ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

Commission Name: OneStar National Service Commission, OneStar Foundation
Federal Agency: Corporation for National and Community Service
CFDA Number: 94.006

Note for Continuation Programs: If you are funded by OneStar through an AmeriCorps State competitive or formula grant for the 2015-2016 year and need to apply for year 2 or year 3 continuation funding, this notification does not apply. Continuation instructions will be e-mailed directly to you by OneStar.

IMPORTANT DATES

This notice is for AmeriCorps Texas programs, which are AmeriCorps State grants. These grants are awarded to organizations that will place AmeriCorps members in service solely within Texas. Selected organizations receive grants to support AmeriCorps member positions that will engage members in service to meet critical needs in Texas.

Eligible applicants have the option of submitting in the fall of 2015 for Competitive funding consideration or submitting in the spring of 2016 for Formula funding consideration (see Glossary for definitions). Any application submitted for Competitive funding and not selected will be reviewed and considered for Formula funding. Successful applicants, regardless of Competitive or Formula funding, will not be allowed to begin activities on their 2016-2017 AmeriCorps program year until August 1, 2016.

Notice of Intent to Apply Deadline: All interested applicants are required to submit the Notice of Intent to Apply form via email to grants@onestarfoundation.org by 10:59:59 PM Central on Monday, September 28, 2015 (Competitive) OR by 10:59:59 PM Central on Thursday, February 18, 2016 (Formula).

Application Deadline: Applications are due in eGrants and additionally required documents are due via email to grants@onestarfoundation.org by 10:59:59 PM Central on Monday, October 26, 2015 (Competitive) OR by 10:59:59 PM Central on Thursday, March 3, 2016 (Formula).

Disclosure: Publication of this Announcement of Federal Funding Opportunity (Notice) does not obligate the Corporation for National and Community Service (CNCS) or OneStar Foundation to award any specific number of grants or to obligate the entire amount of funding available.

PROGRAM DESCRIPTION

The mission of the Corporation for National and Community Service (CNCS) is to improve lives, strengthen communities, and foster civic participation through service and volunteering. CNCS – through AmeriCorps, Senior Corps, the Social Innovation Fund, and the Volunteer Generation Fund – has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

Through all its programs, CNCS seeks to expand economic opportunity – helping Americans acquire the skills, education, and training they need for productive employment. By helping more Americans graduate, pursue higher education, and find work, national service can provide immediate and long term benefits by expanding individual opportunity, building family stability, and creating more sustainable, resilient communities.

OneStar National Service Commission (OneStar) is the Governor-designated National Service Commission in Texas and administers the AmeriCorps State grant program. The Governor-appointed Board members oversee the legal and policy governance of the AmeriCorps Texas program portfolio. OneStar Foundation connects partners and resources to build a stronger nonprofit sector in Texas.

A. Purpose of AmeriCorps Funding

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions 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 towards qualified student loans.

CNCS may award a Cost Reimbursement, a Fixed Amount Grant, or an AmeriCorps Partnership Challenge grant to any successful applicant, but the availability of a Full Time Fixed Amount grant is limited to certain applicants. In addition to the funding allocated for competitive distribution under this Notice, CNCS provides formula funding based on the population directly to Governor-appointed State Service Commissions (OneStar Foundation), which are in turn awarded through a process administered according to Texas’ priorities.

OneStar’s review and selection process will be used to determine applications that will be considered for formula and competitive funding. Some finalists will be nominated for the national competition. These finalist applications will be sent to CNCS to be reviewed and scored in the national competition. CNCS will make final funding decisions for programs that will be funded with competitive funds. If selected for competitive funds, these applicants will be considered as formula grantees of OneStar Foundation. Applications submitted to the national competition are not guaranteed funding at the competitive level; however, OneStar may choose to fund these applicants through formula dollars if available.

OneStar and CNCS anticipate that the 2016-2017 AmeriCorps grant competition will be highly competitive.

This Notice should be read together with the AmeriCorps Regulations, 45 CFR §§ 2520-2550, the Notice Glossary, Application Instructions, and the Performance Measure Instructions which are incorporated by reference. The documents can be found at http://onestarfoundation.org/americorpstexas/available-funding/. The full regulations are available online at www.ecfr.gov.

B. CNCS Focus 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, help individuals recover from disasters, and/or help individuals mitigate disasters. Grantees also have the ability to respond to national disasters under CNCS cooperative agreements and FEMA mission assignments.

**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, including youth identified in My Brother’s Keeper 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 becoming employed.

**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 provide support for increased individual behavioral change leading to increased energy efficiency, renewable energy use, and ecosystem improvements particularly for economically disadvantaged households and communities. Grant activities will decrease energy and water consumption; improve at-risk ecosystems; increase behavioral changes that lead directly to decreased energy and water consumption or improved at-risk ecosystems; and/or increase green training opportunities that may lead to decreased energy and water consumption or improved at-risk ecosystems.

**Healthy Futures.** Grants will provide support for activities that will improve access to primary and preventative health care for communities served by CNCS-supported programs; increase seniors’ ability to remain in their own homes with the same or improved quality of life for as long as possible; and/or increase physical activity and improve nutrition in youth with the purpose of reducing childhood obesity.

**Veterans and Military Families.** Grants will positively impact the quality of life of veterans and improve military family strength; increase the number of veterans, 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.

C. CNCS 2016 AmeriCorps Funding Priorities

CNCS seeks to prioritize the investment of national service resources in:

- Disaster Services – improving community resiliency through disaster preparation, response, recovery and mitigation
- Economic Opportunity – increasing economic opportunities for communities, specifically opportunity youth (see Glossary), both as the population served and as AmeriCorps members.
- Education – improving student academic performance in Science, Technology, Engineering, and/or Mathematics (STEM) or addressing student and school needs through School Turnaround.
- Environment – 21st Century Service Corps (see Glossary)
- Veterans and Military Families – positively impacting the quality of life of veterans and improving military family strength
- Governor and Mayor Initiative (see Glossary)
- Programming that supports My Brother’s Keeper (see Glossary)
- Multi-focused intermediaries that demonstrate measurable impact and primarily serve communities with limited resources and organizational infrastructure, i.e. rural and other underserved communities (see Glossary)
- Safer communities – activities that focus on public safety and preventing and mitigating civil unrest (e.g., summer programming or engaging communities that are part of The National Forum on Youth Violence Prevention).
- Elder Justice AmeriCorps (see Glossary)

In order to receive priority consideration, applicants must demonstrate that the priority area is a significant part of the program focus and intended outcomes and must include a high quality program design. Responses that propose programs for the purpose of receiving priority consideration are not guaranteed funding.

Next Gen AmeriCorps. Depending on overall funding available, CNCS is inviting applicants to propose the Next Generation AmeriCorps or Next Gen AmeriCorps. The importance of service remains even within tight fiscal constraints we face as a nation. The goal of Next Gen AmeriCorps is to use innovative strategies to offer the same service opportunities but at a more efficient cost to the government. To participate, applicants must have a cost per member that is lower than $10,000 per year per full time member using CNCS funding. CNCS is looking for innovative approaches and models to implement, for example: locating operations in Promise Zones, areas that meet Promise Zone criteria, or that demonstrate other indicators of severe need.

Encore Programs. Congress set a goal that 10 percent of National AmeriCorps funding should support Encore service programs that engage a significant number of participants age 55 or older. CNCS seeks to meet that target in this competition and encourages Encore programs to apply. Encore will provide an opportunity for current evidence-based Senior Corps Foster Grandparents Program and Senior Companion Program grantees to expand their programs through AmeriCorps funding.

