

# Michigan Climate Corps NOFO Supplemental Information

## Focus Areas

AmeriCorps Focus Areas The National and Community Service Act of 1990, as amended by the Serve America Act, emphasizes measuring the impact of service and focusing on a core set of issue areas. In order to maximize the impact of investment in national service, AmeriCorps has the following focus areas:

**Environmental Stewardship Grants** - will support responsible stewardship of the environment, while preparing communities for challenging climate and environmental circumstances and helping Americans respond to and recover from disruptive events: programs that conserve natural habitats; protect clean air and water; maintain public lands; support wildland fire mitigation and sustainable forest management; cultivate individual and community resilience; and provide reforestation services after floods or fires, such as nature based solutions. Environmental stewardship and climate change including renewable energy and energy efficiency, building community resilience, sustainable food systems and agriculture, and conservation and habitat preservation.

**Disaster Services Grants** - will support increased and improved disaster services for individuals and communities to prepare and adapt to disasters, including but not limited to climate change events. Activities will provide support to increase preparedness for disasters, improve readiness to respond to disasters, support recovery efforts from disasters, and/or assist in the implementation of pre-disaster mitigation and adaptation measures. Grants will support communities and individuals in planning for disasters, in particular engaging disadvantaged communities in the planning process.

**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; help economically disadvantaged people, to have improved access to services that enhance financial literacy; transition into or remain in safe, healthy, affordable housing; and/or 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 children; improved school readiness for economically disadvantaged young children; improved educational and behavioral outcomes of students in low-achieving elementary, middle, and high schools; and/or support economically disadvantaged students' preparation for success in post-secondary educational institutions.

**Healthy Futures Grants** - will provide support for activities that will address the opioid crisis; increase seniors' ability to remain in their own homes with the same or improved quality of life for as long as possible; and/or increase physical activity and improve nutrition with the purpose of reducing obesity.

**Veterans and Military Families Grants** - will improve the quality of life of veterans and improve military family well-being; increase the number of veterans, wounded warriors, military service members, and their caregivers, families, and survivors served by AmeriCorps programs; and/or increase the number of veterans and military family members engaged in service through AmeriCorps programs.

## Not Eligible Organization Definitions

### **Organizations Convicted of a Federal Crime**

Under Section 132A(b) of the National and Community Service Act of 1990, as amended, organizations that have been convicted of a Federal crime may not receive assistance described in this Notice. Applications that propose to engage in activities that are prohibited under AmeriCorps' statutes, regulations, or the terms and conditions of its awards are not eligible to receive AmeriCorps funding.

### **Organizations with Federal Tax Liability**

Note that under appropriations provisions annually enacted by Congress, if AmeriCorps is aware that any corporation has any unpaid Federal tax liability—that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability—that corporation is not eligible for an award under this Notice. However, this exclusion will not apply to a corporation which a Federal agency has considered for suspension or debarment and has determined that suspension or debarment is not necessary to protect the interests of the Federal government.

### **Organizations that engage in Lobby Activities as their Mission**

Pursuant to the Lobbying Disclosure Act of 1995, an organization described in the [Internal Revenue Code of 1986, 26 U.S.C. 501 \(c\)\(4\)](#) that engages in lobbying activities is not eligible to apply for AmeriCorps funding.

## Indirect Costs

### **Indirect Costs**

Application budgets may include indirect costs. Based on qualifying factors, applicants may either use a Federally approved indirect cost rate, a 10 percent de minimis rate of modified total direct costs, or may claim certain costs directly, as outlined in 2 CFR 200.413. States, local governments, and Indian Tribes may use previously approved indirect cost allocation plans. All methods must be applied consistently across all Federal awards. Applicants that have a Federal negotiated indirect cost rate or that will be using the 10 percent de minimis rate must enter that information in the Organization section in eGrants.

However, under section 121(d) of the NCSA and AmeriCorps' regulations at 45 CFR 2521.95 and 2540.110, no more than five percent of award funds may be used to recover indirect costs on AmeriCorps State and National grants. The instructions for how to enter the organization's indirect cost rate. Applicants should not submit documentation addressing the indirect cost rate agreement via email. Please note: To request a Federally negotiated indirect cost rate agreement, when AmeriCorps is the applicable cognizant agency for an organization's indirect costs, the applicant must submit a request to [IndirectCostRate@cns.gov](mailto:IndirectCostRate@cns.gov). The applicant may also obtain instructions and additional information by contacting the email address above.

