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CaliforniaVolunteers.CA.GOV

2022-23 CA Emergency Response Corps Funding Opportunity



AmeriCorps
California

REQUEST FOR APPLICATIONS

Applications due May 20, 2022

IMPORTANT NOTICE TO APPLICANTS: The following documents are necessary to complete an application for AmeriCorps funding under this opportunity. All can be found on the California Volunteers website, CaliforniaVolunteers.ca.gov/Grants/ameriCorps/.

- (1) 2022-23 CA Emergency Response Corps Request for Applications (RFA)
- (2) 2022-23 CA Emergency Response Corps Application Instructions and Forms

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CONTACT INFORMATION

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OVERVIEW

State Entity Name: California Volunteers
Funding Opportunity Title: 2022-23 CA Emergency Response Corps
CFDA Number: 94.006
State Funds: 0650-102-001 General Fund

Disclosure: Funds requested under this opportunity are subject to funding availability and applicable federal laws, rules, and regulations. References to specific regulations will be linked to e-CFR at www.ecfr.gov.

Important Dates:

Proposals are due to California Volunteers at **5:00 p.m. Pacific Time on Friday, May 20, 2022.**

Final approved proposals will be submitted electronically in the federal eGrants system by **June 3, 2022.**

Our Purpose:

California Volunteers, within the Office of the Governor, is the State Service Commission for California tasked with engaging Californians in service, volunteering and civic action to tackle our State's most pressing challenges while lifting up all communities. California Volunteers supports more than 4,500 AmeriCorps State members annually who serve in communities across the state in the areas of education, disaster services, economic opportunity, healthy futures, environmental stewardship, and veterans and military families.

AmeriCorps is a powerful resource for mitigating, preparing for, responding to, and recovering from disasters. Building on the recent pandemic response and recovery efforts, California Volunteers will be expanding its capacity to prepare and respond to disasters by leveraging AmeriCorps as a core strategy. The **California Emergency Response Corps Funding Opportunity** will award up to \$2,976,800 dollars in state and federal funds to expand a current AmeriCorps disaster service program to recruit, train, and manage a statewide AmeriCorps team of up to 61 Full-time members to assist with state and local emergency response and recovery efforts. The grant recipient will collaborate with California Volunteers to place members in regional teams throughout the state and activate their deployment in response to emerging state and local emergency needs as directed by CV.

This Request for Applications should be read together with the AmeriCorps regulations 45 CFR Sections 2520-2550. The following documents are necessary to complete the grant application for 2020 Funding:

- (1) 2022-23 California Emergency Response Corps Request for Applications
- (2) Accompanying Budget Instructions & Forms

APPLICATION TIMELINE

This timeline is subject to change due to federal announcements and other events.

May 20, 2022	Applications due to CV
May 27, 2022	Successful Applicants Notified and Feedback Provided
June 3, 2022	Final Approved Application Entry in eGrants*
June 6, 2022	CV Submits Prime Application to AmeriCorps HQ
June 6-17, 2022	State Contracting
July 22, 2022	Anticipated Official Federal Award Notification
August 2022	Federal Contracting

* During this period, applicants must have appropriate staff available to respond to any CV requests for additional information and to enter application into the federal web-based grants management system.

I. FUNDING OPPORTUNITY DESCRIPTION

A. Funding Program Description

California Volunteers

California Volunteers (CV), within the Office of the Governor, is the state office tasked with engaging Californians in service, volunteering, and civic action to tackle our state's most pressing challenges while lifting up all communities. California Volunteers administers the AmeriCorps portfolio in California with over 80 programs providing critical services to more than 160,000 Californians annually. Led by the state's Chief Service Officer, Josh Fryday, California Volunteers is supported by a bipartisan 25-member Commission and a team of experts driven by a mission to empower and mobilize all Californians to volunteer and serve in their communities. Additionally, California Volunteers, per Executive Order and the State Emergency Plan, serves as the state lead for volunteer and donations management during disasters.