D. OneStar Foundation 2016 Funding Priorities

In alignment with Texas’ 2013-2015 State Service Plan, OneStar will give priority to programs in the Disaster Services, Economic Opportunity, and Veterans and Military Families Focus Areas as outlined above, in addition to our State Priority Area of Youth Educational Attainment (outlined below).

State Priority Area – Youth Educational Attainment

For the purposes of this proposal, “youth” is defined as 1) a person enrolled in an educational institution from pre-kindergarten to undergraduate or 2) a person under the age of 21 who has dropped-out of high school and is seeking to enroll in an educational program to obtain their high school equivalency. The applicant’s program will have a primary goal of one or more of the following:
- Increase school-readiness rates among children
- Improve literacy rates among youth
- Improve attendance rates
- Earn higher standardized test scores
- Increase grade performance in core curriculum subjects (e.g. math, reading)
- Decrease in students that repeat the third or ninth grade (grade retention)
- Increase enrollment in postsecondary education
- Improve attainment of postsecondary degree
- Increase rate in attainment of high school diploma and/or high school equivalency
- Other goals than listed above that measure increased educational attainment

E. National Performance Measures. The Serve America Act (SAA) emphasizes measuring the impact of service and focusing on a core set of issue areas. CNCS’ five year Strategic Plan establishes an ambitions set of objectives that guided the development of 16 agency-wide Priority Performance Measures. CNCS expects organizations to use National Performance Measures as part of a comprehensive performance measurement strategy that relies on both performance and evaluation data to learn from its work as well as make tactical and strategic adjustments to achieve its goals. For more information, please refer to the National Performance Measure Instructions.

OneStar requires that all Texas applicants utilize the National Performance Measures.

All applications must include at least one aligned performance measure (output and outcome) that corresponds to the proposed primary service activity. Applicants are not expected to select performance measures to correspond to each and every potential member activity or community impact. OneStar and CNCS value the quality of performance measures over the quantity of performance measures. As described in the Application Instructions, applicants must include all their information about their proposed performance measures in the Performance Measure section of the application in eGrants. All information requested in the National Performance Measure Instructions must be included in the text of the performance measures themselves, and it must be evident in the performance measure text that all definitions and requirements outlined in the National Performance Measures Instructions and NOFO FAQs are met. Providing performance measure information elsewhere in the narrative cannot be in lieu of providing full information in the Performance Measures section of the application in eGrants.


FEDERAL AWARD INFORMATION

A. Estimated Available Funds
OneStar and CNCS expect a highly competitive AmeriCorps FY2016 grant competition. The actual level of funding will be subject to the availability of annual appropriations, which have not yet been made. Grant awards have two components: operating funds and AmeriCorps member positions. Grant award amounts vary – both in the level of operating funds and in the type and number of AmeriCorps Member positions.

B. Award Period
Unless otherwise specified, the grant generally covers a three-year project period. In approving a multi-year project period, OneStar generally makes an initial award for the first year of operation. The application is submitted with a one-year budget. Continuation funding is not guaranteed. Factors considered in awarding continuation grants include satisfactory performance, demonstrated capacity to manage the grant, compliance with grant requirements, agency priorities, and the availability of appropriated funds. OneStar and CNCS reserve the right to adjust the amount of a grant or elect not to continue funding for subsequent years.

C. Project Period
The project start date is proposed by the applicant and is one year. The project start date may not occur prior to the date CNCS and OneStar 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.

OneStar will only allow recompeting applicants to request start dates from OneStar that begin on or after August 15. New applicants may only request start dates on or after September 1 to allow sufficient time for program start-up and development.

In exceptional circumstances, OneStar will consider requests for start dates earlier than August 15 if an applicant can demonstrate a clear and compelling reason for doing so as well as a history of successfully recruiting and enrolling members before August 15.

ELIGIBILITY INFORMATION

The following entities are eligible to apply under this Notice; public or private nonprofit organizations, including faith-based and other community organizations; institutions of higher education; government entities within states or territories (e.g. cities, counties); labor organizations; and partnerships and consortia. Receiving funding previously from CNCS or another Federal agency is not a prerequisite to applying under this Notice.

Organizations that have been convicted of a federal crime are disqualified from receiving the assistance described in this Notice. Pursuant to the Lobbying Disclosure Act of 1995, an organization described in Section 501(c)(4) of the Internal Revenue code of 1986, 26 U.S.C. § 501(c)(4), that engages in lobbying activities is not eligible to apply.

An eligible application is required to meet all items under sections A-C in these sections. Applications that do not meet all items in these sections will be considered ineligible and will not be reviewed for this funding opportunity.

A. OneStar Additional Eligibility Requirements

Applicants to OneStar must meet all the stated requirements in each of the following categories in order to be eligible and evaluated for funding. Any application that fails to meet one or more of these requirements will not be eligible for funding:

1. Designated Focus Area
   Eligible programs will be those that propose activities with the primary goal of addressing one or more of CNCS’s focus areas (see page 2). For any of the focus areas described OneStar will not mandate any set activities; however, all applicants will demonstrate how their proposed activities directly align with one or more of the designated focus areas. Additionally, all programs applying under a national focus area are required to utilize the CNCS Performance Measures.

2. Minimum Size Corps
   The applicant organization, either by itself or through agreements with partner organizations, will support at least 20 member service years (MSYs) per budget period. An application requesting fewer than 20 MSYs is not eligible for funding.

3. Minimum Organizational Capacity
   The applicant organization will have an A-133 Audit or an Independent Financial Audit. The applicant organization will also certify they have experience in managing state and/or federal grant funds.

B. New Applicants

OneStar and CNCS encourage organizations that have never received funding from CNCS to apply. OneStar will not award more than 50 member positions (slots) to organizations receiving an AmeriCorps grant through OneStar for the first time.

New applicants are eligible to apply for Cost Reimbursement and Education Award Program (EAP) grants but are not eligible to apply for Full Time Fixed Amount grants or Competitive Funding consideration. Existing subgrantees/operating sites of Fixed Amount grantees that can demonstrate a track record and capacity to manage a Fixed Amount grant are considered to have AmeriCorps experience and therefore can apply for Fixed Amount grants. School Turnaround AmeriCorps applicants may not apply for Full Time Fixed Amount grants.

C. Competitive or Formula Funding Consideration

To be considered for Competitive Funding, an applicant must meet all deadlines as outlined in this Notice and the Application Instructions. Additionally, only the following types of applications will be considered for Competitive Funding consideration.
1. Current or Prior Legal Application Organization that has successfully administered* an AmeriCorps State grant through OneStar Foundation for at least one three-year project period.

* Successfully Administered is defined as having a high level of past performance as evaluated by the OneStar Foundation Commission Board in relation to OneStar’s Grantee Expectations Policy. The policy is available on the OneStar Foundation website here: http://onestarfoundation.org/americorpstexas/grantee-resources/.

An applicant that is being considered for Competitive Funding will also be considered for Formula Funding. Any application not meeting the criteria above will be held and considered only for Formula Funding.

D. **Cost Reimbursement or Full Time Fixed Amount Consideration**

Applicants are considered to be Cost Reimbursement applicants unless they are eligible for consideration and specifically apply as a Full Time Fixed Amount (FTFA) applicant. To be considered for a FTFA grant, the applicant must meet all FTFA eligibility requirements and deadlines as outlined in this Notice and the Application Instructions; please see page 17 for a chart outlining FTFA grant requirements. Additionally, only the following types of applications will be considered by OneStar for Full-Time Fixed Amount funding consideration.

