

Notice of Federal Funds Availability

Overview

Federal Agency Name: Corporation for National and Community Service
Funding Opportunity Title: Social Innovation Fund
Announcement Type: Notice of Federal Funds Availability
Catalog of Federal Domestic Assistance (CFDA) Number(s): 94:019

Dates: The Letter of Intent to Apply deadline is March 1, 2010, 5:00 p.m. Eastern Time. Applications are due by April 8, 2010, 5:00 p.m. Eastern Time. Certification of matching funds to determine eligibility is due at the time of application. Successful applicants will be notified by July 2010.

I. Funding Opportunity Description

What is the purpose of the Social Innovation Fund?

This Notice of Federal Funds Availability (*Notice*) announces the availability of funding for the newly-created Social Innovation Fund (SIF), authorized by the Edward M. Kennedy Serve America Act of 2009. The SIF is administered by the Corporation for National and Community Service (the Corporation), whose mission is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. As the nation's largest grantmaker for service and volunteering, the Corporation plays a critical role in building the capacity of America's nonprofit sector and expanding the reach and impact of volunteers in addressing pressing social problems. Last fiscal year, the Corporation engaged an estimated 5.5 million Americans in service, the largest total in its history. The Corporation's core programs are Senior Corps, AmeriCorps and Learn and Serve America.

The SIF is a vehicle to: 1) promote public and private investment in effective and potentially transformative portfolios of nonprofit community organizations to help them strengthen their evidence base, and replicate and expand to serve more low-income communities; 2) identify more effective approaches to addressing critical social challenges and broadly share this knowledge; and 3) develop the grantmaking infrastructure necessary to support the work of social innovation in communities across the country.

The Corporation considers "social innovation" as the development of a potentially transformative practice or approach to meeting critical social challenges. An approach is "transformative" if it not only produces strong impact (as defined in this *Notice*), but also 1) has the potential to affect how the same challenge is addressed in other communities, 2) addresses more than one critical social challenge concurrently, or 3) produces significant cost savings through efficiency gains.

In FY 2010, SIF awards will be made to a small number of intermediaries (existing grantmaking institutions or eligible partnerships) which make investments in nonprofit community organizations as an essential (rather than collateral) means of fulfilling their mission and vision. The resulting national network of intermediaries will identify through competitive processes, invest in, support, and monitor promising nonprofit community organizations (subgrantees) working with low-income communities in one or more of the following priority issue areas:

- **Economic Opportunity** – Increasing economic opportunities for economically disadvantaged individuals
- **Youth Development and School Support** – Preparing America’s youth for success in school, active citizenship, productive work, and healthy and safe lives
- **Healthy Futures** – Promoting healthy lifestyles and reducing the risk factors that can lead to illness

Subgrantees will utilize funding to produce measurable outcomes within a specific issue area or geographic region, evaluate their effectiveness and, if warranted by evidence, replicate and expand to serve more individuals. These efforts will have national implications, by identifying more effective and potentially transformative approaches to achieving impact.

SIF grantees will match the Federal funds received (dollar-for-dollar, in cash). For FY 2010, SIF applicants must demonstrate the ability to meet 50 percent of their cash match requirement at the time of the application. Subgrantees will also be required to provide a match (dollar-for-dollar, in cash, for every dollar received).

Successful intermediary applicants in this funding competition will possess:

- A strong track record of using rigorous evidence to select, invest in, support, and monitor the replication and expansion of their subgrantees;
- The capacity to conduct a competitive process for selecting innovative nonprofit community organizations with effective and potentially transformative approaches;
- Expertise in one or more priority issue areas; and
- Deep and broad relationships with stakeholders in one or more priority issue areas and/or specific geographic regions.

This *Notice* provides full details on how applicants must address these and other factors in submitting their applications.

Given the demands of the intermediary role, the limited number of expected awards, and the power of collaboration to more effectively solve complex social challenges, interested organizations may wish to pursue appropriate collaborations that leverage resources and strengths.

Finally, the Corporation is committed to the long-term success of the SIF as a means to spur innovation and address our nation’s most pressing social challenges. Just as the Corporation expects awarded intermediaries and subgrantees to adapt and grow, the Corporation anticipates revisiting policy decisions made in this *Notice* in subsequent award years to ensure the program is meeting the goals and objectives outlined in the Serve America Act. The Corporation is grateful for the thoughtful public feedback which has helped to shape this initial SIF competition, and looks forward to continued engagement with a diverse array of stakeholders.

What emphasis does the SIF place on evidence of effectiveness?

The Corporation is committed to using the limited resources available to the SIF to encourage public and private investment in a portfolio of programs with the collective potential to produce transformative change. Wherever possible, this means acting on evidence from well-designed

and well-implemented experimental or quasi-experimental studies that demonstrate the program has a sizeable impact. However, the Corporation recognizes that in many fields, and in many parts of the country, such evidence is not available. In those cases, the Corporation is committed to funding promising efforts in order to build the base of evidence about what works, improve programs, and inform future investments.

The SIF will support the use of evidence in several ways. First, the SIF will prioritize intermediaries that use rigorous evidence (see Section V) to select and invest in their subgrantees. Second, the SIF will encourage the use of data and evaluation tools by both intermediaries and subgrantees to monitor the replication and expansion of their programs. Third, the SIF will evaluate the efforts of intermediaries and their subgrantees to achieve measurable outcomes. Finally, the SIF seeks to connect the efforts of government, grantmakers, other donor institutions, and individuals to use evidence and evaluation in systematic ways. These efforts aim to help both SIF-funded programs and the nonprofit and philanthropic communities as a whole.

How will the subgranting process work?

As discussed above, this *Notice* seeks applications for organizations to act as SIF intermediaries. By statute, SIF intermediaries must select subgrantees on a competitive basis. The primary functions of the recipients of SIF awards will be to conduct competitive subgrant competitions and administer those subgrants as required by the National and Community Service Act of 1990 (“the Act”), this *Notice*, and the terms and conditions of the final awards.

All applicants must conduct a competitive subgrant selection process after receiving a SIF intermediary award. However, applicants may apply to the Corporation with some pre-selected nonprofit community organizations, provided those organizations were selected on a competitive basis, pre-award, and otherwise meet the requirements set out in this *Notice*. For pre-selected subgrantees, the Corporation may request additional information regarding compliance against the criteria as described in this *Notice*.

All applicants must complete their competitive subgrant competition within six months of the grant award. The Corporation may review the results of the subgrant process for compliance and appropriate outcomes.

Subgrants are to be made in annual amounts of \$100,000 or more, per year, for a period between three and five years. For the FY 2010 SIF competition, the Corporation anticipates SIF intermediaries awarding subgrants that reflect more substantial investment in programs that show the highest levels of effectiveness, as defined in Section V of this *Notice*. Applicants should note that their subgrantees will be required to provide dollar-for-dollar matching funds, in cash, for each year that they receive a SIF subgrant.

The applicant’s subgrantee portfolio should clearly convey an intentional approach to affecting social change. The Corporation is interested in portfolios that leverage the combined strengths of distinct innovations to impact and inform public discussion and effect broader systems change, while improving measurable outcomes in the identified issue areas.

In order to maximize the impact of the SIF and ensure a diverse array of innovative grantees across the Federal government, intermediary applicants should direct SIF funds toward innovations that will not receive grants for the *same* activities from other Federal innovation funds (e.g., “Investing in Innovation” at the Department of Education). Final SIF award decisions may be weighed based on the outcome of other large Federal competitions.

The specific criteria applicable to the subgrant competitions are specified in Section V of this *Notice*.

What is a competitive subgrant selection process?