Successful grant applicants will be supported with FY 2021 State General Fund and FY 2022 federal funds allocated to California Volunteers from AmeriCorps, the federal agency connecting individuals and organizations through service and volunteering to tackle the nation's most pressing challenges.

Purpose of AmeriCorps Funding

AmeriCorps provides opportunities for people of all ages and backgrounds to give their time and talent to strengthen communities across our country. Grant recipients identify their community need, then design and implement an AmeriCorps program that will leverage people power as a solution. They recruit, train and manage individuals, called AmeriCorps members, to deliver those services.

To serve as an AmeriCorps member (or member), an individual must meet the following minimum federal eligibility requirements:

- Be a U.S. Citizens, U.S. Nationals or Lawful Permanent Residents of the United States,
- Be at least 17 years of age (no upper age limit),
- Be a high school graduate or GED recipient (or working towards this goal); and
- Have passed required criminal history checks.
- Each grant recipient may add additional program-specific eligibility requirements.

AmeriCorps members may receive a living allowance and other benefits proportionate to their level of time commitment while serving. Upon successful completion of their service, AmeriCorps members are eligible to receive a Segal AmeriCorps Education Award from the National Service Trust that they can use to pay for higher education expenses or apply to qualified student loans. In addition to receiving the federal Segal AmeriCorps Education Award, full-time members who complete a minimum of 1700 service hours will receive a California For All Education Award for a combined total value of \$10,000.

AmeriCorps grants include an allotment of service positions and provide partial funding to support program operating costs, including a living allowance for the AmeriCorps Members. Grants are solely for program expenses and cannot be used for general organizational operating expenses. **AmeriCorps Members or grant funds can help meet unmet needs or can expand an organization's ability to better address community needs, but cannot be used to duplicate, displace or supplant resources that already exist in a community.**

California Emergency Response Corps

The California Emergency Response Corps Funding Opportunity will award up to \$2,976,800 dollars in state and federal funds to expand a current AmeriCorps disaster service program to recruit, train, and manage a statewide AmeriCorps team of up to 61 Full-time members to assist with emergency preparedness, response and recovery efforts. The grant recipient will collaborate with California Volunteers to place members in teams throughout strategic areas of the state and activate their deployment in response to emerging state and local emergency needs as directed by CV. Some of the slots may be designated for team leader positions that will have additional responsibilities.

AmeriCorps service positions supported with these grant funds must be fully dedicated to supporting emergency preparedness and response and recovery efforts as directed by CV during a disaster operation. While members may perform non-emergency related service during “blue skies” or when there is no disaster operation, the grant activities during “gray skies” must focus on activities as directed by CV such as, but not limited to:

- (1) Volunteer management: providing in-person or virtual volunteer and donations coordination and management support related to emergency response and recovery efforts.
- (2) General Operations: providing on-site logistical support, including client intake, shelter management, and meal distribution related to emergency response and recovery efforts, etc.
- (3) Emergency Outreach and Education: providing emergency preparedness outreach and education to populations and communities most vulnerable to disasters.
- (4) Surge Capacity Support: providing capacity and project support to state and local agencies managing disaster response and recovery efforts, etc.
- (5) Disaster Case Management: assisting disaster survivors, prioritizing those displaced or most impacted in securing short and long-term housing, financial and/or community resources, and mental health services.

The grant recipient is responsible for ensuring that AmeriCorps members supported by this funding opportunity are available for deployment to communities upon request by California Volunteers to help respond to emergency needs. AmeriCorps members supported by this funding opportunity must also be available for training and exercises on disaster operations up to 5 days out of the service years, upon request by California Volunteers.

B. Available Funds

This opportunity provides a two-year award leveraging approximately \$1,756,800 in federal funds and \$1,1220,000 in FY 21 & FY 22 State General Fund per year to support program implementation in 2022-23 and 2023-24. Since the intent of these available funds are to expand the existing program, this award would be inclusive of any current continuation AmeriCorps grant that the selected applicant would have been eligible to receive from California Volunteers.