1. Current or Prior Legal Application Organization that has successfully administered* an AmeriCorps State grant through OneStar Foundation for at least one three-year project period.

* Successfully Administered is defined as having a high level of past performance as evaluated by the OneStar Foundation Commission Board in relation to OneStar’s Grantee Expectations Policy. The policy is available on the OneStar Foundation website here: http://onestarfoundation.org/americorpstexas/grantee-resources/.

E. **Cost Sharing or Matching**

1. **Fixed Amount Grants and Education Award Program Grants.** There is no specific match requirement for Full Time Fixed Amount, Education Award Program, and AmeriCorps Partnership Challenge grants. CNCS does not provide all the funds necessary to operate the program; therefore, organizations must raise the additional revenue required to operate the program.

2. **Cost Reimbursement Grants.** A first-time successful applicant is required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50 percent by year 10, according to the minimum overall share chart found in 45 CFR §2521.60.

Section 121(e)(5) of the 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 the Federal Financial Report. Grantees must track and be prepared to report on that match separately each year and at closeout.

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

3. **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 that plan to request an alternative match schedule must submit a request to grants@onestarfoundation.org at the time the application is submitted.

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**APPLICATION AND SUBMISSION INFORMATION**

Application Instructions and Submission Instructions are available on the OneStar Foundation website http://onestarfoundation.org/americorpstexas/available-funding/.

**A. Content and Form of Application Submission**

**What are the steps that organizations need to take to apply?**

- Determine whether you apply directly to CNCS or through OneStar Foundation.
- Determine if you will submit an application for Competitive or Formula funding consideration.
- For **Competitive** consideration:
  - Submit the Required [Notice of Intent to Apply Form](#) by the deadline, September 28, 2015.
Obtain a DUNS number and ensure registration in SAM

Establish an eGrants account

Write a high quality application responsive to the Notice

Submit the application (narrative, budget, performance measures, and logic model) via eGrants by the deadline, October 26, 2015.

Submit a request for an alternative match schedule, if applicable, by the deadline, October 26, 2015.

Submit the required supplemental materials via email by the deadline, December 7, 2015.

For Formula consideration:

Submit the Required Notice of Intent to Apply Form by the deadline, February 18, 2016.

Obtain a DUNS number and ensure registration in SAM

Establish an eGrants account

Write a high quality application responsive to the Notice

Submit the application (narrative, budget, performance measures, and logic model) via eGrants by the deadline, March 3, 2016.

Submit a request for an alternative match schedule, if applicable, by the deadline, March 3, 2016.

Submit the required supplemental materials via email by the deadline, March 3, 2016.

How to Submit an Application in eGrants

Applicants must submit their applications electronically via the CNCS web-based system, eGrants (egrants.cns.gov). Because it is a unique system, it is recommended that applicants create an eGrants account and begin the application creation process at least three weeks before the deadline. Applicants should draft the application as a word document and copy and paste the document into the appropriate eGrants fields no later than 10 days before the deadline. Please note the length of a document in a word processing software may be different than what will print out in eGrants.

Contact the National Service Hotline at 800-942-2677 or http://questions.nationalservice.gov/app/ask if a problem arises while creating an account or while preparing or submitting an application in eGrants.

National Service Hotline hours are as follows: Monday - Friday, 9am – 7pm ET (January, August, September); Monday - Thursday, 9am – 7pm EST (October, November, December). In addition to those hours, the Hotline will also be open October 30, 31, November 1, December 4-6 and 11-13. If you contact the Hotline, be prepared to provide the application ID, organization name, and the Notice to which your organization is applying.

If technical issues prevent an applicant from submitting an application on time, please contact the National Service Hotline prior to the deadline to explain the technical issue and receive a ticket number. If the issue cannot be resolved by the deadline, the applicant must continue working with the National Service Hotline to submit via eGrants.

Submission of Additional Documents

An application is only complete if it includes all required additional documentation and is received by the application due date, October 26, 2015 (Competitive) or March 3, 2016 (Formula). Incomplete applications will not be considered. All additional required documents should include the application organization name and Application ID number at the top of the page and are due by the application deadline, to grants@onestarfoundation.org. Emails should include in the Subject line, the applicant organization name and Application ID number.

Additional documents may include (if applicable): evaluation reports, letters from the consortium members for Multi-focused intermediaries, and up to two evaluation briefs, reports, and/or peer reviewed articles if the applicant has a moderate or strong evidence base. School Turnaround AmeriCorps applications must submit the additional documents that are outlined in the Glossary and Appendix.

Additional documents required for all applicants include: Independent Financial Statement Audit and A-133 (if applicable), Organizational Chart, Member Placement Chart, Organizational Capacity Survey, and Source of Matching Funds. These documents are OneStar specific forms and can be found on the OneStar Foundation website here: http://onestarfoundation.org/americorpstexas/available-funding/
Failure to submit the required additional documents will have a negative impact on the assessment of an application and may render an application ineligible for review. Do not submit other items not requested in this Notice; OneStar will not review or return them.

Application Fields and Page Limits

In eGrants, applicants will enter text in the following fields:

- Executive Summary
- Program Design
- Organizational Capability
- Cost Effectiveness and Budget Adequacy
- Evaluation Plan

Applications may not exceed 15 pages for the Narratives (18 pages for Multi-Focus Intermediaries, School Turnaround, and Next Gen AmeriCorps applicants). Application content considered in determining page limit compliance includes the Executive Summary, SF-424 Facesheet, and the Narrative Sections contained in the Program Design, Organizational Capacity, and Cost Effectiveness and Budget Adequacy as the pages print out from eGrants. Please note the length of a document in word processing software may be different than what will print out in eGrants. OneStar will consider the number of pages as they print out through eGrants when determining compliance for page limits. OneStar strongly encourages applicants to print out the application from the “Review and Submit” page prior to submission to check that the application does not exceed the page limit. The application page limit does not include the narrative portion of the evaluation plan or the logic model, budget, performance measures, or the supplementary materials.

The Logic Model may not exceed more than three pages when printed from the application.

Reviewers will not consider submitted material that is over the page limit in the printed report, even if eGrants allows an applicant to enter and submit text over the limit. This applies to both the application page limit and the logic model page limit. Do not submit other items not requested in the Notice or Application Instructions, OneStar and CNCS will not review or return them. Do not include links in the narrative text, links will not be clicked-on and the linked material will not be considered as part of the application narrative.

Assessment Criteria

Each applicant must clearly describe a project that will deploy AmeriCorps members effectively to solve a significant community problem. OneStar and CNCS urge 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.

Threshold Issues

Applications should reflect that they meet the threshold requirements for the grant type for which they are applying. For example: If an applicant is applying for a Professional Corps grant, its application should demonstrate that the community in which it will place professionals has an inadequate number of said professionals. If an applicant is applying for a Full Time Fixed Amount grant, the application should reflect that only full-time or less than full-time serving in full-time capacity will be permitted. If the proposed service activities require specialized member qualifications and/or training (for example, tutoring programs: 45 CFR §2522.910-.940), the applicant must clearly describe how the program will meet these requirements. School Turnaround AmeriCorps applicants must meet the threshold requirements outlined in the Glossary and Appendix.

OneStar and CNCS will assess an applicant’s strategic considerations. Applicants must check the relevant boxes in the Performance Measures tab in eGrants in order to be considered for OneStar and CNCS’ assessment of the strategic considerations. Applicants should only check boxes if the strategic consideration is an intentional part of their program design and the implementation strategies are described in the application.

