

AmeriCorps Texas 2021-2022 Planning Grant

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Outreach Officer
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AmeriCorps Texas Planning Grant

- A planning grant provides financial support to organizations that will be developing an AmeriCorps program that will place AmeriCorps members in service solely within Texas.
- Grant recipients are awarded up to **\$75,000** for a **12-month planning period to start no earlier than September 1, 2021** and are expected to be better prepared to compete for an AmeriCorps program grant in the following grant cycle, 2022-2023.
- A planning grant will not be used to support AmeriCorps members.



Benefits of Planning Grant

- Access to OneStar resources for developing an AmeriCorps program:
 - Assigned OneStar Program Officer and Grants Officer
 - Framework for developing systems to launch a program
 - Access to in-person trainings
 - Invitation to training webinars
- Funding to develop an AmeriCorps operating grant
 - Staff salary
 - Consultants
 - Staff travel



AmeriCorps Texas Planning Grant

- All planning grants must propose a program design that aligns with one of the 6 CNCS identified focus areas:
 1. Economic Opportunity
 2. Education
 3. Healthy Futures
 4. Veterans and Military Families
 5. Rural Intermediaries
 6. Environmental Stewardship



Eligibility Information

- An applicant must meet all criteria under *Eligibility Information*:
 - Applicants must propose AmeriCorps program designs that will operate solely within the state of Texas.
 - Planning Grants are only available to legal applicant organizations that have not previously administered an AmeriCorps State grant in Texas **or** to current AmeriCorps Texas programs proposing to explore a multi-focused intermediary model
 - Applications must have a DUNS number and an Employer Identification Number.
 - All applicants must register with the [System for Award Management \(SAM\)](#) and maintain an active SAM registration



Eligibility Information

- An applicant must meet all criteria under *Eligibility Information*:
 - Non-Federal Entities:
 - Indian Tribes (2 CFR §200.54)
 - Institutions of Higher Education (2 CFR §200.54)
 - Local Governments (2 CFR §200.64)
 - Nonprofit Organizations (2 CFR §200.70)
 - States (2 CFR §200.90)
 - Applicant organization will have and submit at the time of application submission, a Single Audit or an Independent Financial Audit from 2018 or 2019.



The Application Process

Applications must be received by:
11:59:59 PM Central on Thursday, April 8, 2021.

Submissions Due:

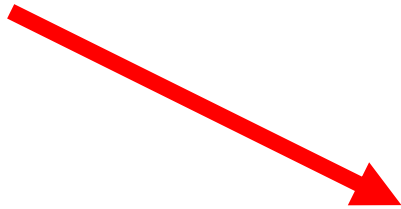
- In eGrants

-to grants@onestarfoundation.org

Late applications WILL NOT be accepted.



Application Materials



AmeriCorps Texas Planning Grant 2021-2022

This *Notice* is for **AmeriCorps Texas Planning Grants**. A planning grant provides financial support to organizations that will be developing an AmeriCorps program that will place AmeriCorps members in service solely within Texas. Grant recipients are awarded up to **\$75,000** for a **12-month planning period to start no earlier than September 1, 2021** and are expected to be better prepared to compete for an AmeriCorps program grant in the following grant cycle, 2022-2023. A planning grant will not be used to support AmeriCorps members.

Application Due	<p style="text-align: center;">April 8, 2021</p> <p>Applications are due in eGrants and additionally required documents are due via email to grants@onestarfoundation.org by 11:59:59 PM Central on Thursday, April 8, 2021.</p> <p>Late or incomplete applications will not be accepted.</p>
Notification of Selection	<p style="text-align: center;">June 8, 2021</p> <p>All applicants will be notified if they have been selected by June 8, 2021.</p>
Budget Period	<p style="text-align: center;">September 1, 2021</p> <p>Applicants may propose a budget period start date of September 1, 2021 or later. The planning grant period is for 12 months.</p>

Planning Grant Notice and Instructions

- 2021 – 2022 AmeriCorps Texas Planning Grant Notice and Instructions



Award Information

- Applicants may apply for up to a maximum of **\$75,000** to support planning grant activities.
- The project period for these grants is **up to one year (12 months)**. The project start date will be **September 1, 2021** or later.
- Applicants must provide **24% of the total project costs in match**. Match may be cash or in-kind.



Submission Information

All applicants are required to apply using eGrants, CNCS’s online application system.

