



Note: You must consult with a Michigan Community Service Commission (MCSC) program officer before submitting a carry forward request. You will submit your initial 2023-24 application and budget excluding carry forward funds, and you must have approval from the MCSC before revising your budget to include carry forward funds.

OVERVIEW

In the 2023-24 program year, the AmeriCorps agency is allowing competitive continuation grantees to carry forward unspent funds from the 2022-23 program year. As a subgrantee of the Michigan Community Service Commission (MCSC), your request will be submitted to the agency via the MCSC. See below for details.

- Carry forward funds must be added to the 2023-24 proposed budget.
- The revised budget cannot exceed the 2023-24 maximum cost/MSY of \$23,000.
- The revised budget must include a match percentage that meets regulatory requirements (45 CRF 2521.60), an approved Alternative Match Schedule, or an approved match waiver.
- The original 2023-24 award will not be offset or reduced by the unexpended funds that are carried forward.

NO COST SLOTS

If carry forward funds will cause your budget to exceed the maximum cost/MSY, you may consider requesting no cost slots. A no cost slot is a member slot supported by the National Service Trust, and therefore eligible for an education award, but is not awarded with any grant funds. When including no cost slots in the carry forward request, you must certify that:

- The AmeriCorps members enrolled in these additional slots will only engage in activities aligned with the proposed member activities outlined in the approved grant, inclusive of approved grant amendments.
- Your program has the resources and necessary staffing to manage, monitor, and support these additional members.
- You understand that the member enrollment period may not exceed one year and proposed new members must start before the end of the member enrollment period.

To request no cost slots, complete the 2023-24 Competitive Carry Forward Workbook.

CARRY FORWARD REQUEST

To request carry forward funds in 2023-24:

- Consult with an MCSC program officer before including carry forward funds in your proposed 2023-24 budget.
- Determine the amount of unexpended funds you will have at the end of the 2022-23 grant.
- Complete the 2023-24 Competitive Carry Forward Workbook. Round down to the nearest dollar, do not include cents.
- Submit the worksheet to LEO-MIAmeriCorps@michigan.gov when you submit your application and other supplemental documents.

Your request will be reviewed by the MCSC and if approved, your application will be returned in eGrants where you will update the budget and other pertinent sections to incorporate the carry forward funds.