## Additional Documents Overview

### **Labor Union Concurrence**

For the purposes of this section, “program applicant” includes any applicant to the AmeriCorps Agency or a State Commission, as well as any entity applying for assistance or approved national service positions through an AmeriCorps Agency grantee or subgrantee.

- A. If a program applicant—
  - 1. Proposes to serve as the placement site for AmeriCorps members; and
  - 2. Has employees engaged in the same or substantially similar work as that proposed to be carried out by AmeriCorps members; and
  - 3. Those employees are represented by a local labor organization - then the application must include the written concurrence of the local labor organization representing those employees. Written concurrence can be in the form of a letter or e-mail from the local union leadership.
  
- B. If a program applicant:
  - 1) Proposes to place AmeriCorps members at sites where they will be engaged in the same or substantially similar work as employees represented by a local labor organization, then the applicant must submit a written description of how it will ensure that:
    - a. AmeriCorps members will not be placed in positions that were recently occupied by paid staff.
    - b. No AmeriCorps member will be placed into a position for which a recently resigned or discharged employee has recall rights as a result of a collective bargaining agreement, from which a recently resigned or discharged employee was removed as a result of a reduction in force, or from which a recently resigned/discharged employee is on leave or strike.

### **Delinquent on Federal Debt**

Any applicant who checks Yes to the question on federal debt delinquency must submit a complete explanation.

### **Federally approved Indirect Cost Agreement**

Applicants that include a federally approved indirect cost rate amount in their budget must enter the current approved indirect cost rate agreement information into eGrants at the same time they submit their application. See Attachment.

## Notices and Federal Information

- A. Public Burden Statement:** Public reporting burden for this collection of information is estimated to average 80 hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the form. Comments on the burden or content of this instrument may be sent to the Corporation for National and Community Service, Attn: Arminda Pappas, 250 E Street, SW, Suite 300, Washington, DC 20525. AmeriCorps informs people who may respond to this collection of information that they are not required to respond to the collection of information unless the OMB control number and expiration date displayed on page one is current and valid. (See 5 CFR 1320.5(b)(2)(i).
- B. Privacy Act Notice:** The Privacy Act of 1974 (5 U.S.C § 552a) requires that the following notice be provided to you: The information requested on the AmeriCorps Application Instructions is collected pursuant to 42 U.S.C. §§ 12581 – 12585 of the National and Community Service Act of 1990 as amended, and 42 U.S.C. § 4953 of the Domestic Volunteer Service Act of 1973 as amended. Purposes and Uses – The information requested is collected for the purposes of reviewing grant 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 or information maintained in this system of records, and the information disclosed is relevant and unnecessary for the assistance. Executive Summaries of all compliant applications received, and applications of successful applicants will be published on the AmeriCorps website as part of ongoing efforts to increase transparency in grantmaking. This is described in more detail in the *Notice of Federal Funding Opportunity*. The information will not otherwise be disclosed to entities outside of AmeriCorps without prior written permission. Effects of Nondisclosure – The information requested is mandatory in order to receive benefits.
- C. Federal Funding Accountability and Transparency Act:** Grant recipients will be required to report at [www.FSRS.gov](http://www.FSRS.gov) on all subawards over \$25,000 and may be required to report on executive compensation for recipients and subrecipients. (Recipients 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.

Indirect Cost Rates: AmeriCorps allows applicants to include indirect costs in application budgets. Based on qualifying factors, applicants have the option of using a federally approved indirect cost rate, a 10% *de minimis* rate of modified total direct costs or may claim certain costs directly as outlined in 2 CFR § 200.413 Direct costs. Applicants who hold a federal negotiated indirect cost rate must use that rate in lieu of the AmeriCorps 5/10% allocation of administrative costs. Applicants who hold a state or federal negotiated indirect cost rate or will be using the 10% *de minimis* rate must enter that information in the Organization section in eGrants (See Attachment).

