



VOLUNTEER MISSISSIPPI
NOTICE OF FUNDING OPPORTUNITY

Commission Name: Mississippi Commission for Volunteer Service
Federal Agency Name: Corporation for National and Community Service
Funding Opportunity Title: FY 2021 AmeriCorps State Grants
CFDA Number: 94.006

This Notice is for AmeriCorps Mississippi (AmeriCorps State) grants. These grants are awarded to organizations that propose to place AmeriCorps members in service solely within Mississippi. Selected organizations will receive grants to support AmeriCorps member positions that engage members in service to meet critical needs in Mississippi.

Disclosure: Publication of this Notice of Funding Opportunity (Notice) does not obligate the Corporation for National and Community Service (CNCS) of the Mississippi Commission for Volunteer Service (Volunteer Mississippi) to award any specific number of grants or to commit any particular amount of funding. The President’s most recently proposed budget included the elimination of CNCS. The actual level and timing of grant funding will be subject to the availability of annual appropriations.

IMPORTANT DATES

Eligible applicants have the option of submitting in the fall of 2020 for Competitive funding consideration or submitting in the spring of 2021 for Formula funding consideration (see Mandatory Supplemental Guidance for definitions).

Competitive Funding Consideration:

To be considered for Competitive funding, a Legal Applicant Organization should be currently funded in the competitive portfolio. Other organizations will be considered on a case-by-case basis. Additionally, the Legal Applicant Organization must meet all eligibility criteria as outlined in the Eligibility Information section of this Notice. An applicant that is being considered for Competitive funding will also be considered for Formula funding if they are unsuccessful in the National competition for Competitive funding.

Formula Funding Consideration:

To be considered for Formula funding, a Legal Applicant Organization must meet all eligibility criteria as outlined in the Eligibility Information section of this Notice.

	Competitive	Formula	Planning Grants (Formula)
Continuation and Recompete Applications Due in eGrants	<p>Monday, Nov 30, 2020</p> <p>Applications are due in eGrants; additional required documents sent to acms@ihl.state.ms.us by 5:00 PM CT.</p>	<p>Monday, March 8, 2021</p> <p>Applications are due in eGrants; additional required documents are due via email to acms@ihl.state.ms.us by 5:00 PM CT.</p>	N/A



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	Competitive	Formula	Planning Grants (Formula)
New Application Due in eGrants – for organizations currently receiving funding from Volunteer MS/another CNCS source.	N/A	<p style="text-align: center;">Monday, March 8, 2021</p> <p>Applications are due in eGrants; additional required documents are due via email to acms@ihl.state.ms.us by 5:00 PM CT.</p>	N/A
*New Application Due – for organizations who do not currently receive funding from Volunteer MS/another CNCS source.	N/A	N/A	<p style="text-align: center;">Monday, March 29, 2021</p> <p>Applicants must submit a concept paper due via email to acms@ihl.state.ms.us by 5:00 PM CT.</p>
Continuation Application Due in eGrants	<p style="text-align: center;">Monday, Nov 30, 2020</p> <p>Applications are due in eGrants; additional required documents are due via email to acms@ihl.state.ms.us by 5:00 PM CT.</p>	<p style="text-align: center;">Monday, March 8, 2021</p> <p>Applications are due in eGrants; additional required documents are due via email to acms@ihl.state.ms.us by 5:00 PM CT.</p>	N/A
Application Feedback sent to Applicants	Monday, Dec 14, 2020	<p style="text-align: center;">New and Recompete – Week of March 22</p> <p style="text-align: center;">Continuation – Week of April 12</p>	<p>Planning Grants – Week of April 12</p>
Application Revisions Due in eGrants	<p style="text-align: center;">Thursday, Dec 21, 2020</p> <p>Revision to Application elements are due in eGrants; additional required documents sent to acms@ihl.state.ms.us by 5:00 PM CT.</p>	<p style="text-align: center;">New and Recompete – Thursday, April 1, 2021 by 5:00 PM ST</p> <p style="text-align: center;">Continuation – Thursday, Thursday, April 22, 2021 by 5:00 PM CT</p>	<p>Planning Grants – Thursday, April 22, 2021</p> <p>Submitted via email</p>
Final Submission Due in eGrants	<p style="text-align: center;">Thursday, Dec 21, 2020</p> <p>Final Applications due in eGrants; additional required documents sent to acms@ihl.state.ms.us by 5:00 PM CT.</p>	<p style="text-align: center;">New and Recompete – Thursday, April 8, 2021 by 5:00 PM CT</p> <p style="text-align: center;">Continuation – Thursday, April 29 by 5:00 PM CT</p>	<p>Planning Grants – Thursday, April 29, 2021</p> <p>Submitted via email</p>
Notification of Selection	May 2021	June 2021	June 2021



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	Competitive	Formula	Planning Grants (Formula)
Budget Period Start Date	August 1, 2021 Applicants may not propose a budget period start date earlier than this date.	September 1, 2021 Applicants may not propose a budget period start date earlier than this date.	October 1, 2021 Applicants may not propose a budget period start date earlier than this date.
Member Term of Service Start Date	August 10, 2021 Applicants may not propose a Member term of service start date earlier than this date without written approval from Volunteer MS.	September 1, 2021 Applicants may not propose a Member term of service start date earlier than this date.	N/A No members will be provided during the planning grant phase.

*Please note that for organizations who do not currently receive funding from Volunteer Mississippi or another CNCS funding source, we will only accept concept papers for Planning Grants that would be funded for the 2021-2022 grant year with an option of competing in 2022-2023 for an operational program grant. Operating grants will not be provided to organizations who do not currently receive funds from Volunteer Mississippi or another CNCS funding source.

Additionally, all applicants are required to take the following applicant series courses through www.on3learn.com:

New & Recompete Applicants	<ol style="list-style-type: none"> 1. Understanding the Overall Application and Narrative; 2. Developing Logic Models; 3. Selecting and Developing Performance Measurements; and 4. Understanding the AmeriCorps Budget.
Planning Grants	<ol style="list-style-type: none"> 1. Is Our Organization a Fit?

A. PROGRAM DESCRIPTION

1. Purpose of AmeriCorps Funding

The mission of CNCS is to improve lives, strengthen communities, and foster civic engagement through service and volunteering. Through AmeriCorps, Senior Corps, and the Volunteer Generation Fund, CNCS has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

***Volunteer Mississippi’s mission is to engage and support Mississippians of all ages and backgrounds in service to their communities.** Established in 1994 as the Mississippi Commission for Volunteer Service (M CVS), Volunteer Mississippi has worked to encourage a culture of citizenship, service and responsibility to America. In partnership with the [Corporation for National and Community Service](#) (CNCS), [Mississippi Institutions of Higher Learning](#), [Mississippi Department of Education](#), [Mississippi Alliance of Nonprofits and Philanthropy](#), and faith-based*



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and community organizations statewide, Volunteer Mississippi is fostering community engagement and building volunteer capacity throughout the state.

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions/practices to strengthen communities. An AmeriCorps member is an individual who engages in community service through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn a Segal AmeriCorps Education Award from the National Service Trust that members can use to pay for higher education expenses or apply to qualified student loans.

Please note that organizations who do not currently receive funding from Volunteer Mississippi or another CNCS funding source are only required to submit a Concept Paper and the remaining items in this NOFO are not relevant to this audience. Concept Paper Details can be found at <https://www.volunteermississippi.ms.gov/ameri-corps-funding-opportunity>

2. CNCS Focus Areas

The National and Community Service Act of 1990, as amended by the Serve America Act, emphasizes measuring the impact of service and focusing on a core set of issue areas. In order to carry out Congress' intent and to maximize the impact of investment in national service, CNCS has the following focus areas:

Disaster Services. Grant activities will provide support to increase the preparedness of individuals for disasters, improve individuals' readiness to respond to disasters, help individuals recover from disasters, and/or help individuals mitigate disasters.

Economic Opportunity. Grants will provide support and/or facilitate access to services and resources that contribute to the improved economic well-being and security of economically disadvantaged people; help economically disadvantaged people to have improved access to services that enhance financial literacy; transition into or remain in safe, healthy, affordable housing; and/or have improved employability leading to increased success in employment.

Education. Grants will provide support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged children; improved school readiness for economically disadvantaged young children; improved educational and behavioral outcomes of students in low-achieving elementary, middle, and high schools; and/or support economically disadvantaged students prepare for success in post-secondary educational institutions.

