

M I C H I G A N



## MICHIGAN COMMUNITY SERVICE COMMISSION NOTICE OF FUNDS AVAILABLE FOR MICHIGAN'S AMERICORPS PROGRAMS

The Michigan Community Service Commission (MCSC) and the Corporation for National and Community Service (CNCS) are pleased to announce the availability of federal funds to support Michigan's AmeriCorps programs to start in the fall of 2012 for a 12-month program cycle.

### **What is Michigan's AmeriCorps?**

Michigan's AmeriCorps is a national service program, similar to a domestic Peace Corps, that involves individuals (members) in "getting things done" in their communities. In exchange for a term of service (up to one year), members may receive a living allowance. Upon successful completion, members receive an education award to help pay for college or repay student loans.

Michigan's AmeriCorps engages the energy and idealism of the citizens of Michigan in meeting the most critical educational, health, environmental, economic opportunity, and disaster services needs in our communities. Programs also place an emphasis on involving and/or serving veterans and military families. Michigan's AmeriCorps currently consists of 26 programs with nearly 1200 members serving on a full- or part-time basis. Members range in age from 17 to 76—and older. The 26 programs partner with more than 300 organizations throughout the state to address the needs of communities.

AmeriCorps members in Michigan have devoted themselves to improving the lives of people in their community by tutoring, mentoring young people, providing access to health care, reducing illiteracy rates, restoring and preserving public lands, protecting the environment, and helping the homeless. (See [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc) for more information on Michigan's AmeriCorps.)

### **Who are we?**

The MCSC is the administrative agent for Michigan's AmeriCorps. The MCSC funds and supports programs that encourage all Michigan residents to volunteer.

The MCSC works to fulfill this mission through a number of programs, projects, and activities focused on service and volunteerism. These programs include AmeriCorps, Learn and Serve – Michigan, Mentor Michigan, and Volunteer Generation Fund Grants. Annually, the MCSC distributes nearly \$8 million in national service and volunteerism grants.

Established in 1993, the CNCS engages more than a million Americans each year in service to their communities by providing a way to solve community problems. The CNCS plays a vital role in supporting the American culture of citizenship, service and responsibility.

The CNCS works with governor-appointed state commissions, nonprofits, faith-based groups, schools, and other civic organizations to provide opportunities for Americans of all ages to serve their communities. The MCSC partners with the CNCS to administer Michigan's AmeriCorps.

### **Why should my organization apply for a Michigan's AmeriCorps program?**

Michigan's AmeriCorps provides people power. Funds provided through Michigan's AmeriCorps support a team of members who provide direct service to build or improve communities and generate volunteers to support their efforts.

## Priorities for Funding

National funding priorities are:

- Disaster Services
- Economic opportunity
- Education
- Environmental Stewardship
- Healthy futures
- Veterans and Military Families

The MCSC seeks to fund programs that align with the Corporation for National and Community Service 2011 – 15 Strategic Plan. To view the details of this plan, please visit:

[http://www.nationalservice.gov/about/focus\\_areas/index.asp](http://www.nationalservice.gov/about/focus_areas/index.asp)

Michigan's AmeriCorps grants are not for the purchase of program supplies or materials, nor can they be used to fund or replace existing staff. The Michigan's AmeriCorps funding is intended for recruiting, placing, and supporting individuals to get things done in communities.

### Who is eligible to apply?

Educational institutions (local school districts, intermediate school districts, colleges and universities, etc.), local government entities, state agencies, and nonprofit organizations that have their 501(c) 3 status and have been in existence for at least 3 years are eligible to apply for a Michigan's AmeriCorps program.

### Can I partner with other organizations to apply for a Michigan's AmeriCorps program?

Yes. You are encouraged to partner with other organizations in your community or throughout the state to apply for AmeriCorps funding. One organization must serve as the legal applicant and fiduciary. When partnering with other organizations, the MCSC encourages you to seek organizations that share a similar mission or focus on similar issues.

### What types of grants are available?

The MCSC funds operating grants that support fully developed plans to establish a new Michigan's AmeriCorps program or to support, expand, or replicate an existing program. Grant awards will cover a period that includes one year of operation. Grants may be renewed for two

additional years, subject to annual review and the availability of federal appropriations.