**D. Program Authority**

Awards under this Notice are authorized by the [National and Community Service Act of 1990](#), as amended, ([42 U.S.C. 12501 et seq.](#))

**E. Intergovernmental Review**

This Notice is not subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”

**F. Administrative and National Policy Requirements Uniform Guidance**

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

**G. Requests for Monitoring or Improper Payment Information**

AmeriCorps may request documentation from recipients in order to monitor the award or to comply with other legal requirements, such as the [Payment Integrity Information Act of 2019](#). Failure to make timely responses to these requests may result in award funds being placed on manual hold, reimbursement only status, or other remedies may be applied as appropriate.

**H. AmeriCorps Terms and Conditions**

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

**I. National Service Criminal History Check Requirements**

The National Service Criminal History Check (NSCHC) is a specific screening procedure established by law to protect the beneficiaries of national service. We encourage grantees to minimize barriers to service without putting their program beneficiaries at genuine risk.

- In general, award recipients and subrecipients must conduct an NSCHC for AmeriCorps members, and staff funded under, or whose salary is reflected as match on, the award.
- AmeriCorps strongly encourages applicants to review the regulations and additional guidance to fully understand how to comply with the requirements.<sup>1</sup>
- AmeriCorps also strongly encourages funded applicants to utilize the two AmeriCorps-approved vendors to conduct the required NSCHCs.<sup>2</sup>
- Failure to conduct a compliant NSCHC may result in significant disallowed costs.
- The cost of conducting NSCHC is an allowable expense under the award and the individual subject to the NSCHC may not be required to cover the cost without being reimbursed.

An NSCHC consists of a check of the:

2. National Sex Offender Public website through NSOPW.gov (nationwide check);
3. State criminal history record repository or agency-designated alternative for the individual's State of residence *and* State of service; and
4. Fingerprint-based check of the FBI criminal history record database through the State criminal history record repository or agency-approved vendor.

All checks must be conducted, reviewed, and an eligibility determination made before the individual begins work or service. An individual is not eligible to serve or work in a position subject to the NSCHC requirements if:

- the individual refuses to consent to a criminal history check;
- makes a false statement in connection with a criminal history check;
- is registered, or is required to be registered, on a state sex offender registry or the National Sex Offender Registry; or
- has been convicted of murder.

*See [45 CFR 2540.200–2540.207](#) and [National Service Criminal History Check Resources](#) for complete information and FAQs.*

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<sup>1</sup> NSCHC regulations and guidance: <https://americorps.gov/grantees-sponsors/history-check>

<sup>2</sup> Two pre-approved NSCHC vendors: <https://americorps.gov/grantees-sponsors/history-check>.

**J. Use of Material**

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

**K. Reporting**

Recipients are required to submit a variety of reports which are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time. Cost reimbursement grantees are required to provide annual progress reports, semi-annual financial reports, and an internal or external evaluation report as required by the AmeriCorps regulations 45 CFR 2522.500-2522.540 and 2522.700-2522.740. Final financial and progress reports are due 90 days after the end of the agreement. Fixed Amount grantees are required to provide annual and final progress reports and an internal or external evaluation report. All grantees, including Fixed Amount grantees, must submit quarterly financial reports to the U.S. Department of Health and Human Services Payment Management System. Award recipients will be required to report at [www.FSRS.gov](http://www.FSRS.gov) on all subawards over \$30,000, and may be required to report on executive compensation for the recipient organization and its subrecipients. Recipients 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.

Once the grant is awarded, recipients will be expected to have data collection and data management policies, processes, and practices that provide reasonable assurance that they are reporting high quality performance measure data. At a minimum, recipients should have policies, processes, and practices that address the following five aspects of data quality for themselves and for subrecipients (if applicable):

- the data measures what it intends to measure
- the data reported is complete
- the recipient collects data in a consistent manner
- the recipient takes steps to correct data errors
- the recipient actively reviews data for accuracy prior to submission.

