



**2015-2016 Operation AmeriCorps*State
Request for Competitive Applications
Concept Paper (Step 1)**



**ISSUED: December 1, 2014
Letter of Intent to ServeNebraska
Due December 19, 2014--5:00 pm CST
Concept Paper to ServeNebraska
Due January 5, 2015—5:00 pm CST**

State Capitol, 6th Floor West
P.O. Box 98927
Lincoln, Nebraska 68509--8927
Phone: 402-471-6225 or 800-291-8911
www.serve.nebraska.gov

**CFDA Number 94.025
OMB Control #: 3045-0038
Expiration Date: 9/30/2015**

Article I. IMPORTANT NOTICE

These Concept Paper instructions conform to the Corporation for National and Community Service's (CNCS) online grant application system, eGrants. The eGrants system is designed to serve CNCS's applicants and grantees. All CNCS funding announcements are posted on our web site www.nationalservice.gov and at www.grants.gov.

Public Burden Statement: The Paperwork Reduction Act of 1995 requires CNCS to inform all potential persons who are to respond to this collection of information that such persons are not required to respond unless it displays a currently valid OMB control number. (See 5 CFR 1320.5(b)(2)(i)).

Time Burden: The time required to complete this collection of information is estimated to average 10 hours per Concept Paper submission, including the time to review instructions; search existing data resources; gather the data needed; and complete and review the information collection before submitting.

Purposes and Uses: The information requested is collected for the purposes of reviewing project applications and granting funding requests.

Routine Uses: Routine uses may include disclosure of the information to federal, state, or local agencies pursuant to lawfully authorized requests. In some programs, the information may also be provided to federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information may also be provided to appropriate federal agencies and Department contractors that have a need to know the information for the purpose of assisting the Department's efforts to respond to a suspected or confirmed breach of the security or confidentiality of information maintained in this system of records, and the information disclosed is relevant and unnecessary for the assistance.

Effects of Nondisclosure: The information requested is mandatory in order to receive benefits.

Privacy Act: Information provided for this collection may be shared with federal, state, and local agencies for law enforcement purposes.

Universal Identifier: When registering your organization, you are required to provide a [Dun and Bradstreet Data Universal Numbering System](#) (DUNS) number and register with the federal System for Award [Management](#) (SAM). All project sponsors are required to maintain a valid registration, which must be renewed annually.

Section 1.01 Concept Paper Instructions

Your Concept Paper consists of the following components. Please be sure to complete each component.

- I. Applicant Info
- II. Application Info
- III. Narratives
- IV. Review
- V. Authorize and Submit

To begin an Operation AmeriCorps application, login to your eGrants account at: <https://egrants.cns.gov/espan/main/login.jsp>. Before starting the Applicant Info section, you will need to:

- Under “Creating an Application,” select “Concept Paper”
- Under “Select a NOFA” Select “2015 Operation AmeriCorps.” Write down the system-generated Concept Paper ID number for later reference
- State Commissions, please submit a separate Concept Paper for each application you are submitting.

Section 1.02 I. Applicant Information

In eGrants, complete the Applicant Information section. Some information is already in the system from when the eGrants account was created. Please take the time to verify the information is correct.

Section 1.03

Section 1.04II. Application Info

In the Application Info section, list the areas affected by your project. List ONLY cities/towns and/or counties and states if multiple. Please indicate if area(s) is rural or urban, if applicable.

Section 1.05 III. Narratives

The Narratives section of the Concept Paper is your opportunity to demonstrate to reviewers that your proposed project would be an appropriate use of Operation AmeriCorps resources.

Be sure to:

- Include activities for the entire project period for which you are requesting resources.
- Enter data for the Executive Summary and the Rationale/Approach Program Design as directed in the Notice of Federal Funding Opportunity. To enter information into the field, click “View/edit narrative” next to the corresponding narrative item. Enter text into the fields that appear.

Section 1.06 IV. Review

The Review section lists the information entered for the three previous sections: Applicant Info, Application Info, and Narratives. You can to these sections to review or change what you have entered, prior to submission.

You can also view and print the information as a report. The report opens as an Adobe PDF read-only file. You may print the Concept Paper in PDF format or save a copy of it onto your computer.

Because the PDF report is a read-only file, you cannot type in the report. To make changes, you must edit in the eGrants system and run the report again for the updated version. Once you submit the Concept Paper, you may not make changes unless it is returned to you.

Section 1.07 V. Authorize and Submit

eGrants requires that you verify your entire Concept Paper before submitting it, by completing the following sections in eGrants:

- Authorization
- Certification
- Submit

Read carefully the Authorization and Certification sections.

The person who authorizes the application must be the applicant organization's authorized representative. This representative must have the authority to commit resources at your organization. To complete this section, the appropriate staff person should logon to eGrants and go to the Authorize and Submit section. **The Authorized Representative must have a personal eGrants account.** To create an account and access the eGrants system, visit www.nationalservice.gov/egrants/index.asp.

Check the entire application to make sure there are no errors before submitting it. When you verify the application, eGrants will also generate a list of errors if sections need to be corrected prior to submission.

NOTE: Submission of a concept paper does not assure receipt of Operation AmeriCorps resources.

Section 1.08 Operation AmeriCorps Certifications

Certification – Debarment, Suspension, and Other Responsibility Matters

This certification is required by the government-wide regulations implementing Executive Order 12549, Debarment and Suspension, 2 CFR Part 180, Section 180.335, *What information must I provide before entering into a covered transaction with a Federal agency?*

As the duly authorized representative of the applicant, I certify, to the best of my knowledge and belief, that neither the applicant nor its principals:

- Is presently excluded or disqualified;
- Has been convicted within the preceding three years of any of the offenses listed in § 180.800(a) or had a civil judgment rendered against it for one of those offenses within that time period;
- Is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission or any of the offenses listed in § 180.800(a); or
- Has had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.

Certification – Drug Free Workplace

This certification is required by the Corporation’s regulations implementing sections 5150-5160 of the Drug-Free Workplace Act of 1988 (P.L. 100-690), 45 CFR Part 2545, Subpart B. The regulations require certification by grantees, prior to award, that they will make a good faith effort, on a continuing basis, to maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when the agency determines to award the grant. False certification or violation of the certification may be grounds for suspension of payments, suspension or termination of grants, or government-wide suspension or debarment (see 45 CFR Part 2542, Subparts G and H).

As the duly authorized representative of the grantee, I certify, to the best of my knowledge and belief that the grantee will provide a drug-free workplace by:

- A. Publishing a drug-free workplace statement that:
 - a. Notifies employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace;
 - b. Specifies the actions that the grantee will take against employees for violating that prohibition; and
 - c. Informs employees that, as a condition of employment under any award, each employee will abide by the terms of the statement and notify the grantee in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace within five days of the conviction;
- B. Requiring that a copy of the statement described in paragraph (A) be given to each employee who will be engaged in the performance of any Federal award;
- C. Establishing a drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee’s policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that the grantee may impose upon them for drug abuse violations occurring in the workplace;
- D. Providing us, as well as any other Federal agency on whose award the convicted employee was working, with written notification within 10 calendar days of learning that an employee has been convicted of a drug violation in the workplace;
- E. Taking one of the following actions within 30 calendar days of learning that an employee has been convicted of a drug violation in the workplace:
 - a. Taking appropriate personnel action against the employee, up to and including termination; or
 - b. Requiring that the employee participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- F. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (A) through (E).

Certification - Lobbying Activities

As required by Section 1352, Title 31 of the U.S. Code, as the duly authorized representative of the applicant, I certify, to the best of my knowledge and belief, that:

- No federal appropriated funds have been paid or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of

Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative agreement, or modification of any federal contract, grant, loan, or cooperative agreement;

- If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the applicant will submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

Erroneous certification or assurance

The assurances and certifications are material representations of fact upon which we rely in determining whether to enter into this transaction. If we later determine that you knowingly submitted an erroneous certification or assurance, in addition to other remedies available to the federal government, we may terminate this transaction for cause or default.