Please note funding for the second year of implementation (2023-24) is subject to the availability of state and federal appropriations as well as satisfactory performance in meeting grant requirements.

C. Authority

Federal funds are available under authority of the National and Community Service Trust Act of 1990, as amended, (NCSA) (42 U.S.C. 12501 et seq.). State funds are available through 0650-102-001 2020-2021 General Fund.

II. ELIGIBILITY

A. Eligible Applicants

Eligible applicants must operate a current State Formula-funded AmeriCorps disaster services program in California that is in year 1 or 2 of the funding period. Additionally, eligible applicants must be registered in System for Award Management (SAM) and be one of the following non-federal entities (as defined in [2 CFR §200.69](#)):

- Nonprofit organizations ([2 CFR §200.70](#))
- Institutions of higher education([2 CFR §200.55](#))
- Local government/public agencies ([2 CFR §200.64](#))
- State government agencies ([2 CFR §200.90](#))
- Indian Tribes within the state of California ([2 CFR §200.54](#))

Applicants must have a valid SAM registration and DUNS and/or Unique Entity Identifier to receive an award.

B. Other Eligibility Requirements

In addition to the above eligibility requirements, applicants must meet the following requirements:

- Have experience with AmeriCorps program implementation as a statewide intermediary;
- Have experience recruiting AmeriCorps members from diverse communities, particularly underrepresented communities of color;
- Have a track record of successfully recruiting and retaining AmeriCorps members;
- Have the ability/flexibility to place AmeriCorps members in communities/organizations identified by California Volunteers;
- Have the ability to provide **staff supervision** to support members during mission assignments.

C. Unique Entity Identifier and System for Award Management System (SAM)

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

https://sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf.

Applicants must use their SAM-registered legal name and address on all grant applications.

The Federal government is implementing Unique Entity Identifiers (UEI) as part of the SAM registration process to eventually replace DUNS numbers. Federal awards will not be made to entities that do not have a valid SAM registration and DUNS or Unique Entity Identifier.

Additionally, applications must include an Employer Identification Number, a DUNS number or Unique Entity Identifier. Applicants can obtain a DUNS number at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online at the [DUNS Request Service](#).

III. FUNDING RESTRICTIONS

A. Project Period

Grants awarded through this opportunity will support programming beginning in August 2022 and ending no later than December 2023 for the first year of implementation.

B. Cost Per Member Service Year (MSY)

Applicants request for the number of AmeriCorps member positions that are needed to address the community need stated in their application. A full-time (1700-hour) AmeriCorps Member position is equivalent to one Member Service Year (MSY). An AmeriCorps grant amount is determined based on the number of MSYs that a grantee will support at the cost per MSY amount established by California Volunteers for the state and federal cost shares.

The cost per Service Year limits for this opportunity are as follows:

Table 1: AmeriCorps Cost per MSY Limit for New Slots

Cost Share	Maximum Limit
Federal (CNCS Dollars)	\$28,800
State (CV Dollars)	\$20,000

Table 2: Available Service Position Type and Service Year Conversion

Position Type	Minimum Hours	MSY Equivalence
Full Time	1,700	1.0
Three-Quarter Time	1,200	0.7
Half Time	900	0.5
Reduced Half Time	675	0.3809524
Quarter Time	450	0.26455027
Minimum Time	300	0.21164022

C. Award Amount

Grant awards have two components: operating funds and AmeriCorps member positions. The total grant award will depend on the number of MSYs or full-time equivalent service positions requested. It does not include childcare or the value of the education award a member may earn, which is covered directly by the awarding agency outside of the grant.

Any program costs can be included on any combination of the federal, state, or grantee shares as reflected in the budget as long as the costs per MSY for each funding category are maintained.

CV will review applications and determine the final award amount based on availability of funds. Award amounts may vary from the requested amounts.

D. Type of Award

The AmeriCorps grant award under consideration in this funding opportunity is a Cost-Reimbursement grant. Funds are accessible after costs have been incurred, on a reimbursement basis.