Environmental Stewardship. Grants will support responsible stewardship of the environment, while preparing communities for challenging circumstances and helping Americans respond to and recover from disruptive life events: programs that conserve natural habitats; protect clean air and water; maintain public lands; support wildland fire mitigation; cultivate individual and community self-sufficiency; provide reforestation services after floods or fires.



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Healthy Futures. Grants will provide support for activities that address the opioid crisis; increase seniors' ability to remain in their own homes with same or improved quality of life for as long as possible; and/or increase activity and improve nutrition with the purpose of reducing obesity.

Veterans and Military Families. Grants will impact the quality of life of veterans and improve military family strength; increase the number of veterans, wounded warriors, military service members, and their families served by CNCS-supported programs; and/or increase the number of veterans and military family members engaged in service through CNCS-supported programs.

3. Funding Priorities

CNCS, the federal agency that will ultimately determine selection in the competitive pool of dollars, seeks to prioritize the investment of national service resources in the following areas:

- Efforts to help local communities recover from the COVID-19 pandemic. Applicants may propose programming in any CNCS focus area to aid communities as they recover from the COVID-19 pandemic.
- Programs that actively engage in removing structural racial inequities, advancing racial equality, and increasing opportunity in order to achieve sustainable change in communities.
- Economic Opportunity - increasing economic opportunities for communities by preparing people for the workforce.
- Healthy Futures - reducing and/or preventing prescription drug and opioid abuse.
- Evidence-based interventions on the CNCS Evidence Exchange (<https://www.nationalservice.gov/impact-our-nation/evidence-exchange>) that are assessed as having Moderate or Strong evidence.
- Veterans and Military Families - positively impacting the quality of life of veterans and improving military family strength.
- Rural intermediaries - organizations that demonstrate measurable impact and primarily serve rural communities with limited resources and organizational infrastructure.
- Faith-based organizations.
- Programs that reduce child poverty.

- Environmental Stewardship.
- **Economic Mobility Corps** – a joint initiative with the Community Development Financial Institutions (CDFI) Fund to place national service members at CDFI Institutions to enhance their capacity to provide financial literacy, financial planning, budgeting, saving, and other financial counseling activities in distressed and underserved areas (see attachment A).

To receive priority consideration, applicants must show that the priority area is a significant part of the program focus and intended outcomes and must include a high-quality program design.

Please note that programs that receive priority consideration are not guaranteed funding.



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4. National Performance Measures

All applications must include at least one aligned performance measure (output and outcome) that corresponds to the proposed primary intervention. This may be a National Performance Measure or an applicant-determined measure. Additional performance measures, including output-only National Performance Measures, may also be included if desired; however, all performance measures must be consistent with the program's Theory of Change and represent significant program activities. CNCS and Volunteer Mississippi do not expect applicants to select performance measures to correspond to each and every potential member activity or community impact. CNCS and Volunteer Mississippi value the quality of performance measures over the quantity of performance measures.

CNCS and Volunteer Mississippi expect applicants to use National Performance Measures as part of their comprehensive performance management strategy if the National Performance Measures are part of the applicant's theory of change. Applicants should use both performance and evaluation data to learn from their work as well as make strategic adjustments to achieve their goals. Please refer to the National Performance Measure Instructions.

5. Program Authority

Awards under this Notice are authorized by the National and Community Service Act of 1990, as amended, ([42 U.S.C. § 12501 et seq.](#))

B. FEDERAL AWARD INFORMATION

1. Estimated Available Funds

Volunteer Mississippi and CNCS expect a highly competitive AmeriCorps grant competition. CNCS and Volunteer Mississippi reserve the right to prioritize providing funding to existing awards over new awards. The actual level of funding is subject to the availability of annual appropriations.

2. Estimated Award Amount

Award amounts will vary, as determined by the scope of the projects.

3. Project Period

Volunteer Mississippi and CNCS anticipate making three-year grants. Volunteer Mississippi and CNCS generally make an initial award for the first year of operation, based on a one-year project period. Continuation awards for subsequent years are not guaranteed; they depend upon availability of appropriations and satisfactory performance.

The project start date may not occur prior to the date Volunteer Mississippi awards the grant. AmeriCorps members may not enroll prior to the start date of the award. AmeriCorps members may not begin service prior to the beginning of the member enrollment period as designated in the grant award. A program may not certify any hours a member performs prior to the beginning of the member enrollment period.



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4. Type of Award

AmeriCorps Operating Grants: CNCS may award a Cost Reimbursement or a Fixed Amount grant to any successful applicant, but the availability of a Full-Cost Fixed Amount grant is limited to certain applicants. Professional Corps are not eligible to apply for Cost Reimbursement grants. See the *Eligible Applicants* section and the Mandatory Supplemental Guidance for more information. CNCS will not provide both types of grants for the same project in one fiscal year.

Grant Types	Cost Reimbursement	Fixed Amount			
	Traditional	Full-Cost	Education Award Program	Professional Corps (Sec. D.6.a.2 has further requirements)	No Cost Slots
Maximum Cost per MSY	\$16,300	\$16,300	\$800 or *\$1,000	\$1,000	\$0
Type of Slots in the National Service Trust	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time, Abbreviated Time	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time, Abbreviated Time	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time, Abbreviated Time	Full-time only	Full-time, Three Quarter-time, Half-time, Reduced half-time, Quarter-time, Minimum Time, Abbreviated Time
Budget Submission Required	Yes	No		Yes, if requesting operating funds	No
Funds linked to enrollment & retention of awarded MSYs	No	Yes			No
Special Requirements	N/A	N/A		Places qualified professionals in communities with an inadequate number of such professionals. Salaries/benefits must be paid entirely by organization where member serves (not included in budget.)	N/A
Financial Reporting Requirements	Yes	No			
Available to New Applicants	Yes	No	Yes		



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*Per 42 USC § 12581(a), the Corporation may provide the operational support under this section for a program in an amount that is not more than \$800 per individual enrolled in an approved national service position, or not more than \$1,000 per such individual if at least fifty percent of the persons enrolled in the program are disadvantaged youth.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

The following non-federal entities (as defined in 2 CFR §200.69) that have DUNS numbers and are registered in System for Award Management (SAM) are eligible to apply:

- Indian Tribes (2 CFR §200.54)
- Institutions of higher education (2 CFR §200.55)
- Local governments (2 CFR §200.64)

- Nonprofit organizations (2 CFR §200.70)
- States (2 CFR §200.90)

Competitive or Formula Applicants:

To be considered for Competitive funding, an applicant must meet all criteria under Eligibility Information. Additionally, only currently funded legal applicants will be considered for Competitive Funding Consideration.

To be considered for Formula funding, a Legal Applicant Organization must meet all eligibility criteria as outlined in the Eligibility Information section of this Notice.

An applicant that is being considered for Competitive funding will also be considered for Formula funding if they are unsuccessful in the National competition for Competitive funding.

New Applicants

Volunteer Mississippi encourages organizations that have not received prior funding from Volunteer Mississippi and CNCS to apply in the formula pool. The general practice is to award Planning Grants only to new applicants.

New applicants are not eligible to apply for Full-Cost Fixed Amount grants.

Types of Applicants

Single-State Applicants

Organizations that propose to operate in only one state must apply through Volunteer Mississippi.

A Single-State application from a State or Territory with a Commission that is submitted directly to CNCS by the applicant rather than the Commission will be considered noncompliant and will not be reviewed. See the Mandatory Supplemental Guidance for descriptions of National Direct and Single-State applicants.



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2. Threshold Issues

Applications should reflect that they meet the following threshold requirements for the grant type for which they are applying.

- Applicants must request at least 10 member slots.
- A minimum of one full-time equivalent (FTE) staff position dedicated 100% to the AmeriCorps program is required for a corps of 20 or more AmeriCorps members.
- Professional Corps applicants and/or applicants determined to be a Professional Corps by CNCS must demonstrate that the community in which it will place AmeriCorps members serving as professionals has an inadequate number of said professionals.
- If the proposed service activities require specialized member qualifications and/or training (for example, tutoring programs: 45 CFR §2522.910-.940), the applicant must describe how the program will meet these requirements.
- All applicants must propose program designs that are either evidence-based or evidence-informed. Applicants assessed as lower than the Preliminary evidence tier (i.e., Pre-Preliminary) must provide adequate responses to the Evidence Quality review criteria in order to be considered for funding.

3. Cost Sharing or Matching

Fixed Amount Grants

There is no match requirement for Fixed Amount grants. CNCS does not provide all the funds necessary to operate the program, therefore organizations should raise the additional revenue required to operate the program.