Notice of error in certification or assurance

You must provide immediate written notice to us if at any time you learn that a certification or assurance was erroneous when submitted or has become erroneous because of changed circumstances.

Definitions

The terms “debarment”, “suspension”, “excluded”, “disqualified”, “ineligible”, “participant”, “person”, “principal”, “proposal”, and “voluntarily excluded” as used in this document have the meanings set out in 2 CFR Part 180, subpart I, “Definitions.” A transaction shall be considered a “covered transaction” if it meets the definition in 2 CFR part 180 subpart B, “Covered Transactions.”

Prudent person standard

Nothing contained in the aforementioned may be construed to require establishment of a system of records in order to render in good faith the assurances and certifications required. Your knowledge and information is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Certification - Grant Review Process (State Commissions Only)

I certify that in conducting our review process, we have ensured compliance with the National and Community Service Act of 1990, the Corporation's peer review requirements, and all state laws and conflict of interest rules.

CERTIFICATION SIGNATURE: NOTE: Sign this form and include in the application.

SIGNATURE:

By signing this certification page, you certify that you agree to perform all actions and support all intentions in the Certification sections of this application. The three Certifications are:

- Certification: Debarment, Suspension and Other Responsibility Matters
- Certification: Drug-Free Workplace
- Certification: Lobbying Activities

AMERICORPS IN NEBRASKA

ServeNebraska mobilizes Nebraskans to strengthen their communities through volunteering, collaboration, and national service programs. ServeNebraska is committed to uniting individuals in service to their communities and achieving demonstrable results by funding AmeriCorps programs that address Nebraska's unmet educational, economic, environmental, health, veterans and disaster response needs. This Request for Concept papers is being released for new applications for Operation AmeriCorps programming operating exclusively within the state of Nebraska.

ServeNebraska administers AmeriCorps programming and funds in Nebraska as required and governed by federal and state law rules and regulations. Nebraskans have a solid history of providing innovative national service programming. AmeriCorps members, and the volunteers they have recruited, have provided thousands of hours in service aiding children, youth, and families in communities throughout the state.

ServeNebraska strongly recommends that potential applicants thoroughly read and understand the Instructions for Operation AmeriCorps prior to writing a response.

Applicants must carefully put together a proposal that will meet the demands of a potentially strong national competition and to consider creative and innovative collaborations. ServeNebraska also encourages applicants to carefully identify ways these activities can be supported with local resources by reaching out to new partners and introducing visionary service methods should Corporation for National & Community Service (CNCS) funding be reduced or eliminated.

OPERATION AMERICORPS OVERVIEW

Operation AmeriCorps Concept Papers are subject to review by ServeNebraska and, if funded, programs are subject to ServeNebraska oversight.

ServeNebraska is very interested in supporting a diversity of programs, including those that provide geographic breadth across our state. Central and western regions of the state have traditionally been underrepresented in Nebraska's portfolio of AmeriCorps programs. To address this, geographic representation in Central and Western frontier and rural Nebraska will be a factor in the review and selection of grantees to be recommended to CNCS for funding.

Operation AmeriCorps is a new program created by the Corporation for National and Community Service (CNCS) to use national service as the transformative catalyst to address a community's most pressing local problem. Through Operation AmeriCorps, tribal and local leaders will identify a high priority local challenge which AmeriCorps members can holistically address in a relatively short period of time (no more than two years). The competition is open exclusively to tribal and local governments, including counties, cities, towns, and school districts. The proposed solution may be a new initiative, or it may use national service to scale up an existing successful effort. In either case AmeriCorps must be the additive ingredient to achieve holistic change at the local level.

FULL TEXT OF NOTICE

All concept papers and applications must be submitted via eGrants, the online grants management system operated by the Corporation for National and Community Service (CNCS) accessible at: <https://egrants.cns.gov/espan/main/login.jsp>. Details on creating an eGrants account are included in this Request for Applications.

The following **Key Factors** should be considered in crafting your application:

- Read this Request for Applications fully and carefully before beginning work on your application.
- All applicants must include a Dun and Bradstreet Data Universal Numbering System (DUNS) number and register with SAM, the Federal government's System for Awards Management. Completing these requirements early is advised.
- ServeNebraska awards funding to programs that consist of teams of ***no fewer than five AmeriCorps member service years (MSY)***. One MSY is equivalent to one full-time AmeriCorps service position.
- ServeNebraska encourages applicants to use program models that engage AmeriCorps members serving a quarter-time or larger service positions.
- Applicants for multi-site programs operating exclusively in Nebraska must secure and submit a signed ***Host Site Application*** from each known host site with their response to this Request for Applications. Host Sites are entities seeking to partner with an applicant and utilize the resources of at least one AmeriCorps member. Internal Departments, Programs, and Divisions of Lead Agencies that utilize AmeriCorps members are considered Host Sites for the purpose of this application.
- ***There is a match requirement for federal funds for cost reimbursement grants.*** The match requirement varies based on the longevity of the grant and can be met through any combination of cash and/or in-kind resources. Minimum grantee share is 24%. Starting in Year 4 of program funding, overall grantee share of total program costs increases gradually to 50% by the tenth year of funding and any year thereafter. Please contact Janet Schmidt, ServeNebraska Fiscal / Operations Officer at janet.schmidt@nebraska.gov or 402-471-6212 to verify what match ratio applies to your project.
- ***No applicants may exceed the cost per member service year (MSY) of \$13,730 for cost reimbursement grants. The maximum cost per MSY for fixed grant applicants is \$13,430.*** This is the maximum amount of federal funds that may be requested. The total amount of funds available for a project can be determined by multiplying \$13,730 times the number of full-time member positions proposed. Actual MSY costs for current grantees may be examined and considered during the grant review process.
- ***The minimum living allowance for full-time AmeriCorps members is \$12,530*** for 2015-2016. There is no minimum living allowance for any less-full-time positions.
- ServeNebraska is electing to retain a 2% share of the 5% of federal dollars available budgeted for Administrative costs. Please review the calculation and process outlined in keeping with procedures outlined in the Detailed Budget Instructions within the ATTACHMENTS for this funding opportunity. All applicants are required to budget the maximum allowable federal resources for Administrative/Indirect costs.

- ServeNebraska anticipates hosting two signature events to promote the professional development of AmeriCorps members within Nebraska during the 2015-2016 program year – the ServeNebraska AmeriCorps Conference to be held in the fall and the ServeNebraska Symposium: Celebration of Service to be held in the spring. Budget or identify resources to ensure all projected AmeriCorps members and staff are able to attend these events which will be held in Lincoln.
- Child Care is a benefit for income eligible AmeriCorps members. Funding of child care for AmeriCorps members is provided directly from the Corporation for National & Community Service and is not included as a budgeted expense through this RFA. Eligibility standards that members must meet can be found in the Nebraska Child Care Development Plan for 2014-15 at: <http://dhhs.ne.gov/publichealth/Documents/ChildCareDevelopmentFundPlan.pdf>
- The Educational Award earned by AmeriCorps members is awarded subsequent to service by the National Service Trust and should not be included as a budgeted expense through this RFA.

The Corporation for National & Community Service and ServeNebraska expect to announce 2015-2016 Operation AmeriCorps funding decisions by April 7, 2015. Unless otherwise negotiated, 2015-2016 Nebraska Operation AmeriCorps programming will begin September 1, 2015.

We are eager to partner with you in enhancing civic engagement and the quality of life in our state. Please contact Cathy Plager by email at cathleen.plager@nebraska.gov with questions as you develop your applications

Thank you for your interest and efforts.