To demonstrate that their subgranting process is competitive applicants must describe how their process will:

- Provide sufficient public notice of the availability of SIF subgrants to eligible nonprofit community organizations within the specific local geographic areas and issue area(s) to be covered under the proposed SIF intermediary award;
- Advise potential applicants of:
 - What organizations are eligible for funding;
 - How to obtain and submit an application;
 - The criteria (including appropriate subcriteria) that will be considered in reviewing applications; and
 - Any relative percentages, weights, or other means used to distinguish among the criteria.

Applicants must further describe how their review process will:

- Ensure applications will be reviewed consistent with the established criteria; and
- Be free from any actual conflicts of interest or the reasonable perception of any such conflict.

What are examples of eligible and potentially successful SIF applicants?

The following examples are intended to provide illustrations of hypothetical organizations that could become SIF awardees. Note that, in some cases, these hypothetical organizations may need to adjust or augment their historical practices to comply with the requirements of this *Notice*.

Example #1: A rural grantmaking organization with deep roots in the local community and a strong focus on community needs, including education, health and poverty.

You have a track record of engaging a broad array of stakeholders across sectors and convening them to develop integrated and coordinated responses to critical social challenges. Your investment in nonprofit community organizations is substantive and multi-year, and includes both financial capital and intellectual resources. Directly, and through contracted services, you provide support for management assistance and evaluation. You have identified a select number of innovations with evidence of impact, and you are committed to growing and testing these models.

Example #2: A grantmaking institution working with a handful of innovative nonprofit community organizations in poverty alleviation.

You invest in nonprofit organizations around the country identified through your own due diligence process. Your emphasis is on identifying promising innovations ripe for larger-scale investment, and your organization provides multi-year funding for capacity-building and growth. You also directly provide high-engagement support, including management assistance and evaluation. A subset of your portfolio has gathered strong evidence of impact, and you want to work with them as a group to deepen their models and extract lessons that could potentially inform public policy.

Example #3: A collaboration between a local government office and a grantmaking institution with a shared commitment to spurring, investing in, and supporting new approaches to local challenges.

You provide multi-year investment and support to both pilot and evaluate innovations led by city agencies in collaboration with high-capacity nonprofit community organizations. You conduct evaluation of your grantees through outside organizations, while also relying on some in-house capacity. Other municipalities have approached you about collaborating, and you are considering working with them to evaluate and replicate and expand the most promising innovations within your current portfolio.

II. Award Information

How much funding is available?

The Corporation has up to \$50 million available to award new cooperative agreements to approximately seven to 10 intermediary organizations.

What is the award period?

The SIF award periods are up to five years, with funding provided in annual increments. Grantees will be eligible for continuation funding in the second through fifth year, contingent on the availability of appropriations, compliance with grant conditions, and satisfactory performance, including having secured sufficient matching funds.

What is the award amount?

For the FY 2010 SIF award competition, the Corporation expects to make annual awards in the range of \$1 million to \$10 million. The Corporation expects to make larger grants to those intermediary organizations with a track record of supporting subgrantees with strong evidence and impact (as described in Section V of this *Notice*) and the capacity to support replication or expansion.

What is the type of funding instrument used for these grants?

The funding instrument for the SIF is a cooperative agreement. The Corporation expects to have substantial involvement with the intermediary organizations as they carry out approved activities. In particular, the Corporation anticipates having substantial involvement in:

- Reviewing the subgrant process for compliance and appropriate outcomes;
- The development of final, detailed plans for evaluation of major subgrantees that would include assessing:
 - The specific questions the evaluation(s) intends to answer;

- The type of research design;
- The timeline and estimated budget for the evaluation; and
- Selection of who will conduct the evaluations and the process to be employed to maintain independence, objectivity, and high-quality reports.
- The development of final, detailed plans for replication or expansion of subgrantees;
- The development of best practices deliverables; and
- Other appropriate activities as specified in the final award.

The Corporation will also have substantial involvement with SIF intermediaries in the development, organization and facilitation of learning communities for the SIF. A learning community, or “community of practice,” is a group of grantees that agrees to interact regularly to solve a persistent problem or improve practice in an area that is important to them. Establishment of learning communities under the SIF will enable grantees to meet, discuss, and collaborate with each other regarding grantee projects. The Corporation expects learning communities to involve input from experts and community stakeholders, and share lessons and insights broadly to inform the work of the larger philanthropic, nonprofit and public sectors.

III. Eligibility Information

What are the eligibility criteria?

This competition is open to all entities that meet the eligibility criteria as specified in this *Notice*. Receipt of prior Corporation or other Federal grant funding is not a prerequisite to applying under this *Notice*.

To be eligible for a SIF intermediary award, an applicant must:

- Be an existing grantmaking institution or an eligible partnership;
- Properly propose to be either a geographically-based or issue-based SIF that will focus on improving measurable outcomes;
- Have a strong track record of using rigorous evidence to select, invest in, support, and monitor the replication and expansion of grantees;
- Have a well-articulated plan to:
 - Replicate and expand research-proven initiatives that have been shown to produce sizable, sustained benefits to participants or society; and/or
 - Collaborate with a research organization to undertake rigorous evaluations to assess the effectiveness of initiatives.
- Have appropriate policies on conflicts of interest, self-dealing, and other improper practices; and
- Demonstrate either cash-on-hand or commitments (or a combination thereof) toward meeting 50 percent of the first year matching funds, based on the amount of grant funds requested. For example, a request of \$1 million needs to be accompanied by documentation of \$500,000 on-hand at the time of application.

Some of these eligibility requirements are specifically addressed as eligibility factors in the selection criteria in Section V of this *Notice*. The Corporation will conduct initial reviews of applications to determine whether they meet those specific eligibility criteria. Any application that does not meet all of the eligibility criteria identified in Section V of this *Notice* will not be further reviewed.

Applications that meet all the eligibility criteria discussed in Section V of this *Notice* will be reviewed in full. In its full evaluations, the Corporation will consider and weigh how the applications address all the stated criteria (both Eligibility Criteria and Application Review Criteria).

The Corporation will make an award only after determining that an organization meets all the eligibility criteria. As necessary, the Corporation will further evaluate an applicant during clarifying discussions (and possible site visits) with applicants. The Corporation also anticipates conducting due diligence reviews to assess or confirm information or assurances provided by applicants. As part of these further discussions and reviews, the Corporation may conclude that applicants do not meet one or more of the eligibility requirements. In that case, the Corporation will not further consider the application.

How does the Corporation define an “existing grantmaking institution”?

Existing grantmaking institutions are organizations in existence at the time of the application where investing in nonprofit community organizations or programs is an essential (rather than collateral) means of fulfilling their mission and vision.

In keeping with this view, grantmaking institutions will generally have the following as part of their core operating functions:

- Conducting open or otherwise competitive programs to award grants to or make investments in a diverse portfolio of nonprofit community organizations;
- Negotiating specific grant requirements with nonprofit community organizations; and
- Overseeing and monitoring the performance of grantees.

The following two examples are intended to provide illustrations of organizations that would likely be determined to be *non*-eligible organizations.

Example 1:

A nationally-based nonprofit leads a network of locally-based, affiliated nonprofit organizations. Within the network, the vast majority of substantive, mission-related work is performed by the local affiliates. The national organization issues detailed operational guidelines to all the local affiliates. Local affiliates generally must comply with these guidelines in order to maintain their association with the lead organization. The “brand” of the lead organization is widely recognized, and therefore is a highly-effective fundraising tool for the local affiliates within their communities. The lead organization also makes a significant level of grants to local affiliates, but no grants to unaffiliated organizations.

The nationally-based organization would not be considered an eligible grantmaking institution under this *Notice*. The organization’s grantmaking is a collateral part of fulfilling its mission and vision. In addition, the organization does not make grants to or investments in a diverse portfolio because it only makes grants within a tightly-controlled affiliated network.

