



**AmeriCorps Competitive
Notice of Funding
Opportunity**

Philip Murphy, Governor

Sheila Oliver Lt., Governor

**Tahesha Way, Secretary of State
New Jersey Department of State**

**Rowena Madden
Executive Director
New Jersey Commission on National and Community Service**

For Program Year 2022/2023

Application Due Date: November 16, 2021

**NEW JERSEY COMMISSION
ON NATIONAL AND COMMUNITY SERVICE
P.O. Box 456
Trenton, NJ 08625
609-633-9627**

Funding provided by AmeriCorps

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**SECTION 1: NEW JERSEY COMMISSION ON NATIONAL AND COMMUNITY SERVICE
GRANT INFORMATION AND TIMELINE**

DESCRIPTION OF THE GRANT PROGRAM

AmeriCorps is a national service network that provides full- and part-time opportunities for AmeriCorps members to serve their communities and build the capacity of organizations to meet local needs. In exchange for their service, AmeriCorps members are provided with a living allowance (\$16,502 for a FT term), training, and the ability to earn a Segal Education Award (\$6,345 currently) for eligible college tuition, cost of attendance, or eligible college loans.

The New Jersey Commission on National and Community Service, in partnership with AmeriCorps State and National, seeks single-state applicants within New Jersey to apply for this AmeriCorps Competitive Notice of Funding Opportunity (NOFO). Single-state applicants apply through their respective state commissions. National organizations operating in more than one state would apply directly to AmeriCorps State and National.

The New Jersey Commission on National and Community Service, New Jersey Department of State, seeks to fund local initiatives and utilize the AmeriCorps model to increase civic engagement and improve New Jersey's communities by deploying AmeriCorps members to provide services in the six focus areas identified in Section II of this NOFO, i.e., Disaster Response, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and/or Veterans and Military Families.

Through this AmeriCorps Competitive Notice of Funding Opportunity (NOFO), the New Jersey Commission on National and Community Service (hereinafter, the NJ Commission) seeks submission of applications that demonstrate that they will engage AmeriCorps members in an evidence-informed and evidence-based approach to providing a service intervention that will result in intended solutions to community problems (e.g., based on proposed program's performance and evaluation data or research demonstrating the effectiveness of a similar intervention). Applicants will be awarded points for providing evidence that their proposal intervention will lead to the outcomes identified in the Theory of Change (logic model). Applicants shall provide evidence that the proposed intervention is effective for the proposed population and community challenge.

The AmeriCorps Competitive program is federally funded and requires a local combination of significant cash and in-kind match.

A. Purpose of AmeriCorps Funding

AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is an individual who engages in community service through an approved national service position. Members receive a living allowance and other benefits while serving. Upon successful completion of their service, members can receive a Segal AmeriCorps Education Award from the National Service Trust that members can use to pay for higher education expenses or apply to qualified student loans. The Education Award can be used for a period of up to seven (7) years following successful completion of a term of service. Members over the age of 55 at the start of service may do a one-time transfer of an Education Award to a child, grandchild, step-child, or foster child which is held in trust for up to ten years.

Single state applicants from New Jersey will submit directly to the NJ Commission on National and Community Service on eGrants. The application will be reviewed and scored among other New Jersey applicants. Selected applications which score 75 points or above will be sent to the national competition where they will compete with submissions from other state commissions. Applications must score above 75 points in order to be elevated to the national competition. Applications submitted for the Competitive NOFO will also be eligible to apply for funding consideration in the state-level Formula NOFO process in late winter of 2022.

In reading this Competitive NOFO, applicants must follow the NJ Commission's due dates first. Section I of this NOFO contains all of the NJ Commission specific requirements. Section II will contain all of the AMERICORPS STATE AND NATIONAL specific requirements.