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

**L. Continuation Funding Information and Requirements**

Organizations that have current awards that continue beyond FY 2021 must submit an application in order to be eligible to receive funding for the following year. Please see the Application Instructions, if applicable. Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the review criteria published in this Notice. The review will also be based on progress reports, the federal financial report, evaluation plans, and CNCS staff's knowledge of the grant program. To be approved for continuation funding, recipients must demonstrate satisfactory performance with respect to key program goals and requirements, as well as compliance with the terms and conditions of the grant. AmeriCorps reserves the right to award applications in an amount less than the requested level of funding and will document the rationale for doing so.

- M. Pre-Award Risk Assessment:** MCSC staff will evaluate the risks to the program posed by each applicant to assess an applicant's ability to manage Federal funds. This evaluation is in addition to assessments of the applicant's eligibility and the quality of its application based on the selection criteria. Results from this evaluation will inform funding decisions. If AmeriCorps determines that an award will be made to an applicant with assessed risks, special conditions that correspond to the degree of assessed risk may be applied to the award. Additionally, if AmeriCorps concludes that the reasons for applicants having poor risk assessment are not likely to be mitigated, those applications may not be selected for funding. In evaluating risks, AmeriCorps may consider the following criteria:



#### Due Diligence:

- Federal debt delinquency
- suspension and debarment
- information available through OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as:
  - Federal Awardee Performance and Integrity Information System (FAPIIS)
  - U.S. Treasury Bureau of Fiscal Services o System for Award Management (SAM)
  - “Do Not Pay” reports and findings from single audits performed under Uniform Administrative Guidance and findings of any other available audits or investigations
- IRS Tax Form 990
- Oversight.gov
- Public Litigation Records Operational and Financial Management:
- financial stability
- Operational and Financial Management Survey

#### Past Performance - applicant’s record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:

- timeliness of compliance with applicable reporting requirements
- conformance to the terms and conditions of previous Federal awards o applicant’s ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients o meeting matching requirements
- the extent to which any previously awarded amounts will be expended prior to future awards o national service criminal history check compliance.
- <https://www.nationalservice.gov/resources/financial-management/financial-and-grantsmanagement>

#### Other Programmatic Risks:

- publicly available information, including information from the applicant organization's website Commission staff should review for the same types of risks for the applicants they submit. Commission staff will assess their subgrantees’ programmatic past performance using the italicized criteria above and submit those assessments to AmeriCorps.

#### **N. Consideration of Integrity and Performance System Information**

- Prior to making any award that exceeds the \$250,000, AmeriCorps is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (See [41 U.S.C. 2313](#)).
- Additionally, AmeriCorps may expand upon these requirements and use its discretion to review and consider information about any applicant receiving an award, including those under \$250,000.
- Any applicant, at its option, may review information in the designated integrity and performance systems accessible through FAPIIS and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through FAPIIS.
- AmeriCorps may consider comments by any applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing its review of risk posed by the applicant under the Risk Assessment Evaluation section of this Notice.

## Mandatory Supplemental Information

*The AmeriCorps State & National Mandatory Supplemental Information is intended to provide applicants with additional information for the preparation of their applications under the AmeriCorps State and National Notice of Federal Funding Opportunity. The Supplemental Information provides both detailed definitions of certain terms included in the Notice, as well as additional details regarding how to properly file an application under the Notice. This Supplemental Information is incorporated by reference in the Notice, and applicants must comply with any requirements stated in this Supplemental Information.*

**Capacity Building:** A set of activities that expand the scale, reach, efficiency, or effectiveness of programs and organizations. These activities achieve lasting positive outcomes for the beneficiary populations served by AmeriCorps supported organizations (i.e., AmeriCorps programs). As a general rule, AmeriCorps considers capacity building activities to be *indirect services* that enable AmeriCorps - supported organizations to provide more, better, and sustained *direct services*. Capacity building activities cannot be solely intended to support the administration or operations of the organization. Capacity building activities must:

- 1) Be intended to support or enhance the program delivery model;
- 2) Respond to the program's goal of increasing, expanding, or enhancing services in order to address the most pressing needs identified in the community; and
- 3) Enable the program to provide a sustained level of more or better direct services after the capacity building services end.

**Cost Reimbursement Grants:** These 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.

**Enrollment Rate:** The enrollment rate is calculated as slots filled, plus refill slots filled, divided by slots awarded.