### Program size and grant size?

Programs must be large enough to achieve a demonstrable impact on the communities served. While the actual size of each program may vary depending on the size of the communities in which it operates, the design of the program, and other factors, applicants are required to apply for at least ten (10) full-time equivalent AmeriCorps members. Applicants should evaluate their present infrastructure and capacity when considering program size.

Grant requests may vary in size depending on the type and scope of the proposed program. Applicants are allowed flexibility in developing their budgets, within federal and state limitations. No program funded through the MCSC formula allotment shall receive more than 20% of Michigan's total formula funding from the CNCS. In addition, the MCSC has set a target of \$13,300 for the average federal cost per full-time equivalent member for each Michigan's AmeriCorps program.

### Is there a match requirement?

Yes. Substantial cash and in-kind matches are required from the applicant. All program costs require at least a 24% cash and in-kind match during each of the first 3 years of funding, with match requirements increasing incrementally after year three. Programs reach a maximum 50% minimum match level during the 10<sup>th</sup> year of funding. Programs may use other non-CNCS federal funds as part of their match, with prior approval from the federal funding source.

### What are the responsibilities of operating a Michigan's AmeriCorps program?

Responsibilities include:

- Recruiting, selecting, placing, training, and supervising members.
- Designating a full-time program director to run the program.
- Selecting and supporting member service sites.
- Submitting quarterly progress reports, monthly expenditure reports, and semi-annual federal financial reports.

- Participating in monthly training and technical assistance meetings or calls for program directors.
- Participating in statewide member events and activities.

### **How can I find out more about AmeriCorps?**

The MCSC will offer 3 applicant information sessions: Monday, September 20, 2011, from 1:00 - 4:00 in Lansing, Friday, September 23, 2011, webinar from 9:00 – 12:00, and Monday, September 26, 2011, from 1:00-4:00 in Detroit. The session will provide a general overview of AmeriCorps, the key elements of successful AmeriCorps programs, an opportunity to explore how AmeriCorps may address issues in your community, and how to apply for funding.

If you would like to attend one of the applicant information sessions, please complete the registration survey at:

<http://www.surveymonkey.com/s/72QMYSZ>

For additional information on AmeriCorps, visit the MCSC’s web site at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc)

or the AmeriCorps web site at [www.americorps.gov](http://www.americorps.gov).

### **How do I get a copy of the application guidelines?**

Application guidelines will be available at the applicant information sessions. The 2012-13 Michigan’s AmeriCorps application guidelines will also be available on our web site ([www.michigan.gov/mcsc](http://www.michigan.gov/mcsc)) beginning September 6, 2011. If you do not have access to the web, you may request a copy by completing the request form below. Application guidelines will be mailed within five working days upon receipt of the request. Applications will be sent by standard U.S. mail and will not be faxed nor delivered express mail.

### **Who do I contact if I have questions?**

If you have any questions regarding Michigan’s AmeriCorps or the application process, please contact Jeanine Yard at (517) 335-7952 or [yardj@michigan.gov](mailto:yardj@michigan.gov); or Marcy Bishop Kates at (517) 373-0617 or [bishopm2@michigan.gov](mailto:bishopm2@michigan.gov).

## **MICHIGAN’S AMERICORPS APPLICATION TIMELINE**

September 6	New application guidelines available on the web
September 12	Outreach Session RSVPs due to MCSC; please register at <a href="http://www.surveymonkey.com/s/72QMYSZ">http://www.surveymonkey.com/s/72QMYSZ</a>
September 20	Outreach Session - Lansing (1:00 p.m. – 4:00 p.m.)
September 23	Outreach Session – Webinar (9:00 a.m. – 12:00 p.m.)
September 26	Outreach Session – Detroit (1:00 p.m. – 4:00 p.m.)
October 10	Intent to apply forms due to MCSC
October 20	New application due to MCSC
November 14	Notification to applicants if they have been selected to move on to the next stage of the application process
November 29	Required technical assistance meeting for applicants selected to move to the next stage of the application process
December 16	Comprehensive applications due to MCSC via eGrants
May 31, 2012	CNCS announces approved Competitive AmeriCorps applications

*Note: New applicants not selected for submission to the CNCS for competitive funding will be considered for formula funding.*