Application Fields

- 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.
The [Name of the organization] proposes to have [Number of] AmeriCorps members who will [what 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 an additional [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 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.

Fixed-amount grant applicants (EAP, Full-Time Fixed, and Partnership Challenge) should list their Other Revenue (see Glossary) because they are not required to provide a specific amount of match, but still must raise significant additional resources to operate the program.

OneStar and CNCS will post all Executive Summaries of awarded grant applications on www.onestarfoundation.org and www.nationalservice.gov in the interest of transparency and Open Government.

**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. School Turnaround AmeriCorps applicants should respond to the additional criteria in the Glossary and Appendix.

1. **Problem/Need (9 points)**
   - The community problem/need is clearly defined and aligns with the proposed intervention.
   - The community problem/need is prevalent and severe in communities where members will serve and has been well documented with relevant data.

2. **Theory of Change and Logic Model (15 points)**
   - The applicant’s proposed intervention is clearly articulated including the design, 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 theory of change should be either evidence-informed or evidence-based, meaning that the proposed intervention is guided by the best available research evidence that supports its effectiveness in the evidence section.
   - The proposed outcomes represent meaningful progress in addressing the community problem/need identified by the applicant.
   - The applicant’s AmeriCorps members will produce significant and unique contributions to existing efforts to address the stated problem.

The logic model shall depict:
- A summary of the community problem/need outlined in the narrative.
- The inputs or resources that are necessary to deliver the interventions, including:
  - Number of locations or sites in which members will provide services
  - Number of AmeriCorps members that will deliver the intervention
- 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 or sessions per week.)

- The target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level).

- The measureable outputs that result from delivering the intervention (i.e., number of beneficiaries served) 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.

Programs may include short, medium, or long-term outcomes in the logic model. While performance measure outcomes should be consistent with the program’s theory of change, programs are not required to measure all outcomes that are included in the logic model. The Logic Model should identify which National Performance Measures will be used as outcome indicators.

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

3. **Evidence Base (12 points)**

Applicants will be awarded up to 12 points for providing evidence that their proposed intervention will lead to the outcomes identified in the logic model. Applicants shall provide a description of up to two research studies or evaluations that provide evidence that the proposed intervention is effective for the target population and community problem, and should describe how this evidence places them in the highest evidence tier for which they are eligible. Applicants should pay particular attention to the requirements for each tier of evidence. More points are awarded for higher tiers of evidence.

Applicants requesting consideration for the moderate and strong evidence levels should reference the Submission of Additional Documents section for guidance on the submission of evaluation studies.

All applicants must include as much detailed information as possible in the Evidence section of the application. Applicants are advised to focus on presenting high-quality evidence from two of the strongest and most relevant studies. Studies must be evaluations of specific programs or interventions. Research that does not focus on a specific program or intervention, but rather focuses on a broader issue area or population, will not be considered applicable and will not be reviewed or receive any points.

All applicants must include a description of up to two research studies or evaluations in order to earn points, including the following information:

- The date of the research or evaluation was completed, and the time period for which the intervention was examined
- A description of the target population studied (e.g. the demographics)
- The methodology used in the study (e.g., outcome study, random assignment, regression discontinuity design, or propensity score matching)
- A description of the data, data source, and data collection methods
- The outcomes or impacts examined and the study findings
- The strength of the findings (e.g., confidence level, statistical power of the study design and statistical significance of findings)

Reviewers will examine the descriptions (and attached studies if relevant) using the following criteria:

- How closely the intervention evaluated in the studies matches the one proposed by the applicant;
- The methodological quality and rigor of the studies presented (e.g., sample size and statistical power, internal and/or external validity, use of control or equivalent comparison groups, baseline equivalence and study attrition, etc.);
- Strength and consistency of the findings, with preference given to findings that show a meaningful and persistent positive effect on participants demonstrated with confidence levels; and
• The date of the study, with a preference towards studies that have been conducted within the last six years.

If the evidence submitted as part of an application does not describe a well-designed and well-implemented evaluation, the applicant will be considered for a lower tier of evidence and related point values.

Requirements associated with the five evidence tiers are described below.

• **No Evidence** (0 Points) means that the applicant has not provided evidence that they have systematically collected any qualitative or quantitative data to date.

• **Pre-preliminary Evidence** (1-2 points) means the applicant has demonstrated data collection experience testing or tracking at least one aspect of its logic model. For example, the applicant has collected systemic and accurate data on one or more of the following: the community need the proposed intervention will address, the program intervention’s activities and services delivered, participation in the intervention by the target population, and/or participant outcomes (for example, performance measurement data or a process evaluation assessing implementation of the intervention).

  The data collection process and results must be described fully and the applicant should explain the link between data collection and the relevant component(s) of its logic model. Evidence for the pre-preliminary tier should be described in the Evidence section of the application but does not require submission of supplemental documentation.

• **Preliminary Evidence** (3-6 points) means the applicant has described up to two outcome studies about the intervention that yielded promising results for the proposed intervention or a similar intervention that the applicant will replicate with fidelity to the evaluate program model. The ways to demonstrate a preliminary level of evidence are as follows:

  o The applicant must describe at least one outcome study that was conducted of their own intervention. This must include a detailed description of the outcome study data from pre- and post-tests without a comparison group or post-test comparison between intervention and comparison groups. An outcome study includes data beyond that which is collected as part of routine performance measurement. The description should explain whether the outcome study was conducted internally by the applicant organization or by an entity external to the applicant.

  OR

  o The applicant must describe at least one random control trial study or quasi-experimental evaluation (e.g. propensity score matching) that found positive results for the same intervention that the applicant plans to replicate. The description should include details about how the intervention studied and the applicant’s proposed approach are the same and how the applicant will replicate the intervention with fidelity to the program model. The study must have been conducted by an entity external to the organization whose program was studied.

  OR

  o The applicant may submit evidence from both bullets listed above. In this case, the applicant must provide data from an outcome study of an intervention it has previously implemented (see above) and also proposes to modify their program by replicating another random control trial study or quasi-experimental evaluation. Applicants should describe their previous outcome study and should also describe and submit the study (ies) of the proposed evidence-based intervention.

For the purpose of this Notice, “replicate” means that the key elements of the applicant’s intervention are implemented as the evidence-based program model describes (e.g., in terms of content or curriculum, delivery process, and target population), and the applicant’s adaptations are relatively minor. For example, an applicant implementing an intervention using certified teachers to administer the curriculum would not be considered replicating that program with fidelity if it replaces
teachers with AmeriCorps members who are not certified teachers, because the documented success of the intervention relied on the specialization of certified teachers.

- **Moderate Evidence** (7-9 Points) means the applicant has submitted up to two well-designed and well-implemented studies that evaluated the same intervention described in this application and identified evidence of effectiveness on one or more key desired outcomes of interest as depicted in the applicant's logic model. Evidence of effectiveness (or positive findings) is determined using experimental design evaluations (i.e., Randomized Controlled Trials (RCT)) or quasi-experimental design evaluations (QED) with statistically matched comparison (i.e., counterfactual) and treatment groups. The ability to generalize the findings from the RCT or QED beyond the study context may be limited (e.g., single-state). The studies were conducted by an independent entity external to the organization implementing the intervention.

Applicants classifying their evidence as **Moderate** must submit up to two evaluation reports from external sources or evaluations published in peer-reviewed articles as separate attachments.