E. Cost Share or Match Requirement

Section 121(e)(5) of the National Community Service Act (42 U.S.C. 12571(e)) requires that programs that use other federal funds as match for an AmeriCorps grant report the amount and source of these

funds to CV on the Federal Financial Report. Grantees must track and be prepared to report on that match separately each year.

F. Living Allowance

The AmeriCorps terms of service (or slot types) available for this opportunity are Full-time (1700 hours), or Half-time (900 hours). The selected applicant must plan to enroll Full-time members as the primary design and only use Half-time slots if necessary to ensure full enrollment. The program must provide the following required living allowance to members:

Service Term	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time Team Leader	1,700	\$30,000	\$33,004
Full-time (Non-Team Leader)	1,700	\$27,000	\$33,004
Half-time	900	\$14,000	\$16,502

G. Disaster Deployment

AmeriCorps members supported through this grant must be available to travel to respond to disaster needs in any part of the state throughout their term of service. Deployment may last up to two-three weeks. As such, the grant recipient is responsible for ensuring:

- AmeriCorps members supported by this funding opportunity are prepared for deployment and available for deployment to communities within 24-48 hours upon request by California Volunteers to help respond to emergency needs; and
- A sufficient amount of funds is budgeted to cover the costs of deployment for 6-10 members plus a team supervisor per request at a minimum of 5 deployment requests for a duration of 7-21 days per request. The average cost per person per day, including travel, housing, per-diem, and miscellaneous incidentals is approximately \$250-\$370 per day.

The California Volunteers Deployment Guide serves as the primary document governing deployments for the CERC Program. California Volunteers and the grant recipient agree to follow the California Volunteers Deployment Guide in implementing the CERC program. California Volunteers will maintain and update the Deployment Guide annually.

H. Indirect Costs

Applicants may include indirect costs in application budgets. Based on qualifying factors, applicants will either use a federally approved indirect cost rate, a 5/10 percent fixed option, a 10% *de minimis* rate of modified total direct costs, or may claim certain costs directly as outlined in [2 CFR § 200.413](#) Direct costs. States, local governments, and Indian Tribes may use approved cost allocation plans. All methods must be applied consistently across federal awards. Applicants that have a federal negotiated indirect cost rate or that will be using the 10% *de minimis* rate must include the agreement in the application. However, under section 121(d) of the NCSA and CNCS's regulations at [45 CFR 2517.710](#), no more than five percent of award funds may be used to recover indirect costs on AmeriCorps grants, of which up to two percent may be allocated to cover CV share of indirect costs. See *Grant Application Instructions* for more information on calculating indirect costs.

I. Performance Measurement Requirements

Applications must include the following sets of performance measures using the California Performance Measurement Worksheets (PMWs):

- **Primary Need and Service Performance Measurement Worksheet**—Applicants must propose a paired output and outcome that align with response and recovery as the primary service activity.

- **Non-Primary Need and Service Performance Measurement Worksheet**—Applicants must propose a paired outputs and/or outcomes that correspond to a non-primary “blue-skies” service activities, including disaster preparedness education.
- **Common Member Development Worksheet**—Applicants must have an aligned output and outcome that reflect the knowledge and skills members will gain through the program.
- **Common Strengthening Communities Worksheet**—Applicants must include an output on the number of volunteers recruited by AmeriCorps members and will be required to report on the number of service hours served by volunteers.

The selected applicant will build and refine their performance metrics in collaboration with and approved by California Volunteers.

J. Minimum Program Size

The minimum program size available in this funding opportunity is 61 MSYs (61 Full-time slots).

K. Minimum Number of Members per Service Site

To ensure strong program design and to provide members with at least a minimal mutual support network, applicants must place a minimum of two AmeriCorps members at each service location as part of their program design. California Volunteers will work with the selected applicant to identify priority service locations for disaster response and recovery and to determine the number of members to be placed in several regions throughout the state.

