MICHIGAN'S AMERICORPS
2026-2027 Formula Funds

Request for Proposals
and Application Instructions:
AmeriCorps Planning Grants

State Commission:	Michigan Community Service Commission
Issuing Federal Agency:	AmeriCorps
Funding Opportunity Title:	Michigan's AmeriCorps FY 2026
Funding Type:	Formula
Assistance Listing Number:	94.006

Summary Statement: This is a funding opportunity for institutions of higher education, local governments, school districts, and nonprofit organizations in Michigan to apply for AmeriCorps members to strengthen communities through service.

IMPORTANT DATES

Initial Application Deadline	**September 30, 2026 by 11:59 PM EST**
After September 30, applications will be accepted on a rolling basis while funds are available.	

With additional questions, contact LEO-MIAmeriCorps@michigan.gov

OVERVIEW

Use this document to apply for a Michigan's AmeriCorps planning grant for program year 2026-27. This document should be read in conjunction with the AmeriCorps Regulations (45 CFR § 2520–2550), the 2026-27 Michigan's AmeriCorps Formula Funding Notice of Funding Opportunity and Application Attachments on the MI AmeriCorps Funding page.

AmeriCorps Planning Grant Purpose

Michigan's AmeriCorps planning grants are awarded for one or more of the following purposes:

1. To design and develop an AmeriCorps State program;
2. To explore the feasibility of expanding an existing AmeriCorps program;
3. To research AmeriCorps streams of service and determine the best fit for an organization's needs;
4. To develop resources that would benefit Michigan's AmeriCorps network of programs.

Planning grant funds may be used for staffing, consultant support, partnership building, travel and training, supplies and equipment, and other necessary and allowable expenses. Planning grant funds may not be used to support AmeriCorps members.

REQUIRED SYSTEMS FOR APPLICATION

THE GRANT GATEWAY

Applications for planning grants must be submitted in the Grant Gateway. Anyone within the applicant organization who will be working on the application in the Grant Gateway must have their own account. Use the 2026-27 MI AmeriCorps Formula Funding Applicant Guide - How to Apply for instructions.

EGRANTS

If approved for funding, key organization and application details must be submitted in eGrants, the AmeriCorps agency's grants management system. Instructions for using eGrants will be shared with applicants approved for funding.

EGrAMS

If approved for funding, key organization and application details must be submitted in EGrAMS, the State of Michigan Department of Labor and Economic Opportunity's grants management system. Instructions for using EGrAMS will be shared with applicants approved for funding.

SAM.GOV

All applicants must be registered with the System for Award Management (SAM) and maintain an active SAM registration. SAM registration must be renewed annually. Applicants must use their SAM-registered legal name and address on all grant applications for AmeriCorps funding. AmeriCorps suggests that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise.

To register or renew with SAM:

- Visit http://sam.gov
- Click **Get Started** if the organization is not already registered
- Click **Renew Entity** to renew a registration

APPLICATION COMPONENTS

Follow the instructions below for each section of the application. Applicants should draft the application as a Word document, then copy and paste the text into the appropriate fields. The MCSC has provided a budget tool on the MI AmeriCorps Funding page to draft the budget before entering it in the Grant Gateway.

Please follow these instructions carefully to decrease review time and expedite the awarding of funds.

Face Sheet

Enter the requested information in the fields.

- The contact person needs to be the person who can answer questions about the application.
- Start date cannot be before December 1, 2026 or after April 1, 2027.
- End date cannot be more than one year after the start date.

Narratives

In the Narratives tab, click each narrative section and enter information as follows:

Executive Summary

Fill in the blanks of these sentences and do not deviate from this template:
The [name of organization] proposes a planning grant to [describe the objectives of the planning grant in one sentence]. Planning grant activities will include [list primary planning grant activities].

Program Design

Provide a description of your intended planning process and how you will use the planning period to accomplish one or more of the following:

1. Design and develop an AmeriCorps State program;
2. Explore the feasibility of expanding an existing AmeriCorps program;
3. Research AmeriCorps streams of service and determine the best fit for an organization's needs;
4. Develop resources that would benefit Michigan's AmeriCorps network of programs.

Community Problem or Need

- Describe the problem or need you are seeking to address.

Timeline

- Include the start and end date of the proposed planning activities.
- Include the proposed timeline for specific key activities and benchmarks.

Program Expansion

If your planning grant proposal involves exploring the feasibility of AmeriCorps program expansion:

- Briefly describe the current program and its primary activities.
- Describe what new or expanded areas and/or activities are being considered.

- Describe how you will assess the need for and feasibility of program expansion.
- Describe any partners that may be involved.

