to the Virginia Employment Commission. To reduce this to purely economic terms, 109 volunteers will need to serve an average of 22 hours to justify a \$50,000 investment. The hope and the expectation, however, is that with the implementation of effective volunteer management strategies, volunteers will serve many more hours over a one year period.

Identify the non-CNCS funding and resources necessary to support the project: OVCS is requiring subapplicants to provide the required match (a minimum of 20% in Year 1, 30% in Year 2, 40% in Year 3, and 50% in Year 4 and for any years thereafter). One of the required RFP documents for subapplicants will be a certification of the availability of match funds, executed by a representative of the organization who has the authority to make such commitments. OVCS is requesting \$250,000 from CNCS, which will then be subgranted to qualified organizations. The \$250,000 will be matched

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with at least \$62,500 (cash and in kind) from subgrantees in the first year; \$107,143 in the second year; \$166,667 in the third year; and -- if applicable - \$250,000 in the subsequent years. OVCS will be clear that the accelerating match will be an actual increase in match, not simply reducing the amount of CNCS funds taken. Thus, over four year period, a subgrantee receiving \$50,000 VGF annually from OVCS will utilize \$200,000 in VGF and \$117,262 in match, for a 4 year program total of \$317,262.00.

Indicate the amount of non-CNCS resource commitments (in-kind and cash) secured to date and the sources of these commitments. Indicate plans for securing additional resource commitments, potential sources, and timeline: Applications from potential subgrantees will identify the sources of the committed (see above) match (non-CNCS) funds, as well as identify other potential resources, and the timeline for securing them if necessary. Each applicant will commit and provide at least 20% of total project cost through cash or in-kind services for the first year of operation.

The budget included herein is based on an estimate of providing 5 subgrants of \$50,000 less 5% administrative costs each for the first year. OVCS intends to retain the 5% administrative costs cap at the grantee level as identified with the organization's overall operation and administration.

When considering the above information potential subgrantees, OVCS reviewers will assess the quality of the application based on the following factors:

The extent to which the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project;

The extent to which the budget is clear and in alignment with the program narrative;

The extent to which the budget includes adequate resources to carry out the program effectively;

The extent to which the program demonstrates that financial and in-kind resources will be obtained to support program implementation; and

Whether the applicant adequately budgets for its required share of costs.

CLARIFICATION RESPONSES

b. Budget Clarifications: Please respond in your Clarification Responses section.

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1. Computer hardware and software for volunteer tracking on the budget is not discussed in the application narrative. Please provide a justification.

Please see below b.2. for info on specific, potential line items.

2. Please provide justification for the \$37,320 evaluation item on the budget.

Please see below for info on specific, potential line items.

As per CNCS on 8/13, we have adjusted the egrants budget to include subgrants, and to eliminate individual line items. This adjustment is based on the idea that subapplicants will create their own budgets with line items that are pertinent to their needs.

OVCS looks forward to reviewing subapplications from eligible entities. Among the costs that OVCS would consider reasonable for the applicants to propose using CNCS funds for are:

Personnel and fringe: must be able to demonstrate adequate staffing, capacity, and expertise, and a way to track time spent on this project. Personnel and fringe must be based on actual time spent, to be documented by timesheets;

Travel: recipients will be required to attend, in person, certain meetings and training events in Richmond, Virginia.

Supplies: programs may need to acquire certain supplies to implement this project;

Training: recipients may be required to attend or participate in training events that include a registration cost, or may identify applicable, beneficial training that includes a registration cost;

Computer hardware and software: applicants may need to acquire certain hardware or software to support data collection and analysis;

Consultants and contractors: OVCS will entertain subgrantees' use of consultants and contractors on a limited basis;

Evaluation: Applicants must have at least a rudimentary evaluation plan as part of application process, and will be required to demonstrate capacity to implement the plan;

Recruitment materials: Applicants may plan to develop or update recruitment materials; Background

checks: In an applicant routinely requires background checks for its volunteers, this funding can be used for background checks for volunteers recruited under this program.

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Applicants will be asked to provide the basis and calculations for their budget items.

3. To mitigate risk, please detail any backup plan if the commission is unable to subgrant the full award amount or if a subgrantee falls short of the match requirement.

The RFP that the Virginia Commission will release requests applications of not less than \$50,000. If ,however, there is a remaining amount less than \$50,000, the Commission retains the right to make a lower subgrant, or may negotiate with applicants, or may re-issue the RFP.

c. Programmatic Clarifications: Please respond in your Clarification Responses section.

1. Please describe the level of impact the proposed project will have on the community need.

Each subapplicant must be able to describe the impact the proposed project will have on its community need, and how that impact will be captured. The impact may not be measured strictly by the number of volunteers generated or the hours those volunteers serve. Ideally, the anticipated impact documentation will include (1) research and evidence about similarly-structured volunteer recruitment and management programs, (2) local data collected as part of this funding that demonstrates progress in the identified community need, and (3) anecdotal information from participants and beneficiaries.