Example 2:

A nationally-based nonprofit leads a network of locally-based, affiliated nonprofit organizations. Within the network, the vast majority of substantive mission-related work is performed by the local affiliates. The principal function of the local affiliates is to make grants to a broad range of nonprofit organizations in local communities. The nationally-based nonprofit and its local affiliates operate under a common “brand” that is widely recognized, and therefore is a highly-effective fundraising tool. The nationally-based organization also makes a significant level of grants to local affiliates, but no grants to unaffiliated organizations.

The nationally-based organization (on its own) would most likely not be considered an eligible grantmaking institution under this *Notice*, because the organization does not make grants to or investments in a diverse portfolio. However, the local affiliates do make grants to a diverse portfolio as an essential means of carrying out their mission and vision. The local affiliates would be appropriate grantmaking institutions, and a partnership between two or more local affiliates could be an appropriate eligible partnership, which could also collaborate with their nationally-based organization.

How does the Corporation define an “eligible partnership”?

A formal relationship between an existing grantmaking institution (as defined above) and either an additional grantmaking institution, a State Commission on National and Community Service (State Commission), or a chief executive officer of a unit of general local government where the partner organizations will share responsibilities under the award. In a cooperative agreement with a partnership, the Corporation would expect to be dealing with each partner organization with some degree of independence concerning their collective responsibilities. For example, a partnership could include one organization that handles all aspects of a SIF program related to evaluation, while another organization handles all aspects related to finances and grant administration.

Other collaborations (which may be similar to consultant or contractor arrangements), where an organization obtains access to needed competencies, but remains fully responsible for performance of the cooperative agreement, will not be treated as partnerships for purposes of determining eligibility.

IV. Application and Submission Information**Do I need to submit a Letter of Intent to Apply?**

If your organization is considering applying for funding through this *Notice*, please submit a Letter of Intent to Apply by e-mail to SIFApplication@cns.gov by March 1, 2010, 5:00 p.m. Eastern Time. The email should include your organization’s name and the name(s) of any organization(s) in an eligible partnership, if applicable. This is not a required deadline, but submitting your request aids the Corporation in planning for the review of applications.

Will the Corporation provide technical assistance with the application?

The Corporation will host technical assistance calls and/or workshops to answer questions from potential applicants about this funding opportunity, including submitting the application through eGrants, the Corporation’s web-based application system. Applicants are strongly encouraged to participate in these sessions. The first call will be held on February 24, 2010 at 1:00 p.m.

Eastern Time. Call-in information for this technical assistance call and future technical assistance calls will be made available on the Corporation's web site at: <http://www.nationalservice.gov/about/serveamerica/innovation.asp>.

When are applications due?

The deadline for applications is April 8, 2010, 5:00 p.m. Eastern Time. Applications must arrive at the Corporation by the deadline in order to be considered.

What is a DUNS number and is it required?

The Dun and Bradstreet Data Universal Numbering System (DUNS) number is an identifier that helps the Federal government improve statistical reports on Federal grants and cooperative agreements. Applications must include a DUNS number on the Standard Form 424. The DUNS number does not replace your Employer Identification Number. DUNS numbers may be obtained at no cost by calling the DUNS number request line at (866) 705-5711, or by applying online at www.dnb.com.

The website indicates a 24-hour email turnaround time on requests for DUNS numbers. However, we suggest registering at least 30 days in advance of the application due date. Expedited DUNS numbers may be obtained by telephone at a cost of \$99 by calling the DUNS number request line. Applications without DUNS numbers or with invalid DUNS numbers will be rejected. **A DUNS number is required to apply for this funding opportunity.**

How do I submit an application?

The Corporation requires that all applicants make every effort to submit their applications electronically through the Corporation's web-based application system, eGrants. The eGrants Web site is: <https://egrants.cns.gov/espan/main/login.jsp>.

In the event of prolonged unavailability of the eGrants system on the date of submission, the Corporation reserves the right to extend the eGrants submission deadline. Any notice of an extended submission deadline will be posted in eGrants and on <http://www.nationalservice.gov/about/serveamerica/innovation.asp>.

If extenuating circumstances make the use of eGrants impossible, applicants may send a hard copy of the application to the following address, via overnight carrier (non-U.S. Postal Service 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. Applications submitted by fax will not be accepted.

Corporation for National and Community Service
ATT: Office of Grants Policy and Operations/SIF Application
1201 New York Avenue NW
Washington, DC 20525

In extenuating circumstances determined and verified by the Corporation, late applications may be accepted only if the applicant submits a letter to the Corporation explaining the reasons for the delay. Such letter must be sent to the Corporation via email to SIFApplication@cns.gov no later

than one business day after the application due date. Applicants should reference their application ID and organization name in the subject line of their email. Late applications may be considered on a case-by-case basis.

We strongly recommend that you create your eGrants account and begin your application at least three weeks before the deadline and begin pasting your application into eGrants no later than ten days before the deadline. This will allow you time to address technical issues prior to the deadline. Contact the eGrants Help Desk at 888-677-7849 (talk to an associate or leave a detailed message) or e-mail egrantshelp@cns.gov immediately if a problem arises while you are creating your account, preparing, or submitting your application. Be prepared to provide your application ID and organization's name. If technical issues are preventing you from submitting your application in eGrants by the deadline, you must contact the eGrants Help Desk prior to the 5:00 p.m. Eastern Time deadline to explain your technical issue and get a ticket number. If your issue cannot be resolved by the deadline, you must continue working with the eGrants Help Desk to submit your application.

How is an application created in eGrants?

If you need help establishing a new organization account in eGrants or a new user account for an existing organization account, please refer to the eGrants Help Desk website: <http://www.cns.gov/egrants/help.asp>.

After you create your eGrants account, begin by selecting "New" under the *Creating an Application* heading on your Home Page. Select "Other" as the *Program Area* and click "Go." You will then be asked to *select a NOFA*. Choose: **Social Innovation Fund 2010**. Once you create an application, you will be allowed to edit as needed until you are ready to submit.

Do not use the *New* button again as this will start a brand new application. Once you have initiated an application, it will be listed in the View My Grants/Applications section of the homepage under the status: *Grantee Edit of Application or Report*. If you exit and then return to eGrants and wish to continue entering or editing your application, please open your saved version by selecting *View My Grants/Applications* in the status *Grantee Edit of Application or Report*.

What must be included in an application?

This *Notice* contains all application instructions and is available at <http://www.nationalservice.gov/about/serveamerica/innovation.asp>.

The application must provide a well-designed plan with a clear and compelling justification for awarding the requested funds. The narrative must cover the full first year of program operations. In evaluating your application, reviewers will assess the narrative on the basis of your program design, organizational capacity, and budget adequacy/cost effectiveness.

Application Instructions are approved under OMB Control# 3045-0129, Expiration Date 11/30/2011. They are formatted to correspond to fields in eGrants and clarified through this Notice.

Please note that character limits include spaces. When drafting narrative responses, we recommend using word processing software that will check spelling and count characters. Use only uppercase letters for all section headings and other information you would like to highlight in your narrative. Bold face, bullets, underlines, or other types of formatting, charts, diagrams, and tables will not copy into eGrants.

The completed application will consist of the following components, described in detail below:

1. Standard Form 424 (SF-424) Facesheet

2. Narratives (maximum length – 70,000 characters, excluding Executive Summary)

- Executive Summary (4,500 characters)
- Program Design
- Organizational Capacity
- Budget/Cost Effectiveness

3. Standard Form 424A Budget

4. Authorization, Assurances, and Certifications

5. Survey on Ensuring Equal Opportunity (*Optional*)

Standard Form 424 Facesheet

The Standard Form-424 Facesheet is required for applications submitted for federal assistance. The SF-424 contents are duplicated in eGrants, although the format is different.