Cost Reimbursement Grants

Applicants are required to match funds based on the chart below. The applicant’s match can be federal or non-federal cash and/or in-kind contributions. Applicants must demonstrate the ability to meet the match requirement at the time of application submission. See Section *D.6. Funding Restrictions* for more information.

A first-time successful applicant is required to match at 24% for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50% by year ten, according to the minimum overall share chart found in 45 CFR §2521.60 and below.

AmeriCorps Funding Year	1, 2, 3	4	5	6	7	8	9	10+
Grantee Share Requirements	24%	26%	30%	34%	38%	42%	46%	50%

Section 121(e)(5) of NCSA (42 U.S.C. 12571(e)) requires programs that use other federal funds as match for an AmeriCorps grant to report the amount and source of these funds to CNCS on a Federal Financial Report. Grantees must track and be prepared to report on that match separately each year and at closeout.



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The living allowance or salary provided to AmeriCorps members in Professional Corps programs (see Mandatory Supplemental Guidance) does not count toward the matching requirement.

Alternative Match

Under certain circumstances, applicants may qualify to meet alternative matching requirements that increase over the years to 35 percent instead of 50 percent as specified in the regulations at 45 CFR §2521.60(b). To qualify, applicants must demonstrate that the proposed program is either located in a rural county or in a severely economically distressed community as defined in the Application Instructions. Applicants who plan to request an alternative match schedule must submit a request at the time the application is submitted. Programs applying through State Service Commissions must submit requests for alternative match to the Commission, who will submit it to CNCS on their behalf.

4. Other Eligibility Requirements

Under Section 132A(b) of the National and Community Service Act of 1990, as amended, organizations that have been convicted of a federal crime may not receive assistance described in this Notice.

Applications that propose to engage in activities that are prohibited under CNCS's statutes, regulations, or the terms and conditions of its awards are not eligible to receive CNCS funding.

Note that under appropriations provisions annually enacted by Congress, if CNCS is aware that any corporation has any unpaid federal tax liability—

- that has been assessed
- for which all judicial and administrative remedies have been exhausted or have lapsed
- that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability—

that corporation is not eligible for an award under this Notice. However, this exclusion will not apply to a corporation which a federal agency has considered for suspension or debarment and has made a determination that suspension or debarment is not necessary to protect the interests of the federal government.

Pursuant to the Lobbying Disclosure Act of 1995, an organization described in the Internal Revenue Code of 1986, 26 U.S.C. 501 (c)(4) that engages in lobbying activities is not eligible to apply for CNCS funding.

D. APPLICATION AND SUBMISSION INFORMATION

This *Notice* should be read together with the AmeriCorps Regulations, 45 CFR §§ 2520–2550, the Mandatory Supplemental Guidance, Application Instructions, and the National Performance Measure Instructions which are incorporated by reference. These documents can be found on <https://www.volunteermisissippi.ms.gov/amicorps-funding-opportunity>. The full Regulations are available online at www.ecfr.gov.



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1. Content and Form of eGrants Application Submission

a. Application Content

In eGrants, applicants will enter the following components of a complete application:

- Standard Form 424 (SF-424) Face Sheet: This is automatically generated when applicants complete the data elements in the system
- Narratives
 - Executive Summary
 - Program Design
 - Organizational Capability
 - Cost Effectiveness and Budget Adequacy
 - Evaluation Plan (if applicable)
- Logic Model
- Standard Form 424 Budget
- Performance Measures
- Authorization, Assurances, and Certification (<https://espan.cns.gov/cnsmisc/ECERTS.HTM>, and <https://espan.cns.gov/cnsmisc/EASSUR.HTM>)

b. Page Limits

There are page limits for the Narrative and Logic Model

Narrative

Applications must not exceed 10 double-spaced pages for the Narratives or 12 pages for Rural Intermediaries with more than five operating sites as the pages print out from eGrants.

The application sections that count towards the page limit are the:

- SF-424 Face Sheet
- Executive Summary
- Narrative portions contained in the Program Design, Organizational Capability, and Cost-Effectiveness & Budget Adequacy sections of the application.

The application page limit does not include the Budget, Performance Measures, or any required additional documents.

Logic Model

The Logic Model may not exceed three pages when printed with the application from the “Review” tab in eGrants.

Please note that the length of the application as a word processing document may differ from the length of the document printed out from eGrants. Volunteer Mississippi **strongly encourages applicants to print out the application from the “Review and Submit” tab in eGrants prior to submission in order to confirm that the application does not exceed the page limit.**



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Neither CNCS nor Volunteer Mississippi will consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.

Unique entity identifier and System for Award Management (SAM)

All applicants must register with the System for Award Management (SAM) at <https://www.sam.gov/SAM/> and maintain an active SAM registration until the application process is complete. If an applicant is awarded a grant, it must maintain an active SAM registration throughout the life of the award. See the SAM Quick Guide for Grantees at: https://sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf.

SAM registration must be renewed annually. A Commission is responsible for ensuring its state applicants have compliant registrations. CNCS suggests that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise. Applicants must use their SAM-registered legal name and address on all grant applications to CNCS.

CNCS will not make awards to entities that do not have a valid SAM registration and DUNS or Unique Entity Identifier (UEI). If an applicant has not fully complied with these requirements by the time CNCS is ready to make a Federal award, CNCS may determine that the applicant is not qualified to receive an award and use that determination as a basis for making a Federal award to another applicant.

The Federal government is implementing Unique Entity Identifiers (UEI) as part of the SAM registration process to eventually replace DUNS numbers. CNCS may ask applicants to add the UEI to their application as part of the clarification or pre-award process. CNCS is adding a field to capture the UEI in eGrants. If you already have a UEI and the UEI field is available in eGrants, you can enter it at the time you submit your application.

Applicants can obtain a DUNS number at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online at the DUNS Request Service. CNCS recommends registering at least 30 days before the application due date, if applicants do not yet have their UEI.

2. Submission Dates and Times

For all deadlines, please reference the table at the beginning of this document

Late Applications

All applications received after the submission deadline published in this Notice are presumed to be non-compliant and will not be accepted. Volunteer Mississippi will not accept applications submitted via mail, fax or email.

3. Intergovernmental Review

Notice is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."



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4. Funding Restrictions

a. Award Funding Requirements

1. Member Living Allowance

A living allowance is not considered a salary or a wage. Programs are not required to provide a living allowance for members serving in less than full-time terms of service. If a program chooses to provide a living allowance to a less than full-time member, it must comply with the maximum limits in the table below. For Cost Reimbursement grants, the amount must be included in the proposed budget as either CNCS or grantee share. Exceptions are noted below.

While Fixed Amount grant applicants are not required to submit detailed budgets, they are still required to provide a living allowance to members that complies with the minimum and maximum requirements. Exceptions are noted below. Fixed Amount grant applicants are not required to indicate that amount in the application and should request those positions as “without living allowance” in the budget.

Table: Minimum and Maximum Living Allowance

Service Term	Minimum # of Hours	Member Service Year (MSY) Value	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	1.0	\$15,100	\$30,200
Three Quarter-time	1,200	0.700	n/a	\$21,318
Half-time	900	0.500	n/a	\$15,988
Reduced Half-time	675	0.3809524	n/a	\$11,991
Quarter-time	450	0.26455027	n/a	\$7,994
Minimum-time	300	0.21164022	n/a	\$5,329
Abbreviated-Time	100	0.05882353	n/a	\$1,776

Exceptions to the Living Allowance Requirements

- **Programs existing prior to September 21, 1993** are not required to offer a living allowance. If an applicant chooses to offer a living allowance, it is exempt from the minimum requirement, but not the maximum requirement.
- **EAP Grantees** are not required to provide a living allowance, but if a living allowance is provided, it must comply with the maximum requirements set forth in the Living Allowance Table above.
- **Professional Corps Grantees** must provide members a living allowance or salary, which must meet the minimum, but may exceed the maximum living allowance set in the Living Allowance Table above. Professional Corps member salaries and benefits including child care are paid entirely by the organizations with which the members serve, and are not included in the budget request to CNCS (federal or matching share.)



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2. Maximum Cost per Member Service Year (MSY)

The CNCS cost per MSY is determined by dividing the CNCS share of budgeted grant costs by the number of MSYs requested. It does not include child care or the value of the education award a member may earn. The maximum amount an applicant may request from CNCS per MSY is determined on an annual basis.

New and re-competing Commission sub-grantees/applicants will be held to the maximum cost per MSY for their grant type.

