National Service in Colorado:
Basic Steps to Becoming an AmeriCorps Program

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Session Overview

- CNCS Background
- Streams of National Service
  - What is Senior Corps & AmeriCorps?
  - AmeriCorps Terms & Concepts
  - Funding Types
- About State Service Commissions
- Applying for an AmeriCorps State & National Grant
- Impact of National Service in CO
- National Service Resources
- Questions

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Corporation for
NATIONAL &
COMMUNITY
SERVICE ★★★

The Corporation for National and Community Service (CNCS) is a federal agency that provides opportunities for individuals of all ages and backgrounds to address vital community needs through service.

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About the Corporation for National and Community Service (CNCS)

- Created in 1993 through the signing of the National and Community Service Trust.
- Nation's largest grant maker supporting service and volunteering.
- Engages millions of American in service each year.
- Sponsors and promotes a variety of special initiatives and days of service.

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What is Senior Corps?

SENIOR CORPS PROGRAMS

- Americans age 55+ who use their experience and wisdom to volunteer and make a difference in their communities.
- Senior Corps connects more than 245,000 Americans to service opportunities in their communities.
- Senior Corps volunteers use their acquired skills, knowledge, and experience to make a difference to individuals, non-profits, and faith-based and other community organizations throughout the United States.

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What is AmeriCorps?

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AmeriCorps State & National

- Provide funding to high quality programs.
- Programs are developed by applicants who design a set of activities that demonstrate an <u>evidence-based or evidence-informed approach</u> to strengthening communities.
- Provide organization that want to solve community problems by engaging individuals in service as AmeriCorps members.

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AmeriCorps State & National

- Provide partial funding to support AmeriCorps projects/programs. Grant recipients must contribute cash or in-kind match funds.
- Solely for program expenses and not for general operating or organizational expenses.
- Include an allotment of AmeriCorps member positions and funds that are directly tied to the number of members.

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AmeriCorps State & National

- Allows organization to better address community needs by utilizing AmeriCorps resources to build capacity or deepen the impact of the service to individuals or communities.
- Broadens the scope of the service activities to reach previously underserved communities.

NOTE: Funds cannot supplant resources that originally exist in a community

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AmeriCorps Terms & Concepts

Evidence Basis: This refers to a program's demonstration of why it is proposing a particular intervention to address the identified community problem.

Evidence for the intervention (i.e. member service activities) could be supported by one or more of the following:

- Results from impact evaluations
- Research studies
- Past performance measurement outcome data

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AmeriCorps Terms & Concepts

- **AmeriCorps:** Common incorrect written and verbal mentions are AmeriCorpse, AmeriCore or AmeriCrop.
- **AmeriCorps Program:** The direct recipient of the grant funds.
- **Grantee:** The direct recipient of the grant funds.
- **Single-State:** An AmeriCorps Program operating solely within one state. The program receives funding from a State Service Commission.
- **Multi-State:** An AmeriCorps Program operating in more than one state. The program receives funding direct from CNCS.

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AmeriCorps Terms & Concepts

- **Subgrantee/Operating Site(s):** the legal applicant and local organization(s) that will implement the grant activities at the local level.
- **Service Location:** The place(s) in the community where members complete there service activities

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How AmeriCorps Funding Works

- **Three-year Grants**
  - Funds are awarded annually
  - Recipients submit continuations for years 2 & 3
  - Recompete after year 3

- **Types of Grants**
  - Cost-Reimbursement
  - Fixed Amounts

- **Funding Competitions**
  - Competitive
  - Formula

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Competitive vs. Formula Funding Opportunities

GRANT COMPONENT	COMPETITIVE	FORMULA
Applying	Submitted online via eGrants Portal. Recommended by State Service Commission for CNCS internal and external review.	Submitted online via eGrants Portal for State Service Commission internal and peer review.
Funding	Available directly through a National Competition from CNCS.	Available from State Service Commission as a pass-through from CNCS.
Program Quality	Same	
Opportunity for Expansion	Typically Limited	Typically Flexible
Reporting	Same	
Continuation Application	Due in November	Due in May
Grantor/Administrator	State Service Commission (Serve Colorado)	
Monitoring	State Service Commission (Serve Colorado)	
Grant Modifications (Programmatic or Fiscal)	Requires State Service Commission and CNCS Approval	Requires State Service Commission Approval