Please note that the SF-424 is automatically generated by completing the data elements in the eGrants system. When completing the application in eGrants, many of the fields will be populated with information entered during the organization’s registration process.

Applicant Info

Please note that the *Authorized Representative* name is blank. You cannot select a name for this field. Instead, the Authorized Representative will need to have his/her own account to click on the Assurances and Certifications at the end of the application. (Attachment A)

Under *Project Information* select, “Enter New” and choose a title for the proposed project. It is possible to enter another address for the project, which may or not be the same as that of the Legal Applicant.

Select a Project Initiative: Choose the operational model which best describes your SIF application from the following options:

- SIF—Geographic Healthy Futures
- SIF—Geographic Opportunity
- SIF—Geographic Youth
- SIF—Geographic Multiple

SIF—Issue Area Healthy Futures
SIF—Issue Area Opportunity
SIF—Issue Area Youth

To select an individual as the *Project Director*, choose a name from the pull-down menu or add a new contact.

Application Info

Areas affected by the project: List only the largest political or municipal entities affected (e.g., counties and cities).

Enter the dates for the **proposed project start and end** dates. Your project period is up to five years and must begin no later than September 30, 2010.

Intergovernmental Review of Federal Programs: This program is NOT subject to Executive Order 12372.

Delinquent on any federal debt: Check the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit allowances, loans, and taxes. If Yes, type your explanation in the text box provided.

State Application Identifier: Enter N/A.

Note: Falsification or concealment of a material fact or submission of false, fictitious or fraudulent statements or representations to any department or agency of the United States

Government may result in a fine or imprisonment for not more than five (5) years, or both. (18 USC § 1001)

Narrative Section

(Maximum character limit, excluding the Executive Summary: 70,000 characters or approximately 50 double-spaced pages, 12-point font; Program Design recommended character limit: up to 31,500 characters or approximately 22.5 double-spaced pages, 12-point font; Organizational Capacity recommended character limit: up to 24,500 characters or approximately 17.5 double-spaced pages, 12-point font; Cost-Effectiveness and Budget Adequacy recommended character limit: up to 14,000 characters or approximately 10 double-spaced pages, 12-point font).

1. Executive Summary

2. Program Design

Goals and Objectives

Use of Evidence

Community Resources

Description of Activities

3. Organizational Capacity

Ability to Provide Program Oversight.

Ability to Provide Fiscal Oversight.
4. Cost-Effectiveness and Budget Adequacy
Budget and Program Design
Match Sources

Executive Summary

The Executive Summary may not exceed 4,500 characters, including spaces and punctuation, and should be completed using the following guide.

Title:

- For the title of your Executive Summary, use the name of the sole or lead intermediary (if an eligible partnership)

Summary Information:

Provide the following information on separate lines:

- Name of sole or lead intermediary; list in parentheses the names of any eligible partners (if applicable)
- Names of key collaborative partners (if applicable); in parentheses, list their core competency(ies)
- Identify as either a geographically-based SIF or issue-based SIF; in parentheses, identify priority issue area(s) of focus; if a geographically-based SIF, also identify your proposed target local geographic area
- Identify the grant amount you are requesting and your proposed grant period
- Identify whether you are applying with some pre-selected subgrantees (Yes or No); if Yes, in parentheses, indicate the number of subgrantees, list their names and proposed subgrant amounts

Program Design:

- Explain the **focus and goal(s)** of your proposed investment
- Provide an overview of your **qualifications and track record**
- Provide an overview of your proposed **competitive subgrant selection process**
- Provide an overview of how you will **evaluate and support** subgrantees

Organizational Capacity:

- Provide the following information on separate lines:
 - Identify your organization's net assets
 - Identify your annual grants budget
 - Identify the number of staff in your organization
- Provide an overview of your organization's **oversight, support, and grants management capacity**, including relevant systems, structure and staffing

Cost-Effectiveness and Budget Adequacy:

- Provide the following information on separate lines:
 - Identify the amount of requested federal funds you propose to subgrant and the percentage of your requested federal funds this represents (must be at least 80%)

- Identify whether you are providing a 1:1 match or a higher match (if higher, identify the ratio)
- List major sources of matching funds (list only sources that exceed 20% of your match commitment)
- Describe how your proposed budget is aligned with your program design

Additional Documents

Match Verification – SIF applicants must demonstrate the ability to meet 50 percent of their cash match requirement at the time of the application. Signed letters verifying match, as well as all other required documentation, can be sent via email to SIFApplication@cns.gov or via overnight carrier (non-U.S. Postal Service because of security-related delays in receiving mail from the U.S. Postal Service) to the following address:

Corporation for National and Community Service
ATT: Office of Grants Policy and Operations/SIF Application
1201 New York Avenue NW
Washington, DC 20525

When submitting match verification by email, applicants should reference their application ID and organization name in the subject line of their email. Match verification, as well as all other documentation must be received by the deadline on April 8, 2010, 5:00 p.m. Eastern Time.

Budget - Year One

The budget should describe how grant funds will be used to effectively support activities described in the proposal narrative. Do not include unexplained amounts, amounts for miscellaneous or contingency costs, or unallowable expenses such as entertainment costs. Round all figures to the nearest dollar. Refer to the Federal cost principles at: <http://www.whitehouse.gov/omb/circulars/index.html> for information on allowable costs in Federal grants.

We recommend you prepare your project budget off-line before entering it into eGrants. eGrants will create the budget and the budget narrative automatically from the detailed budget information you enter.

Budget Section 1 Categories:

- Project Personnel Expenses
- Personnel Fringe Benefits
- Travel
- Equipment (individual items over \$5,000)
- Supplies
- Contractual and Consultant Services
- Other (all subgrant costs are included in the line titled, “Subgrants”)

Budget Section 2 Categories:

- Source of Matching Funds

Federally Approved Indirect Costs

You will be prevented from validating your budget in eGrants if you do not meet the dollar-for-dollar, cash match. You will receive an error message that states, “Grantee share must be greater than or equal to CNCS share.”

Authorization, Assurances and Certifications

Read the Authorization, Assurances, and Certifications carefully (Attachment A). The person who authorizes the application must be the applicant’s Authorized Representative or his/her designee and must have an active eGrants account to sign these documents electronically. A copy of the governing body’s authorization for this official representative to sign must be on file in the applicant’s office.

Be sure to check your entire application to make sure that there are no errors before submitting it. eGrants will also generate a list of errors if there are sections that need to be corrected prior to submission when you verify the application. If someone else is acting in the role of the applicant’s authorized representative, that person must log into his/her eGrants account to proceed. After signing off on the Authorization, Assurances, and Certifications, his/her name will override any previous signatory and show on the application as the Authorized Representative.

Equal Opportunity Survey

Applicants are asked to complete the Survey on Ensuring Equal Opportunity for Applicants. The survey can be found at: http://www.nationalservice.gov/for_organizations/funding/nofa.asp/. Submission of the survey is not required.

What other terms or definitions are important to know in order to successfully complete the application?

Low-Income, Significantly Philanthropically Underserved, and Rural Communities

As specified in section 198K of the Act, SIF intermediary grantees must make subgrants and otherwise support programs that serve “low-income” communities. For purposes of this *Notice*, “low-income community” means either:

- A population of individuals or households being served by a subgrantee on the basis of having a household income that is 200 percent or less of the applicable Federal poverty guideline, or
- Either a population of individuals or households, or a specific local geographic area, with specific measurable indicators that correlate to low-income status, such as, but not exclusive to, long-term unemployment, risk of homelessness, low school achievement, persistent hunger, or serious mental illness. An application that proposes to rely on measurable indicators should fully describe the basis for relying upon those indicators (including citations to appropriate studies). The application must also describe and cite the source of data supporting the conclusion that the targeted community meets the indicators.

