

**FY25**  
**AmeriCorps Competitive Funding**  
**Technical Assistance Webinar**  
**(Continuation)**



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# OVERVIEW

- I. Volunteer Florida Application Criteria**
- II. Continuation Changes Requirements**
- III. Next Steps**



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In 2024-2025,  
**VOLUNTEER FLORIDA**

WILL ADMINISTER

**42**



**AmeriCorps**  
Florida



PROGRAMS

WITH

**1,800** AMERICORPS MEMBERS



SERVING IN

**56** FLORIDA  
COUNTIES



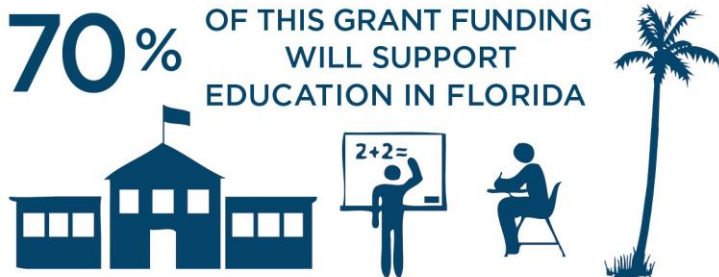
WHO CAN EARN UP TO

**\$8.16** IN  
SCHOLARSHIPS  
MILLION



**70%**

OF THIS GRANT FUNDING  
WILL SUPPORT  
EDUCATION IN FLORIDA



## AmeriCorps in Florida

AmeriCorps members provide tutoring and mentoring, job training and placement, independent living support, environmental stewardship and so much more.



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# Overview of Application

- **FY2025 AmeriCorps Competitive Guidance (Volunteer Florida)**
- Notice of Funding Opportunity (AmeriCorps)
- Application Instructions (AmeriCorps)
- Mandatory Supplemental Information (AmeriCorps)
- Performance Measures Instructions – Standard, PHA, Applicant Determined (AmeriCorps)



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# **FY2025 AmeriCorps Competitive Guidance (Volunteer Florida)**

**Volunteer Florida Application Criteria, pg. 2**

**Performance Measures – Standard, PHA,  
Applicant Determined**



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# FY2025 Application Instructions

## Continuation Requests, Pg. 14 Application Instructions

DO NOT MODIFY ORIGINAL NARRATIVE FIELDS. Information should be provided in the Continuation Changes narrative field as relevant. Include a header in this section with the year 2025.

- Changes in Operating Sites
- Significant Changes in Program Scope or Design
- Changes to Performance Measures
- Significant Changes to Monitoring Structures or Staffing
- Budget revisions (detail provided in section VI).

The page limit for the Continuation Changes field is six pages, as the pages print out from eGrants.

Any continuation applicant not requesting changes that fit within the above categories should enter “N/A” in Continuation Changes. AmeriCorps expects that most continuation applications will not be requesting changes.

# FY2025 Expansion

Continuation applicants may apply for expansions. Expansions are increases in dollars, MSY, and/or members. Expansion requests may not exceed the cost/MSY threshold.

Carry Forward Funding - AmeriCorps will allow you to use prior year unexpended grant funds for continuation competitive grants to enhance program activities, which is often referred to as carry forward. AmeriCorps will allow you to carry forward unexpended competitive funds to support the next program year. Funds may only be carried forward if the prime grant is a continuation grant in the next program year; we cannot transfer funds to a new or re compete grant.

# Attachment A: Recruitment and Retention

Recruitment and Retention - Attachment A

Applicant organizations will reflect the member recruitment and retention strategies within the Cost Effectiveness and Budget Adequacy prompt: “Member Recruitment.”



# FY2025 AmeriCorps Competitive RFP (Volunteer Florida)

## Budget Instructions

- See the Volunteer Florida specific requirements (pages 4-6)
- AC NOFO App Instructions for Budget Instructions (pages 14-15 for continuation)
- See Attachment B/C – Detailed Budget Instructions for Cost Reimbursement Grants in AC NOFO (pages 23-33)
- See Attachment D/E – Detailed Instructions for Fixed Amount Grants in AC NOFO (pages 34-36)
- See Budget Checklist – AC NOFO (pages 37-39)

## Administrative/Indirect Costs – Five/Ten Percent Fixed Option or Federally Approved Indirect Cost Rate Option

- Corporation Fixed Calculation (AC Section 1 + AC Section 2 x .0526 x .60) Federal Share
- Corporation Fixed Calculation (AC and Grantee Share Total Section 1 + AC and Grantee Share Section 2 x .10) Grantee Share
- Commission Fixed Calculation (AC Section 1 + AC Section 2 x .0526 x .40) Federal Share Only
- If you have a Federally Approved Indirect Cost Rate, you must use it and you will see page 6 in Volunteer Florida requirements to calculate



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# Budget Reminders

ALL calculations should be itemized and in an equation format for both Federal and Grantee Share.

Minimum living allowance for Full-Time members is \$20,400

The cost per MSY can't exceed \$25,000 for both Fixed and Cost Reimbursement Grants.

Be sure to include background check costs and gear for all staff and members charged to the grant either Federal or Grantee Share.

Must budget Staff Travel costs for at least 2 staff members to attend 2 VF required trainings (1 in Tallahassee, 1 in Orlando, Miami, Jacksonville, or Tampa) – 3 trainings if you are a new program or have new staff.

Be sure to include costs for member training, member gear, member FICA, member worker's compensation, and member health insurance. (Health insurance is required for all Full-Time Members)

Commission Fixed is required and must be budgeted in the AmeriCorps Federal column only.

# Budget Reminders

Must budget training fees for required Volunteer Florida trainings for at least 2 staff members at \$550 per person in the Staff Training Section.