The following should be read in order to develop a complete application:

Section I: NJ Commission Grant Information and Timeline

Section II: AmeriCorps State and National Notice of Funding Opportunity (NOFO)

Section III: Mandatory Supplemental Guidance

Section IV: AmeriCorps State and National Application Instructions

Section V: 2022 Performance Measures

Section VI: AmeriCorps State and National Evaluation Plan Template

Section VII: Diversity Questionnaire

Section VIII: Applicant Operational and Financial Management Survey (OFMS)

B. Timeline:

Date	Activity
September 14 - 17	Dissemination of NOFO flyer announcing the 2022/23 AmeriCorps Competitive competition. NOFO goes live on the NJ DOS website https://www.state.nj.us/state/volunteer-grant-opportunities.shtml
October 1	NOFO Technical Assistance Session via ZOOM. Live at 10:00 am. Register here to attend one or both sessions. Session will be recorded and available at the NJ Department of State AmeriCorps grants website .
October 5	Technical Assistance Session on Theory of Change, Evidence, Logic Models and Performance Measures via ZOOM. 10:00 am. Register here to attend one or both sessions. Recorded session will be posted on NJ DOS website .
November 4	Notice of Intent to Apply due to Commission. Form available on https://forms.office.com/g/bc4usvqUkK
November 16	Competitive applications due to Commission on eGrants by 4:00 pm.
November 29	Staff review of applications and budgets are begun
December 2 or 3	Reader Arena Session via ZOOM. Arena scores and final rankings.
December 6 or 7	Notification of applicants selected and Reader revisions requested for applications recommended for funding
December 16 & 17	Final staff review on revisions
December 21	NJ Commission board vote on selected applicants
December 30	NJ CNCS target date for submission of Competitive package to AmeriCorps.

NOTE: Attendance at one of the NOFO Technical Assistance Sessions is required in order to submit an application. Please e-mail AmeriCorps.NJ@sos.nj.gov to register for a zoom link to the technical assistance sessions.

AWARD INFORMATION

The NJ Commission is offering the opportunity to compete for a three-year cycle of Competitive AmeriCorps programs. **Awards from this Competitive NOFO will implement the first year of the program which runs from September 1, 2022 to August 31, 2023.**

Types of Award

The NJ Commission will accept applications for Cost-Reimbursement Grants including Traditional Professional Corps. Professional Corps are not eligible to apply for Cost-Reimbursement. The NJ Commission will also accept Fixed Amount Grants for Full-time, Education Award Only, or Professional Corps. Please refer to Section II AMERICORPS STATE AND NATIONAL NOFO for a fuller description of the Grant Types and Sub-Types.

Funding Period

For New or Re-competing applications, this is Year 1 of 3 of a multi-year grant period covering the following funding periods:

Year 1 September 1, 2022 to August 31, 2023

Year 2 September 1, 2023 to August 31, 2024

Year 3 September 1, 2024 to August 31, 2025

ELIGIBILITY TO APPLY

Eligibility is open to public or private non-profit organizations, including community organizations and faith-based organizations; Local Education Agencies (LEAs) including charter schools; institutions of higher education; government entities within the state (e.g., cities/municipalities, counties, state departments); labor organizations; and partnerships or consortia consisting of the aforementioned. Organizations that have been convicted of a Federal crime are disqualified from receiving the assistance described in this NOFO. Pursuant to the Lobbying Disclosure Act of 1995, an organization described in Section 501 ©(4), that engages in lobbying activities is not eligible to apply.

STATUTORY/REGULATORY SOURCE AND FUNDING

The applicant's project must be designed and implemented in conformance with all applicable state and federal regulations. In addition to the program requirements outlined in this NOFO, applicants should refer to the new AmeriCorps regulations, [45 CFR §§ 2520-2550](#)

TECHNICAL ASSISTANCE

General Technical Assistance Workshops will be held as listed in the Timelines section. Both sessions will be recorded and posted on the NJ Department of State website under AmeriCorps Funding Opportunities. <https://www.nj.gov/state/volunteer-grant-opportunities.shtml>

Only applications submitted by agencies that participate in the virtual General Technical Assistance and Theory of Change sessions listed in the timelines section will be accepted.