In making its final award determinations under this *Notice*, section 198K(h)(2) of the Act requires the Corporation to include among award recipients eligible applicants that propose to provide subgrants to nonprofit community organizations that will serve “significantly philanthropically underserved” communities. For purposes of this FY 2010 *Notice*, the Corporation will consider applicants serving significantly philanthropically underserved communities if they carryout activities in low-income communities (as defined above), which are also in a rural geographic area.

For purposes of this *Notice*, a rural geographic area is one with a 2003 Rural-Urban Continuum Code of 4 or higher (as issued by the U.S. Department of Agriculture, Economic Research Service). The full list of Rural-Urban Continuum Codes is listed here:

<http://www.ers.usda.gov/briefing/rurality/ruralurbcon/>

In the FY 2010 SIF award competition, the Corporation will not reduce the match requirement for applicants that will be serving significantly philanthropically underserved communities.

How will the use of evidence be treated in the application?

The SIF is one of several new Federal grant programs that place a significant emphasis on using evidence of program impact as a critical factor in funding decisions, with the goal of directing limited federal resources toward more effective programs and increasing our knowledge about what works.

Intermediaries will need to demonstrate in their applications how they use evidence of program impact to select, invest in, support, and monitor the replication and expansion of their subgrantees. Across programs, issue areas, and regions, the available evidence of program effectiveness will necessarily vary, sometimes significantly. However, the best evidence will come from independent, well-designed studies using experimental and quasi-experimental designs, ideally from more than one site or with more than one population, that demonstrate the program has had a strong impact. Where these types of evidence are not available, the intermediaries will be expected to identify the existing levels of evidence (as defined in Section V of this *Notice*) of subgrantees and to use SIF resources to help build the evidence-base of these programs. In addition, the Corporation expects that the use of rigorous evidence will be part of the culture of the intermediary, and that, consequently, the intermediary will assess the impact of its own activities.

Will the Corporation provide technical assistance with the application?

The Corporation will host technical assistance calls and/or workshops to answer questions from potential applicants about this funding opportunity, including submitting the application through eGrants. Applicants are strongly encouraged to participate in these sessions. The first call will be held on February 17, 2010 at 1:00 p.m. Eastern Time. Call-in information for this technical assistance call and future technical assistance calls will be made available on the Corporation’s Web site at: <http://www.nationalservice.gov/about/serveamerica/innovation.asp>.

Is this funding opportunity subject to intergovernmental review?

Applicants under this program are not subject to Executive Order 12372 “Intergovernmental Review of Federal Programs.”

What are the funding restrictions?

Budget Requirements

Applicants must submit a proposed first year budget as part of their application. If an application is selected for award, the Corporation will determine the final amount of the award of federal funds, and will negotiate a final budget. Upon award, compliance with the approved budget will be a material term and condition of the cooperative agreement with the SIF intermediary.

Proposed and final budgets may only include allowable costs as defined in the applicable cost principles for the award recipient¹—

- 2 CFR Part 220—Cost Principles for Educational Institutions (OMB Circular A-21)
- 2 CFR Part 225—Cost Principles for State, Local and Tribal Governments (OMB Circular A-87)
- 2 CFR Part 230—Cost Principles for Non-Profit Organizations (OMB Circular A-122).

The proposed and final budgets may only include actual expenditures by the applicant organization. **The value of any in-kind goods or services provided to the applicant cannot be included in the proposed or final budgets.** The budgets will allocate allowable costs to either the federal or non-federal share of the total budget. At least 80 percent of the federal share must be awarded to subgrantees; the balance may go toward the intermediary’s program support costs, including evaluation, knowledge management, and SIF implementation.

The non-federal share of the budget must equal or exceed the federal share of the budget (this implements the dollar-for-dollar cash match requirement). There is no requirement that the non-federal share of the budget “mirror” or be allocated on the same basis as the federal share of the budget. However, the Corporation is particularly interested in applicants that raise additional dollars to be provided to the subgrantees, and in applicants that propose to award the majority of their matching funds to subgrantees through their competitive subgrant selection process.

As described in the OMB cost principles, applicant budgets (other than the amounts budgeted for subgrants) will include a combination of direct or indirect costs. Applicants with approved indirect cost rates for federal grants must use those rates for any indirect costs they include in their budgets. The Corporation will work with applicants selected for award who do not have approved federal indirect cost rates to help them develop and obtain approval for their rates.

Matching Funds

The non-federal share of the budget represents the dollar-for-dollar matching funds requirement under this *Notice*. Any organization which receives an award under this *Notice* is responsible for securing the necessary matching funds. Matching funds may come from State, local, or private sources, which may include State or local agencies, businesses, private philanthropic organizations, or individuals. Federal funds, including Federal block grants being distributed by

¹ Applicants who have not previously applied for federal grant funds should understand that “allowable costs” under federal awards do not necessarily include all costs that the organization will incur in order to perform their awards. For example, the costs of raising funds in order to meet the nonfederal share of the budget (“matching funds”) are not allowable costs under OMB cost principles. The cost principles implement long standing government-wide policy decisions on the use of federal grant funds and applicants should ensure that they are fully aware of requirements in the applicable OMB circular while preparing their budgets.

state or local governments, may not be used towards the match requirement.

Additionally:

- If the applicant is an eligible partnership that includes a State Commission or a local government office, the state or local government involved must provide not less than 30 percent and not more than 50 percent of the matching funds.
- The Corporation is particularly interested in applicants that demonstrate that Federal funds are generating additional or new private sector funds.
- The Corporation is also particularly interested in applicants that present both a strong capacity to raise additional dollars to be provided to subgrantees, and a serious commitment to share the fundraising burden for their subgrantees.

V. Application Review Information

What are the selection process and review criteria for these grants?

The review of eligible applications may involve Corporation employees, other Federal employees, and experts in social innovation, the nonprofit sector, philanthropy, management, evaluation, and replication and expansion. In evaluating applications for funding, reviewers will assess program design, organizational capacity, and cost-effectiveness and budget adequacy. The weights assigned to each category and sub-category are listed in Table 1 below. Reviewers will assess application narratives against these criteria and weight them accordingly.

Table 1: Application Review Criteria

Category	Percentage	Sub-Categories
Part I. Program Design	45%	Goals and Objectives
		Use of Evidence
		Community Resources
		Description of Activities
Part II. Organizational Capacity	35%	Ability to Provide Program Oversight
		Ability to Provide Fiscal Oversight
Part III. Cost-Effectiveness and Budget Adequacy	20%	Budget and Program Design
		Match Sources

The specific selection criteria for the various parts and subcategories are listed below. The selection criteria are categorized as either eligibility criteria or application review criteria.

Reviewers will first assess your application against the eligibility criteria. If this review shows that an application does not meet any one of the eligibility criteria specified below, the application will not be further reviewed. All eligible applications will be fully reviewed and assessed based on both the eligibility and application review criteria.

To best respond to the criteria, we suggest that you address each question, suggestion, or bullet if it pertains to your application. However, these recommendations on addressing the criteria are not exhaustive. Applicants should be careful to specifically address the eligibility and application review criteria to the maximum extent practical.

In reviewing applications submitted in response to this *Notice*, the Corporation may consider, with respect to any particular proposal, the factors and information identified in 45 C.F.R. §2522.470.

In selecting applicants to receive awards under this *Notice*, the Corporation will endeavor to include:

- Applicants who propose to serve areas that are significantly philanthropically underserved (defined in this *Notice* as rural, low-income communities), and
- A diverse set of applicants, in terms of geography and priority issue area.