Current OneStar or CNCS grantees are required to submit an evaluation report of their CNCS funded program. The CNCS-required evaluation report may count towards one of the two studies required for the Moderate evidence tier or may be submitted in addition to this. In the latter case, all three studies will be considered against the review criteria.

If the applicant is not a current grantee, then more than two studies will not be considered.

- **Strong Evidence** (10-12 points) means the applicant has demonstrated that the intervention has been tested nationally, regionally, or at the state-level (e.g., multi-site) using a well-designed and well-implemented QED or RCT. Alternatively, the proposed intervention’s evidence may be based on multiple (up to two) well-designed and well-implemented QEDs or RCTs in different locations or with different populations within a local geographic area. The overall pattern of study findings is consistently positive. Findings from the RCT or QED studies may be generalized beyond the study context. The studies were conducted by an independent entity external to the organization implementing the intervention.

Applicants classifying their evidence as **Strong** must submit up to two evaluation reports from external sources or evaluations published in peer-reviewed articles as separate attachments.

Current CNCS grantees are required to submit an evaluation report of their CNCS funded program. The CNCS-required evaluation report may count towards one of the two studies required for the Strong evidence tier or may be submitted in addition to this. In the latter case, all three studies will be considered against the review criteria.

If the applicant is not a current grantee, then more than two studies will not be considered.

4. **Notice Priority** (3 points)

- The applicant proposed program fits within one or more of the 2016 CNCS AmeriCorps funding priorities as outlined on page 3 and more fully described in the Glossary.

- The proposed program meets all of the requirements detailed on page 3 and in the Glossary.

5. **Member Training** (4 points)

- AmeriCorps members will receive high quality training to provide effective service.

- AmeriCorps members and volunteers will be aware of, and will adhere to AmeriCorps requirements including the rules regarding prohibited activities (see Glossary).

6. **Member Supervision** (2 points)

- AmeriCorps members will receive high quality 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.
7. **Member Experience** *(3 points)*

- AmeriCorps members will gain skills and experience 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.
- AmeriCorps members will have access to meaningful service experiences, including opportunities for reflection and connection to the broader National Service network.
- The program will recruit AmeriCorps members from the geographic or demographic communities in which the programs operate.

8. **Commitment to AmeriCorps Identification** *(2 points)*

- The applicant clearly describes how member will know they are AmeriCorps members.
- The applicant clearly describes how the staff and community members where the members are serving will know they are AmeriCorps members.
- The applicant clearly describes how AmeriCorps members will be provided with and will wear service gear that prominently displays the AmeriCorps logo daily.

**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** *(10 points)*

- The organization has the experience, staffing, and management structure to plan and implement the proposed program.
- The organization has adequate experience administering AmeriCorps grants or other state or federal grants effectively.
- The organization has sufficiently engaged community members and partner organizations in planning and implementing its intervention.

As documentation of community support and commitment to the program please procure, keep on file, but do not submit, letter(s) from the applicant’s most significant community partner(s). The letter(s) should include what the partner(s) see as the benefit to the community provided by the applicant’s AmeriCorps members and what activities would not happen without the AmeriCorps members.

2. **Compliance and Accountability** *(15 points)*

- The applicant’s organization, in implementation and management of its AmeriCorps program, will prevent and detect compliance issues.
- The applicant will hold itself, subgrantees, and service site locations (if applicable) accountable if instances of risk or noncompliance are identified.
- The organization will comply with AmeriCorps rules and regulations including those related to prohibited and unallowable activities at the grantee, subgrantee, and service site locations (if applicable).
- The AmeriCorps members service will not duplicate, displace, or supplant volunteers, staff and/or interns.

**Cost Effectiveness and Budget Adequacy** *(25 percent)*

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

1. **Cost Effectiveness** *(18 points)*

- The budget is sufficient to carry out the program effectively.*
• The budget aligns with the applicant’s narrative.*
• The program design is cost effective and the benefits justify the cost.
• The applicant has raised or describes an adequate plan to raise non-CNCS resources to fully support the program.
• The applicant, if recompeting, has a lower cost per Member Service Year (MSY – see Glossary) than approved in previous grants, or provides a compelling rationale for the same or increased cost including why this increase could not be covered by the grantee share.

*Program costs not included in the formal budget, including for Fixed Amount and Partnership Challenge grantees, must be described in this section in sufficient detail to allow reviewers to assess their sufficiency and alignment.

Having a low Cost Per Member Service year (MSY) is a competitive advantage. New applicants that submit with a low cost per MSY and recompeting applicants that submit with a lower cost per MSY than previously funded may receive higher priority for funding. Applicants requesting a higher cost per MSY than in previous years must justify their requests.

2. Budget Adequacy (7 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.

Applicants must complete the budget and ensure the following information is in the budget narrative (requested information in the budget screens):
• Identify the non-CNCS funding and resources necessary to support the project.
• Indicate the amount of non-CNCS resource commitments, type of commitments (in-kind and/or cash) and the sources of these commitments.

• Evaluation Plan (Required for recompeting grantees – 0 percent)

If the applicant is competing for the first time, please enter N/A in the Evaluation Plan field since it pertains only to recompeting grantees. If the applicant is recompeting for AmeriCorps funds for the first time (see definition of “recompeting” below) the program must submit its evaluation plan in the Evaluation Plan field in eGrants. If the applicant is recompeting for a subsequent time, the program must submit its evaluation report via email to grants@onestarfoundation.org by the application deadline, as well as an evaluation plan or the next three-year period in the Evaluation Plan field in eGrants. Evaluation plans submitted outside of eGrants will not be reviewed.

Evaluation plans must include as much information as possible for each of the following (see Frequently Asked Questions: Evaluation, available at http://www.nationalservice.gov/resources/evaluation/cncc-evaluation-policies):
• A short description of the theory of change – why the proposed intervention is expected to produce the proposed results;
• Outcome of interest – clear and measureable 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 (or hypotheses) that are clearly connected to the outcomes;
• Study components – a) a 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; b) description of the sampling methods, measurement tools, and data collection procedure, and c) an analysis plan;

- Qualifications needed for the evaluator; and
- The estimated budget.

For more information about evaluation planning, visit the Evaluation Section of OneStar’s Grantee Resource Library.

The evaluation requirements differ depending on the amount of the grant, as described in 45 CFR §2522.710:

- 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 evaluation or the program, 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 OneStar or CNCS as required in §2522.730.

A program will be considered a recompeting application if it satisfies the CNCS definition of “same project” (see Glossary) and has been funded competitively for at least one complete three-year cycle. If the project satisfies the definition of same project and the applicant has completed one three-year cycle, it will be required to submit an evaluation plan. If the project satisfied the definition of same project and the applicant has completed two or more three-year cycles, the applicant will be required to submit an evaluation report as well as an evaluation plan for the upcoming 3 year grant. If the project does not satisfy the definition of recompeting, it will not be required to submit an evaluation plan, summary, or completed evaluation report.

The Evaluation Plan field of eGrants does not count towards the page limit of the application; however, it does have a set character limit. Applicants should print out the report to ensure the narrative does not exceed the character limits when entered in eGrants.

State/Territory subgrantees and/or National Direct Grantees with an average annual CNCS program grant of $500,000 or more that are recompeting for funds are 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 eGrants. The request should clearly explain: a) the evaluation constraints faced by the program, b) why the proposed approach is the most rigorous option feasible, and c) how the proposed alternative approach will help the grantee build their evidence base. Evaluation plans should include, at a minimum, the required elements listed in this Notice. The evaluation plan must be consistent with the information submitted in the competitive funding application and in the request for approval of an alternative evaluation approach. More information on alternative evaluation approaches can be found here.