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Types of AmeriCorps Grants

- **Cost-Reimbursement [Requires Match]**
  - Traditional
  - Planning
  - Professional Corps

- **Fixed Amount**
  - Full-Time Fixed*
  - Education Award Program (EAP)
  - Professional Corps

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AmeriCorps Match Requirements

- To demonstrate community support and program sustainability, organizations are required to match part of their CNCS funds for their program.
  - A first-time successful cost reimbursement applicant is required to match at 24 percent for the first three-year funding period.
  - Starting in year four, the match requirement gradually increases every year to 50 percent by year ten.
- Sources of match can be cash, in-kind, and indirect.
- Federal sources of match require prior approval.
- Many programs utilize the in-kind time of their program staff and site supervisors as match.

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Role of State Commissions

Congress

CNCS

Serve Colorado

Program

Members

- Comprised of governor appointed boards who oversee the implementation of service and volunteer initiatives in their state.
- Employ staff that manage, monitor, train, and evaluate programs.
- Provide Corporation funding to the single-state programs through grant competitions.
- Provide feedback to the Corporation on the multi-state programs operating in their state.

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About Serve Colorado

AMERICORPS COLORADO

COLORADO READS

DAYS OF SERVICE

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Serve Colorado Staff

2017-18 Colorado AmeriCorps State Portfolio

National Service Impact in Colorado

How an organization becomes an AmeriCorps State Program

Submit an application to your State Service Commission

Colorado's Service Commission is based in Denver and known as
Serve Colorado, Governor's Commission on Community Service

www.colorado.gov/servecolorado

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AmeriCorps Grant Applications

- Notice of Funding Opportunity (NOFO) and application instructions are provided by CNCS and adapted by the State Service Commission.
- Organizations submit grant applications to the State Service Commission via the online eGrants system by the established deadline.

    www.nationalservice.gov/egrants/

- Applications consist of narrative, logic model, budget, and performance measures, plus a few supplemental items.

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Federal Grant Compliance

- The Edward M. Kennedy Serve America Act
- The Office of Management and Budget (OMB) Uniform Guidance
- The Code of Federal Regulations (CFR):
  45 CFR §2520 – 2550
- General and Program Specific Terms and Conditions [Updated annually]
- AmeriCorps State and National FAQs [Latest publication in 2014]
- National Service Criminal History Check (NSCHC) Frequently Asked Questions (FAQs)
- NSCHC Disallowance Guide

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What Can Be Done?

- Prevention
- Tutoring at-risk youth
- Recruiting volunteers
- Teaching conflict resolution skills
- Environmental conservation activities
- Restoring Parks
- Building Homes
- Mentoring at-risk youth
- Building organizational capacity
- Teaching computer skills
- Processing Tax Returns
- Case Management
- Other direct service or capacity building activities

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What Cannot Be Done?

Prohibited Activities: Activities that staff, members, and volunteers <u>may not</u> engage in while charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or CNCS

| Political Activity and Advocacy | Religious Activity | Benefitting For-Profit Entities | Voter Registration | Abortion Services |

https://www.nationalservice.gov/sites/default/files/ documents/acprohibited_activities.pdf

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Member Terminology

- **AmeriCorps Member:** An AmeriCorps member is an individual enrolled for a specific term of service with an approved AmeriCorps program. Members are not to be considered or called a volunteer, worker, employee, staff or participant.
- **One Member Service Year (MSY):** is equivalent to one full-time AmeriCorps member. AmeriCorps funds are contingent on the number of MSYs requested by the program.
- **AmeriCorps Terms (or slots):** full time, half time, reduced half time, quarter time, and minimum time. The total MSYs a program requests depends on the number and type of slots/AmeriCorps member positions included in a particular program design.