Part I. Program Design (45%)

A. Goals and Objectives

Eligibility Criteria

The Corporation asks applicants to use a thematic approach in describing their proposed investments in community organizations. As established in the Act, there are two basic operational models of SIF intermediaries. The first is a SIF that will operate in a single geographic location, and address one or more priority issues within that location. This model is referred to as a “geographically-based SIF.” The second model is a SIF that will address a single priority issue area in multiple geographic locations. This model is referred to as an “issue-based SIF.” The Corporation will assess whether the application properly proposes goals and objectives as either a geographically-based or an issue-based SIF.

Geographically-Based SIF

To apply as a geographically-based SIF, the applicant must propose to focus on serving low-income communities within a specific local geographic area, and propose to focus on improving measurable outcomes related to one or more of the following priority issue areas:

- ***Economic Opportunity*** – *Increasing economic opportunities for economically disadvantaged individuals;*
- ***Youth Development and School Support*** – *Preparing America’s youth for success in school, active citizenship, productive work, and healthy and safe lives;*
- ***Healthy Futures*** – *Promoting healthy lifestyles and reducing the risk factors that can lead to illness.*

The application must provide 1) statistics on the needs related to the issue area(s) within the specific local geographic area, and 2) information on the specific measurable outcomes related to those issue areas that the applicant will seek to improve.

Issue-Based SIF

To apply as an issue-based SIF, the application must propose to focus on addressing one of the following priority issue areas within multiple low-income communities:

- ***Economic Opportunity*** – *Increasing economic opportunities for economically disadvantaged individuals;*
- ***Youth Development and School Support*** – *Preparing America’s youth for success in school, active citizenship, productive work, and healthy and safe lives;*
- ***Healthy Futures*** – *Promoting healthy lifestyles and reducing the risk factors that can lead to illness.*

The application must provide 1) statistics on the needs related to the issue area within the geographic areas likely to be served, including statistics demonstrating that those geographic areas have a high need in the priority issue area, and 2) information on the specific measurable outcomes related to the priority issue area that the applicant will seek to improve.

Addressing the Eligibility Criteria

- **Geographically-Based SIF**
 - Describe the target community or region that you propose to serve.
 - Describe the specific priority issue area(s) on which you propose to focus and the statistical information that supports this focus.
 - Describe the measurable outcomes you propose to improve.
 - Describe the availability of relevant data and your approach to assess whether your investments caused improvement in the proposed measurable outcomes.
 - Describe your organization's qualifications to support the proposed focus, goals, and approach.

- **Issue-Based SIF**
 - Describe the specific priority issue area on which you propose to focus.
 - Describe the statistical information showing that the areas likely to be served have a high need in this specific issue area.
 - Describe the measurable outcomes you propose to improve.
 - Describe the availability of relevant data and your approach to assess whether your investments caused improvement in the proposed measurable outcomes.
 - Describe your organization's qualifications to support the proposed focus, goals, and approach.

- **For applicants applying with some pre-selected subgrantees:**
 - If you are applying with some pre-selected subgrantees, describe their track record(s) of achieving specific outcomes related to the measurable outcomes you have proposed to improve, and describe your role in their success.

B. Use of Evidence

Eligibility Criteria

Applicants must include in their application information describing their track record of using rigorous evidence, data, and evaluation tools to:

- *Select and invest in subgrantees;*
- *Support and monitor the replication and expansion of subgrantees; and*
- *Achieve measurable outcomes.*

Addressing the Eligibility Criteria

The Corporation expects grantees, to the extent practicable, to fund subgrantees with rigorous evidence of their impact. The Corporation recognizes, however, that in many parts of the country, and in many fields, such evidence will not yet be available. In these areas, the Corporation will prioritize intermediaries that are prepared to build portfolios that, over time, are most likely to demonstrate strong evidence of strong impact. Such intermediaries could have portfolios of programs supported by moderate evidence (as described below), or they may plan

to run a competition that will prioritize such entities. In areas where such evidence also is not available, the Corporation has provided examples of preliminary evidence that might be considered for funding in order to build the base of evidence about what works, make program improvements, and inform future investments.

In order to achieve the goal of increasing our knowledge of what works, the Corporation expects that all intermediary applicants will have a clear and detailed plan for evaluating the impact of their investments, and that one of the goals of these evaluation plans will be to increase the number of programs over time that have moderate or strong evidence of program effectiveness.

The Corporation will use the following definitions of impact and evidence (these definitions are consistent with those used in the Investing in Innovation fund at the federal Department of Education):

- Strong impact means an impact with a substantial likelihood of yielding a major change in life outcomes for individuals or improvements in community standards of living. This definition will vary with context. To give examples, a mentoring program that cut youth crime by two percent over a given period would not have a strong impact, but a program that cut such crime by 20 percent could. A program that increases earnings by \$50 per week for one month, and then fades out, would not have a strong impact. A program that increased earnings by this amount for a period of years would.
- Strong evidence means evidence from previous studies whose designs can support causal conclusions (i.e., studies with high internal validity), and studies that in total include enough of the range of participants and settings to support scaling up to the State, regional, or national level (i.e., studies with high external validity). The following are examples of strong evidence: (1) More than one well-designed and well-implemented experimental study or well-designed and well-implemented quasi-experimental study that supports the effectiveness of the practice, strategy, or program; or (2) one large, well-designed and well-implemented randomized controlled, multisite trial that supports the effectiveness of the practice, strategy, or program.
- Moderate evidence means evidence from previous studies whose designs can support causal conclusions (i.e., studies with high internal validity) but have limited generalizability (i.e., moderate external validity), or studies with high external validity but moderate internal validity. The following would constitute moderate evidence: (1) At least one well-designed and well-implemented experimental or quasi-experimental study supporting the effectiveness of the practice strategy, or program, with small sample sizes or other conditions of implementation or analysis that limit generalizability; (2) at least one well-designed and well-implemented experimental or quasi-experimental study that does not demonstrate equivalence between the intervention and comparison groups at program entry but that has no other major flaws related to internal validity; or (3) correlational research with strong statistical controls for selection bias and for discerning the influence of internal factors.
- Preliminary evidence means evidence that is based on a reasonable hypothesis supported by research findings. Thus, research that has yielded promising results for either the program, or a similar program, will constitute preliminary evidence and will meet the Corporation's criteria. Examples of research that meet the standards include: 1) outcome studies that track program participants through a service 'pipeline' and measure

participants' responses at the end of the program; and 2) pre- and post-test research that determines whether participants have improved on an outcome of interest. In future years, the Corporation may expand its standard for preliminary evidence to include reasonable hypotheses that are based on theories of change.

Applicant's Track Record of Using Rigorous Evidence to Select, Invest in, Support, and Monitor Grantees

- Describe situations in which your organization has applied evidence produced by rigorous evaluations in decision-making with respect to specific programs at either the preliminary, moderate, or strong levels.
- Describe the process your organization uses to incorporate evidence into the selection, investment, support, monitoring, replication, and expansion of your grantees.
- Describe in detail specific examples of how your organization has used rigorous evidence to drive program improvement and increase the base of evidence of what works.
- Describe the study or studies that generated the evidence (e.g., methodology), and the evidence that was derived from the evaluation(s). Provide web links to recent report(s) (both published and unpublished) from these studies. Links should be to full reports and appendices; i.e., not executive summaries or journal articles. Preferably, the reports will include design documentation.
- Describe your track record of sharing and integrating lessons from evaluation across grantees.