Table: Maximum Cost per MSY

Grant Program	Maximum
Cost Reimbursement	\$16,300*
Full-cost Fixed Amount Grant	\$16,300
Professional Corps Fixed Amount	\$1,000**
Education Award Program Fixed Amount	\$800 or \$1,000***

*Cost reimbursement programs operating in rural communities (as defined in the Mandatory Supplemental Guidance) and cost reimbursement programs that recruit opportunity youth as AmeriCorps members may request up to \$16,800 cost per MSY for the AmeriCorps members who will be serving in rural areas or who are opportunity youth.

Volunteer Mississippi and CNCS requires **Professional Corps programs to cover the operating expenses associated with the AmeriCorps program through non CNCS resources. Volunteer Mississippi and CNCS will only consider operating funds of up to \$1,000 per MSY if an applicant is able to demonstrate significant organizational financial need based on the materials reviewed by the Office of Grant Management/Grant Administration.

*** Per 42 U.S.C. 12581a, the Corporation may provide the operational support under this section for a program in an amount that is not more than \$800 per individual enrolled in an approved national service position, or not more than \$1,000 per such individual if at least 50 percent of the persons enrolled in the program are disadvantaged youth.

For purposes of fundamental fairness, Volunteer Mississippi may review an application which meets the statutory characteristics of a professional corps as a professional corps, regardless of whether the organization applied as a professional corps program. Volunteer Mississippi reserves the right to determine whether an applicant (whether or not the applicant has applied as a **Professional Corps**) has sufficiently demonstrated that they cannot effectively operate an AmeriCorps program without receiving CNCS operating funds. There may be specific circumstances where Volunteer Mississippi determines that a legal applicant has not demonstrated the need for operational grant funds due to other funding resources. Where Volunteer Mississippi's due diligence review of an application shows that the applicant has a historically high level of support from non-CNCS sources, and as a result has levels of unrestricted funding that is in excess of the requested level of CNCS funding, Volunteer Mississippi may choose to not provide operational grant funding.



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3. Segal AmeriCorps Education Award

AmeriCorps members who successfully complete a term of service will be eligible for an Education Award from the National Service Trust. The amount of the Education Award is linked to the value of the Pell Grant. A member has up to seven years after his or her term of service to use the Education Award. CNCS will provide the updated Education Award amounts at the time of grant award.

4. Cost Sharing or Matching

a. Please see Section C. Eligibility Information 3. Cost Sharing or Matching earlier in the NOFO.

b. Indirect Costs

Application budgets may include indirect costs. Based on qualifying factors, applicants may either use a federally-approved indirect cost rate, a 10 percent *de minimis* rate of modified total direct costs, or may claim certain costs directly, as outlined in 2 CFR § 200.413. States, local governments, and Indian Tribes may use previously-approved indirect cost allocation plans. All methods must be applied consistently across all federal awards. Applicants that have a federal negotiated indirect cost rate or that will be using the 10 percent *de minimis* rate must enter that information in the Organization section in eGrants. However, under section 121(d) of the NCSA and CNCS's regulations at 45 CFR 2521.95 and 2540.110, no more than five percent of award funds may be used to recover indirect costs on AmeriCorps grants.

The instructions for how to enter the organization's indirect cost rate are located in the eGrants Indirect Cost Rate User Instructions. Applicants should not submit documentation addressing the indirect cost rate agreement via email.

Please note: To request a Federally negotiated indirect cost rate agreement, when CNCS is the applicable cognizant agency for an organization's indirect costs, the applicant must submit a request to IndirectCostRate@cns.gov. The applicant may also obtain instructions and additional information by contacting the email address above.

c. Pre-Award Costs

Pre-award costs, as authorized, are allowed with written approval from Volunteer Mississippi.

7. Other Submission Requirements

a. Electronic Application Submission in eGrants

Applicants must submit applications electronically via eGrants, CNCS's web-based application system. Volunteer Mississippi recommends that applicants create an eGrants account and begin the application at least three weeks before the deadline. Applicants should draft the application as a Word document, then copy and paste the text into the appropriate eGrants field no later than 10 days before the deadline.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use his or her own eGrants account to sign and submit the application. A copy of the governing body's authorization for this official representative to sign must be on file in the applicant's office.



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Applicants should contact the National Service Hotline at (800) 942-2677 or via eGrants with questions if they have a problem when they create an account, prepare, or submit the application. National Service Hotline hours are posted at <https://questions.nationalservice.gov/>

Be prepared to provide the application ID, organization's name, and the competition to which the organization is applying. If the issue cannot be resolved by the deadline, applicants must continue working with the National Service Hotline to submit via eGrants.

b. Submission of Additional Documents

Applicants are required to submit the following additional documents by the deadline. Additional Documents must be emailed to acms@ihl.state.ms.us with the following subject line: [Legal Applicant Name]-[Application ID number]. Emails should include the following information:

All applicants

- Evaluation briefs, reports, studies. Please refer to the *Evidence Base* section and Mandatory Supplemental Guidance for detailed instructions by evidence tier. If multiple evaluation briefs/reports/studies are submitted by the applicant, the most recent (as measured by the date of completion or publication) will be reviewed first, and any documents submitted beyond the allowable number will not be reviewed.
- Labor union concurrence (if applicable)

Recompeting applications

- Evaluation report, if required. Please submit in Word. The evaluation report should include a title page with the CNCS grant ID for the project that was evaluated, the name of the project, and the date of completion of the report. If any of this required information is missing, the applicant may not receive credit for meeting their evaluation requirements. Please see the Evidence Tiers definitions in the Mandatory Supplemental Information and Section E. Evaluation Plan for further information.

Rural Intermediaries (New and recompeting)

- Letters of support from the consortium members

Entities applying on behalf of a Federally Recognized Tribe (New and recompeting)

- Tribal organization eligibility documentation. (See the *Eligible Applicants* section.)

New and Recompeting applications

- New and recompeting applicants regardless of funding level are required to submit a Financial Management Survey (FMS) and supporting documents located at: <https://www.nationalservice.gov/resources/financial-management> - select Financial Management Survey under the Application Certification Forms Section. Please submit the OFMS as a Word document. Forms submitted as a PDF or other format may not be accepted.

Additional documents must be emailed to acms@ihl.state.ms.us with the following subject line: "Legal Applicant Name" – "Application ID Number." Emails should include:

- the legal applicant name and its point of contact information



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- the application ID number
- a list of documents that are attached to the email
- individually attached files that are clearly labeled, and that include the legal applicant name and application ID number within the heading of each document. To ensure that all required additional documents are received, please provide each document as an individual file. Please do not send all documents as one scanned file.
- if the size of an applicant’s files requires multiple emails, please also include an ordering system in the subject line, such as “(1 of 3)”

Failure to submit the required additional documents by the deadline will have a negative effect on the assessment of your application and/or on the determination of the application’s eligibility to advance for review.

Do not submit items that are not requested in this Notice and Guidance. Volunteer Mississippi will not review or return them.

E. APPLICATION REVIEW INFORMATION

1. Review Criteria

Each applicant must describe a project that will deploy AmeriCorps members effectively to solve a significant community problem. Volunteer Mississippi urges applicants to submit high quality applications that carefully follow the guidance in this *Notice* and in the Application Instructions. The quality of an application will be an important factor in determining whether an organization will receive funding.

Categories/Subcategories	Percentage
Executive Summary	0
Program Design	50
Theory of Change and Logic Model	24
Evidence Tier	12
Evidence Quality	8
Notice Priority	0
Member Experience	6
Organizational Capacity	25
Organizational Background and Staffing	9
Compliance and Accountability	8
Culture That Values Learning	4
Member Supervision	4
Cost Effectiveness and Budget Adequacy	25

A. Executive Summary (Required - 0 percent)

Please fill in the blanks of these sentences to complete the Executive Summary. Do not deviate from the template below.



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The [Name of the organization] proposes to have [Number of] AmeriCorps members who will [service activities the members will be doing] in [the locations the AmeriCorps members will serve]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing.]

This program will focus on the CNCS focus area(s) of [Focus Area(s)].* The CNCS investment of \$[amount of request] will be matched with \$[amount of projected match], \$[amount of local, state, and federal funds] in public funding and \$[amount of non-governmental funds] in private funding.

*If the program is not operating in a CNCS focus area, omit this sentence.

Fixed-Amount grant applicants (EAP, Full-cost Fixed, No Cost Slots) should list their Other Revenue (see Mandatory Supplemental Guidance) because they are not required to provide a specific amount of match, but still raise significant additional resources to operate the program.

B. Program Design (50 percent)

Reviewers will consider the quality of the application's response to the criteria below. Do not assume all sub-criteria are of equal value.