Pre-registration is required. Click [here](#) to register. This is a one-time live session, and the recording will be available on the [NJ Department of State](#) website 24-48 hours after the live sessions.

APPLICATION SUBMISSION

1. Notice of Intent to Apply

Submission of a Notice of Intent to Apply is requested and is due by **Thursday, November 4, 2021**.

Please complete the online form: [Notice of Intent to Apply for 22/23 AmeriCorps Competitive Funding](#)

You will need to answer the following questions

- Address
- Contact Name
- E-mail address
- Phone Number
- Focus area your organization plans to address
- Applying as New, Re-competing or Continuation and Regular Cost Reimbursement or Fixed Amount.

The New Jersey Commission on National and Community Service, Department of State operates this grant program in strict conformance with procedures designed to ensure accountability and integrity in the use of public funds and, therefore, *will not accept late applications*. The responsibility for a timely submission resides with the applicant.

Applications must be submitted electronically on eGrants NO LATER THAN 4:00 PM ON Tuesday, November 16, 2021.

Applications must be submitted to the corresponding NJ Commission Prime application on eGrants.

PLEASE NOTE: Section II of this NOFO indicates a due date which is only for Commissions and National Directs. Single-state applicants that must apply through the NJ Commission will use the due date above.

Submission of Additional Documents:

All documents that are requested in the Section II: AmeriCorps State and National NOFO need to be sent to the NJ Commission and not to AmeriCorps State and National. The NJ Commission will forward additional documents to AmeriCorps State and National upon selection of the application at the NJ level. Please see the Section II: AmeriCorps State and National NOFO for all of the required additional documents.

Additional Documents may be e-mailed to AmeriCorps.NJ@sos.nj.gov with the following subject line: *[Legal Applicant Name]– [Application ID number]*. Emails should include the following information:

- the legal applicant name and its point of contact information
- the application ID number
- a list of documents that should be attached to the email
- individually saved files that are clearly labeled
- files that include the legal applicant name and application ID number within the body of each document.

Do not submit other items not requested in this *Notice* or Application Instructions. The NJ Commission will not review or return them.

ADDITIONAL PROGRAM REQUIREMENTS OR BENEFITS

The NJ Commission would like to highlight the following additional requirements and benefits of AmeriCorps.

Terms of Service

Programs may engage members full-time or less than full-time. Full-time members must serve at least 1700 hours during a period of not less than nine months and not more than one year. Reduced Full-time members must serve at least 1200 hours. Half-time members must serve at least 900 hours. Programs may propose member terms of at least 675 hours for reduced half-time members; 450 hours for quarter-time members; 300 hours for minimum-time, and; 100 hours for abbreviated terms.

Living Allowance

The NJ Commission requires that all AmeriCorps members receive a living allowance regardless of the federal regulation which does not require a living allowance for less than full-time members. Full-time members must receive the minimum stipend amount listed in the chart. Recommended levels for less than full-time members are listed below:

Type of Member Position	Min. # of Hours	MSY	Min. Total Living Allowance	Max. Living Allowance
Full-time	1700	1.000	\$16,502	\$33,004
Three Quarter-time	1200	0.070	\$ 11,648	\$23,103
Half-time	900	0.500	\$ 8,736	\$16,502
Reduced HT	675	0.381	\$ 6,552	\$12,542
Quarter-time	450	0.265	\$ 4,368	\$ 8,581
Minimum-time	300	0.212	\$ 2,912	\$ 6,931
Abbreviated-time	100	0.056	\$ 971	\$ 1,980

A living allowance is not considered a wage. **In New Jersey, AmeriCorps members are not eligible for unemployment insurance, family leave or disability.**

Child Care Benefit Overview

AmeriCorps VISTA and NCCC offer a childcare benefit to qualifying members. To qualify you must have children under the age of 13 and you must be determined eligible based on certain income guidelines. The maximum amount of childcare assistance a member can receive is either \$400 per child or the maximum allowed by the state in which the care is provided, whichever is lower. For more information, visit the National Association of Child Care Resources and Referral Agency (NACCRRA) [website](#).