If the request for the alternative evaluation approach and the evaluation plan itself will exceed the character limit of the evaluation summary or plan field in eGrants, the applicant should do the following:

- Enter the evaluation plan in the evaluation summary or plan field in eGrants.
- Include a note in the evaluation summary or plan field stating that the applicant is requesting an alternative 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.

- **Amendment Justification** *(0 percent)*
  Enter N/A. This field will be used if you are awarded a grant and need to amend it.

- **Clarification Information** *(0 percent)*
  Enter N/A. This field will be used to enter information that requires clarification in the post-review period.
• **Continuation Changes** (0 percent)
  Enter N/A. This field will be used to enter changes in your narratives during.

**Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management**
Applications must include a DUNS number and an Employer Identification Number. The DUNS number does not replace an Employer Identification Number. DUNS numbers may be obtained at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online: [http://fedgov.dnb.com/webform](http://fedgov.dnb.com/webform). The website indicates a 48-hour e-mail turnaround time on requests for DUNS numbers; however, CNCS suggests registering at least 30 days in advance of the application due date. After obtaining a DUNS number, all applicants must be registered with the System for Award Management (SAM) at [https://www.sam.gov/portal/public/SAM/](https://www.sam.gov/portal/public/SAM/).

SAM collects, validates, stores, and disseminates data in support of Federal agency contracts, grant awards, cooperative agreements, and other forms of federal assistance. All grant recipients are required to maintain a valid SAM registration, which must be renewed annually. Applicants that are not already registered with SAM are urged to begin the registration process immediately in order to avoid any delays in submitting applications. Applicants must have a DUNS number in order to register with SAM. To register online go to [https://www.sam.gov/portal/public/SAM/](https://www.sam.gov/portal/public/SAM/).

**Required Supplemental Materials**
An application is only complete if it includes all required documentation and is received by the application due date. Incomplete applications will not be considered. All application components are due by the application deadline. In addition to the narrative, budget, performance measures and logic model submitted via eGrants, OneStar requires the submission of the following:
- Form A – Member Placement Chart *(required)*
- Form B – Organizational Capacity Survey *(required)*
- Form C – Source of Matching Funds Chart *(required)*
- Independent Financial Statement Audit and A-133(if applicable) *(required)*
- Organizational Chart *(required)*
- Evaluation *(current grantees only)*
- Labor Union Concurrency *(if applicable)*
- Federally Approved Indirect Cost Agreement *(if applicable)*

*Forms A, B and C can be found on the OneStar Foundation website: [http://onestarfoundation.org/americorpstexas/available-funding/](http://onestarfoundation.org/americorpstexas/available-funding/).*

All Required Supplemental Materials must be submitted to OneStar via email to grants@onestarfoundation.org by the submission deadline.

**B. Submission Dates and Times**

**Required Notice of Intent to Apply**
Submission of a Notice of Intent to Apply Form is **required** to be eligible for this competition. The Notice of Intent to Apply form must be completed using the form available on the OneStar Website located at [http://onestarfoundation.org/americorpstexas/available-funding/](http://onestarfoundation.org/americorpstexas/available-funding/) and sent via email to grants@onestarfoundation.org by the submission deadline.

To be considered for AmeriCorps Competitive Funding, the Notice of Intent to Apply form must be submitted by: 10:59:59 PM Central on **Monday, September 28, 2015**.

To be considered for AmeriCorps Formula Funding, the Notice of Intent to Apply form must be submitted by: 10:59:59 PM Central on **Thursday, February 18, 2016**.

OneStar will not review or consider Notification forms received after the deadline. Submitting a Notice of Intent form does not obligate you to submit an application. Failure to submit a Notice of Intent to Apply will render an applicant ineligible to apply.

**Application Submission Deadline**
To be considered for AmeriCorps Competitive Funding, the application must be completed and submitted in eGrants and all additional documents must be submitted via email to grants@onestarfoundation.org by: 10:59:59 PM Central on **Monday, October 26, 2015**.
To be considered for AmeriCorps Competitive Funding, the application must be completed and submitted in eGrants and all additional documents must be submitted via email to grants@onestarfoundation.org by: 10:59:59 PM Central on Thursday, March 3, 2016.

Late Applications
Late applications will not be accepted. OneStar and CNCS do not accept applications submitted via fax or email.

C. Funding Restrictions

Types of Grants
AmeriCorps grants can be awarded on a cost reimbursement or fixed amount basis. CNCS will not provide both types of grants for the same project in one fiscal year (see Glossary).

Table 1: General Summary

<table>
<thead>
<tr>
<th>Grant Types</th>
<th>Cost Reimbursement</th>
<th>Fixed Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Available Subtypes</td>
<td>Traditional</td>
<td>Full-time/Less than FT serving in a full-time capacity</td>
</tr>
<tr>
<td>Maximum Cost per MSY</td>
<td>$13,730</td>
<td>$13,430</td>
</tr>
<tr>
<td>Type of Slots in the National Service Trust</td>
<td>All</td>
<td>Full-Time or Less than Full-Time serving in a full time capacity only</td>
</tr>
<tr>
<td>Budget Submission Required</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Availability of Funds linked to enrollment and retention of awarded MSYs</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Special Requirements</td>
<td>N/A</td>
<td>Must place qualified professionals in communities with an inadequate number of such professionals. Member salaries must be paid entirely by the organization(s) where members serve and not included in the budget</td>
</tr>
<tr>
<td>Match Requirements</td>
<td>Yes</td>
<td>Yes; living allowance or salary paid to members may not be counted toward the match requirement.</td>
</tr>
<tr>
<td>Financial Tracking Requirements</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Available to New Applicants</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

*CNCS's assumption is that Professional Corps will be covering the operating expenses associated with the AmeriCorps program through non-CNCS funds and thus will not be requesting operating funds as part of their applications. CNCS will consider operating funds of up to $1,000 per MSY if an applicant is able to demonstrate in its narrative and supporting budget materials significant organizational financial need and substantial challenges to raising non-CNCS resources.

Member Living Allowance
The proposed budget must include a living allowance for full-time members that is between $12,530 (minimum) and $25,060 (maximum) per member except as noted below. A living allowance is not considered a salary or wage.

Cost reimbursement 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.

While Fixed Amount grant applicants are not required to submit detailed budgets, they are still required to provide a living allowance that complies with the minimum and maximum requirements to members. Most 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 2: Minimum and Maximum Living Allowance

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum Number of Hours</th>
<th>Minimum Living Allowance</th>
<th>Maximum Living Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time</td>
<td>1700</td>
<td>$12,530</td>
<td>$25,060</td>
</tr>
<tr>
<td>Half-Time</td>
<td>900</td>
<td>n/a</td>
<td>$13,265</td>
</tr>
<tr>
<td>Reduced Half-Time</td>
<td>675</td>
<td>n/a</td>
<td>$9,950</td>
</tr>
<tr>
<td>Quarter-Time</td>
<td>450</td>
<td>n/a</td>
<td>$6,635</td>
</tr>
<tr>
<td>Minimum-Time</td>
<td>300</td>
<td>n/a</td>
<td>$4,420</td>
</tr>
</tbody>
</table>

• **Exceptions to the Living Allowance Requirements**
  If a program existed prior to September 21, 1993, a living allowance is not required. If an applicant chooses to offer a living allowance, it is exempt from the minimum requirement of $12,530, but not the maximum requirement of $25,060.

• **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. School Turnaround AmeriCorps EAPs may exceed the maximum living allowance.