Be sure you are budgeting for at least one of the required Member Retention and Recruitment opportunities presented in Attachment A. (starting on page 10)

Including the Source of Funds information in Section III is required for both Fixed and Cost Reimbursement Grants; the dollar amount in this section must match the total dollar amount in the budget exactly.

There is a new match schedule for the required match beginning with the 2025-2026 contract year; be sure you are providing match at the required percentage for your organization depending on the number of years you have been funded under AmeriCorps.

AmeriCorps Years of Funding	Years 1, 2 and 3	Years 4, 5, and 6	Years 7, 8, and 9	Years 10+
Grantee Share Requirement	24%	26%	28%	30%

# FY2025 AmeriCorps Competitive Guidance (Volunteer Florida)

## Application Instruction via eGrants system

- A. For Continuation Applicants (applicants that are currently funded by Volunteer Florida) - When submitting your application into the eGrants system, click “Continuation/Renewal” under the “Creating an Application” box (in the lower left hand corner of the page).

### Continuation: Cost Reimbursement

- Cost reimbursement applicants must select the following NOFA: **FY 2025 AmeriCorps State and Territory Commission (New and Continuation) (Due date: 1/23/2025)**
- You must select Florida from the state dropdown listing. Cost Reimbursement applicants should see that their application is linked to the Volunteer Florida Prime Application Grant ID Number: **25AC268372**.

### Continuation: Fixed

- Fixed Amount applicants must select the following NOFA: **FY 2025 AmeriCorps State and Terr Comm Fixed Amount, EAP (New and Continuation) – (Due date: 1/23/2025)**
- You must select Florida from the state dropdown listing. Fixed applicants should see that their application is linked the Volunteer Florida Prime Application Grant ID Number: **24ES268373**.

# FY2025 AmeriCorps Competitive Guidance (Volunteer Florida)

## Supplemental Documents (Continuation)

Submitted via  
Blackbaud  
Grantmaking  
Platform

- The most recent audit report including management letter and schedule of findings and questioned costs.
- Completed provider assessment questionnaire (only required if agency hired a new CEO, Executive Director, CFO or Project Director within last twelve months).
- Most recent agency wide YTD consolidated income statement and balance sheet.

Copy and Paste in Browser (to bypass login):

[https://www.grantrequest.com/SID\\_2153?SA=SNA&FID=35573](https://www.grantrequest.com/SID_2153?SA=SNA&FID=35573)



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### Organization Info

[Printer Friendly Version](#) | [E-mail Draft](#)

✦ Required before final submission

Submission of supplemental documents is required for the FY25 AmeriCorps Competitive application. Documents must be received by the application due date (October 23, 2024 5:00 pm EDT) to be considered for funding. Please see NOFO for full guidance.

Applicable templates for required supplemental documents are posted [here](#).

✦ Organization Legal Name

✦ Program Name

Main Blackbaud Contact

First Name

Last Name

E-mail Address

Mailing Address (Does not need to match SAM.gov)

✦ Address (PO Box is acceptable)

✦ City

✦ State

✦ Zip


[Save & Finish Later](#)[Next](#)

# FY2025 AmeriCorps Competitive Guidance



### Continuation

Printer Friendly Version | E-mail Draft

 Required before final submission

Applicable templates for required supplemental documents are posted [here](#).

#### Required Documents for Continuation Applicants

##### 1. Audit Statement

The most recent audit report including management letter and schedule of findings and questioned costs for your organization.

No file chosen

##### 2. YTD Financials

Most recent agency wide YTD consolidated income statement and balance sheet.

No file chosen

##### 3. Provider Assessment Questionnaire

Note: Only required if agency hired a new CEO/Executive Director, CFO, or Program Director within last twelve months.

No file chosen

# FY2025 AmeriCorps Competitive Guidance



# **FY25 AmeriCorps Competitive Timeline (Anticipated)**

- **September 20, 2024** – FAQs Posted on website
- **October 23, 2024 by 5:00 pm EDT** – Applications due in eGrants and supporting documentation submitted in Blackbaud
- **October 30 - November 18, 2024** – External and Internal Review
- **November 25, 2024** – Clarification provided to applicants considered for funding
- **December 12, 2024 by 5:00 pm EST** – Revised AmeriCorps Applications due
- **December 16, 2024** – Volunteer Florida Commissioner review and approval
- **January 14, 2025** – Submission of funding recommendation to AmeriCorps
- **May 2025** – Funding Notification from AmeriCorps
- **August 1, 2025** – Anticipated contract start date



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# Next Steps

- Review the full application – released September 16, 2024
- Contact Volunteer Florida with your questions, [americorsrfp@volunteerflorida.org](mailto:americorsrfp@volunteerflorida.org)
- AmeriCorps Application due in eGrants – October 23, 2024
- AmeriCorps Application supplemental documents due in Blackbaud System – October 23, 2024
- Sign up for Volunteer Florida communications ([www.volunteerflorida.org](http://www.volunteerflorida.org))



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# Resources

## Volunteer Florida Website

<https://www.volunteerflorida.org/ameri-corps-grant-opportunities/>

## AmeriCorps.gov

<https://www.americorps.gov/funding-opportunity/fy-2025-ameri-corps-state-national-grants>



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# — AMERICORPS — PLEDGE

**I will get things done for America**

to make our people safer,  
smarter, and healthier.

**I will bring Americans together**

to strengthen our communities.

Faced with apathy,

**I will take action.**

Faced with conflict,

**I will seek common ground.**

Faced with adversity,

**I will persevere.**

**I will carry this commitment**

with me this year and beyond.

I am an AmeriCorps member, and

**I will get things done.**