Assessment of Subgrantee Evidence

If applicants apply with some pre-selected subgrantees, applicants should determine whether each proposed subgrantee has preliminary, moderate, or strong evidence of program effectiveness. This determination should be fully substantiated, as appropriate, with:

- A summary of recently completed evaluation(s) of the subgrantees' programs. For subgrantees presenting preliminary evidence, the evaluation(s) may be from a similar program, but must include a justification for why the evaluation(s) are appropriate for the subgrantees' program and demonstrate an understanding of the research literature in this area(s).
- Web links to recent reports (both published and unpublished) from these studies. Links should be to full reports and appendices; i.e., not executive summaries or journal articles. Preferably, the reports will include design documentation.

C. Community Resources

The applicant's community resources will be assessed as described in Part III "Match Sources".

D. Description of Activities

1. Subgranting

Application Review Criteria

Applicants must describe the process by which they will competitively select their nonprofit community organization subgrantees, and, if applicable, the process by which they have pre-selected some subgrantees. Specifically, applicants must describe how their competitive subgrant selection process will ensure a portfolio of subgrantees that are innovative nonprofit community organizations serving low-income communities and that possess:

- A strong theory of change;
- Strong leadership and financial and management systems, including data management;
- A strong financial position, including funding diversity, the ability to meet the requirements for providing dollar-for-dollar matching funds, and the ability to sustain the initiative after the subgrant period concludes;
- Strong community relationships;
- A commitment to and track record of using data and evaluation for performance and program improvement;
- Evidence of effectiveness, including a demonstrated track record of achieving specific measurable outcomes related to the measurable outcomes for the intermediary;
- Strong potential for replication or expansion;
- A well-defined plan for achieving specific measurable outcomes connected to the measurable outcomes for the intermediary, evaluation of program effectiveness, performance improvement, and replication or expansion; and
- A commitment to use grant funds to replicate, expand, or support their programs.

Either as part of its review of the applications or in clarification reviews prior to award, the Corporation may request additional information regarding pre-selected subgrantees for compliance and appropriate outcomes.

The Corporation will review the results of post-award subgrant processes for compliance and appropriate outcomes.

Addressing the Review Criteria

- Describe your approach to identifying and selecting subgrantees with impact potential.
- Provide specific examples of the competitiveness and effectiveness of your approach.
- Describe your relationships with and engagement of experts, leaders, and community stakeholders in relevant domains to ensure quality identification and selection of subgrantees.
- If applicable, describe how your pre-selected subgrantees meet the stated eligibility requirements.

2. Technical Assistance and Support

Application Review Criteria

Applicants must include in their application information describing how they will provide technical assistance and support (other than financial support) that will increase the ability of subgrantees to achieve their measurable outcomes, including replication or expansion.

Replication or expansion may happen in various ways (including, for example, creating new sites or affiliating with another program to replicate an intervention) and in multiple contexts (including, for example, serving more people in a current geography or growing to new geographies).

Addressing the Review Criteria

- Describe your commitment to long-term relationships with subgrantees, including the process by which you establish shared short- and long-term goals and communicate and negotiate modifications.

- How will you help your subgrantees invest in performance improvement and program effectiveness through appropriate data collection and evaluation?
- What resources and support will you provide to build subgrantee capacity in key areas, such as leadership development, financial management, data management, strategic planning, and communications?
- How will you facilitate learning and improvement across your portfolio of subgrantees?
- Describe your proposed approach to supporting your subgrantees in achieving their match requirements and on-going sustainability.
- Describe your track record of using data to measure and improve your grantees' performance and program effectiveness. Cite one or more specific examples.
- Describe your proposed approach to accountability for subgrantees and yourself. Provide examples of and justification for potential subgrantee-level and intermediary-level metrics.

Part II. Organizational Capacity (35%)

A. Ability to Provide Program Oversight

Application Review Criteria

In evaluating your organization's ability to provide program oversight, the Corporation will consider:

- The extent to which your organization has a sound structure including:
 - The ability to provide sound programmatic oversight, including:
 - Experience with and capacity for evaluation; and
 - Experience with and capacity for supporting replication or expansion.
 - Well-defined roles for your Board of directors, administrators, and staff;
 - A well-designed plan and systems for organizational (as opposed to subgrantee) self-assessment and continuous improvement; and
 - The ability to provide and/or secure effective technical assistance.

Whether your organization has a sound record of accomplishment, including the extent to which you:

- Have a track record of supporting organizations that demonstrate evidence of impact;
- Demonstrate leadership within the organization and strong relationships within the communities served;
- Have a track-record of raising substantial resources, and, if you are an existing Federal grantee, having secured the matching resources as required in your prior grant awards; and
- The extent to which your community support recurs, increases in scope or amount, and is more diverse, as evidenced by:
 - Collaborations that include a diverse spectrum of community stakeholders;
 - A broad base of financial support, including local financial and in-kind contributions; and
 - Supporters who represent a wide range of community stakeholders.

Addressing the Review Criteria

Sound Organizational Structure

- **Ability to Provide Sound Programmatic Oversight:**
 - Provide a brief history of your organization; identify major transition periods and accomplishments.
 - Describe your organization's experience in the proposed priority area(s) of activity and your experience operating and overseeing programs comparable to the ones proposed. Include specific examples of your prior accomplishments and outcomes in these area(s).
 - Describe your capacity to manage a Federal grant and to provide on-site monitoring of the financial and other systems required to administer a Federal grant by a subgrantee.
 - Describe the types of evaluations you have conducted or sponsored, including the quality and selection of evaluators, the study methodologies (including data collection and analysis), and the reporting and release of the findings. Please provide web links to recent reports (both published and unpublished) from these evaluations. Links should be to full reports and appendices; i.e., not executive summaries or journal articles. Preferably the reports will include design documentation.
 - What procedures do you have in place to ensure that evaluations meet high standards of technical quality and independence?
 - How have you used and shared the results of evaluations (both positive and negative findings) for program improvement?
 - Describe the range of replications or expansions that you have overseen or sponsored.
 - Describe the kinds of resources (e.g., data systems; staff) you have available to assist with subgrantee replication or expansion.
 - Describe your ability to support and oversee multiple programs at different locations.
 - What are your current or previous programmatic relationships with the programs?
 - Describe your plans for monitoring site compliance programmatic requirements.
- **Board of Directors, Administrators, and Staff:**
 - Describe your organization's management and staff structure and how the Board of directors, administrators, and staff members will be used.
 - Identify the key program positions within your organization. Describe the relevant background and experience of key staff members and their respective roles, or your plans to recruit, select, train, and support additional staff, and their proposed roles.
- **Plan for Self-Assessment or Improvement:**
 - How does your organization conduct ongoing internal assessment and improvement of overall—not program-specific—systems, structure, staffing, and other capacities?

B. Ability to Provide Fiscal Oversight

Eligibility Criteria

Entities eligible to apply for SIF grants include:

- *Existing grantmaking institutions, or*
- *Partnerships between an existing grantmaking institution and another grantmaking institution, a State Commission, or the chief executive officer of a unit of general local government*

Existing grantmaking institutions are organizations in existence at the time of the application where, investing in nonprofit community organizations or programs is an essential (rather than collateral) means of fulfilling their mission and vision. In keeping with this view, grantmaking institutions will generally have the following as part of their core operating functions:

- *Conducting open or otherwise competitive programs to award grants to or make investments in a diverse portfolio of nonprofit community organizations;*
- *Negotiating specific grant requirements with nonprofit community organizations; and*
- *Overseeing and monitoring the performance of grantees.*

Addressing the Eligibility Criteria

Describe your qualifications (as either a qualifying grantmaking institution or eligible partnership), as well as any relevant strategic collaborations with other organizations or individuals.