1. At the bottom of the home page, click on ***Start a New Application***.
2. Select ***AmeriCorps*** for your program area
3. Select the following NOFA: ***FY 2021 AmeriCorps State and Territory Commission (New and Continuations)***
 1. Note: The “Due Date” will be listed as 1/8/2021, please ignore this due date and ensure that you select the correct NOFA.
4. The next page will prompt you to select the state in which you are applying, select ***Texas***
5. Select the following Prime Application ID: **21AC230066!**
6. When choosing a Program Name, choose a title such as: “[YOUR PROGRAM NAME] – AmeriCorps Planning Grant



Application Formatting

- When you copy and paste text from a Word type document into eGrants the apostrophe will often turn into ¿.
 - Be sure to save time in your review to correct these errors.
- Be aware of extra space in between your paragraphs.
 - Proofread to ensure that extra space is taken out, you'll want all the space you can get so that you exactly meet your page limits.
- Respond to the Criteria in the order in which it is requested. Be very clear on what you are responding to by typing the heading in ALL CAPS.



Planning Grant Narrative

■ Executive Summary

- *The [Name of the organization] proposes to develop an AmeriCorps program serving in [the location(s) the AmeriCorps program will serve] that 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, tribal, and federal funds] in public funding and \$[amount of non-governmental funds] in private funding. No AmeriCorps members will be needed to execute this plan.*



Planning Grant Narrative

■ Program Design - 50 Points

- Describe why you are applying for a planning grant and what you hope to achieve during the one-year planning period, including but not limited to:
 - The problem you plan to solve with your AmeriCorps program.
 - Evidence that the need exists
 - Why AmeriCorps members are well suited to address the need.
 - Determining the most appropriate AmeriCorps member activities to address the identified need.
 - The target community(ies) the program would serve.
 - Creating a process for selecting, operating and service sites (if applicable) that will ensure the most appropriate and capable organizations are selected.



Planning Grant Narrative

■ Program Design

- Describe how the program developed through this planning grant will be new or develop a new aspect or expansion of an existing program.
- Describe a clear and logical planning process, including:
 - A detailed description of the planning process and which staff are leading it.
 - A well-developed timeline for planning activities.
 - A clear description of how the planning period will be used to develop the necessary components to effectively manage an AmeriCorps program in the future.



Planning Grant Narrative

■ Organizational Capability – 25 Points

- Identify the primary program and primary fiscal contacts for the grant application include secondary contacts if applicable.
- The applicant has the experience, staffing, and management structure to plan the proposed program.
- The applicant has prior experience in the proposed area of programming.



Planning Grant Narrative

■ Cost Effectiveness and Budget Adequacy – 25 Points

- No narrative should be entered in the narrative box except for “See Budget”.
 - 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.
 - 24% Match is submitted with adequate information included in the “Source of Funds” section to support the amount written in the budget.
 - The submitted request is equal to or less than the maximum allowed for a planning grant, \$75,000.



Planning Grant Narrative

■ Cost Effectiveness and Budget Adequacy

- Applicants must complete the budget and ensure the following information is in the budget screens:
 - Current indirect cost rate if used to claim indirect/administrative costs.
 - Identify the non-AmeriCorps funding and resources necessary to support the project.
 - Indicate the amount of non-AmeriCorps resource commitments, type of commitments (in-kind and/or cash), the sources of these commitments, and if the commitments are “secured” or “proposed”.



Additional Documents

- Current indirect cost rate agreement, *if applicable*.
- Organizational Chart.
 - *The Organizational Chart that is submitted must clearly show where the AmeriCorps program would be within the Organization.*
- Independent Financial Statement Audit from 2018 or 2019
 - *Submit the most recently completed*
 - *Not required for Colleges, Universities, or School Districts*
- Single Audit from 2018 or 2019
 - *Submit the most recently completed (if applicable)*
 - *Not required for Colleges, Universities, or School Districts*



Additional Documents

- Submit By: 11:59:59 PM Central on April 8, 2021
- Send To: grants@onestarfoundation.org
- Subject Line: [legal applicant name] – [application ID number]
- Email should Include:
 - Legal Applicant Name and Point of Contact Information (name, email, phone)
 - Application ID Number
 - List of documents attached to the email
 - Individually saved files that are clearly labeled
 - Do Not send one large PDF.
 - Files include the legal applicant name and application ID in the body of each document.
- Kailee will send a confirmation of receipt email on April 9, 2021.



Important Dates

- April 8, 2021 – Application Due
 - eGrants - Application
 - Email – Additional Documents grants@onestarfoundation.org
- June 8, 2021
 - Application Notification
- September 1, 2021
 - Earliest Planning Grant Budget Period Start Date



Questions?



For Assistance After this Webinar

For questions about this opportunity, contact:

Taylor Wolter

Outreach Officer

OneStar Foundation

Email: taylor@onestarfoundation.org

Zoom consultation available by appointment only. Email Taylor to schedule.