FUNDING OPPORTUNITY DESCRIPTION

A. PROGRAM DESCRIPTION

1. Purpose of AmeriCorps Funding

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

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in well-designed 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 receive a Segal AmeriCorps Education Award from the National Service Trust.

Through all its programs, CNCS and ServeNebraska 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.

2. Operation AmeriCorps Funding Priorities

CNCS and ServeNebraska is seeking to partner with localities to use national service as the transformative catalyst to address a pressing problem. Local leaders (a mayor or other chief executive) will identify a high priority local challenge which AmeriCorps State and National, AmeriCorps NCCC and/or AmeriCorps VISTA members can holistically address in a relatively short period of time (no more than two years). The solution must be place-based, coordinated with CNCS, ServeNebraska and other local organizations, and transformational in its expected outcome in order to succeed in the competition. The solution may be a new initiative, or it may use national service to scale up an existing successful effort.

What makes this competition different from other AmeriCorps Competitions?

- **Single application for multiple AmeriCorps programs:** For the first time, applicants may request AmeriCorps State and National, AmeriCorps NCCC, and/or AmeriCorps VISTA resources in a single application.
- **Focuses on transformational impact:** Successful applicants will propose how AmeriCorps members will be an essential part of the solution to achieve a dramatic and measurable improvement in the given locality in a two-year period.
- **Two-step application process:** Applicants will submit a Concept Paper of 10 pages or less that describes the program design. Then applicants selected for Step 2 will receive technical assistance and be asked to submit a full application. The full application will consist of the Concept Paper and additional information on Organizational Capacity and Budget. See Attachment 5.

Successful applicants will:

- Engage AmeriCorps members to achieve their desired outcome. This requested support may include:

- A grant to support direct service and/or capacity building¹ by AmeriCorps State and National members
- AmeriCorps VISTA members who focus on capacity building for organizations working on poverty-related issues
- AmeriCorps National Civilian Community Corps (AmeriCorps NCCC) members who serve short-term, 6-8 week service projects. AmeriCorps NCCC is a residential program; these AmeriCorps members will need housing during their engagement. See Attachment 2 for AmeriCorps NCCC issue areas and project suggestions.
- Coordinate with other AmeriCorps, Senior Companion, Foster Grandparent, and/or RSVP, programs in their communities, and consult with ServeNebraska.
- Leverage significant community support for the transformative effort. Applications that include evidence of community support and funding will receive preference. Applications submitted by Promise Zone or Strong Cities, Strong Communities designees will also be given preference.

Priority 1

(Priority 1 applications will receive higher preference for funding; applicants are encouraged to consider submitting a priority 1 application in order to improve their chances to receive a grant.)

Priority 1 applications will propose a transformational project that uses a national service solution to ensure that every high school senior has a career or educational opportunity upon high school graduation. Using AmeriCorps as the catalyst to engage the whole community, the goal is for every graduating high school senior to participate in one of the following five options following high school graduation:

- Further education, including at two- or four-year colleges
- Military service
- National service in AmeriCorps
- Employment
- A paid internship, a registered apprenticeship, or job training program.

Priority 2

Priority 2 applications may propose transformational projects that address any of CNCS's six focus areas: economic opportunity, education, disaster services, veterans and military families, healthy futures, or environmental stewardship. Examples include projects that use national service resources to ensure that every third grader is reading on grade level, dramatically increase energy efficiency, or end veterans' homelessness. Detailed descriptions of the CNCS focus areas are in Attachment 1 and AmeriCorps NCCC issue areas are in Attachment 2.

3. Review Criteria

In Step 1, reviewers will assess Concept Papers on the basis of rationale and approach/program design, particularly focusing on the theory of change for the proposed solution to the identified community problem and the appropriateness of AmeriCorps service as a catalyst for transformative change. Concept Papers may not exceed 10 pages in length. Concept papers should be organized according to Rationale and Approach/Program Design Criteria listed below in Section 3.a. Concept papers will be reviewed by the ServeNebraska Commission, the Commission has the responsibility and right to reject or accept any Concept papers to forward on to CNCS with recommendations for funding.

¹ CNCS considers capacity building activities to be *indirect services* that enable CNCS-supported organizations to provide more, better, and sustained *direct services* in CNCS' six focus areas. Capacity building activities cannot be solely intended to support the administration or operations of the organization. Examples of capacity building activities include recruiting and/or managing community volunteers; implementing effective volunteer management practices; completing community assessments that identify goals and recommendations; developing new systems and business processes (technology, performance management, training, etc.); and enhancing existing systems and business processes.

In Step 2, selected applicants will be asked to provide additional information about the quality of the member experience; their organizational capability; cost effectiveness and budget adequacy; and a detailed budget.

a. Step 1 Assessment Criteria: Concept Paper (50%) (10 pages maximum)

Each applicant must clearly describe a project that will deploy AmeriCorps members effectively to address a significant community problem. Applicants will first complete an Executive Summary in the following format:

The [Name of the applicant] will support [Number of] AmeriCorps members who will [what the members will be doing] in [the locations the AmeriCorps members will be]. At the end of project period, 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] that will be engaged in [what the leveraged volunteers will be doing.]

Specifically, [number of] AmeriCorps State and National members will [describe direct service and/or capacity building activities] from [insert anticipated start date for AmeriCorps State and National members] to [insert anticipated end date for AmeriCorps State and National members]. [Number of] AmeriCorps VISTA members will [describe poverty-related capacity-building activities] from [insert anticipated start date for AmeriCorps VISTA members] to [insert anticipated end date for AmeriCorps VISTA members]. [Number of] AmeriCorps NCCC teams will serve [anticipated dates of projects] to [describe focused short-term activities] from [insert anticipated start date for AmeriCorps NCCC members] to [insert anticipated end date for AmeriCorps NCCC members]. We [have/have not] included Senior Corps programs as partners to [describe Senior Corps involvement].

This program will focus on [fill in the relevant CNCS focus area]. The CNCS investment of \$[amount of request] will be matched with \$[amount of projected match].

Reviewers will assess your response to the following criteria:

Rationale and Approach/Program Design (50%)	Percentage
The extent and severity of the problem you are addressing, demonstrated by data such as the high school graduation rate, the unemployment rate, the poverty rate, or other measures that give context to the problem that AmeriCorps members will address.	10
How AmeriCorps members will achieve a transformational and measurable change through the direct service and/or capacity-building that will be provided by AmeriCorps State and National members, the capacity building service focused on alleviating poverty that will be provided by AmeriCorps VISTA members, and/or the short-term surge capacity that will be provided by AmeriCorps NCCC members.	15
How you plan to leverage, coordinate, or engage local community partners and existing national service programs (AmeriCorps, Senior Corps, Social Innovation Fund, Volunteer Generation Fund) if there are CNCS programs in your community that can increase the intensity or scope of the impact and/or strengthen community infrastructure to address future challenges.	5
The feasibility of your two-year timeline and plan to achieve your outcomes.	5
The level of evidence for your proposed intervention. See Attachment 3 for Levels of Evidence.	5
The quality of your outcomes, measures, data collection and logic model. What success will look like and how others not directly involved in the project will know that success was achieved. See Attachment 4 for Logic Model Template.	10
Total	50

b. Step 2 Assessment Criteria: Organizational Capability (25%) and Cost Effectiveness and Budget Adequacy (25%)

If your application is selected for technical assistance and submission of a full application, we will ask you for more detailed information regarding organizational capability, including your capability to ensure a positive experience for members, and cost effectiveness and budget adequacy. See Attachment 5 for Assessment Criteria for Step 2 elements.