1. Theory of Change and Logic Model (24 points)

The Theory of Change shall address:

- The proposed intervention is responsive to the identified community problem.
- The applicant's proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) leveraged volunteers.
- The applicant's intervention is likely to lead to the outcomes identified in the applicant's theory of change.
- The expected outcomes articulated in the application narrative and logic model represent meaningful progress in addressing the community problem identified by the applicant.
- The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable.
- The service role of AmeriCorps members will produce significant contributions to existing efforts to address the stated problem.

The Logic Model shall depict:

- A summary of the community problem.
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
 - Locations or sites in which members will provide services
 - Number of AmeriCorps members who will deliver the intervention



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- The core activities that define the intervention or program model that members will implement or deliver, including:
 - The duration of the intervention (e.g., the total number of weeks, sessions or months of the intervention)
 - The dosage of the intervention (e.g., the number of hours per session/sessions per week)
 - The target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level)
- The measurable outputs that result from delivering the intervention (i.e. number of beneficiaries served, types and number of activities conducted.) If applicable, identify which National Performance Measures will be used as output indicators
- Outcomes that demonstrate changes in knowledge/skill, attitude, behavior, or condition that occur as a result of the intervention. If applicable, identify which National Performance Measures will be used as outcome indicators.

Note: The logic model is a visual representation of the applicant's theory of change. Programs should include short, medium or long-term outcomes in the logic model. Applicants are not required to measure all components of their theory of change. The applicant's performance measures should be consistent with the program's theory of change and should represent significant program activities.

In the application narrative, applicants should discuss their rationale for setting output and outcome targets for their performance measures.

Rationales and justifications should be informed by the organization's performance data (e.g., program data observed over time that suggests targets are reasonable), relevant research (e.g. targets documented by organizations running similar programs with similar populations), or prior program evaluation findings.

Applicants with multiple interventions should complete one Logic Model chart which incorporates each intervention. Logic model content that exceeds three pages will not be reviewed.

2. Evidence Base (20 points)

The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier (see the Mandatory Supplemental Guidance.) Second, the quality of the applicant's evidence and the degree to which it supports the proposed program design will be assessed and scored.

Evidence Tier (12 points)

An evidence tier will be assessed for each applicant for the purpose of understanding the relative strength of each applicant's evidence base and the likelihood that the proposed intervention will lead to outcomes identified in the logic model.



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In 2020, the evidence tiers of successful AmeriCorps State and National applicants that were competing were as follows: Strong 26%, Moderate 18%, Preliminary 24%, and Pre-Preliminary 32%. As these figures indicate, CNCS values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, do not be deterred from applying for funding due to your current evidence level.

Applicants who have outcome or impact evaluation reports of the same intervention described in the application (see Mandatory Supplemental Guidance for a definition of “same intervention”) may submit up to 2 of those reports, plus (if applicable) the evaluation report from their last three-year grant cycle, to qualify for the Preliminary, Moderate, or Strong evidence tier. In order to qualify for consideration, the intervention evaluated in the submitted report(s) must match the intervention proposed by the applicant in the following areas, all of which must be clearly described in the Program Design and Logic Model sections of the application:

- Characteristics of the beneficiary population
- Characteristics of the population delivering the intervention
- Dosage (frequency, duration) and design of the intervention, including all key components and activities
- The context in which the intervention is delivered
- Outcomes of the intervention

Submitted reports that do not sufficiently match the intervention proposed by the applicant in all of these areas will not be considered applicable and will not be reviewed or receive any points. Submission of additional documents that are not consistent with the guidance and requirements described in the *Notice* (e.g., advocacy pieces, policy briefs, other narratives that are not research studies or program evaluations) will not be reviewed.

In the Evidence Tier section of the application narrative, applicants must (1) summarize the study design and key findings of any outcome or impact evaluation report(s) submitted and (2) describe any other evidence that supports their program, including past performance measure data and/or other research studies that inform their program design. Applicants who submit evaluation reports for consideration must also describe in the Evidence Base section of the application narrative how the intervention described in the submitted reports is the same as the intervention described in the application (see Mandatory Supplemental Guidance).

Applicants should provide citations for the studies they describe, if applicable; however, reviewers will not review any documents external to the application other than evaluation report(s) submitted in accordance with the *Notice* instructions.

Applicants must meet all requirements of an evidence tier in order to be considered for that tier.



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If the evaluation reports submitted by the applicant do not meet the definitions in the Mandatory Supplemental Guidance, the applicant may be considered for a lower evidence tier.

Evidence Quality (8 points)

After the applicant's evidence tier has been assessed, the quality of the applicant's evidence and the extent to which it supports the proposed program design will be assessed and scored.

For applicants who are assessed as being in the Preliminary, Moderate, or Strong evidence tiers, reviewers will score the submitted evaluation reports using the following standards:

- The submitted reports are of satisfactory methodological quality and rigor for the type of evaluation conducted (e.g., adequate sample size and statistical power, internal and/or external validity, appropriate use of control or comparison groups, etc.);
- The submitted reports describe evaluations that were conducted relatively recently, preferably within the last six years;
- The submitted reports show a meaningful and significant positive effect on program beneficiaries in at least one key outcome of interest.

For applicants who are assessed as being in the Pre-Preliminary evidence tier, reviewers will score the narrative provided in the Evidence Base section of the application using the following standards:

- The applicant uses relevant evidence, including past performance measure data and/or cited research studies, to inform their proposed program design;
- The described evidence is relatively recent, preferably from the last six years;
- The evidence described by the applicant indicates a meaningful positive effect on program beneficiaries in at least one key outcome of interest.

Applicants assessed in the Pre-Preliminary evidence tier who do not provide adequate responses to the Evidence Quality standards will not meet the threshold requirements for this *Notice* and will not be considered for funding.

All applicants, including new grantees, are required to provide additional information in the Evaluation Summary or Plan field of the application (See Section E. Evaluation Plan); however, information provided in the Evaluation Summary or Plan field will not be scored and will not be reviewed until after funding decisions have been made.

3. Notice Priority (0 points)

- The applicant proposed program fits within one or more of the AmeriCorps funding priorities as outlined in the *Funding Priorities* section and more fully described in the Mandatory Supplemental Guidance and the proposed program meets all of the requirements detailed in the *Funding Priorities* section and in the Mandatory Supplemental Guidance.



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4. Member Experience (6 points)

- AmeriCorps members will gain skills as a result of their training and service that can be utilized and will be valued by future employers after their service term is completed.
- The program will recruit AmeriCorps members from the geographic or demographic communities in which the programs operate.
- The applicant will foster an inclusive service culture where different backgrounds, talents, and capabilities are welcomed and leveraged for learning and effective service delivery.

C. Organizational Capability (25 percent)

Reviewers will consider the quality of the application's response to the following criteria below. Do not assume all sub-criteria are of equal value.

1. Organizational Background and Staffing (9 points)

- The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.

2. Compliance and Accountability (8 points)

- The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The CNCS-required evaluation report meets CNCS requirements (if applicable).
- The CNCS-required evaluation report is of satisfactory quality (if applicable).

3. Culture that Values Learning (4 points)

- The applicant's board, management, and staff collect and use information, including performance data, for learning and decision making.

4. Member Supervision (4 points)

- AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service.
- AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations.

D. Cost Effectiveness and Budget Adequacy (25 percent)

Reviewers will assess the quality of the application's budget to the following criteria below. Do not assume all sub-criteria are of equal value.

These criteria will be assessed based on the budget submitted. No narrative should be entered in the narrative box except for "See budget"



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1. Cost Effectiveness and Budget Adequacy (25 points)

- Budget is submitted without mathematical errors and proposed costs are allowable, reasonable, and allocable to the award.
- Budget is submitted with adequate information to assess how each line item is calculated.
- Budget is in compliance with the budget instructions.
- Match is submitted with adequate information to support the amount written in the budget.
- The budgeted match is equal to or more than the required match for the given program year.
- The cost per MSY is equal to or less than the maximum cost per MSY.

Proposed budgets that contain MSY costs that exceed the maximum cost per MSY and/or less than required match will be considered unresponsive to the application criteria.

Applicants must complete the budget and ensure the following is included in the budget screens:

- Current indirect rate cost rate information if used to claim indirect/administrative costs.
- Identify the non-CNCS funding and resources necessary to support the project, including for Fixed Amount applicants.
- Indicate amount of non-CNCS resource commitments, type of commitments (in-kind and/or cash), the sources of these commitments, and if the commitments are proposed or secured.