2. Please expand on the staffing and infrastructure in place to provide programmatic oversight, day-to-day operational support, and data collection.

OVCS has recently filled a six month long Program Officer vacancy. With the new program officer on board, OVCS will be able to comfortably add the five additional (anticipated) VGF subgrantees. All of Virginia's AmeriCorps Team is focusing on improving our knowledge and expertise in data collection. Subapplicants will be required to outline their plans for both data collection and impact

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measurement as part of the application process.

3. Please describe the commission's track record securing cash and in-kind match to support service activities and initiatives.

As we have structured this program, all required match (20% in year 1, 30% in year 2, 40% in year 3, and 50% in year 4 and beyond) will be pledged and provided by subapplicants. Part of the OVCS 'due diligence' is ensuring that subapplicants are aware of the match requirement (to be covered in a pre-proposal teleconference, see timeline), and that those in the organization who have the legal authority to obligate the match are involved in the decision to apply for and then accept VGF funding (through a notarized Certification of Availability of Funds, submitted with the application). Further, by providing detailed technical assistance to interested organizations, OVCS ensures subapplicants' awareness of restrictions on match source. Once under contract, as a subgrantee submits monthly reimbursement requests to OVCS, Commission staff reviews reimbursement requests for a variety of information, including the proportionality of CNCS and match funds expended. If the proportional expenditure is appropriate, OVCS will process the reimbursement request. If the proportionality is not appropriately balanced, staff will take other actions.

4. Please update the timeline to include the OVCS trainings mentioned in the Program Design section of the narrative.

Elements of this timeline have been updated, including the addition of training opportunities, noted in CAPS.

2014

By August 5, highlight VGF opportunity in OVCS newsletter or send out special notice about the VGF opportunity to newsletter recipients (approximately 15,000 recipients) and other networks;

By August 15, release a RFP from OVCS for VGF funding;

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By August 27, host preproposal teleconference on the VGF opportunity (TRAINING);

(Note that all potential applicants will be urged to attend the 2014 Virginia Volunteerism and Service Conference to be held on 9/11-12/2014 (TRAINING).)

By September 15, receive Virginia applications;

By October 1, receive notice of award from CNCS;

By November 1, issue contracts to successful applicants;

By December 1, conduct site visit of each VGF subgrantee (TRAINING);

By December 15, host a conference call with all VGF subgrantees to discuss progress and process (TRAINING).

2015

All programs will conduct a service project related to MLK Day.

By March 15, host a conference call with all VGF subgrantees to discuss progress and process (TRAINING);

By May 15, conduct a midyear monitoring visit with each subgrantee and issue report (TRAINING);

By June 1, confirm that subgrantees will be considered for second year of funding based on performance;

By June 15, host a conference call with all VGF subgrantees to discuss progress and process (TRAINING);

By August 15, conduct a final monitoring visit with each subgrantee and issue a report;
All programs will conduct a service project related to 9/11 Day of Service and Remembrance;

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All VGF subgrantees will be required to attend the 2015 Virginia Volunteerism and Service Conference (TRAINING);

By September 15, host a conference call with all VGF subgrantees to discuss progress and process (TRAINING);

By October 1, all programs will have conducted at least three service projects;

By November 15 (or, 4 weeks after end of Year 1 contract), all programs will submit preliminary Year 1 information;

By December 15 (or, 8 weeks after end of Year 1 contract), all programs will submit final year 1 information AND program evaluation; and

VGF subgrantees will be expected to participate in our bi-monthly program director webinars that combine training, updates, and cross-program sharing. Depending on who our subgrantees turn out to be, we may well set up special, comparable webinars just for the VGF subgrantee staff.

5. Please address how OVCS will support and or facilitate sharing of information and expertise between subgrantees.

With a maximum of 5 VGF subgrantees, OVCS will facilitate opportunities for sharing information and expertise between subgrantees. We will do this through use of two strategies. First, OVCS will host regular phone calls and webinars to both share and gather information about the implementation of the VGF program. Second, as OVCS identifies successful strategies, OVCS will highlight these strategies in conference calls, and will invite programs to share their growing expertise via the OVCS newsletter, website, and face-to-face events.

d. Performance Measure Clarifications: Please make the following changes in the performance measures screens in eGrants:

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1. Output G3-3.1 must be paired with output G3-3.7. Please add G3-3.7. As well, outcome G3-3.3 is required per the NOFA and Application Instructions.

DONE

2. Grantees must be able to track and report the results of VGF activities separately from other programming, including other national service programs (e.g., AmeriCorps State/National, VISTA, Senior Corps). Please explain how your performance measurement and data collection will segregate the activities and results for the VGF grant.

The Request for Proposals that the Virginia Commission will publish clearly states that organizations currently in the Virginia AmeriCorps*State portfolio, and other national service programs operating in Virginia are eligible applicants, but that any capacity building and volunteer generation activities must be kept separate from activities conducted under this VGF programming.

Continuation Narrative Updates

Clarification Responses

Grant Characteristics