Application Review Criteria

In evaluating your organization's ability to provide fiscal oversight, the Corporation will take into account its review of your organization's capacity. The Corporation will further consider:

- The extent to which your organization, or proposed partnership, has key personnel with the knowledge, skills, abilities, and experience to provide fiscal oversight of subgrantees; and
- Whether your organization, or proposed partnership, has specific experience in providing fiscal oversight of subgrantees of Federal funds.

Addressing the Review Criteria

- Describe the experience and infrastructure your organization has in managing grants.
- What is your current organizational budget?
- What percentage of the budget would this grant represent?
- How will you ensure compliance with Federal requirements?

Part III. Cost Effectiveness and Budget Adequacy (20%)

A. Budget and Program Design

Application Review Criteria

In evaluating the cost effectiveness and budget adequacy of your proposed program, the Corporation will consider:

- Whether your program is cost-effective based on:
 - The extent to which your program demonstrates diverse, non-Federal resources for program implementation and sustainability;

- The extent to which you are proposing to provide more than the minimum required share of the costs of your program; and
- Whether the reasonable and necessary costs of your program or project are higher because you are proposing to serve areas that are significantly philanthropically underserved.
- Whether your budget is adequate to support your program design.

Addressing the Application Review Criteria

- Demonstrate how your program has or will obtain diverse non-Federal resources for program implementation and sustainability.
- Discuss the adequacy of your budget to support your program design including how it is sufficient to support your program activities and how it is linked to your desired outputs and outcomes. Specifically, describe and quantify in detail the costs associated with your proposed competitive subgrant selection process, program evaluation plans, and technical assistance to subgrantees. Include costs that may be paid for with resources other than Federal or matching funds.

B. Match Sources

Eligibility Criteria

At the time of submission of the application, applicants must demonstrate either cash-on-hand or commitments (or a combination thereof) toward meeting 50 percent their first year matching funds, based on the amount of Federal grant funds applied for.

Addressing the Eligibility Criteria

Applicants may demonstrate cash-on-hand by a statement from the Chief Financial Officer or other officer that the organization has established a reserve of otherwise uncommitted funds for the purposes of performing a SIF grant. Applicants may demonstrate commitments by a dated and signed letter from each donor/foundation, indicating the amount of funds committed for the specific use of supporting the Social Innovation Fund grant. Such a letter must contain a firm commitment to provide the applicant the stated funding upon award of a SIF grant by the Corporation. Please see the section in this *Notice* titled “Additional Documents – Match Verification” for further guidance on how to submit this documentation.

Application Review Criteria

In addition to the match eligibility criteria, the Corporation will evaluate the extent to which you have a combination of cash-on-hand or commitments to meet the full match requirements, and whether your organization will be able to provide financial resources for your SIF program beyond the minimum required match.

Addressing the Application Review Criteria

- Include a discussion of the additional commitments you plan to secure, and how you will secure them. In the budget, you must list the sources of your match funds.
- Describe the extent to which you propose to provide matching funds in excess of the minimum requirement.

VI. Award Administration Information

A. Award Notices

The Corporation will award cooperative agreements following the grant selection announcement. The Corporation anticipates announcing the results of this competition by July 2010. The government is not obligated to make any award as a result of this *Notice*.

B. Administrative and National Policy Requirements

The Notice of Grant Award (NGA) will be subject to and incorporate the requirements of section 198k of the National and Community Service Act of 1990, as well as other applicable sections of the Act. The NGA will also incorporate the approved application and budget as part of the binding commitments under any award. Awardees will be subject to the following (as applicable):

- 2 CFR Part 175—Award term for trafficking in persons
- 2 CFR Parts 180 and 2200—Nonprocurement Debarment and Suspension
- 2 CFR Part 215 and 45 CFR Part 2543—Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (OMB Circular A-110)
- 2 CFR Part 220—Cost Principles for Educational Institutions (OMB Circular A-21)
- 2 CFR Part 225—Cost Principles for State, Local and Tribal Governments (OMB Circular A-87)
- 2 CFR Part 230—Cost Principles for Non-Profit Organizations (OMB Circular A-122)
- 45 CFR Part 2541—Uniform Administrative Requirements For Grants And Cooperative Agreements To State And Local Governments
- 45 CFR Part 2545—Governmentwide Requirements For Drug-Free Workplace (Financial Assistance)
- 45 CFR Part 2555—Nondiscrimination On The Basis Of Sex In Education Programs Or Activities Receiving Federal Financial Assistance
- The Single Audit Act (31 U.S.C. Chapter 75) and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (Available at: <http://www.whitehouse.gov/omb/assets/omb/circulars/a133/a133.pdf>)

C. Use of Materials

To ensure that materials generated with Corporation funding are available to the public and readily accessible to grantees and sub-grantees, the Corporation reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so.

D. Reporting Requirements

The award recipient for this competition must identify the critical outcomes of the work, indicators of success in this work, and how progress can be judged or measured. The recipient will be required to report semi-annually on agreed upon performance measures. Specific guidance on the collection of data against these standardized measures will be provided upon award. The Corporation may also require an independent assessment of grantee performance.

In addition, the Corporation expects intermediaries to hold subgrantees accountable for their progress against agreed-upon indicators of success. The intermediaries will be asked to report subgrantee performance information to the Corporation.

E. Performance Progress Reports (PPR)

A semi-annual narrative progress report must be submitted using the Corporation's web-based grants management system, eGrants, no later than 30 days after the close of each reporting period. The report will include:

- Budget report for the completed budget period.
- Narrative analysis of the budget report, explaining differences between budgeted and actual activities and costs by funding source.
- Progress towards performance goals and any supporting data and methodology.
- Analysis of sub-application progress and performance measures.
- Discussion of any problems observed or experienced and recommended solutions.

F. Federal Financial Reports

Federal Financial Reports (FFRs) must be submitted semi-annually. The reports are cumulative and must be submitted on the Corporation's web-based grants management system, eGrants, no later than 30 days after the close of each reporting period.

G. Final Reports

In addition to submission of required semi-annual reports, the award recipient completing an agreement period will be required to submit a final report that is cumulative over the entire award period and consistent with the close-out requirements of the Corporation's Office of Grants Management. The final report is due 90 days after the end of the agreement.

In lieu of the last semi-annual FFR, a final FFR must also be submitted. The final FFR is due 90 days after the end of the agreement.

H. Other Data-Collection Requirements

The Corporation will require SIF grantees to develop final, detailed plans for evaluation of subgrantees that address key questions, such as the following:

- What are the specific questions the evaluation(s) intends to answer?
- For grantees proposing an impact study, what type of research design (e.g., randomized control trial, quasi-experimental) do you hope to conduct? Why is this evaluation design appropriate for the subgrantees' stage of development, and what useful information do you hope to gain?
- What is the timeline and estimated budget for the evaluation?
- Describe who will conduct the evaluations and the process you will employ to maintain independence and ensure high quality reports.

The award recipient must also:

- Identify and document effective practices to addressing critical social challenges in order to share those lessons broadly.
- Meet as necessary with the cognizant program officer, or other staff or consultants.

VII. Agency Contacts

This *Notice* is available at <http://www.nationalservice.gov/about/serveamerica/innovation.asp>. The TTY number is 202-606-3472. For further information or for a printed copy of this *Notice*, send an e-mail to Innovation@cns.gov.

VIII. Other Information

A. For additional information on the Edward M. Kennedy Serve America Act, go to: http://www.nationalservice.gov/pdf/09_0331_recovery_summary.pdf.

B. Public Burden Statement: The Paperwork Reduction Act of 1995 requires the Corporation to inform all potential persons who are to respond to this collection of information that such persons are not required to respond unless it displays a currently valid OMB control number. (See 5 CFR 1320.5(b)(2)(i)). This collection is approved under OMB Control #: 3045-0129 (CNCS Universal Application, Expiration Date: 11/30/2011).