**Evidence-based:** Evidence-based programs that have been rigorously evaluated and have demonstrated positive results for at least one key desired outcome. Rigorous evaluation means conducting at least one Randomized Controlled Trial (RCT) or Quasi-Experimental Design (QED) evaluation of the same intervention described in the application.

Evidence-based interventions on the AmeriCorps Evidence Exchange: interventions supported by positive results from rigorous evaluations that are documented at <https://americorps.gov/about/our-impact/evidence-exchange>. Include but are not limited to the following:

- Economic Opportunity: <https://americorps.gov/evidence-exchange/Evidence-Brief%3A-Effective-CNCS-Funded-Economic-Opportunity-Programs>
- Education: <https://americorps.gov/evidence-exchange/Evidence-Brief%3A-Effective-CNCS-Funded-Education-Programs>
- Healthy Futures: <https://americorps.gov/evidence-exchange/Evidence-Brief%3A-Effective-CNCS-Funded-Healthy-Futures-Programs>

**Evidence-informed:** Programs in this category use the best available knowledge, research, and evaluation to guide program design and implementation, but do not have scientific research or rigorous evaluation of the intervention described in the application.

Applicants may be evidence-informed if they have incorporated research from other evidence-based programs into their program designs and/or have collected performance measurement data on the intervention described in the application.

**Member Service Location:** A member service location is the site at which an AmeriCorps member is placed to provide his/her service to the community.

**Member Service Year (MSY):** One Member Service Year (MSY) is equivalent to a full-time AmeriCorps position (at least 1,700 service hours.)



## **National Direct Applicants**

*Multi-state:* Organizations that propose to operate AmeriCorps programs in more than one state or territory apply directly to AmeriCorps.

*Federally-recognized Indian Tribes:* Applicants that are Indian Tribes apply directly to AmeriCorps (see the *Eligible Applicants* section in the *Notice*.)

*State and Territories without Commissions:* Applicants in South Dakota, American Samoa, the Commonwealth of the Northern Mariana Islands, and the U.S. Virgin Islands apply directly to AmeriCorps because this State and Territories have not established a State Commission.

**Operating Site:** An operating site is the organization that manages the AmeriCorps program on behalf of the multi-state recipient of the grant from AmeriCorps. A multi-state grantee must have an operating site in each state in which it has AmeriCorps members. AmeriCorps members may be placed at the operating site, or an operating site may place AmeriCorps members at multiple member service locations. Multi-focused intermediaries may also have operating sites.

AmeriCorps anticipates that applicants have a carefully considered plan for their project implementation and have identified operating sites based on demonstrated community needs. AmeriCorps expects the sites proposed at the time of application to align with those involved in project implementation. However, if necessary, applicants can modify their list of operating sites during the clarification process or through an amendment to the application, if funded.

**Other Revenue:** Funds necessary to operate an AmeriCorps program that are not AmeriCorps funds or grantee share (match) identified in the budget. Programs should not enter the total operating budget for their organization unless the entire operating budget supports the AmeriCorps program. Programs that have additional revenue sources not included in the matching funds section of the budget should provide the amount of this additional revenue that supports the program. This amount should not include the AmeriCorps or grantee share amounts in the budget. Fixed amount grantees should enter all non-AmeriCorps funds that support the program in this field. All fixed grants will have other revenue.

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

1. Attempting to influence legislation;
2. Organizing or engaging in protests, petitions, boycotts, or strikes;
3. Assisting, promoting, or deterring union organizing;
4. Impairing existing contracts for services or collective bargaining agreements;
5. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
6. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
7. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;

8. Providing a direct benefit to—
  - a. a business organized for profit;
  - b. a labor union;
  - c. a partisan political organization;
  - d. a nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
  - e. an organization engaged in the religious activities described in paragraph C. 7. above, unless AmeriCorps assistance is not used to support those religious activities;
9. Conducting a voter registration drive or using AmeriCorps funds to conduct a voter registration drive;
10. Providing abortion services or referrals for receipt of such services; and
11. Such other activities as AmeriCorps may prohibit.

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

**Retention Rate:** The AmeriCorps member retention rate is calculated as the number of members exited with education award (full or partial award) divided by the number of members enrolled.