L. AmeriCorps Education Awards

AmeriCorps Members who successfully complete a term of service will receive a Segal Education Award from the National Service Trust. The amount of the Education Award is based on the value of the Pell Grant. The Education Award amounts for each Member slot type is listed in the table below. Learn more about the Education Award here: <https://www.nationalservice.gov/programs/ameri-corps/segal-ameri-corps-education-award>.

The Segal Education Award for full-time AmeriCorps Members funded through this opportunity will be supplemented by state funds for a combined total Education Award of \$10,000. At this time, the State Education Award supplement is only available to full-time Members funded through this opportunity.

Table 5: FY 2022 AmeriCorps Education Awards

Term of Service	Minimum # of Hours	Federal Education Award	State Education Award
Full Time	1,700	\$6,495.00	\$3,505
Three-Quarter Time	1,200	\$4,546.50	n/a
Half Time	900	\$3,247.50	n/a
Reduced Half Time	675	\$2,474.27	n/a
Quarter Time	450	\$1,718.25	n/a
Minimum Time	300	\$1,374.60	n/a

M. Enrollment Requirements

Enrollment rates ultimately affect the total number of AmeriCorps Members awarded to California for service in California communities. Grantees are expected to enroll all MSYs awarded in the grant. California Volunteers reserves the right to adjust grantee budgets as needed in order to maintain awarded/contracted cost per Member MSY.

N. Retention Requirements

Retention rates are an indicator of the grantee's ability to properly design and manage an AmeriCorps program that results in achieving the outcomes contracted. We expect grantees to pursue the highest Member retention rate possible. Retention rates will have a direct bearing on the number of slots and the size of awards approved in the continuation and recompetes processes. Applicants that do not retain Members may receive a decrease in funding in subsequent years.

IV. APPLICATION REVIEW INFORMATION

A. California Volunteers Review and Selection Process

Applications will be reviewed and selected for funding using the processes described below.

Initial Compliance and Eligibility Review

California Volunteers will conduct an initial Compliance and Eligibility Review to determine if an application meets the eligibility requirements published in this RFA and advances to the next stage of the review process.

An application is compliant if the applicant:

- is an eligible organization
- is eligible to submit directly to AmeriCorps
- submitted an application by the submission deadline

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

Staff Review

In Staff Review, reviewers will evaluate each application against the assessment criteria outlined in this RFA.

Clarification Period

The application review process for this grant competition will include a Clarification Period. During the Clarification Period, applicants may be asked for clarifying information regarding issues of significance in the application and budget. This information is used by CV in making final funding recommendations. Not all applications are clarified. A request for clarification does not guarantee an award. Applications may be recommended for funding even if they are not asked clarification questions. An applicant's failure to respond to a request for clarification adequately and in a timely manner may result in the removal of its application from consideration.

Selection for Funding

The primary consideration in the selection of AmeriCorps programs is merit. Applicants must meet a minimum score threshold **and** satisfactorily address all clarification issues in order to be considered for funding. As this is a continuation expansion grant, based on staff recommendations, the Chief Service Officer will make final grant selection taking into consideration the strategic focus, goals, and objectives of this funding opportunity. Funding decisions are final—there is no appeal process.

AmeriCorps reserves the right to prioritize funding existing awards over making new awards. AmeriCorps reserves the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.

NOTE: California Volunteers reserves the right to adjust or make changes to the review process, in the event that unforeseen challenges or exigent circumstances make it impossible, impractical or inefficient to execute the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications submitted to CV in response to this RFA.

B. Review Criteria

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

Categories/Subcategories	Percentage
Executive Summary	0
Program Design	50
Theory of Change and Logic Model	25
Member Experience	25
Organizational Capability	25
Organizational Background and Staffing	9
Compliance and Accountability	8
Culture That Values Learning	4
Member Supervision	4
Cost Effectiveness and Budget Adequacy	25

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

This program will focus on the AmeriCorps focus area(s) of [Focus Area(s)]. The AmeriCorps 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.