4. Performance and Evaluation

a. Performance Measures

During Step 2 of the application process, applicants will be required to select performance measures for reporting purposes from the list in Attachment 6, Performance Measures. We expect successful applicants to collect performance measurement data that tracks the services that AmeriCorps members provide, and the outcomes these AmeriCorps members produce. For AmeriCorps NCCC teams, the AmeriCorps NCCC Team Leader will collect performance data and require the applicant to verify accomplishments and identify service outcomes.

b. National Assessment

In order to learn more about the feasibility, structure, and effectiveness of the coordinated grant making approach of Operation AmeriCorps, CNCS will conduct a national assessment of Operation AmeriCorps projects. The national assessment may include a study of the context, structure, organization, and implementation of Operation AmeriCorps; site-specific analyses of innovation and systems change associated with the program, including partnership arrangements, information technology and data sharing, adoption or improvement of evidence-based practices, development of innovative approaches to management and service delivery, and sustainability; and/or other specific topics based on successful grantee program models.

All grantees will be required to cooperate with the national assessment as a condition of grant award. Participating in the national assessment will fulfill CNCS's evaluation requirements for any AmeriCorps State and National element of a grantee's Operation AmeriCorps project. Successful applicants are encouraged to also conduct their own program-level evaluation, and grant funds may be budgeted for this purpose.

5. Program Authority

The National and Community Service Act of 1990, as amended, (42 U.S.C. § 12501 et seq.), The Domestic Volunteer Service Act of 1973, as amended (42 U.S.C. § 4950 et seq.)

B. FEDERAL AWARD INFORMATION

1. Estimated Available Support

All awards are subject to the availability of annual appropriations, which have not yet been made.

2. Estimated Award Amount

Award amounts are expected to vary with the scope of the project and partnerships. CNCS will award AmeriCorps NCCC and AmeriCorps VISTA member slots as well as AmeriCorps State and National grant funds to support the AmeriCorps member living allowance and project implementation costs.

3. Project Period

Unless otherwise specified, the grant is expected to cover a two-year project period. In approving the two-year project period, CNCS generally makes an initial award for the first year of operation. You will submit your application with a one-year budget including the AmeriCorps State and National grant

portion of your project and the number of AmeriCorps NCCC teams and AmeriCorps VISTA members you are requesting. Continuation funding for the second year is not guaranteed and may be dependent on availability of appropriations and first year performance. Applicants should anticipate that it will take a minimum of 3-6 months from the date of the grant award to have AmeriCorps members serving on the ground in their locality.

4. Type of Award

The AmeriCorps State and National grant portion of your support will be awarded on a cost reimbursement basis.² The AmeriCorps VISTA and AmeriCorps NCCC portion of your support will be AmeriCorps VISTA and AmeriCorps NCCC members. You will be responsible for supervision and support costs of the AmeriCorps VISTA members and for securing housing for the AmeriCorps NCCC members.

C. ELIGIBLE APPLICANTS

1. Eligible Organizations

Local governments of U.S. cities, counties or towns; school boards; state service commissions; and quasi-governmental organizations such as Councils of Governments and non-profit regional development authorities including park, housing, or economic development authorities may apply. You are encouraged to work with local partners including public agencies or private non-profit organizations, including faith-based and other community organizations; institutions of higher education; other government entities; labor organizations; other partnerships and consortia; and other national service programs (AmeriCorps, Senior Corps, Social Innovation Fund, Volunteer Generation Fund) in your community. A government applicant may enlist a community partner to serve as fiscal agent.

ServeNebraska will conduct its own selection process and submit its recommendations for funding to CNCS. If you are not representing a Tribal government, you are required to contact ServeNebraska.

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.

CNCS and ServeNebraska encourages organizations that have never received funding from CNCS, ServeNebraska or AmeriCorps to apply for the federal funding and resources described in this Notice.

2. Cost Sharing or Matching

The entity leading this project is expected to invest its own resources, and leverage additional community support for this project. Applicants are strongly encouraged to provide evidence of community funding and support, including the involvement of other national service programs operating in the locality.

Matching requirements for AmeriCorps State and National grants are 24% (cash or in-kind) for the first three years of any grant, details are specified at §§ 45 C.F.R. 2521.35 - 2521.95. Cost share is not required for the AmeriCorps NCCC and AmeriCorps VISTA positions that are awarded, although cost share for the AmeriCorps VISTA positions is highly encouraged and will increase an applicant's competitiveness.

² Cost reimbursement grants fund a portion of program operating costs and member living allowances with flexibility to use all of the funds for allowable costs regardless of whether or not the program recruits and retains all AmeriCorps members. Cost reimbursement grants include a formal matching requirement and require the submission of a budget and financial reports.

D. APPLICATION AND SUBMISSION INFORMATION

This Notice should be read together with the CNCS Regulations at 45 C.F.R. Chapters XII and XXV, and the Performance Measures in Attachment 6. The full regulations are available online at www.ecfr.gov. The TTY number is 800-833-3722. For a printed copy of related material, call 202-606-7508.

1. Address to Request the Application Package

Send an e-mail to cathleen.plager@nebraska.gov to request an application package.

2. Submission Dates and Times

a. Notice of Intent to Apply

Submission of a Notice of Intent to Apply is highly encouraged and due on or before **Monday, December 19, 2014 at 5:00 p.m. Eastern Time**. Please send the Notice of Intent to Apply via e-mail to cathleen.plager@nebraska.gov with subject line: **Operation AmeriCorps Notice of Intent to Apply**

The Notice of Intent to Apply must include contact information (name of the applicant organization, address, contact person, email address, and phone number), whether you plan to address Priority 1 or Priority 2 (including which Priority 2 focus area(s) the applicant intends to address. See Attachment 1 for details on the Focus Areas). Notices of Intent to Apply will *not* receive an email acknowledging receipt.

b. Step 1: Concept Papers

The deadline for Concept Papers is **5:00 p.m. Central Time on Monday, January 5, 2015**.

c. Step 2: Organizational Capacity, Cost Effectiveness, and Budget Adequacy

The deadline for Step 2 Applications is **4:00 p.m. Central Time on Monday, March 9, 2015**.

CNCS and ServeNebraska will not consider Notices of Intent, Concept Papers, or Full Applications received after the deadlines, except as noted below. CNCS reserves the right to extend the submission deadline and any notice of such extended deadline will be posted in eGrants.

3. Late Applications

CNCS may consider an application after the deadline, but only if the applicant submits a letter to LateApplications@cns.gov explaining the extenuating technical circumstances that caused the delay. CNCS must receive the letter within one business day after the deadline. If technical issues prevent an applicant from submitting an application on time, the letter should include the eGrants ticket number provided by the National Service Hotline. Communication with CNCS staff, including an applicant's program officer, is not a substitute for sending the letter. CNCS will determine whether or not to accept a late application on a case-by-case basis. Please be advised that CNCS will not consider an advance request to submit a late application.

4. Content and Form of Application Submission

a. Submitting in eGrants

Applicants must submit their applications electronically via the CNCS web-based system, [eGrants](#). We recommend that applicants create an eGrants account and begin the eGrants application creation process at least three weeks before the deadlines.

Applicants should draft the application as a word processing document, then 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 your word processing software likely will be different than what will appear in eGrants. See more details under 4.b Content and Page Limits.

Contact the National Service Hotline at 800-942-2677 or questions.nationalservice.gov if a problem arises while creating an account or while preparing or submitting an application in eGrants. National Service Hotline hours are Monday through Thursday 9:00 a.m. to 7:00 p.m. ET. Be prepared to provide the application ID and your organization's name and inform the Hotline that you are calling in regards to the Operation AmeriCorps Notice.

b. Content and Page Limits

Concept papers should be organized according to the Rationale and Approach/Program Design Criteria listed above in Section 3.a. on page 3. Concept Papers may not exceed 10 pages. This limit does not include the cover page or the logic model. The logic model may not exceed 3 pages.

Full applications may not exceed 18 pages, including the Concept Paper and the Step 2 narrative, which includes organizational capacity and cost effectiveness and budget adequacy sections of the application. The page limit for the Full Application does not include the budget and performance measures.