**Rural Communities:** AmeriCorps uses rural-urban commuting area (RUCA) codes to classify program addresses as either rural or urban for analytic purposes. RUCA codes classify U.S. census tracts using measures of population density, urbanization, and daily commuting. Census tracts with an urban cluster population less than 50,000 are considered rural (RUCA codes 4-10). Applicants are encouraged to designate themselves as serving rural communities if some or all service locations are in rural areas as defined by RUCA codes or if the program can provide other compelling evidence that the program is rural in the narrative portion of the application. This self-designation will be considered in grant-making decisions.

For more information about RUCA codes, please visit the USDA website found here:  
<http://www.ers.usda.gov/data-products/rural-urban-commuting-area-codes.aspx>

The Office of Grant Administration uses Beale Codes when assessing alternative match requirements as the statute (45 CFR 2521.60(c)) requires it.

**Rural Intermediaries:** AmeriCorps recognizes that severely under-resourced communities may have limited capacity to successfully apply for and implement an AmeriCorps program, due to the size and organizational capacity of eligible applicant/host site organizations or the lack of available matching funds in these communities. Thus, it may be effective for a single eligible applicant (intermediary) to develop an application and oversee the implementation of an AmeriCorps program that engages multiple grassroots non-profits/eligible applicants (referred to as a consortium) that, individually, do not have the necessary organizational or fundraising capacity to apply for and run an AmeriCorps program. Given the desire to address community needs holistically, the nonprofits/eligible applicants that make up the consortium may have, but are not required to have, different focus areas (including the non-focus area capacity building) and thus the nonprofit/eligible applicant intermediary will be multi-focused.

Applicants seeking consideration under this priority must demonstrate that they will be serving in rural severely under-resourced communities; that their application represents a consortium, that the activities provided by the consortium collectively address a compelling community need or set of needs; and that they have sufficient financial and management capacity to act as an umbrella organization for the consortium. Applicants should refer to the *Page Limits* section in the *Notice* for information specific to Rural Intermediary requirements.

The eligible applicant (intermediary) should submit one application which describes:

- How the partnership/consortium will be organized, and AmeriCorps resources will be allocated between the partnering entities (intermediary and consortium members).
- The proposed theory (ies) of change and program model(s).
- How the intermediary will utilize an identified consortium of nonprofits/eligible applicants who are well positioned to achieve outcomes identified in the theory of change.

Applicants must submit via email by the application deadline letters of support from all members of the consortium. See the Documents Section for specific submission information and requirements.

**Same Project:** Two projects will be considered the same if they: address the same issue areas, address the same priorities, address the same objectives, serve the same target communities and population, or utilize the same sites.

Programs must get approval from ASN HQ staff to be considered a new project.

If an applicant is applying for a different program model (a new project), select New. Current and previous grantees need to get approval from ASN HQ staff to be considered a new project. AmeriCorps will consider a project to be new if there is a meaningful difference between it and previous projects in a comparison of the following characteristics, among others: the objectives and priorities of the projects; the nature of the services provided; the program staff, participants, and volunteers involved; the geographic locations in which the services are provided; the populations served; and the proposed community partnerships. (§ 2522.340).

Requests to be considered a new project should include information about how the new project differs from the previous project in the characteristics noted above. The request should also include the proposed name of the new project. AmeriCorps staff will review the request to determine if the proposed project does represent a meaningful difference from the previous project or if the proposed project is an example of natural program evolution over time. If it is determined that the project is new, ASN HQ staff will create a new project in eGrants. Applicants must request new projects significantly in advance of their application deadline.

**Single-State Applicants:** Single-state applicants are organizations that propose to operate in only one state; they must apply through the Governor-appointed State or Territory Commissions. Each state and territory commission administers its own selection process and submits to AmeriCorps the applicants it selects to compete for funding. Single-State applicants must contact their State Commissions to learn about their state or territory processes and deadlines which may be significantly *earlier* than the AmeriCorps deadlines and may have additional requirements. The list of State and Territory Commissions can be found on AmeriCorps website.

[A single-state application submitted directly to AmeriCorps by the applicant rather than the State Commission will be considered noncompliant and will not be reviewed.](#)

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

### Nonduplication

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

### Non-displacement

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