2. 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. Please ensure the Theory of Change and Logic Model incorporates the funding priorities listed above, for example supporting communities historically excluded and/or underserved from government services, addressing structural and institutional inequities, or increasing opportunity in order to achieve sustainable change in communities.

a. Theory of Change and Logic Model (25 points)

The Theory of Change shall address:

- The problem is prevalent and severe in communities where the program plans to serve and has been documented with relevant data.
- The proposed intervention is responsive to the identified community problem.
- The applicant’s proposed intervention is clearly articulated including the design, dosage, target population, and roles of AmeriCorps members and (if applicable) leveraged volunteers.
- The applicant’s intervention is likely to lead to the outcomes identified in the applicant’s Theory of Change.
- The expected outcomes articulated in the application narrative and logic model represent meaningful progress in addressing the community problem identified by the applicant.
- The rationale for utilizing AmeriCorps members to deliver the intervention(s) is reasonable.
- The service role of AmeriCorps members will produce significant contributions to existing efforts to address the stated problem.

The Logic Model shall depict:

- A summary of the community problem, including the role current or historical inequities faced by underserved communities may play in contributing to the problem.

- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
 - Proposed locations or sites in which members will provide services. Final locations will be determined in collaboration with California Volunteers.
 - Number of AmeriCorps members who 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 measurable outputs that result from delivering the intervention (i.e. number of beneficiaries served, types and number of activities conducted, equity gaps closed). If applicable, identify which National Performance Measures will be used as output indicators
- Outcomes that demonstrate changes in knowledge/skill, attitude, behavior, or condition that occur as a result of the intervention. If applicable, identify which National Performance Measures will be used as outcome indicators.

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

In the application narrative, applicants should discuss the community need as it relates to the CDC's Social Vulnerability Index: <https://www.atsdr.cdc.gov/placeandhealth/svi/index.html>. Also in the application narrative, applicants should discuss their rationale for setting output and outcome targets for their performance measures.

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

Logic model content that exceeds three pages will not be reviewed.

b. Member Experience (25 pts)

- AmeriCorps members as a result of their service will have opportunities to develop as leaders.
- AmeriCorps members will gain skills as a result of their training and service that can be utilized and will be valued by future employers after their service term is completed.
- The program has a well-defined plan to fill the available slots.
- The program has a well-defined plan to recruit AmeriCorps members and team leaders from the geographic or demographic communities in which the programs operate.
- The applicant will foster an inclusive service culture where different backgrounds, talents, and capabilities are welcomed and leveraged for learning and effective service delivery.
- The applicant's organization and/or program has a diversity, equity, and inclusion council that seeks to diversity its staff and board and create a supportive and safe environment as well ensure that its programming is culturally and community appropriate.

3. Organizational Capability (25 percent)

a. Organizational Background and Staffing (9 points)

- The organization details the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program.
- The organization details how it will manage “blue skies” and “gray skies” respectively, including the deployment AmeriCorps members and a team supervisor.
- The organization has facilitated, partnered, participated in or implemented prior disaster response and recovery development programs.
- The organization has a stated commitment and plan to advance diversity, equality, and inclusion (DEI) throughout its mission, for example by using a DEI council or strategic plan.

b. Compliance and Accountability (8 points)

- The organization has a monitoring and oversight plan to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks at the grantee, subgrantee (if applicable), and service site locations.
- The organization has sufficient policies, procedures, and controls in place to prevent, detect, and mitigate the risk of fraud, waste, abuse, and mismanagement, such as appropriate segregation of duties, internal oversight activities, measures to prevent timekeeping fraud, etc.
- The organization has an effective mechanism in place to report, without delay, any suspected criminal activity, waste, fraud, and/or abuse to both the AmeriCorps Office of Inspector General and AmeriCorps and a plan for training staff and participants on these reporting protocols.

c. Culture that Value Learning (4 points)

- The applicant’s board, management, and staff collect and use information, including performance data, for learning and decision making.
- The applicant’s board, management, and staff collect and use information to determine its programmatic effectiveness in serving in a community with members that are diverse.

d. Member Supervision (4 points)

- AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service.
- AmeriCorps members will receive sufficient guidance and support from their supervisor and AmeriCorps member team leader during “blue skies” and “gray skies” respectively.
- AmeriCorps supervisors will be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations.