You are strongly encouraged to print out the application from the "Review and Submit" page prior to submitting to ensure that your application does not exceed the page limit. Reviewers will not consider submitted material that is over the page limit, even if eGrants allows an applicant to enter and submit text over the limit. Do not submit non-required supplemental materials such as videos, DVDs, brochures, or any other item not requested in the Notice or application instructions. CNCS will not review or return them.

c. Duns and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)

The Concept Paper 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>. The website indicates a 48-hour e-mail turnaround time on requests for DUNS numbers; however, we suggest registering at least 30 days in advance of the application due date.

After obtaining a DUNS number, all applicants **must** register with the Systems for Award Management (SAM) at <https://www.sam.gov/portal/public/SAM/> and maintain an active SAM registration until the application process is completed and, if a grant is awarded, it 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.

E. APPLICATION REVIEW INFORMATION

1. Criteria

See the Review Criteria in Section 3.a. on page 3 and Attachment 5.

2. Stages in the Review Process

a. Compliance Review

CNCS staff will review all applications to determine compliance with eligibility, deadline, and completeness. Non-compliant applications will not be considered. An application is complete if it includes all required documentation and is received by the application due date. The required documentation for Step 1 is:

- Concept Paper including Executive Summary
- Logic model, submitted attached to an e-mail addressed to OperationAmeriCorps@cns.gov. Please include the legal applicant name, point of contact information, and Concept Paper ID in the e-mail and in the logic model document itself.

b. Review

CNCS staff reviewers will assess applications based on the assessment criteria outlined in this Notice for Steps 1 and 2. CNCS will notify each applicant via email whether or not they were selected to participate in Step 2.

In Step 2, selected applicants from Step 1 will be asked to provide additional information that will be used by CNCS staff to make final funding recommendations. A request for additional information does not guarantee a grant award. Failure to respond to requests for additional information in a timely fashion may result in the removal of applications from consideration.

c. Risk Assessment Evaluation

CNCS staff will evaluate the risks to the program posed by each applicant, including conducting due diligence to ensure an applicant's ability to manage federal funds. This evaluation is in addition to the evaluation of the applicant's eligibility or the quality of its application on the basis of the Selection Criteria. Results from this evaluation will inform funding decisions. If CNCS 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 risks, CNCS may consider the following:

- Financial stability
- Quality of management systems and ability to meet the management standards prescribed in applicable OMB Guidance
- Information available through any OMB-designated repositories of government wide eligibility qualification or financial integrity information, such as:
 - Federal Awardee Performance and Integrity Information System (FAPIIS),
 - Duns and Bradstreet
 - “Do Not Pay”
- Reports and findings from single audits performed under OMB Uniform Guidance at 2 CFR 200 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
- The applicant's ability to effectively implement statutory, regulatory, or other requirements.

d. Selection for Funding

With the goal of a diversified portfolio, the Chief Executive Officer will select the final awardees based on reviewer recommendations and strategic considerations including:

- Geographic representation
- Organizations and/or program models that recruit and engage traditionally underrepresented populations as AmeriCorps members and expand opportunities to serve as AmeriCorps members, particularly for new Americans, low-income individuals, Opportunity Youth³, rural residents, older Americans, veterans, communities of color, Native Americans, and people with disabilities
- Organizations that embrace innovative approaches to solving problems.

³ Opportunity youth are economically disadvantaged individuals ages 16-24 who are disconnected from school or work for at least six months prior to service. CNCS defines economically disadvantaged consistent with the definition used in the member development performance measures, “Receiving or meet the income eligibility requirements to receive: TANF, Food Stamps (SNAP), Medicaid, SCHIP, Section 8 housing assistance.” CNCS defines “disconnected from school or work” as unemployed, underemployed, and not in school for at least six months prior to service.

Organizations selected for funding will be asked to provide additional information in eGrants in order to enroll AmeriCorps VISTA and AmeriCorps NCCC members.

e. Feedback to Applicants

Following final selection, CNCS will provide feedback to applicants upon request.

CNCS is committed to transparency in grant-making. The following information will be published on the CNCS website (<http://nationalservice.gov/about/open-government-initiative/transparency/results-grants-competition>) within 90 business days after all grants are awarded:

- A competition overview
- A list of all compliant Concept Papers submitted
- Data extracted from the cover page and narratives of successful applicants.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notice

CNCS will award federal funding and other federal resources following the award selection announcement. We anticipate announcing the results of this competition on or around April 7, 2015, dependent on the availability of appropriations.

2. Administrative and National Policy Requirements

The AmeriCorps State and National Notice of Grant Award, the AmeriCorps NCCC Sponsor Agreement, and AmeriCorps VISTA Terms and Conditions incorporate approved applications as part of a binding commitment under the award as well as the applicable CNCS regulations at 45 C.F.R. Chapters XII and XXV. Grants under this program are subject to the Uniform Cost Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. (2 C.F.R. Part 200; 78 Fed. Reg. 78590). This final guidance supersedes and streamlines 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. CNCS will implement this guidance no later than December 26, 2014.

3. Award Period

The project start date may not occur prior to the date CNCS makes the award. 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.

4. Reporting Requirements

Awardees are required to provide quarterly program progress reports and semi-annual financial reports. You will also be required to report at www.FSRS.gov on all subawards over \$25,000 and may be required to report on executive compensation for your organization and for your subgrantees. You must have the necessary systems in place to collect and report this information. See [2 CFR Part 170](#) for more information and to determine how these requirements apply. You will also be required to submit regular progress reports.

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 assurance that they are providing CNCS with high quality performance measure 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 error
- The grantee ensures that the data reported is complete
- The grantee actively reviews data prior to submission.

5. Re-Focusing of Funding

CNCS reserves the right to re-focus funding in the event of disaster or other compelling need for service.

G. AGENCY CONTACT

For questions about budget or matching resources, contact:

Cathy Plager
 Executive Director
 ServeNebraska
cathleen.plager@nebraska.gov
 (402) 471-6227

Janet Schmidt
 Fiscal/Operations Officer
 ServeNebraska
janet.schmidt@nebraska.gov
 (402) 471-6212

This Notice is available at nationalservice.gov/funding-opportunities. The TTY number is 202-606-3472. For a printed copy of this information or further information e-mail Cathleen.plager@nebraska.gov

The mailing address is:

ServeNebraska
P.O. Box 98927
Lincoln, NE 68509-8927

H. OTHER INFORMATION TO KNOW BEFORE APPLYING

Technical Assistance Calls

CNCS will host technical assistance calls and/or workshops to answer questions about the funding opportunity and about eGrants and strongly encourages all applicants to participate in these sessions. The schedule of calls and call-in information will be posted on CNCS's website at nationalservice.gov/funding-opportunities.

Attachment 1: CNCS Focus Area Descriptions

In order to carry out Congress' intent and to maximize the impact of investment in national service, CNCS is targeting AmeriCorps funds to the following focus areas:

Disaster Services

Grant activities will increase the preparedness of individuals, improve individuals' readiness to respond, help individuals recover from disasters, and 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. Grant activities will help economically disadvantaged people to have improved access to services aimed at contributing to their enhanced financial literacy; transition into or remain in safe, healthy, affordable housing; and 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 individuals, especially children. CNCS is particularly interested in program designs that support youth engagement and service-learning as strategies to achieve improved academic outcomes. Grant activities will improve school readiness for economically disadvantaged young children; educational and behavioral outcomes of students in low-achieving elementary, middle, and high schools; and the preparation for, and prospects of success, in post-secondary educational institutions for economically disadvantaged students.

Environmental Stewardship

Grants will provide support for direct services that contribute to increased energy and water efficiency, renewable energy use, or improving at-risk ecosystems. In addition, grants will support increased individual behavioral change leading to increased 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
- Increase green training opportunities that may lead to decreased energy and water consumption or improved at-risk ecosystems.