E. Evaluation Plan (Required for recompeting grantees - 0 percent)

If the applicant is competing for the first time, please provide a data collection plan in the “Evaluation Summary or Plan” field that includes the following:

- A description of the applicant’s data collection system and how it is sufficient to collect high quality performance measurement data during the first three years of the grant. If the applicant does not yet have a data collection system, describe the plan and timeline for developing a high quality system.
- A description of how the applicant will use performance data (including CNCS performance measures and other process and outcome measures if applicable) to improve its program in the first three years of funding.

First-time applicants should be aware that CNCS may require submission of data collection instruments if a grant is approved for funding. For more information about how to develop a high-quality data collection plan, visit the CNCS Knowledge Network. <https://www.nationalservice.gov/resources/amicorps/building-effective-data-collection-plans-presented-october-12-2017>

If applicant recompetes for AmeriCorps funds for the first time (see definition of “recompeting” below) the program must submit its evaluation plan in the “Evaluation Summary or Plan” section of the Narratives field in CNCS’s web-based management system. If the applicant is recompeting for a subsequent time, the program must submit its evaluation report as an attachment (see the *Submission of Additional Documents* section for more information), and must also submit an evaluation plan for the next three-year period in the “Evaluation Summary or Plan” field in the system. Evaluations plans submitted outside of the system will not be reviewed.



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Evaluation plans must include as much information as possible for each of the following (see FAQs: Evaluation, available at <http://www.nationalservice.gov/resources/evaluation/cncs-evaluation-policies>):

- A short description of the theory of change - why the proposed intervention is expected to produce the proposed results
- Outcome(s) of interest - clear and measurable outcomes that are aligned with the theory of change and will be assessed during the evaluation
- Research questions to be addressed by the study - concrete research questions (or hypotheses) that are clearly connected to the outcomes
- Proposed research design for the evaluation including a rationale for the design selected, an assessment of its strengths and limitations, and a description of the main components;
- Description of the data sources, sampling methods, measurement tools, and data collection procedures that will be used in the evaluation
- Analysis plan clearly describes the methodologies to be used to analyze the collected data
- A timeline for the evaluation that describes how the evaluation will cover at least one year of CNCS-funded activity and will be completed within the three-year timeframe of the grant
- Qualifications needed for the evaluator
- The proposed budget

Information provided in the Evaluation Summary or Plan field will not be scored and will not be reviewed until after funding decisions have been made.

For more information about evaluation plans visit the CNCS Knowledge Network's Evaluation Resources: <http://www.nationalservice.gov/resources/evaluation/planning-evaluation>.

The evaluation requirements differ depending on the amount of the grant, as described in 45 CFR §2522.700-710:

- If the applicant is a State/Territory subgrantee and/or National Direct Grantee (other than an Education Award Program grantee), and its average annual CNCS program grant is \$500,000 or more, it must arrange for an external impact evaluation of the program (see Mandatory Supplemental Guidance), and it must submit the evaluation with any subsequent application to CNCS for competitive funds as required in 45 CFR §2522.730.
- If the applicant is a State/Territory subgrantee and/or National Direct Grantee whose average annual CNCS program grant is less than \$500,000, or an Education Award Program Grantee, it must conduct an internal or an external evaluation of the program, and it must submit the evaluation with any subsequent application to CNCS for competitive funds as required in 45 CFR §2522.730.

For purposes of compliance with evaluation plan and report requirements, an application will be considered a re-competing application if it satisfies the CNCS definition of "same project" (see Mandatory Supplemental Guidance) and has been funded competitively for at least three years.

- If the applicant has received competitive funding for the same project for at least three years, it will be required to submit an evaluation plan.



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- If the applicant has received at least six years of competitive funding for the same project, the applicant will be required to submit an evaluation report as well as an evaluation plan for the upcoming 3-year grant. If the applicant does not satisfy the definition of recompeting, it will not be required to submit an evaluation plan or completed evaluation report.

The “Evaluation Summary or Plan” field of the Narrative does not count toward the page limit of the application; however, it does have a set character limit of 20,000 characters.

State/Territory subgrantees and/or National Direct Grantees that are recompeting for funds may be eligible to apply for approval of an alternative evaluation approach. Grantees requesting approval of an alternative evaluation approach should submit a request for approval of an alternative evaluation approach along with their evaluation plan in the Evaluation Summary or Plan field in the system. CNCS guidance on alternative evaluation approaches can be found on the CNCS website: <https://www.nationalservice.gov/documents/2019/ASN-alternative-evaluation-approachguidance>.

If the request for the alternative evaluation approach plus the Evaluation Plan itself will exceed the character limit of the Evaluation Summary or Plan field in the system, the applicant should do the following:

- Enter the Evaluation Plan in the Evaluation Summary or Plan field in the system.
- Include a note in the Evaluation Summary or Plan field stating that the applicant is requesting an alternative evaluation approach.
- Include the alternative evaluation approach at the END of the application narrative with the heading “REQUEST FOR ALTERNATIVE EVALUATION APPROACH.” This section of the application narrative will not count against the page limit.

F. Amendment Justification (0 percent)

Enter N/A. Field used if the applicant is awarded a grant and needs to amend it.

G. Clarification Information (0 percent)

Enter N/A. Field used to enter information that requires clarification in the post-review period.

H. Continuation Changes (0 percent)

Enter N/A. Field used to enter changes in the application narratives in continuation requests.

2. Review and Selection Process

The stages of the review and selection process follow:

a. Compliance and Eligibility Review

Volunteer Mississippi and CNCS will conduct a Compliance Review to determine if an application meets the compliance requirements published in this Notice and advances to the next stage of the review process.



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An application is compliant if the applicant:

- is an eligible organization
- is eligible to submit directly to CNCS
- submits an application by the submission deadline
- submits an application that is complete
- submits an application that meets the minimum MSY and Cost per MSY requirements
- submits an application that does not exceed the maximum Cost per MSY for the application type

Reviewing for eligibility is intended to ensure that only those applications that are eligible for award are further reviewed. However, determinations of eligibility can take place at any point during the application review and selection process. Applicants that are determined to be ineligible will not receive an award.

b. Application Review

External Review

External Reviewers will review and assess the evidence criteria in the *Notice*. Volunteer Mississippi and CNCS will recruit and select reviewers on the basis of demonstrated expertise. All External Reviewers will be screened for conflicts of interest.

Internal Review

Volunteer Mississippi and CNCS staff will evaluate the applications using the application review criteria and assess the priorities and strategic considerations detailed in the *Notice*. Reviewers will be screened for conflicts of interest.

c. Applicant Clarification

Volunteer Mississippi and CNCS may ask an applicant for clarifying information. Staff will use this information to make funding recommendations. A request for clarification does not guarantee an award. Applicants may be recommended for funding even if they are not asked for clarifying information. An applicant's failure to respond to a request for clarification adequately and in a timely manner may result in the removal of its application from consideration.

d. Risk Assessment

Volunteer Mississippi and CNCS staff will evaluate the risks to the program posed by each applicant, including conducting due diligence to ensure an applicant's ability to manage federal funds. This evaluation is in addition to the assessment of the applicant's eligibility and the quality of its application on the basis of the Selection Criteria. Results from this evaluation will inform funding decisions. If Volunteer Mississippi or CNCS determines that an award will be made to an applicant with assessed risks, special conditions that correspond to the degree of assessed risk may be applied to the award. Additionally, if Volunteer Mississippi or CNCS concludes that the reasons for applicants having poor risk assessment are not likely to be mitigated, those applications may not be selected for funding.



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In evaluating risks, Volunteer Mississippi and CNCS may consider some of the following criteria:

- federal debt delinquency
- suspension and debarment
- financial stability
- financial capability and capacity to manage Federal funds
- quality of management systems and ability to meet the management standards prescribed in applicable OMB Guidance
- applicant's record in managing previous CNCS awards, cooperative agreements, or procurement awards, including:
 - accuracy of data reported
 - validity of performance measure data reported
 - conformance to the terms and conditions of the previous federal awards
 - meeting matching requirements
 - extent any previously awarded amounts will be expended prior to future awards
- information available through OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as:
 - Federal Awardee Performance and Integrity Information System (FAPIIS)
 - U.S. Treasury Bureau of Fiscal Services
 - SAM, and/or
 - "Do Not Pay"
- reports and findings from single audits performed under Uniform Administrative Guidance and finding of any other available audits or investigations
- IRS Tax Form 990
- applicant organization's annual report
- publicly available information, including information from the applicant organization's website
- responses to the Operational and Financial Management Survey and supporting documentation
- amount of funding requested by the organization

Volunteer Mississippi staff will assess their re-competing subgrantees' past performance and, for Competitive applicants, will submit those assessments to CNCS. This assessment is in addition to the evaluation of the applicant's eligibility for funding or the quality of its application on the basis of the Selection Criteria. Results from this assessment will inform funding decisions. In evaluating programmatic performance, Volunteer Mississippi and CNCS may consider the following for applicants that are current formula and competitive grantees:

- Grant progress reports – attainment of Performance Measures
- Enrollment and retention
- Site visits or other Monitoring findings
- OIG Findings (if applicable)
- Significant opportunities and/or risks of the grantee related to national service



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Additionally, Volunteer Mississippi and CNCS may use the results of the review of the risk assessment evaluation in determining which applications to fund. If CNCS concludes that the reasons for applicants having poor risk assessment evaluations are not likely to be mitigated, those applications may not be selected for funding.

e. Consideration of Integrity and Performance System Information

Prior to making any award that exceeds \$250,000, CNCS is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM and FAPIIS (see [41 U.S.C. 2313](#)). Additionally, CNCS may expand upon these requirements and use its discretion to review and consider information about any applicant receiving an award, including those under the simplified acquisition threshold.