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Member Living Allowance

- Designed to help members meet the necessary living expenses incurred while participating in the AmeriCorps program.
- Not a wage
- Taxed (FICA, Federal & State Income)

- Must not be paid on an hourly basis or be tied to hours served in any way
- Distributed in regular increments
- May not fluctuate based on the number of hours served
- Must cease when a member concludes term of service

FY17 Minimum and Maximum Living Allowance			
Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-Time	1700	$12,630	$24,930
One-year Half-Time	900	n/a	$13,199
Reduced Half-Time	675	n/a	$9,899
Quarter-Time	450	n/a	$6,599
Minimum-Time	300	n/a	$4,400

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Cost per MSY

$$\text{Cost per MSY} = \frac{\text{Total \$ requested from AmeriCorps}}{\text{Total MSY requested}}$$

- Maximum amount is published annually in the Notice of Funding/Grant Opportunity (NOFO/NOGO).
- Varies depending on the type of AmeriCorps grant.
- Cost per MSY is a competitive factor in the grant review process.

Grant Program	Maximum
Individual Competitive State/Territory Program (cost reimbursement)	$13,830
Multi-state (cost reimbursement)	$13,830
Education Award Program Fixed Amount Grant	$800
Fulltime Fixed Amount Grant	$13,430

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Member Service Year (MSY)

MSY Calculator		
Full-Time	1700	1.0 MSY
One-year Half-Time	900	0.5 MSY
Reduced Half-Time	675	0.3809524 MSY
Quarter-Time	450	0.26455027 MSY
Minimum-Time	300	0.21164022 MSY

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Calculating Cost per MSY

For Example:

- $276,600 / 20 full-time (FT) members = $13,830 is the cost per MSY (20 FT members = 20 MSY)

- $276,600 / 40 half-time (HT) members = $13,830 per MSY because 40 HT = 20 MSY (1 HT member = 0.5 MSY)

NOTE: Cost per MSY is not the same as the member living allowance. The member living allowance is an individual program budget expense. **Cost per MSY is an overall program price calculation.**

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Eli Segal Education Award

- Members are eligible for a Segal AmeriCorps Education Award once they've successfully completed a term of service with one of the following approved AmeriCorps programs in accordance with a member contract:

  1) AmeriCorps State and National Program,
  2) AmeriCorps VISTA Program, and
  3) AmeriCorps NCCC Program

- There are limitations on both the number of terms an individual can serve in each of the three programs and limits on the value of education awards a person can receive. A member serving in a full-time term of service is required to complete the service within 12 months.

View the Ed Award Guidebook   SERVE COLORADO
                                  Governor's Commission on Community Service
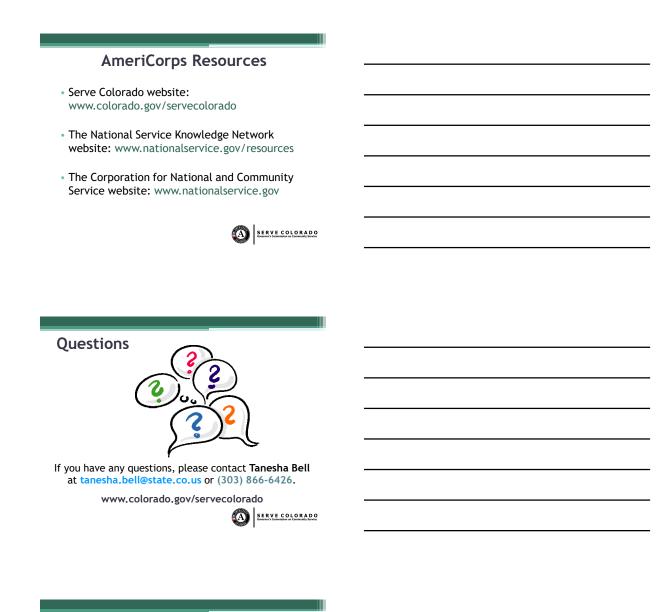
Impact of National Service in CO

To communities:
- "Boots on the Ground" to address unmet needs
- ▫ Steady service presence in community
- ▫ Visible role models

To organizations:
- Increased presence and impact
- Builds capacity
- Human capital
- Low cost to the organization

To members:
- ▫ Valuable experience and training
- ▫ Builds an ethic of service
- ▫ Living allowance and benefits

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AmeriCorps Resources

- Serve Colorado website:
  www.colorado.gov/servecolorado

- The National Service Knowledge Network
  website: www.nationalservice.gov/resources

- The Corporation for National and Community
  Service website: www.nationalservice.gov

Questions

If you have any questions, please contact **Tanesha Bell**
at **tanesha.bell@state.co.us** or **(303) 866-6426**.

www.colorado.gov/servecolorado

Contact the Presenter

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