In addition, the Administration is exploring ways to provide service, training, education, and employment opportunities for young Americans through protecting, restoring and enhancing public and tribal lands. CNCS is exploring potential programs along the lines of a "21st Century Civilian Service Corps" that can facilitate conservation service work on public lands and encourage a new generation of natural resource managers and environmental scientists, particularly in low income and disadvantaged communities.

Healthy Futures

Grants will provide support for health needs within communities including access to care, aging in place, and childhood obesity. Grant activities will improve access to primary and preventive 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 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. Grant activities will increase the number of veterans and military service members and their families served by CNCS-supported programs and increase the number of veterans and military family members engaged in service through CNCS-

supported programs. To the greatest extent possible, proposed activities should be aligned with the Veteran and Military Family National Performance Measures.

Attachment 2: AmeriCorps NCCC Service Project Issue Areas

AmeriCorps NCCC Issue Areas

The AmeriCorps NCCC Projects must:

- Address compelling community needs
- Have clearly stated and well planned tasks and objectives
- Have demonstrable, measurable goals
- Engage all team members in meaningful service throughout the project
- Provide opportunities for member growth and development
- Involve the community throughout the project
- Have a plan for sustainability after the team completes its service

Projects are normally six to eight weeks in duration, but will vary depending on the requirements of the project. Projects must be capable of using at least one full team of 8 to 12 members effectively. Transportation and some basic tools are provided by AmeriCorps NCCC; however, project sponsors are required to provide materials, specialized tools, orientation, training, and technical supervision. When the distance between the campus and the project site is beyond a reasonable driving distance, as determined by the campus, the project sponsor works with AmeriCorps NCCC to help arrange housing, food, and other logistical needs.

NATURAL AND OTHER DISASTERS

Natural and Other Disaster projects address the needs of communities affected by floods, hurricanes, wildfires and other disasters. The focus is on preparedness, mitigation, response and recovery projects. Examples of projects include, but are not limited to: coordinating volunteers; managing distribution centers and shelters; preparing and distributing meals; clearing debris; enrolling victims into emergency-assistance databases; mucking and gutting; surveying community assets; distributing educational materials and preparedness kits; implementing disaster-preparedness curricula; mapping for improvements to community emergency response systems; and installing hurricane shutters.

INFRASTRUCTURE IMPROVEMENT

Infrastructure Improvement projects contribute to the safety and well-being of community members through repairing and building structures. In addition, projects will improve basic facilities and services needed for the functioning of the community. Examples of projects include, but are not limited to: building wheelchair ramps; establishing community centers; assembling playgrounds; repairing and painting public facilities.

ENVIRONMENTAL STEWARDSHIP AND CONSERVATION

In the tradition of the Civilian Conservation Corps of the 1930s, Environmental Stewardship and Conservation projects help preserve and enhance a community's natural resources. Examples of projects include, but are not limited to: trail development and maintenance; planting trees; removing invasive plant species; cleaning up rivers, streams, and beaches; performing water quality assessments; and leading environmental education workshops and camps for youth.

ENERGY CONSERVATION

Energy Conservation projects promote energy efficient practices with organizations, communities, families, or individuals. Examples of projects include, but are not limited to: providing energy efficiency assessments; assisting with installations of energy efficient appliances and light bulbs; developing recycling programs; performing home weatherization projects for low-income, disabled, and senior citizens; and providing and developing educational programming on sustainability and conservation practices.

URBAN AND RURAL DEVELOPMENT

Urban and Rural Development projects address the special needs of communities in ways that improve the quality of life for citizens and the success of whole communities. Examples of projects include, but are not limited to: supporting homeless shelters, food banks, youth and family service organizations; historical preservation;

programming for seniors and special populations; renovating and constructing homes; leading neighborhood and community revitalization projects; and providing direct service to students, parents, and families through tutoring, one-on-one assistance, afterschool programming, employment counseling and health awareness.

Attachment 3: Levels of Evidence

The five evidence levels are:

No evidence means that the applicant has not provided evidence that they have collected any qualitative or quantitative data to date.

Pre-preliminary evidence means the applicant presents evidence that it has collected quantitative or qualitative data from program staff, program participants, or beneficiaries that have been used for program improvement, performance measurement reporting, and/or tracking. An example could be gathering feedback from program participants following their receipt of the intervention.

Preliminary evidence means the applicant presents an initial evidence base that can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least one non-experimental study conducted on the proposed program (or another similar program that uses a comparable intervention). A study that demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: 1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program; and 2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.

Moderate evidence means the applicant presents a reasonably developed evidence base that can support causal conclusions for the specific program proposed by the applicant with moderate confidence. The evidence base consists of one or more quasi-experimental studies conducted on the proposed program (or another similar program that uses a comparable intervention) with positive findings on one or more intended outcome OR two or more non-experimental studies conducted on the proposed program with positive findings on one or more intended outcome OR one or more experimental studies of another relevant program that uses a similar intervention. Examples of research that meet the standards include: well-designed and well-implemented quasi-experimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e. a similar population that does not receive the intervention).

Strong evidence means the applicant presents an evidence base that can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of one or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcome.

Attachment 4: Logic Model Template

Project Resources	Core Project Components	Evidence of Project Implementation and Participation	Evidence of Change		
INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES		
			Short-term	Medium-term	Long-term
What we invest (# and type of AmeriCorps members)	What we do	Direct products from program activities	Changes in knowledge, skills, attitudes, opinions	Changes in behavior or action that result from participants new knowledge	Meaningful changes, often in condition or status in life

Attachment 5. Step 2 Submission: Full Application

If you are selected to receive technical assistance and submit a full application, you will complete the following additional narrative fields in eGrants. The Full Application must not exceed 18 pages, including the concept paper from Step 1. Reviewers will reassess Rationale and Approach/Program Design response to criteria (from the concept paper) and assess Organizational Capability and Cost Effectiveness and Budget Adequacy.

Rationale and Approach/Program Design (50%)	Percentage
The extent and severity of the problem you are addressing, demonstrated by data such as the high school graduation rate, the unemployment rate, the poverty rate, or other measures that give context to the problem that AmeriCorps members will address.	10
How AmeriCorps members will achieve a dramatic and measurable change through the direct service and/or capacity-building that will be provided by AmeriCorps State and National members, the capacity building service focused on alleviating poverty that will be provided by AmeriCorps VISTA members, and/or the short-term surge capacity that will be provided by AmeriCorps NCCC members.	15
How you plan to leverage, coordinate, or engage local community partners and existing national service programs (AmeriCorps, Senior Corps, Social Innovation Fund, Volunteer Generation Fund) if there are CNCS programs in your community that can increase the intensity or scope of the impact and/or strengthen community infrastructure to address future challenges.	5
The feasibility of your two-year timeline and plan to achieve your outcomes.	5
The level of evidence for your proposed intervention. See Attachment 3 for Levels of Evidence.	5
The quality of your outcomes, measures, data collection and logic model. What success will look like and how others not directly involved in the project will know that success was achieved. See Attachment 4 for Logic Model Template.	10
Total	50
Organizational Capability (25%)	
<p>Organizational Strength</p> <ul style="list-style-type: none"> Your experience and organizational structure qualifies you to plan and implement the proposed program. You have prior experience administering AmeriCorps grants or other federal funds. You have a staffing plan that will be adequate to oversee and coordinate the AmeriCorps members serving on your Operation AmeriCorps project. Please indicate whether you will staff this project with current employees (which can be counted as part of your in-kind match); hire a new position with the AmeriCorps State and National grant funds; or use AmeriCorps VISTA resources to coordinate the project. Explain how your staffing plan will make your project sustainable. Evidence of Mayor, tribal leader, or other chief executive engagement in the planning and execution of this project. 	10
<p>Member Experience: Supervision</p> <ul style="list-style-type: none"> You have clearly stated and well planned tasks and objectives that will engage all AmeriCorps members in meaningful service throughout the project. You plan to ensure that AmeriCorps members and generated volunteers are aware of and are adhering to the rules regarding prohibited activities. You have a plan for supervising AmeriCorps members that ensures they will receive adequate support and guidance. 	6
<p>Member Experience: Training and Branding</p> <ul style="list-style-type: none"> You have well-developed training topics and a timeline for AmeriCorps member training. You will provide opportunities for AmeriCorps member growth and development. You will ensure that participants are prepared to speak about their AmeriCorps experience to members of the community. 	6