4. Cost Effectiveness and Budget Adequacy (25 percent)

These criteria will be assessed based on the budget submitted. Do not include narrative in the narrative box except for “See budget”.

- Budget is submitted without mathematical errors.
- 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 complies with the budget instructions.
- Match is submitted with adequate information to support the amount written in the budget.
- The budgeted match is equal to or more than the required match for the given program year.
- The cost per MSY is equal to or less than the maximum cost per MSY.
- The budgeted living allowance meets the minimum requirement
- The budgeted amount for deployment cost is sufficient (approximately \$250-\$370 per member per day for at least five events)

C. Consideration of Integrity and Performance System Information

Prior to making any award that exceeds \$150,000, CV/AmeriCorps is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313).

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

CV/AmeriCorps will consider any comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing its review of risk posed by the applicant under this section.

V. APPLICATION AND SUBMISSION INFORMATION

A. Submission to California Volunteers

Applicants must submit an application package with all required documents by email to Funding@CV.CA.GOV by the application deadline. A complete application package must include the following documents:

1. Program Narrative
2. Performance Measurement Worksheets
3. Logic Model
4. Budget
5. Additional Required Documents (as applicable)

Please review the accompanying budget instructions and forms for more information on completing these items.

Page Limits

The Program Narrative may not exceed 10 double spaced, single-sided, pages in portrait orientation. The Logic Model may not exceed 3 pages.

B. Application Submission Deadline

Applications must be received at Funding@CV.CA.GOV by **May 20, 2022 at 5:00 p.m. Pacific Time**.

Any application or part of an application submitted after May 6, 2022, 5:00 P.M., PDT shall not be considered for this solicitation.

Any application received past the deadline will not be reviewed.

C. Submission to AmeriCorps

Once selected for AmeriCorps funding, applicants will be required to submit their applications electronically into the federal web-based management system, eGrants. Please ensure staff availability to enter the application into the system as well as respond to CVs' requests for clarification. California Volunteers will provide instructions for submitting applications into this web-based management system at a later date.

VI. POST AWARD ADMINISTRATION INFORMATION

D. Award Notices

California Volunteers will make awards following the selection announcement. California Volunteers anticipates announcing the results of this funding opportunity by mid May 2022. All applicants, successful or not, will be notified of funding decisions via email.

Notification of an award is not an authorization to begin activities. The grantee's fully executed is the authorizing document. An awardee may not expend state and federal funds prior to date the contract is fully executed unless it has received a written pre-award cost approval from CV/AmeriCorps.

E. Governing Documents

A grantee's fully executed AmeriCorps contract incorporates the approved application as part of a binding commitment under the grant as well as the AmeriCorps regulations (45 CFR Sections 2520-2550), CNCS General and Specific Terms and Conditions, and California Volunteers Policies and Requirements.

F. AmeriCorps Terms and Conditions

All awards made under this Notice will be subject to the FY 2022 AmeriCorps General Terms and Conditions, and the FY 2022 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain detailed, mandatory compliance and reporting requirements. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available at <https://americorps.gov/grantees-sponsors/directs-territories-tribes>.

G. Uniform Guidance

All awards made under this Notice will be subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), in [2 CFR Parts 200](#) and [2205](#).

H. Reporting Requirements

Successful applicants are required to submit a variety of reports which are due to CV at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Cost reimbursement grantees are required to provide a mid-year and final progress reports and quarterly financial reports. Final financial and progress reports are cumulative over the entire award period and consistent with the close-out requirements. Specific due dates will be included in the grantee's grant contract agreement.

Once the grant is awarded, grantees will be expected to have data collection and data management policies and practices that provide reasonable assurance that they are providing CV with high quality performance measure data. At a minimum, grantees should have policies and practices which address the following areas 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.