For more information on how to access the Child Care Benefit go to:

https://my.americorps.gov/trust/help/member_portal/child_care_benefit_overview.htm

Health Insurance

Grantees must provide full-time members with health insurance at the time of acceptance into the program if the member is not otherwise covered by a health insurance policy. If a member who previously had coverage loses it through no deliberate act of his or her own, such as parental or spousal job loss, the grantee must provide the member with basic health insurance that meets Corporation requirements.

In general, the Corporation does not pay the costs of health benefits for half-time members unless they serve full-time for a sustained period of time. For example, members may receive benefits when they serve in a summer program for thirty-five hours per week with other members who receive health benefits.

Reasonable Accommodation for Individuals with Disabilities

Increasing the participation of individuals with disabilities in national and community service programs is a key interest of AmeriCorps State and National. All AmeriCorps programs are required to actively reach out to people with disabilities for inclusion in AmeriCorps service.

Participation in National Days of Service

As part of the National Service Network, there are a number of opportunities for grantees to take part in national service days. AmeriCorps State and National and the NJ Commission expect all national service programs, including AmeriCorps programs, to participate in one or more days of service, including the 9/11 Commemorative, the Martin Luther King, Jr. Holiday and AmeriCorps Week. In addition, AmeriCorps State and National and the NJ Commission expect programs with AmeriCorps members to participate in other national service activities such as common opening ceremonies (including the administration of an oath at Launch) orientations, and training.

NJ COMMISSION TRAINING AND EVENTS

Program Manager Trainings and Meetings

All program managers must attend a three-day orientation known as *Starting Strong* held in the last week or so in July, 2022, and any other training (e.g., site supervisor training) developed for project directors during the contract period. Project directors are also required to participate in all monthly conference calls or meetings.

In constructing the budget, figure in the cost for transportation, meals, and possible overnight accommodations related to all AmeriCorps State and National or NJ Commission training sessions.

Statewide AmeriCorps Member Trainings and Events

All AmeriCorps members and project directors are required to attend the following trainings/events:

- AmeriCorps Launch – Fall 2022
- End-of-the-Year Training – Spring 2023
- Other statewide training such as Career Day or Disaster Preparedness.

In constructing the budget, figure in the cost of transportation to all of the training sessions even though some or all may be conducted virtually.

EVALUATION OF NEW AND RECOMPETING APPLICATIONS

State-level Review Process

All applications for AmeriCorps Competitive grants will be reviewed first through the NJ Commission.

In year one, the application is evaluated and rated by a panel of three readers. The evaluation panel typically consists of one reader from the originating office, one from another office within the NJ Department of State, and one reader external to the NJ Department of State who is knowledgeable in the content area. Readers of grant applications for the NJ Department of State certify that no conflict of interest exists that would create an undue advantage or disadvantage for any applicant in the application evaluation and scoring process.

Applications are evaluated on the basis of quality, comprehensiveness, completeness, accuracy and appropriateness of response to the guidelines and requirements of the governing NOFO. Applicants may request information about their evaluation scores by writing to the NJ Commission on National and Community Service. The Commission reserves the right to withdraw from consideration any application that does not include each and every component to be evaluated and scored in the evaluation process.

Applications must receive a score of at least 75 points out of 100 and include all required components to be eligible for funding. Eligible applications are ranked and funded in descending order, from highest to lowest score. In the event of a tied score at or above the NJ Department of State's cutoff score of 75, the NJ Department of State will select the applicant with the highest combined score for the Program Design section.

Applicants that receive a score of at least 75 points will be submitted to AmeriCorps State and National for the national competition. All applicants to the Competitive NOFO will be eligible to apply to the state-level Formula competition in the winter of 2022.

PLEASE REFER TO THE LINKS IN THE PAGE INDEX ABOVE OR THIS LINK TO ACCESS THE REMAINING REQUIRED SECTIONS FOR THE AMERICORPS COMPETITIVE APPLICATION.

Link to AmeriCorps Funding Page:

[FY 2022 AmeriCorps State and National Grants](#)