<ul style="list-style-type: none"> • Program participants will know they are AmeriCorps members. • Your community will know they are AmeriCorps members. • The AmeriCorps members will wear the AmeriCorps logo daily 	
Compliance and Accountability <ul style="list-style-type: none"> • You will ensure compliance with AmeriCorps rules and regulations including those related to prohibited activities. • You will prevent and detect compliance issues. • You will be accountable if instances of risk or noncompliance are identified 	3
Subtotal	25
Cost Effectiveness and Budget Adequacy (25%)	
<ul style="list-style-type: none"> • The program is a cost effective approach for addressing the problem. Consider the total costs and benefits of the program and, to the extent possible, document the costs and benefits. 	8
<ul style="list-style-type: none"> • You will raise the additional resources needed to manage and operate the proposed AmeriCorps program. Keep in mind that the AmeriCorps State and National budget must support the cost for the AmeriCorps State and National members' living allowance, health care, and criminal history checks. You will also work with the AmeriCorps NCCC to help arrange housing and other logistical needs for the AmeriCorps NCCC members. • The city, county, Tribal government, or school board leading this project is investing their own funds and/or leveraging additional community support or funds for this project. • Your proposed budget indicates the amount of non-CNCS resource commitments (in-kind, and cash) secured to date and the sources of these commitments. 	6
<ul style="list-style-type: none"> • Your proposed budget is adequate to carry out the program. 	3
<ul style="list-style-type: none"> • You have a plan for sustainability after the federal support ends. 	8
Subtotal	25
TOTAL	100

c. Budget

Complete the budget section in eGrants.

3. Funding Restrictions

a. AmeriCorps State and National 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 a wage.

Programs are not required to provide a living allowance for members serving in less than full-time terms of service. If a program chooses to provide a living allowance to a less than full-time member, it must comply with the maximum limits. For cost-reimbursement grants, the amount must be included in the proposed budget as either CNCS or grantee share.

b. AmeriCorps State and National Maximum Cost per Member Service Year (MSY)

CNCS considers comparative costs per MSY in making funding decisions. 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 and is \$13,730 for fiscal year 2015 (FY 2015).

c. Amount of the Segal AmeriCorps Education Award for FY 2015

AmeriCorps State and National members serving in programs funded with FY 2015 dollars who successfully complete a term of service will receive an Education Award from the National Service Trust

of \$5,730 for a year of full-time service, with correspondingly smaller awards for less-than-full-time service. The amount of the Education Award for AmeriCorps State and National is determined on the basis of the Pell Grant award. A member has up to seven years after his or her term of service to use the Education Award. All AmeriCorps NCCC and AmeriCorps VISTA members serve full-time; the amount of AmeriCorps NCCC and AmeriCorps VISTA members' Segal AmeriCorps Education Award will depend on the date they begin service.

Term of Service and FY 2015 Education Award (for AmeriCorps State and National members only*)

Term of Service	Minimum # of Hours	FY 2015 Education Award
Full Time	1700	\$5,730.00
One-Year Half Time	900	\$2,865.00
Reduced Half Time	675	\$2,182.78
Quarter Time	450	\$1,515.55
Minimum Time	300	\$1,212.44

* AmeriCorps NCCC and AmeriCorps VISTA members can only serve full time terms of service.

4. Performance Measures and National Assessment

a. Performance Measures

Successful applicants will be required to select performance measures for reporting purposes from the list in Attachment 6, Performance Measures. We expect successful applicants to collect performance measurement data that tracks the individuals enrolled in national service programs as AmeriCorps members, the services these AmeriCorps members provide, and the outcomes they achieve.

b. National Assessment

In order to learn more about the feasibility, structure, and effectiveness of the coordinated grant making approach of Operation AmeriCorps, CNCS will conduct a national assessment of Operation AmeriCorps projects. The national assessment may include a study of the context, structure, organization, and implementation of Operation AmeriCorps; site-specific analyses of innovation and systems change associated with the program, including partnership arrangements, information technology and data sharing, adoption or improvement of evidence-based practices, development of innovative approaches to management and service delivery, and sustainability; and/or other specific topics based on successful grantee program models.

All grantees will be required to cooperate with the national assessment as a condition of grant award. Participating in the national assessment will fulfill CNCS's evaluation requirements that apply to the AmeriCorps State and National element of a grantee's Operation AmeriCorps project. Successful applicants are encouraged to also conduct their own program-level evaluation, and grant funds may be budgeted for this purpose.

**Attachment 6
Operation AmeriCorps Performance Measures**

1. DISASTER SERVICES

Measure D1	Number of individuals that received CNCS-supported services in disaster preparedness.
Measure D2	Number of individuals that received CNCS-supported services in disaster response.
Measure D3	Number of individuals that received CNCS-supported services in disaster recovery.
Measure D4	Number of individuals that received CNCS-supported services in disaster mitigation.

2. ECONOMIC OPPORTUNITY

Measure O1	Number of economically disadvantaged individuals receiving financial literacy services.
Measure O2	Number of economically disadvantaged individuals receiving job training and other skill development services.
Measure O3	Number of economically disadvantaged individuals receiving job placement services.
Measure O4	Number of housing units developed, repaired, or otherwise made available for low-income individuals, families or people with disabilities.
Measure O5	Number of economically disadvantaged individuals, including homeless individuals, receiving housing services.
Measure O9	Number of economically disadvantaged individuals with improved financial knowledge.
Measure O10	Number of economically disadvantaged individuals placed in jobs.
Measure O11	Number of economically disadvantaged individuals, including homeless individuals, transitioned into safe, healthy, affordable housing.
Measure O12	Number of economically disadvantaged National Service Participants who are unemployed prior to their term of service.
Measure O13	Number of economically disadvantaged National Service Participants who have not obtained the high school diploma or equivalent prior to the start of their term of service.
Measure O14	Number of economically disadvantaged National Service Participants who have their high school diploma or equivalent but have not completed a college degree prior to their term of service.
Measure O15	Number of economically disadvantaged National Service Participants that secure employment during their term of service or within thirty days after finishing the program
Measure O16	Number of National Service Participants that obtain a GED/diploma while serving in a CNCS program or within 30 days after finishing the program.
Measure O17	Number of economically disadvantaged members that register for a college course during the term of service or within 30 days after finishing a CNCS-supported program