• **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 are paid entirely by the organizations with which the members serve, and are not included in the budget.

**Maximum Cost per Member Service Year (MSY)**

Maximum Costs per MSY are set forth in Table 3 below. 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.

Recomputing grantees requesting a higher cost per MSY than in the previous year must include a compelling rationale for this increased cost. This applies even if the increased cost per MSY is less than the maximum.

Table 3: 2016 Maximum Cost per MSY

<table>
<thead>
<tr>
<th>Grant Program</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Competitive State Grant (cost reimbursement)</td>
<td>$13,730</td>
</tr>
<tr>
<td>Professional Corps Grant (cost reimbursement)</td>
<td>$1,000*</td>
</tr>
<tr>
<td>Professional Corps Grant (fixed-amount)</td>
<td>$1,000*</td>
</tr>
<tr>
<td>Education Award Program Grant (fixed-amount)</td>
<td>$800</td>
</tr>
<tr>
<td>Education Award Program Partnership Challenge Grant**</td>
<td>$0</td>
</tr>
<tr>
<td>Full-Time Fixed Amount Grant (fixed-amount)</td>
<td>$13,430</td>
</tr>
</tbody>
</table>

*CNCS’s assumption is that Professional Corps will be covering the operation expenses associated with the AmeriCorps program through non-CNCS funds and thus will not be requesting operating funds as part of their application. CNCS will consider operating funds of up to $1,000 per MSY if an applicant is able to demonstrate in its narrative and supporting budget materials significant organizational financial need and substantial challenges to raising non-CNCS resources.

**Partnership Challenge applicants should apply as an EAP program in eGrants but will request $0 cost per MSY.

Programs operating in rural communities (as defined in the Glossary) and programs that recruit opportunity youth as AmeriCorps members may request up to $13,930 cost per MSY for the AmeriCorps members that will be serving in
rural areas or who are opportunity youth. School Turnaround AmeriCorps applicants serving exclusively in rural schools may request up to $15,000 cost per MSY. All applicants must include a compelling case as to why the applicant’s cost per MSY must be higher.

D. Amount of the Segal AmeriCorps Education Award for FY2016
AmeriCorps members serving in programs funded with FY2016 dollars who successfully complete a term of service will receive an Education Award from the National Service Trust of $5,775 for a year of full-time service, with correspondingly smaller awards for less-than-full-time service. 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.

Table 4: Term of Service and Education Award

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum Number of Hours</th>
<th>Education Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time</td>
<td>1700</td>
<td>$5,775</td>
</tr>
<tr>
<td>Half-Time</td>
<td>900</td>
<td>$2,887.50</td>
</tr>
<tr>
<td>Reduced Half-Time</td>
<td>675</td>
<td>$2,199.92</td>
</tr>
<tr>
<td>Quarter-Time</td>
<td>450</td>
<td>$1,527.45</td>
</tr>
<tr>
<td>Minimum-Time</td>
<td>300</td>
<td>$1,221.96</td>
</tr>
</tbody>
</table>

APPLICATION REVIEW INFORMATION

A. Selection Criteria
The assessment of applications involves a wide range of factors and considerations. OneStar will engage external reviewers to provide insight and input with respect to eligible applications. In addition, OneStar staff will apply their experience and expertise in evaluating applications. In the end, the review and selection process will produce a diversified set of high-quality programs that represent the priorities and selection factors described in this Notice.

Specifically, the review and selection process will:

1. Identify eligible applications that satisfy the following considerations:
   - High alignment with narrative assessment criteria.
   - High alignment with priorities outlined in this Notice, including priority-specific requirements as detailed in the Glossary.
   - Relative risk and opportunity.

2. Yield a diversified portfolio based on the following strategic considerations:
   - Meaningful representation of:
     - Geographic diversity
     - Rural communities (defined in the Glossary)
     - Small, medium and large programs
     - Faith- and community-based organizations
   - Focus area representation
   - Organizations and/or program models that recruit and engage traditionally underrepresented populations as AmeriCorps members (e.g., people with disabilities, low-income individuals, older Americans, etc.) and expand opportunities to serve as AmeriCorps members.
   - High ratio of match and/or other revenue to CNCS investment
   - Evidence levels

B. Review and Selection Process

1. Compliance and Eligibility Review
OneStar staff will review all applications submitted to OneStar to determine compliance with eligibility, deadline, and completeness requirements. In order to be compliant and advance to Phase One of Review, an applicant must satisfy all of the following requirements:
• Submit the Notice of Intent to Apply form by the deadline. (September 28, 2015 for Competitive consideration or February 18, 2016 for Formula consideration)
• Submit an application and all required additional documents by the application submission deadline. (October 26, 2015 for Competitive consideration or March 3, 2016 for Formula consideration)
• Submit an application that is complete, in that it contains all required elements and additional documents and follows the instructions provided in this Notice.
• Submit an application with a minimum of 20 Member Service Years (MSYs)

2. Phase One Review
An assessment of the applicant’s eligibility for Competitive or Formula funding will be conducted by OneStar Foundation staff based on Notices of Intent to Apply forms received by September 28, 2015. Applicants who submit a Notice of Intent to Apply form by September 28th will be notified of their consideration for Competitive or Formula funding by September 30, 2015.

3. Phase Two Review
OneStar staff will conduct a review of the application narrative to include the Program Design, Organizational Capability, Cost Effectiveness and Budget Adequacy, Theory of Change and Logic Model. Feedback will be provided to all reviewed applicants on November 12, 2015. Applicants will have an opportunity to consider the feedback provided and submit a final application on December 7, 2015.

All submitted applications will receive: 1) an assessment of the applicant’s past performance for the same program model (if applicable), 2) a review of the Theory of Change and Logic Model portion of the application narrative, 3) a review of the Evidence Base portion of the application, 4) a review of the Performance Measures, and 5) a review of the Budget, Organizational Capacity Survey, and Source of Matching Funds. Each application will be read by several OneStar Foundation staff.

OneStar will assess its recompeting and previous grantees related to past performance. 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, OneStar will consider the following for applicants that are current or previous grantees and are submitting applications for the same program model (OneStar’s Grantee Expectations Policy is available on the OneStar Foundation website: http://onestarfoundation.org/americorpstexas/grantee-resources/):
• Meeting Performance Measures
• Enrollment and Retention rates
• Compliance with the 30-Day Enrollment and 30-Day Exit Cycle time
• Asset Utilization
• Meeting regulatory and budgeted match

Applicants should hold January 6 – 18, 2016 to respond to any clarification items as required by OneStar before an application is submitted to CNCS for their review and consideration.

4. Selection of Applications for Phase Three Review
Applications will advance to Phase Three Review based on the results of Phase One and Phase Two, as well as consideration of the priorities and the strategic considerations outlined in the Notice. Those applications that do not advance to Phase Three will be held for Formula Consideration (Phase Four and Five).