In addition to reporting of progress toward the grant's approved performance measure outputs and outcomes, additional demographic and narrative data must be reported annually (as applicable), including the number of applicants for AmeriCorps positions and the number of volunteers recruited and/or supported by members.

Failure to submit accurate, complete, and timely required reports may affect the grantee's ability to secure future AmeriCorps funding.

I. National Service Criminal History Check Requirement

All AmeriCorps members and staff charging time (including match) to an AmeriCorps cost-reimbursement grant must have completed National Service Criminal History Checks (NSCHC) prior to start. In California, these are conducted by two approved vendors - Truescreen and Fieldprint. All required check components must be conducted and results considered according to AmeriCorps, CV and the program's own policy, with the individual cleared prior to the start of service and/or time on the grant. No one convicted of murder (as defined in 18 USC 1111) and/or registered or required to be registered on a state sex offender registry or the National Sex Offender Registry; nor who refuses to undergo the checks or who provides a false statement with regards to the checks process, may be deemed eligible. The program must set its own selection criteria that include at least these minimum disqualifiers while being mindful of state and federal Civil Rights & nondiscrimination laws, including Titles VI and VII of the Civil Rights Act of 1964.

Required Criminal History Check Components are defined as follows:

1. Nationwide name-based National Sex Offender Public Registry Check via **Truescreen**;
2. Statewide Criminal History Registry Check(s) in the State of residence (out-of-state applicants)¹¹ in the State where the individual will serve / work (California)* using **Truescreen**
3. FBI National Fingerprint-based Check using **Fieldprint** or using the **California Dept of Justice (CA DOJ)** via CV's [waiver](#)

Refer to the [CV National Service Criminal History Checks Policy](#) for detailed requirements and the [CV NSCHC Guide](#) for details on how to properly conduct the checks using the approved vendors.

J. Prohibited Activities

Prohibited Activities: While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or CV/CNCS, staff and Members may not engage in the following activities (see 45 CFR § 2520.65):

1. Attempting to influence legislation;
2. Organizing or engaging in protests, petitions, boycotts, or strikes;
3. Assisting, promoting, or deterring union organizing;
4. Impairing existing contracts for services or collective bargaining agreements;
5. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
6. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
7. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
8. Providing a direct benefit to— a. a business organized for profit; b. a labor union; c. a partisan political organization; d. a nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and e. an organization engaged in the religious activities described in paragraph C. 7. above, unless CNCS assistance is not used to support those religious activities;

9. Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
10. Providing abortion services or referrals for receipt of such services; and
11. Such other activities as CNCS may prohibit.

Members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-CNCS funds.

K. Unallowable Activities

In addition to the *Prohibited Activities*, the following restrictions also apply to the service of AmeriCorps Members:

Non-duplication.

Corporation assistance may not be used to duplicate an activity that is already available in the locality of a program. And, unless there is non-displacement, Corporation assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.

Non-displacement.

- (1) An employer may not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving Corporation assistance.
- (2) An organization may not displace a volunteer by using a participant in a program receiving Corporation assistance.
- (3) A service opportunity will not be created under this chapter that will infringe in any manner on the promotional opportunity of an employed individual.
- (4) A participant in a program receiving Corporation assistance may not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee.
- (5) A participant in any program receiving assistance may not perform any services or duties, or engage in activities, that—
 - (i) Will supplant the hiring of employed workers; or
 - (ii) Are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.
- (6) A participant in any program receiving assistance may not perform services or duties that have been performed by or were assigned to any—
 - (i) Presently employed worker;
 - (ii) Employee who recently resigned or was discharged;
 - (iii) Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;
 - (iv) Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or
 - (v) Employee who is on strike or who is being locked out.

L. Requests for Improper Payment Information

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

M. Use of Material

To ensure that materials generated with CNCS funding are available to the public and readily accessible to grantees and non-grantees, CV and CNCS reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so ([2 CFR §200.315 \(b\)](#)).

N. Reallocation of Funding

California Volunteers reserves the right to re-focus program dollars in the event of disaster or other compelling need for service.