3. EDUCATION

Measure ED1	Number of economically disadvantaged students or students with special/exceptional needs who start in a CNCS-supported education program.
Measure ED2	Number of economically disadvantaged students or students with special/exceptional needs that completed participation in CNCS-supported K-12 education programs.
Measure ED3A	Number of disadvantaged youth/mentor matches or youth with special or exceptional needs/mentor matches that are commenced by the CNCS-supported education program.
Measure ED4A	Number of disadvantaged youth/mentor matches or youth with special or exceptional needs/mentor matches that were sustained by the CNCS-supported program for at least the required time period.
Measure ED5	Number of students with improved academic performance in literacy and/or math.
Measure ED9	Number of students graduating from high school on time with a diploma.
Measure ED10	Number of students entering post-secondary institutions.
Measure ED11	Number of students earning a post-secondary degree.
Measure ED12	Number of CNCS-supported National Service Participants who begin serving as teachers through a Teacher Corps program.
Measure ED13	Number of CNCS-supported National Service Participants who completed serving as teachers through a Teacher Corps program.
Measure ED14	Number of CNCS-supported National Service Participants teaching in high need schools during their term of service.
Measure ED17	Number of CNCS-supported National Service Participants remaining in the education field after their term of service.
Measure ED18	Number of CNCS-supported National Service Participants who have had a positive impact on student learning as determined by observation-based assessments of teacher performance.
Measure ED19	Number of CNCS-supported National Service Participants receiving certification to teach in schools after their term of service.
Measure ED20:	Number of economically disadvantaged children or children with special or exceptional needs who start in a CNCS-supported early childhood education program.
Measure ED21	Number of economically disadvantaged children or children with special or exceptional needs that completed participation in CNCS-supported early childhood education programs.
Measure ED23	Number of children demonstrating gains in school readiness in terms of social and/or emotional development.
Measure ED24	Number of children demonstrating gains in school readiness in terms of literacy skills
Measure ED25	Number of children demonstrating gains in school readiness in terms of numeracy (math) skills.
Measure ED26	Number of students acquiring a GED.
Measure ED27A	Number of students in grades K-12 that participated in the mentoring or tutoring or other education program, including CNCS-supported service learning, who demonstrated improved academic engagement (attitudes).
Measure ED27B	Number of students in grades K-12 that participated in the mentoring or tutoring or other education program, including CNCS-supported service learning, who demonstrated improved academic engagement (behaviors).
Measure ED30	Number of students with improved academic performance in core academic subjects other than literacy or math.
Measure ED31	Number of economically disadvantaged post-secondary students or post-secondary students with special or exceptional needs who start in a CNCS-supported education program.

Measure ED32	Number of economically disadvantaged post-secondary students or post-secondary students with special or exceptional needs that completed participation in CNCS-supported education programs.
--------------	--

4. ENVIRONMENTAL STEWARDSHIP

Measure EN1	Number of housing units of low-income households and public structures weatherized or retrofitted to improve energy efficiency.
Measure EN1.1	Number of weatherized or retrofitted low-income households with reduced energy consumption or reduced energy costs.
Measure EN2	Number of AmeriCorps members trained and/or certified for green jobs including the conducting of energy audits.
Measure EN2.2	Number of trained AmeriCorps members placed in green jobs.
Measure EN3	Number of individuals receiving education or training in environmental stewardship and/or environmentally-conscious practices.
Measure EN3.1	Number of individuals with an increase in knowledge of environmental stewardship and/or environmentally-conscious practices.
Measure EN3.2	Number of individuals reporting a change in behavior or the intent to change behavior within one year in order to better protect the environment and/or reduce energy consumption as a result of the educational event or training they received.
Measure EN4	Number of acres of national parks, state parks, city parks, county parks, or other public and tribal lands that are treated.
Measure EN4.1	Number of acres of national parks, state parks, city parks, county parks, or other public and tribal lands that are improved.
Measure EN5	Number of miles of trails or waterways (owned/maintained by national, state, county, city or tribal governments; nonprofits when for public use or the public good; and public easements) that are treated and/or constructed.
Measure EN5.1	Number of miles of trails or waterways (owned/maintained by national, state, county, city or tribal governments; nonprofits such as land conservancies when the land is for public use or the public good; and public easements) that are improved, and/or put into use.
Measure EN6	Number of tons of materials collected.
Measure EN6.1	Number of tons of materials recycled.

5. HEALTHY FUTURES

Measure H1	Number of individuals who are uninsured, economically disadvantaged, medically underserved, or living in rural areas utilizing preventive and primary health care services and programs.
Measure H2	Number of clients to whom information on health insurance, health care access and health benefits programs is delivered.
Measure H3	Number of clients enrolled in health insurance, health services, and health benefits programs.
Measure H4	Number of clients participating in health education programs.
Measure H5	Number of children and youth engaged in in-school or afterschool physical education activities with the purpose of reducing childhood obesity.

Measure H6	Number of children and youth receiving nutrition education with the purpose of reducing childhood obesity.
Measure H7	Number of clients receiving language translation services at clinics and in emergency rooms.
Measure H8	Number of older adults or individuals with disabilities receiving food, transportation, or other services that allow them to live independently.
Measure H9	Number of older adults or individuals with disabilities who reported having increased social ties/perceived social support.
Measure H10	Number of individuals receiving emergency food from food banks, food pantries, or other nonprofit organizations.
Measure H11	Number of individuals receiving support, services, education and/or referrals to alleviate long-term hunger.
Measure H12	Number of individuals that reported increased food security of themselves and their children (household food security) as a result of CNCS-supported services.

6. Veterans and Military Families

Measure V1	Number of veterans that received CNCS-supported assistance.
Measure V2	Number of veterans engaged in service opportunities as a National Service Participant or volunteer
Measure V3	Number of veterans assisted in pursuing educational opportunities.
Measure V4	Number of veterans assisted in receiving professional certification, licensure, or credentials.
Measure V6	Number of housing units developed, repaired, or otherwise made available for veterans.
Measure V7	Number of family members of active duty military service members that received CNCS-supported assistance.
Measure V8	Number of veterans' family members that received CNCS-supported assistance.
Measure V9	Number of active duty military service members that received CNCS-supported assistance.
Measure V10	Number of military family members engaged in service opportunities as a National Service Participant or volunteer

7. CAPACITY BUILDING

Measure G3-3.1	Number of community volunteers recruited by CNCS-supported organizations or national service participants
Measure G3-3.2	Number of community volunteers managed by CNCS-supported organizations or national service participants
Measure G3-3.3	Number of organizations implementing three or more effective volunteer management practices as a result of capacity building services provided by CNCS-supported organizations or national service participants
Measure G3-3.4	Number of organizations that received capacity building services from CNCS-supported organizations or national service participants
Measure G3-3.5	Number of staff and community volunteers that received training (of one or more types) as a result of capacity building services provided by CNCS-supported organizations or national service participants
Measure G3-3.6	Number of organizations that completed a community assessment identifying goals and recommendations with the assistance of CNCS-supported organizations or national service participants
Measure G3-3.7	Hours of service contributed by community volunteers who were recruited by CNCS-supported organizations or national service participants

Measure G3-3.8	Hours of service contributed by community volunteers who were managed by CNCS-supported organizations or national service participants
Measure G3-3.9	Number of organizations reporting that capacity building activities provided by CNCS-supported organizations or national service participants have helped to make the organization more efficient
Measure G3-3.10	Number of organizations reporting that capacity building activities provided by CNCS-supported organizations or national service participants have helped to make the organization more effective
Measure G3-3.11	Number of new systems and business processes (technology, performance management, training, etc.) or enhancements to existing systems and business processes put in place as a result of capacity building services provided by CNCS-supported organizations or national service participants
Measure G3-3.12	Number of organizations that monitored their progress towards the goals identified in their community assessment with the assistance of CNCS-supported organizations or national service participants
Measure G3-3.13	Number of additional activities completed and/or program outputs produced by the program as a result of capacity building services provided by CNCS-supported organizations or national service participants in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families
Measure G3-3.14	Number of organizations that have experienced an increase in requests for their programs and services as a result of capacity building services provided by CNCS-supported organizations or national service participants
Measure G3-3.15	Number of additional types of services offered by organizations as a result of capacity building services provided by CNCS-supported organizations or national service participants in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families
Measure G3-3.16	Dollar value of cash resources leveraged by CNCS-supported organizations or national service participants
Measure G3-3.17	Dollar value of in-kind resources leveraged by CNCS-supported organizations or national service participants
Measure G3-3.18	Number of new beneficiaries that received services as a result of capacity building efforts in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families
Measure G3-3.19	Number of new beneficiaries from one or more targeted or underserved populations (counts by target population, e.g., racial or ethnic group) that received services as a result of capacity building efforts in a) Disaster Services, b) Economic Opportunity, c) Education, d) Environmental Stewardship, e) Healthy Futures and/or f) Veterans and Military Families