AmeriCorps Streams of Service
If your planning grant proposal involves researching the AmeriCorps streams of service to determine the best fit:
- Describe the steps you will take to research the streams of service such as VISTA, NCCC, AmeriCorps National, and AmeriCorps Seniors."
- Describe how you will assess the fit and feasibility of each option.
- Describe any partners that may be involved.
- Describe how you will use the grant to assess and enhance your organizational infrastructure, policies and procedures to support national service (e.g. fiscal, human resources, supervision, etc.).

Resource/Tool Development
If your planning grant proposal involves developing resources and/or tools that can benefit the Michigan's AmeriCorps network of programs:
- Describe the resources, tools, and/or systems you intend to develop.
- Describe how you will determine the need for these resources.
- Describe the steps you will take to develop these resources and distribute them to the network.
- Describe any partners that may be involved.

Program Development
If your planning grant proposal involves developing an AmeriCorps program:
- Describe what types of systems, policies, and procedures you will develop. Examples include member recruitment and selection, member enrollment and onboarding, member supervision and support, record keeping, programmatic and fiscal reporting, National Service Criminal History Checks, grievance procedures, and data collection and analysis.
- Describe any known steps you will take in systems development.
- Explain how you will prepare for and begin member recruitment (e.g. creating position descriptions, identifying outreach methods, and conducting initial candidate screening).
- Explain any efforts you will make to develop training for future AmeriCorps members.
- Describe the process to identify and onboard a program director during the transition from planning grant to implementation grant.

Building Partnerships
If your proposed program involves building partnerships and collaboration, including placing members at service:
- List potential partners and opportunities for collaboration.
- Explain how you will use the planning period to further develop existing relationships and/or cultivate new ones.
- Describe how you will begin to identify potential service sites for member placement, if applicable.

Data Collection & Analysis

- Explain what tools and systems for data collection and analysis you will use and/or develop.

Organizational Capability

Provide a description of your organization and its ability to successfully administer a federal grant.

Organization Overview

- Describe the organization and its mission or purpose.
- Describe the organization's role in the community and how the organization engages with the community.
- Briefly explain any organizational experience managing grants, including federal grants.

Role of National Service

- Explain how national service could enhance and support the goals of the organization and strengthen communities.

Staffing

- Explain who will be involved in planning grant activities. Any staff listed in the Personnel section of the budget must be described here. If you will engage contractors in the planning process, describe those roles.
- Describe how you will prepare staff and/or contractors, including providing access to resource provided by the AmeriCorps agency, the Michigan Community Service Commission (MCSC), and America's Service Commissions.

Budget

Planning grant funds cannot exceed **$240,000.**

Applicants are required to match funds based on the chart below. A planning grant is typically considered year 1 of funding and requires 24% match. The applicant's match can be federal or non-federal cash and/or in-kind contributions. Applicants must indicate whether the match is proposed or secured.

Table 3: Cost Sharing and Matching Requirements

AmeriCorps Funding Year	1- 3	4-6	7-9	10
Grantee Share Requirements	24%	26%	28%	30%

ATTACHMENTS & ADDITIONAL DOCUMENTS

Delinquent on Federal Debt: If you selected YES to "Delinquent Federal Debt" in the Application Info tab, upload appropriate documentation in the Grant Gateway under the Attachments tab.

Federally Approved Indirect Cost Rate: If your budget includes an IDCR, upload your IDCR Agreement in the Grant Gateway under the Attachments tab.

Operational and Financial Management Survey (OFMS): All planning grant applicants must submit the OFMS with their application. Complete the 2026-27 ASN Operational and Financial Management Survey and upload in the Grant Gateway under the Attachments tab.

Organizational Readiness Assessment: All planning grant applicants must complete an organizational readiness assessment to be submitted at the same time as the application: https://www.research.net/r/JNPQ3PS

REVIEW AND SUBMIT

Before you submit, take time to review your application. Once submitted, you will not be able to make changes unless the commission returns the application to you.

- Ensure that all required sections show a green checkmark in the left sidebar.
- Look at the progress bar near the top of the page. It should show your completion status.

When you are ready to submit:

- Click the **Submit** button on the top right of the page.
- A confirmation window will appear. Review the summary and click **Confirm Submit**.
- You will see a celebration animation and a confirmation message. You will also receive a confirmation email.
- After submission your application status will change from "Draft" to "Submitted" on your dashboard.

APPLICATION ASSISTANCE

For assistance with the Grant Gateway, use Chat Support in the system to troubleshoot. Look for the heart-shaped chat button on the bottom right of the page.

If you run into error message in the application, please call or email America Learns at 310-689-0542 or support@americalearns.net.

For assistance with application content or if circumstances make it impossible to submit in eGrants, contact the MCSC at LEO-MIAmeriCorps@michigan.gov.