Any applicant, at its option, may review information in the designated integrity and performance systems accessible through FAPIIS and comment on any information about itself that a federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through FAPIIS.

CNCS may consider comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing its review of risk posed by the applicant under the Risk Assessment Evaluation section of this Notice.

f. Selection for Funding

The review and selection process is designed to:

- identify how well eligible applications are aligned with the application review criteria
- build a diversified portfolio based on the following strategic considerations:
 - meaningful representation of
 - geographic diversity
 - rural communities
 - single and multi-state programs
 - faith-based organizations
 - focus area representation

Based on the evaluation of these strategic considerations, applications may be selected for funding over applications with a greater degree of alignment with the review criteria. In selecting applicants to receive awards under this Notice, the Volunteer Mississippi and/or the CNCS Chief Executive Officer will endeavor to include a diverse portfolio of applications based on staff recommendations and strategic considerations.

Volunteer Mississippi and CNCS reserves the right to prioritize funding existing awards over making new awards.

Volunteer Mississippi and CNCS reserves the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.



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Volunteer Mississippi and CNCS reserves the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications.

3. Feedback to Applicants

Following awards, applicants will receive summary comments pertaining to their application. Feedback will be based on the review of the original application and will not reflect any information that may have been provided in response to clarification questions, if any.

4. Transparency in Grant-making

CNCS is committed to transparency in grant-making. The following information for new and re-competing applications will be published on [CNCS Results of Grant Competitions](#) within 90 business days after all grants are awarded:

- a list of all compliant applications submitted
- executive summaries of all compliant applications
- data extracted from the SF-424 Face Sheet
- a blank template of the external review worksheet
- a list of all external reviewers who completed the review process
- a summary of external reviewer comments for successful applications.

Submitted program narratives for successful applications will be available upon request.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

CNCS will make awards following the grant selection announcement. CNCS anticipates announcing the results of the competitive funding by notifying Volunteer Mississippi by **Mid-May 2021**, contingent on the availability of congressional appropriations. All applicants, successful or otherwise, will be notified of funding decisions via email.

Volunteer MS anticipates announcing results of the Formula competition by notifying applicants by **Mid-June 2021**. Applicants will be notified of funding decisions via email. Notification will be sent to the individual listed in the eGrants Application Face Sheet as the person with whom communication regarding this application may be shared. If the applicant is a current Volunteer Mississippi grantee, notification will be sent to the following people listed in the Authorized Representative Form: Legal Authorized Signatory, Primary Program Contact, Primary Fiscal Contact, and Pre-Award or Grant Manager Contact. This notification is not an authorization to begin grant activities. The Notice of Grant Award (NOGA) signed by Volunteer Mississippi is the only document authorizing awardees to commence grant activities. Unsuccessful applicants will also receive notification that their application was not approved for funding.

An awardee may not obligate or expend federal funds until the start of the Budget Period identified on the Notice of Grant Award. Volunteer MS makes an award for one year of operation.



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2. Administrative and National Policy Requirements

a. Uniform Guidance

All awards made under this Notice are subject to Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) in 2 CFR §200 & 2205.

b. Requests for Improper Payment Information

CNCS may, from time to time, request documentation from recipients in order to monitor the award or to comply with other legal requirements, such as the Improper Payments Information Act of 2002, as amended. Failure to make timely responses to these requests may result in award funds being placed on temporary manual hold, reimbursement only status, or other remedies may be applied as appropriate. In addition, Volunteer Mississippi and CNCS may, in appropriate circumstances, consider in its funding decisions any previous failures to make timely responses.

c. CNCS Terms and Conditions

All awards made under this Notice will be subject to the FY21 CNCS General Terms and Conditions, and the FY 21 AmeriCorps Program Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the General and Program Specific Terms and Conditions for each of its programs is available at <https://www.nationalservice.gov/resources/terms-and-conditions-cnsc-grants>.

d. National Service Criminal History Check Requirements

The National Service Criminal History Check (NSCHC) is a screening procedure established by law to protect beneficiaries of national service. The law requires grantees to conduct and document NSCHCs on persons (award-funded staff, national service participant, or volunteer) receiving a salary, living allowance, stipend, or education award through a program receiving CNCS funds. This includes staff that receive part of their salary through a subgrant. An individual is ineligible to serve in a position that receives such CNCS funding if the individual is registered, or required to be registered, as a sex offender or has been convicted of murder. The cost of conducting NSCHCs is an allowable expense under the award. Grantees should utilize the two vendors CNCS has engaged to conduct the required NSCHCs. Information regarding use of these two vendors can be found at: <https://www.nationalservice.gov/documents/2018/nschc-using-fieldprint-and-truescreen-manual>. Failure to conduct an NSCHC may result in significant disallowed costs.

Unless CNCS has provided a grant recipient with a written exemption or written approval of an alternative search procedure, recipients ***must*** perform the following checks:

All staff, national service participants, and volunteers must undergo NSCHCs that include:

- A nationwide name-based search of the National Sex Offender Public Website (NSOPW);
and
- Either
 - A name- or finger-based search of the statewide criminal history registry in the person's state of residence and in the state where the person will serve/work *or*
 - A fingerprint-based FBI criminal history check.



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Special Rule for Persons Serving Vulnerable Populations. Award-funded staff, national service participants, and volunteers *with recurring access to vulnerable populations* (i.e., children 17 or younger, individuals 60 or older, or individuals with disabilities) must undergo NSCHCs to include:

- A nationwide name-based check of the [NSOPW](#); and
- Both
 - A name- or fingerprint-based search of the statewide criminal history registry in the person's state of residence and in the state where the person will serve/work; *and*
 - A fingerprint-based FBI criminal history check.

See [45 CFR § 2540.200–§ 2540.207](#) and [CNCS Criminal History Check Resources](#) for complete information and FAQs.

As of December 31, 2019, many pre-approved Alternative Search Procedures (ASPs) and any existing, individual ASP/Exemption requests will expire and will no longer be available for use.

Official Guidance

All CNCS active Guidance is available on the agency's Guidance webpage: <https://www.nationalservice.gov/resources/official-guidance>. The contents of these documents do not have the force and effect of law and are not meant to bind the public in any way unless incorporated into a contract or grant agreement. These documents are intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

3. Use of Material

To ensure materials generated with CNCS funding are publicly available and readily accessible to recipients and non-recipients, CNCS 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 ([2 CFR §200.315](#)).

4. Reporting

Recipients are required to submit a variety of reports which are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time. Cost reimbursement grantees are required to provide annual progress reports, semi-annual financial reports, and an internal or external evaluation report as required by the AmeriCorps regulations 45 CFR §§2522.500-2522.540 and §§2522.700-2522.740. Final financial and progress reports are due 90 days after the end of the agreement. Conversely, Fixed Amount grantees are required to provide annual and final progress reports and an internal/external evaluation report.

Award recipients will be required to report at www.FSRS.gov on all subawards over \$30,000, and may be required to report on executive compensation for the recipient organization and its subrecipients. Recipients must have necessary systems to collect and report this information. See 2 CFR Part 170 for more information and to determine how these requirements apply.

Once the grant is awarded, recipients will be expected to have data collection and data management policies, processes, and practices that provide reasonable assurance that they are reporting high quality performance measure data. At a minimum, recipients should have policies,



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processes, and practices that address the following five aspects of data quality for themselves and for subrecipients (if applicable):

- the data measures what it intends to measure and is complete
- the recipient collects data in a consistent manner and steps to correct data errors
- the recipient actively reviews data for accuracy prior to submission.

