

Fiscal Bi-Monthly Call

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July 11th, 2019



Agenda

- Final PER
- Final AFR
 - Program Income
- OnCorps- Set Up for 2019-20
- OnCorps- Budget Entry
 - Deadline: August 1
- OnCorps- Fixed 2%
- OnCorps- Reminders
- Call schedule for next year



Final PER

■ Due Dates and Timeline

- Due to OneStar 30 days after the budget period end date.
 - 6/30/19 end date >>> 7/30/19 due date
 - 7/31/19 end date >>> 8/30/19 due date
 - 8/31/19 end date >>> 9/30/19 due date
- Extensions granted on a case-by-case basis.
- OneStar has 30 days to review for completeness.
 - Everything is good – is approved for payment within those 30 days.
 - Something looks off – will send an email to resolve our questions



Final PER

- What we review:
 - Member FICA is 7.65%*
 - Met match percentage*
 - Did not overspend CNCS Share
 - Section III percentages*
 - Asset Utilization
 - Program Income
 - Budget Variances*
 - Total Living Allowance reported against eGrants member roster and approved member pay schedule*
 - Final AFR and APR turned in

*applies to Cost Reimbursement awards only



Final AFR

The Final AFR captures the following information:

- Program Income Report
 - Federal Funds as Match Report
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- Timeline: 30 calendar days after the budget period ends
 - Via Form Assembly: <https://www.tfaforms.com/4723689>



Final AFR

- Via Form Assembly: <https://www.tfaforms.com/4723689>

AmeriCorps Financial Report (AFR) & Program Income Form
(Version 2019)

ORGANIZATION INFORMATION

Legal Applicant Name *

Program Name *

Grant Year covered by this AFR * **2018-19**

Indicate for which submission this AFR is being completed. * **Final AFR**

Report for Period Ending *

Note: Per OneStar Grant Terms & Conditions, AFRs shall be submitted for the following periods:

- Mid-Year AFRs must cover the **start of grant through March 31.**
- Final AFRs must cover the **start of grant through the end of the budget period.**



Program Income

- Program Income: “gross income earned by the grantee that is directly generated by grant supported activity or earned as a result of the federal award during the period of performance...” (2 CFR 200.80) Including but not limited to:
 - Income from fees or services performed
 - Use or rental of real or personal property acquired under federal awards
 - The sale of commodities or items fabricated under a federal award
 - License fees and royalties on patents and copyrights
 - Principal and interest on loans made with federal awards



Program Income

- Examples of program income:
 - **Scenario:** If you place members in schools and the schools provide \$1,000 per member to the program in exchange for placing the members in the school, the revenue from the school is program income.
 - **Scenario:** Your members clear out 2 acres of brush to prevent forest fires and the county parks system pays you \$1,000, the revenue from the parks system is program income.



Program Income

- Examples of items that are NOT program income:
 - Grants received from private foundations that are not in exchange for services supported (even if it is to provide match for your federal grant)
 - Interest earned on advances of federal funds
 - Rebates, credits, discounts, and interest earned
 - **Scenario:** If Meadows Foundation gives you a \$50,000 private grant for member living allowance, this is NOT program income. The grant is not made in exchange for specific services that the members are providing the Meadows Foundation.



OnCorps Set Up for 2019-20

- Copy Program to 2019-2020 grant year
 - Available to copy over now
 - Recorded webinar:
<https://register.gotowebinar.com/recording/7389900505696562435>



OnCorps Budget Entry

- Budgets must be entered for the 2019-2020 grant year
- Deadline: August 1st
- Quick Guide: <http://onestarfoundation.org/wp-content/uploads/2014/10/OnCorps-Quick-Guide-Budget-Entry.pdf>



OnCorps Fixed Budgets

- Use **CNCS Member Support Line** and CNCS Commission Fixed Line

B. Fixed Award

Purpose - Calculation	CNCS Share	Grantee Share	Total Amount
Program grant request: $20 \times \$14,054/\text{MSY} = \$281,080$ (Member Support Costs: $\$281,080 \times .98 = \$275,458.40$) Commission Share: $\$281,080 \times .02 = \5621.60	281,080	0	281,080
CATEGORY Totals	281,080	0	281,080
SECTION Totals	281,080	0	281,080
PERCENTAGE	100%	0%	



OnCorps Fixed Budgets

- PERs: Commission 2% withheld from Fixed Grants
 - Commission 2% is entered after you have filled out the PER and clicked on “Calc Admin” button
 - Ensure that the 2% in the RFF Calculator matches what is entered in the PER line
- Updated PER instructions will be in Grantee Resources



OnCorps Reminders

- PERs are due 30 after the end of the fiscal period (including pre-award)
- State Commission 2% in the RFF calculator must be entered in to the CNCS Share Commission Fixed cell
- Remember to put the end date of the period in the comments section
- Users are managed at the program level
- Helpful guides and webinar tutorials



2019-2020 Call Schedule

- September 12, 2019
- November 14, 2019
- January 16, 2020
- March 12, 2020
- May 14, 2020
- July 9, 2020

All calls are at 1pm Central Time



Questions?

- Thanks for attending!
- Next Fiscal Webinar is September 12th at 1pm CDT
 - Registration link:
<https://attendee.gotowebinar.com/register/5603245794971342349>

