



# **AmeriCorps Competitive Notice of Funding Opportunity**

**Philip Murphy, Governor**

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New Jersey Commission on National and Community Service**

**For Program Year 2023/2024**

**Application Due Date: November 17, 2022**

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

Funding provided by the AmeriCorps State and National

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

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### 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 (\$17,600 for a FT term), training, and the ability to earn a Segal Education Award (about \$6,495 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 Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and/or Veterans and Military Families.

AmeriCorps State and National seeks to prioritize the investment of national service resources in the following areas:

- Organizations leading service in communities with concentrated poverty, rural communities, tribal communities, and those organizations serving historically underrepresented and underserved individuals, including but not limited to communities of color, immigrants and refugees, people with disabilities, people who identify as part of the LGBTQIA+ community, people with arrest and/or conviction records, and religious minorities;
- Evidence-based interventions on the [AmeriCorps Evidence Exchange](#) that are assessed as having Moderate or Strong evidence. Please note that many of these interventions have demonstrated effectiveness in improving outcomes for individuals living in underserved communities and that the agency has committed resources to supporting grantees seeking to replicate and evaluate these interventions in similar communities;
- Veterans and Military Families, Caregivers, and Survivors – a program model that improves the quality of life of veterans and improves the well-being of military and veteran families, caregivers, and survivors,
- Faith-based organizations;
- Programs that provide additional benefits to AmeriCorps members aimed at enhancing member experience and bolstering member recruitment and retention such as paying more than the minimum living allowance, transportation, housing, food, etc.;
- Programs that create workforce pathways for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support; and

- Environmental Stewardship, including supporting communities to become more resilient through measures that reduce greenhouse gas emissions, conserve land and water, increase renewable energy use and improve at-risk ecosystems, especially in underserved households and communities.
- Economic Mobility Corps

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 2023.

**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: 2023 AmeriCorps State and National Notice of Funding Opportunity (NOFO)

Section III: 2023 Mandatory Supplemental Guidance

Section IV: 2023 AmeriCorps State and National Application Instructions

Section V: 2023 Performance Measures

Section VI: AmeriCorps State and National Evaluation Plan Template

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

## B. Timeline:

### COMPETITIVE AMERICORPS NOFO TIMELINE

DATE	ACTIVITY
September 20-21	Dissemination of NOFO flyer announcing the 2023/24 Competitive AmeriCorps Grants competition. NOFO goes live on the NJ DOS website: <a href="#">New Jersey Department of State - Volunteer and National Service Grant Opportunities</a>
October 5	<a href="#">Competitive NOFO General Technical Assistance Session</a> via ZOOM. Live at 10:00 am. Click title to register to attend the live session. Session will be recorded and available at the NJ Department of State AmeriCorps grants website within 24-48 hours.
October 11	<a href="#">Technical Assistance Session on Theory of Change, Evidence, Logic Models and Performance Measures</a> via ZOOM. 10:00 am. Click title to register to attend the session. Recorded session will be posted on NJ DOS website within 24-48 hours.
November 9	<a href="#">Notice of Intent to Apply form</a> due to Commission – click title to submit.
November 17	Competitive applications due to Commission on <a href="#">eGrants</a> by 4:00 pm.
November 21	CREEHS and Staff review of applications and budgets are begun.
December 8 or 9	Reader Arena Session via ZOOM. Arena scores and final rankings
December 13	Notification of applicants selected and Reader/CREEHS revisions requested for applications recommended for funding
December 19	Final revisions from applicants due back in eGrants
December 20	Final staff review on revisions
December 21	NJ Commission board vote on selected applicants
December 29	NJ Commission target date for submission of Competitive package to AmeriCorps (NOFO due date is January 4).
Mid-April 2023	Successful applicants to be notified
Mid July 2023	Commissions with successful applicants will be awarded. Commissions will award sub-recipients for a September 1, 2023 start date.

**NOTE: Attendance at one of the NOFO Technical Assistance Sessions is *required* in order to submit an application. Click title to register**

**[Competitive NOFO General Technical Assistance Session:](#)**

**Wednesday, Oct 5, 2022, 9:30AM - 1:00PM**

**[Technical Assistance Session on Theory of Change, Evidence, Logic Models and Performance Measures:](#) Tuesday, Oct 11, 2022, 9:30AM - 1:00PM**

## 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, 2023 to August 31, 2024.**

## **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, 2023 to August 31, 2024

Year 2 September 1, 2024 to August 31, 2025

Year 3 September 1, 2025 to August 31, 2026

## **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 ([www.americorps.gov/about/ac/](http://www.americorps.gov/about/ac/) and [www.americorps\\_rule\\_register.pdf](http://www.americorps_rule_register.pdf))

## **TECHNICAL ASSISTANCE**

General Technical Assistance Workshops will be held as listed in the Timelines section. There will be one live session which will be recorded and posted on the NJ Department of State website under AmeriCorps Funding Opportunities. [New Jersey Department of State - Volunteer and National Service Grant Opportunities](#)

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

Click below title to register:

**[Competitive NOFO General Technical Assistance Session: Oct 5, 2022, 9:30AM - 1:00PM](#)**  
**[Technical Assistance Session on Theory of Change, Evidence, Logic Models and Performance Measures: Oct 11, 2022, 9:30AM - 1:00PM](#)**

The one-time live session will be a recording available on the NJ Department of State website 24-48 hours after the live sessions. [New Jersey Department of State - Volunteer and National Service Grant Opportunities](#)

## APPLICATION SUBMISSION

### 1. Notice of Intent to Apply

Submission of a Notice of Intent to Apply is requested and is due **Thursday, November 9, 2022**. Please click [Notice of Intent to Apply form](#) and supply the following information.

- Organization Name
- Address
- Contact Name
- E-mail address
- Phone Number
- Focus area your organization plans to address
- Applying as New, Recompeting 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 Thursday, November 17, 2022.**

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

PLEASE NOTE: Section II of this NOFO indicates a due date of January 4, 2023 which is only for Commissions and National Directs. Single-state applicants that must apply through the NJ Commission will use the **due date above of November 17, 2022**.

### 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 [NJAmeriCorps@sos.nj.gov](mailto:NJAmeriCorps@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	\$17,600	\$35,200
Three Quarter-time	1200	0.070	\$ 12,424	\$24,640
Half-time	900	0.500	\$ 9,318	\$17,600
Reduced HT	675	0.381	\$ 6,988	\$13,376
Quarter-time	450	0.265	\$ 4,659	\$ 9,152
Minimum-time	300	0.212	\$ 3,106	\$ 7,392
Abbreviated-time	100	0.056	\$ 1,035	\$ 2,112

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

### 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 AmeriCorps requirements.

In general, AmeriCorps 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.

## **STATE 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, 2023, 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 2023
- End-of-the-Year Training – Spring 2024
- 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 2023.

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

### **[FY 2023 AmeriCorps State and National Grants | AmeriCorps](#)**

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