In addition to annual reporting of progress toward the grant's approved performance measure outputs and outcomes, additional demographic and narrative data must be reported annually (as applicable), including the number of applicants for AmeriCorps positions and the number of volunteers recruited and/or supported by AmeriCorps members. The full list of required and optional demographic indicators for AmeriCorps programs can be found on the [AmeriCorps Grantee Progress Report webpage](#). Failure to submit accurate, complete, and timely required reports may affect the recipient's ability to secure future CNCS funding.

5. Continuation Funding Information and Requirements

Organizations that have current awards that continue beyond FY 2020 must apply in order to be eligible to receive funding for the following year. Please see the *Continuation Application Instructions*, if applicable. Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the review criteria published in this Notice. The review will also be based on progress reports, the federal financial report, evaluation plans, and CNCS staff's knowledge of the grant program. To be approved for continuation funding, recipients must demonstrate satisfactory performance with respect to key program goals and requirements, as well as compliance with the terms and conditions of the grant. CNCS and Volunteer Mississippi reserve the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.

H. OTHER INFORMATION

For technical questions and problems with the eGrants system, call the National Service Hotline at (800) 942-2677. The general public hours for the National Service Hotline are posted at <https://questions.nationalservice.gov/>. Potential applicants can also use this link: [eGrants Questions](#). Be prepared to provide the application ID, organization's name, and the Notice name to which the organization is applying.

1. Technical Assistance

In addition to the Application Instructions, Mandatory Supplemental Guidance, Performance Measure Instructions, and AmeriCorps regulations as directed in this Notice, applicants are required to take an applicant series provided to its applicants. Additionally, Volunteer MS will offer 1-1 consulting support to all applicants. Also, make sure to consult the Volunteer Mississippi website for all support materials and FAQs that will be updated during the competition period and posted publicly online at our website - <https://www.volunteermississippi.ms.gov/>

2. Re-Focusing of Funding

Volunteer Mississippi and CNCS reserves the right to re-focus program dollars for this competition in the event of disaster or other compelling needs.



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I. CONTACT INFORMATION

All communication relating to this Notice must be directed to acms@ihl.state.ms.us. Communication related to this application shall be directed to the email address listed above. All emails will be returned within a reasonable amount of time. Applicants are encouraged to submit their questions well in advance of the deadline as Volunteer Mississippi is not obligated to respond to questions that are received 48 hours prior to the due date.

IMPORTANT NOTICES

Public Burden Statement: Public reporting burden for collection of information under this notice of Funding is estimated to average six hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the application and reporting forms. CNCS informs people who may respond to this Notice of Funding that they are not required to respond unless the OMB control number and expiration date are current valid. (See 5 C.F.R. 1320.5(b)(2)(i).) The OMB Control Number for the information collection is 3045- 0187. It expires on 9/30/2020.

Privacy Act Statement: The Privacy Act of 1974 (5 U.S.C § 552a) requires that we notify you that the information requested under this Notice of Funding is collected pursuant to 42 U.S.C. §§12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C. §4953 of the Domestic Volunteer Service Act of 1973 as amended. Purposes and Uses - The information requested is collected for the purposes of reviewing grant applications and granting funding requests. Routine uses may include disclosure of the information to federal, state, or local agencies pursuant to lawfully authorized requests. In some programs, the information may also be provided to federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information may also be provided to appropriate federal agencies and contractors that have a need to know the information for the purpose of assisting the government to respond to a suspected or confirmed breach of the security or confidentiality or information maintained in this system of records, and the information disclosed is relevant and unnecessary for the assistance. Effects of Nondisclosure - The information requested is voluntary; however, to be a recipient of this grant program, disclosure of personal or sensitive information is required to receive federal benefits.



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Attachment A: Economic Mobility Corps

About the CDFI Fund and CDFIs

The mission of the U.S. Treasury Department’s Community Development Financial Institution Fund (CDFI Fund) is to expand economic opportunity for underserved people and communities by supporting the growth and capacity of a national network of community development lenders, investors, and financial service providers known as Community Development Financial Institutions (CDFIs).

CDFIs are community-based financial institutions that have a common goal of filling financing gaps in underserved, low-income areas. As community-based institutions, they possess a keen sensitivity to needs of local residents and businesses, and their creation reflects a bottom-up, rather than a top-down, approach to community investment and revitalization.

Currently, there are more than 1,100 CDFIs that are certified by the CDFI Fund serving urban and rural communities throughout the United States. CDFIs are found in all fifty states, the District of Columbia, Guam, and Puerto Rico. They bridge diverse public and private sector interests to serve people and places that traditional financial institutions usually do not. CDFIs provide:

- loans for businesses and projects that otherwise would not receive for financing;
- safe, affordable banking services that otherwise would not be available in the community;
- loan rates and terms that are more flexible than those offered by traditional lenders; and
- development services—such as business planning, credit counseling, and homebuyer education—to help their borrowers use credit effectively and build financial strength.

As a result, CDFIs support the creation of small businesses and local jobs, and the development of affordable housing, community facilities, and schools—all in places where economic opportunity is needed most.

About the Economic Mobility Corps

A joint initiative of the CDFI Fund and CNCS, the Economic Mobility Corps (EMC) places fulltime AmeriCorps members at Certified CDFIs to enhance their capacity to provide financial literacy, financial planning, budgeting, saving, and other financial counseling activities in distressed and underserved areas. Economic Mobility Corps members will be placed in Certified CDFIs and will receive training on the principles of financial counseling and financial literacy. A Certified CDFI is an entity that the CDFI Fund has officially notified that it meets all CDFI certification requirements. Only Certified CDFI’s are eligible to receive EMC members.

This initiative will fund up to 61 full-time members a year for two years.

Who is Eligible for Award

Organizations that meet the AmeriCorps State and National eligibility criteria.



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Additionally, applicants that are Certified CDFIs and organizations with CDFI Fund awards:

- Will be considered ineligible for award if the applicant has a previously executed award agreement(s), as of the date of the Application, (i) the CDFI Fund has made a determination that such entity is noncompliant or found in default with a previously executed agreement, and (ii) the CDFI Fund has provided written notification that such entity is ineligible to apply for or receive any future CDFI Fund awards or allocations. Such entities will be ineligible to submit an application for such time period as specified by the CDFI Fund in writing. Applicants that have pending noncompliance issues of any of its previously executed award agreement(s), are eligible to receive an award if the CDFI Fund has not yet made a final compliance determination.
- Will be considered ineligible for award if the applicant has defaulted on a loan from the CDFI Fund within five years of the application deadline.

Preference will be given to applicants that intend to enroll veterans as AmeriCorps members and/or serve rural areas.

AmeriCorps Member Position Description

Economic Mobility Corps members will strengthen the capacity of Certified CDFIs to provide financial literacy, financial counseling, and financial planning services offered by the Certified CDFIs, to distressed and underserved individuals. Duties include:

- conducting community outreach and recruitment of new clients to the Certified CDFI's counseling and planning services and programs;
- assisting or conducting one-on-one or group orientation sessions for new program clients to explain the Certified CDFI's services, as well as the responsibilities of the client;
- providing financial planning workshops and individual financial counseling to meet the needs of Certified CDFI clients, including conducting group education meetings, and delivering workshops, webinars and meetings;
- assisting in the development and execution of marketing strategies to promote program client participation in Certified CDFI-sponsored financial counseling and education programs;
- providing program clients with information on the different financial products and services (e.g., loan products, checking/savings accounts, etc.) offered by the Certified CDFI;
- conducting scheduled follow-ups with program clients to ask how they are doing, find out if they need additional help, and to help them stay engaged to achieve their plans by established deadlines;
- performing administrative duties that support the Certified CDFI's activities, including but not limited to, coordinating client meetings, preparing presentations, conducting research, reviewing training and outreach materials, reviewing applications for programs and services, and developing material that supports the Certified CDFI's financial counseling and outreach activity; and
- reporting to the Certified CDFI on a regular basis on activities undertaken by the service member.



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Desired Skills

Economic Mobility Corps members should possess:

- a desire and ability to work with a diverse group of people, particularly those living in low-income and economically distressed neighborhoods;
- willingness to learn and serve others;
- ability to successfully work independently and in a team environment;
- strong organizational, writing, and oral communication skills, and possess high attention to detail;
- familiarity with community development, financial services, banking and lending terminology, including an understanding of financial planning basics, credit and credit scoring;
- have an interest in finance and/or financial education;
- computer skills, including high-degree of familiarity with Microsoft Excel, or other spreadsheet software; and
- Bachelor's degree preferred, with coursework in finance, accounting, business, or community development.