5. Risk Assessment Evaluation
OneStar staff and OneStar’s National Service Commission Board 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 evaluation of the applicant’s eligibility for funding or the quality of its application on the basis of the Selection Criteria. Results from this evaluation will inform funding decisions. If OneStar determines that an award will be made, special conditions that correspond to the degree of risk assessed may be applied to the award. In evaluating risk, OneStar may consider the following, but not limited to:
• Financial stability;
• Quality of financial management systems and ability to meet the administrative standards prescribed in applicable OMB guidance;
• History of performance as reflected in the applicant’s record in managing previous CNCS or OneStar awards, including:
  o Timeliness of compliance with applicable reporting requirements, and
  o If applicable, meeting matching requirements, and
  o If applicable, the extent to which any previously awarded amounts will be expended prior to future awards;
• Information available through any OMB-designated repositories of government-wide eligibility qualifications or financial integrity information, such as:
  o Federal Awardee Performance and Integrity Information systems (FAPIIS)
  o Dun and Bradstreet, or
  o “Do Not Pay”
• Reports and findings from single audits performed under OMB Circular A-133 and findings of any other available audits;
• IRS Tax Form 990;
• An applicant organization’s annual report;
• Publicly available information including information from an applicant organization’s website; and
• Any other information listed in 45 CFR § 2522.140; and
• The applicant’s ability to effectively implement statutory, regulatory, or other requirements.

6. Selection for Nomination
Applicants that do not advance from Phase Three and the Risk Assessment Evaluation will not be submitted to CNCS as a Nomination for Competitive funding consideration. The OneStar Foundation National Service Commission Board will select the final applicants to be nominated for Competitive funding consideration based on OneStar staff recommendations on the quality of response (including clarification responses) against the criteria, programmatic and financial risk assessments, the Notice’s priorities and strategic considerations. Applicants being nominated for Competitive funding consideration will be notified on January 20, 2016.

7. Phase Four Review
Each application that passes the Compliance and Eligibility Review will be provided to external reviewers. External reviewers will assess applications based on the Program Design, Organizational Capability, and the Cost Effectiveness and Budget Adequacy criteria. External reviewers will be recruited and selected on the basis of demonstrated knowledge of AmeriCorps programming, and/or the selection criteria and focus areas. All external reviewers will be screened for conflicts of interest. Each application will be reviewed by several external reviewers.

8. Selection of Applications for Phase Five Review
Applications will advance to Phase Five based on the results of Phase Four. Those applications that do not advance to Phase Five will not be recommended for funding.

9. Phase Five Review
Several OneStar staff will assess the entire application and additionally submitted documents on the basis of the selection criteria. Some applicants may receive requests to provide clarifying information and/or make changes to their application including changes to the budget. Applications may be recommended for funding even if they are not asked clarification questions. A request for clarification does not guarantee a grant award. Failure to respond to requests for additional information in a timely manner may result in the removal of an application from consideration. Applicants should hold April 27 – May 18, 2016 to respond to any clarification items as required by OneStar.

10. Selection for Formula Funding
Applicants that do not advance from Phase Five and the Risk Assessment Evaluation will not be recommended for Formula funding consideration. The OneStar Foundation Commission Board will select the
final applicants to be selected for Formula funding based on OneStar staff recommendations on the quality of response (including clarification responses) against the criteria, programmatic and financial risk assessments, the Notice’s priorities and strategic considerations. Applicants being selected for Formula funding will be notified on June 24, 2016.

OneStar anticipates that the 2016-2017 grant competition will be highly competitive. OneStar will first fund current Continuation programs and will fund remaining applicants based on availability of funding.

11. Feedback to Applicants
In conjunction with the notification of nomination (January 20, 2016) or notification of selection (June 24, 2016), each applicant will receive a blank copy of the review form, all comments related to the submitted application and information on how the application ranked amongst all submitted applications. 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.

C. Anticipated Announcement of Federal Award Dates
CNCS and OneStar will award grants following the grant selection announcement. Depending on the availability of funding, CNCS expects that successful Competitive applicants will be notified no later than May 13, 2016, contingent on timely full year appropriations. OneStar expects that successful Formula applicants will be notified no later than June 24, 2016.

FEDERAL AWARD ADMINISTRATION INFORMATION

A. Federal Award Notices
Applicants will be notified via email as to funding decisions. This notification is not an authorization to begin grant activities. The Notice of Grant Award (NOGA) is the authorizing document for beginning grant activities.

B. Administrative and National Policy Requirements
Documents that Govern the Grant
The Notice of Grant Award incorporates the approved application as part of a binding commitment under the grant as well as the AmeriCorps regulations and grant provisions.

Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
Grants under this program are subject to 2 CFR 200 and CNCS regulations issued to implement Part 200. Those regulations supersede and streamline requirements from OMB Circulars A-21, A-87, A-110, and A-122 (which have been placed in OMB guidance); Circulars A-89, A-102, and A-133; and the guidance in Circular A-50 on Single Audit Act follow-up.

National Service Criminal History Check Requirements
The National Service Criminal History Check (NSCHC) is a screening procedure established by law to protect the beneficiaries of national service. The law requires recipients to conduct and document NSCHCs on any person (including award-funded staff, national service participant, or volunteer) receiving a salary, living allowance, stipend or education award through a program receiving CNCS funds. 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.

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

All award-funded 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 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; or
  - A fingerprint-based FBI criminal history check

Special Rule for Persons Serving Vulnerable Populations. Award-funded staff, national service participants, and volunteers with recurring access to vulnerable populations (i.e., children age 17 or younger, individuals age 60 or older, or individuals with disabilities) must undergo NSCHCs that include:
A nationwide name-based check of the NSOPW; and

Both
  
  o 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
  
  o A fingerprint-based FBI criminal history check.

See 45 C.F.R. § 2540.200 - § 2540.207 and http://www.nationalservice.gov/resources/criminal-history-check for complete information and FAQs. Vendor checks (checks performed by commercial vendors) are often noncompliant with these requirements. Inability of a grantee to demonstrate that they have conducted an NSOPW and other required criminal history checks, as specified in CNCS’s regulations, may result in disallowance of all or part of the costs associated with noncompliance.

**Use of Material**

To ensure that materials generated with CNCS funding are available to the public and readily accessible to grantees and non-grantees, 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. 45 CFR § 2543.36; 2541.30.

**C. Reporting**

Cost reimbursement grantees are required to provide mid-year and end of year 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.

Fixed Amount grantees are required to provide mid-year and end of year progress reports and an internal or external evaluation report.

While applications will not be evaluated on these criteria, grantees will be expected to have data collection and data management policies and practices that provide reasonable assurances that they are providing CNCS with high quality programmatic and financial data. At a minimum, grantees should have policies and practices which address the following five aspects of data quality:

- The data measures what it intends to measure;
- The grantee collects data in a consistent manner;
- The grantee takes steps to correct data errors;
- The grantee ensures that the data reported is complete; and
- The grantee actively reviews data prior to submission

**Progress Report Data**

In addition to semi-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).

**Re-Focusing of Funding**

OneStar and CNCS reserve the right to re-focus funding in the event of a disaster or other compelling need for service.

**OTHER INFORMATION**

In addition to consulting the Application Instructions, Supplementary Materials, and AmeriCorps regulations as directed in this Notice, applicants are encouraged also to consult the OneStar Foundation website for a schedule of technical assistance webinar calls, and Frequently Asked Questions – that are updated during the competition period. http://onestarfoundation.org/americorpstexas/available-funding/.

**CONTACT INFORMATION**

All communication relating to this notice must be directed to the contact person named below.

For questions regarding an AmeriCorps Texas only application, contact:

**Elisa Gleeson**

Senior Grants Management Specialist
Communication related to this application shall be directed to the contact person named above. All emails and phone calls will be returned within a reasonable amount of time. Applicants are encouraged to submit their questions well in advance of the deadline as OneStar is not obligated to respond to questions that are received 48 hours prior to the due date.

For questions regarding multi-state or Indian Tribe applications to be submitted directly to CNCS, contact:

**Corporation for National and Community Service**
Phone: (202) 606-7508
TTY: (202) 606-3472
Email: americorpsgrants@cns.gov