2025-2026 INDIANA AMERICORPS STATE
NOTICE OF FUNDING OPPORTUNITY (NOFO)

NOTICE of FUNDING OPPORTUNITY

Federal Agency Name:	AmeriCorps
Funding Opportunity Title:	Fiscal Year (FY) 2025 AmeriCorps State and National Competitive Grants
Announcement Type:	Initial Announcement
Assistance Listing Number:	94.006

Summary Statement: This is a funding opportunity for Institutions of higher education; local governments, school districts; nonprofit organizations; State Service Commissions; States and US Territories; Indian Tribes; and public health departments to apply for AmeriCorps members to strengthen communities through service.

Disclosure: Publication of this Notice of Funding Opportunity (NOFO) does not obligate AmeriCorps to award any specific number of grants or to commit any amount of funding. The actual amount, timing, and process of grant funding will be subject to the availability of annual appropriations.

AmeriCorps publishes this NOFO solely for the aforementioned purpose and does not consider this NOFO to meet the definition of a rule requiring publication or notice under Congressional Review Act (CRA) as codified at 5 U.S.C. §§801- 808, and any subsequent notification provided to Congress does not constitute waiver of this position.

Important Dates
- Please refer to Serve Indiana's website for the corresponding GARP calendar with applicable due dates. https://www.in.gov/serveindiana/funding-opportunities/
- Successful applicants will be notified by **mid-April 2025**.
- Successful applicants will be issued awards by **mid-July 2025**.

Serve Indiana NOFO Contact: For any questions or concerns throughout the grant review process, please contact Cassandra Gillenwater, Director of Grants.

- o Email: ckellogggillenwater@serveindiana.gov
- o Phone: 317-220-1659

Additional Information:
- Serve Indiana has both a word document and excel spreadsheet template available for use on their website here: https://www.in.gov/serveindiana/funding-opportunities/
- **Late proposals will not be accepted**
- **Incomplete applications will not be considered for funding during this funding cycle. Serve Indiana will contact you if your application is incomplete to set-up time to discuss the application, and how to apply for 2025-2026 funding.**

- Serve Indiana provides several opportunities for training and guidance throughout the grant application review process. Serve Indiana encourages all new applicants to review all resources on their website and set-up a technical assistance meeting. For

all deadlines, including training/technical assistance dates, please review the grant application review process calendar available on Serve Indiana's website: https://www.in.gov/serveindiana/funding-opportunities/

Serve Indiana reserves the right to edit the Application Instructions at any time. Notification of edits will be made public via the website.

3

Table of Contents

Revised 1.28.25

Revised 1.28.25

FULL TEXT OF THE NOTICE

A. PROGRAM DESCRIPTION

A.1. Purpose of AmeriCorps State and National Funding

AmeriCorps improves lives, strengthens communities, and fosters civic engagement through service and volunteering. AmeriCorps brings people together to tackle some of the country's most pressing challenges through national service and volunteerism. AmeriCorps members serve with organizations dedicated to the improvement of communities and those serving.

AmeriCorps grants are awarded to eligible organizations that engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is a person who does community service through AmeriCorps. Members may receive a living allowance and other benefits. After successful completion of their service, members earn a Segal AmeriCorps Education Award they can use to pay for higher education expenses or apply to qualified student loans.

A.2. Funding Priorities

For this funding opportunity, AmeriCorps will prioritize consideration from organizations that:

Serve Communities:
- Serve communities with concentrated poverty, rural communities, tribal communities, and historically underrepresented and underserved individuals. These may include people of color, immigrants, refugees, people with disabilities, LGBTQIA+ individuals, people with arrest or conviction records, religious minorities, etc.;
- Implement programs for or expand access to high-quality youth mental health and substance use recovery services and prepare AmeriCorps members to enter behavioral health careers. These may include individuals with lived experience with substance use and mental health challenges to support youth mental health efforts and continued AmeriCorps work on the opioid epidemic;
- Focus on improving the quality of life for veterans, active-duty members of the Armed Forces, and their families by recruiting veterans, military spouses, and their older children into national service;
- Promote environmental stewardship to help communities (especially underserved households and communities) to be more resilient by reducing greenhouse gas emissions, conserving land and water, increasing renewable energy use and improving at-risk ecosystems;
- Support civic bridgebuilding programs and projects to reduce polarization and community divisions; and providing training in civic bridgebuilding skills and techniques to AmeriCorps members;

Benefit AmeriCorps Members:
- Provide 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.;

6

- Create workforce pathways for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support;
- Enhance and expand services to second chance youth and/or engage those youth as AmeriCorps members;
- Develop and train the next generation of diverse public health leaders through service while addressing pressing community health challenges. Review Public Health AmeriCorps Priority in the Mandatory Supplemental Information for eligibility information;

Use Evidence
- Utilize reports from the [AmeriCorps Evidence Exchange](#) on programs assessed as having Moderate or Strong evidence to scale, replicate, or adapt the intervention;

Faith-Based
- Organizations that are faith-based; and

American Climate Corps
- Please note that applicants may propose projects to be affiliated with the American Climate Corps (ACC), which is a federal government national service and workforce development initiative focused on training young people for the clean energy and climate resilience workforce. Applicants who are interested must demonstrate that their project funds ACC eligible positions meeting the following criteria:
  - The position has verifiable climate or environmental impact.
  - The position is temporary (term-limited), and the term length is at least 300 hours.
  - The position includes skills-based training as part of the program and provides a pathway to employment.
  - The position must receive a living allowance and, in some cases, may receive additional member benefits.

Applicants submitting a workforce development project to qualify for affiliation with the ACC should note that in their application. Successful applicants will be notified if they are part of the ACC and may be subject to additional reporting requirements.

To receive priority consideration, applicants must show the priority area is a significant part of the program focus and intended outcomes. Priority consideration does not guarantee funding.

A.3. Performance Goals or Expected Outcomes
National Performance Measures
All applications must include at least one aligned performance measure, output and outcome, that corresponds to the proposed primary intervention. This may be a National Performance Measure or an applicant-determined measure. For more information, refer to the [National Performance Measure Instructions](#).

Revised 1.28.25

A.4. 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](#).

B. FEDERAL AWARD INFORMATION

B.1. Estimated Available Funds

AmeriCorps expects a highly competitive AmeriCorps grant competition. Given limited funding, AmeriCorps may prioritize funding existing grantees instead of making new awards. The actual level of funding depends on annual appropriations.

B.2. Estimated Award Amount

Award amounts will be different depending on the scope of the projects.

B.3. Period of Performance*

AmeriCorps plans to make three-year grant awards. AmeriCorps generally makes an initial award for the first year of the three-year period of performance. Applicants must submit a one-year budget. Applicants may propose any project start date that fits their program design. The period of performance may not start before July 1, 2025. Continuation awards for future years are not guaranteed; they depend upon future appropriations and satisfactory performance.

Serve Indiana will only accept two start dates, August 1st or September 1st for all grants. Grants that begin August 1st will end July 31st of the following year. It is highly encouraged that members' start/enrollment dates are after the start of the grant to ensure all criminal history checks and enrollment forms are completed properly.

B.4. Type of Award

AmeriCorps makes available different types of grants. The chart below summarizes these grant types and their distinct characteristics.

Grant Types	Cost Reimbursement	Fixed Amount			
Available Subtypes	Traditional	Full-Cost	Education Award Program, EAP	Professional Corps***	No Cost Slots
Maximum Cost per MSY*	$25,000	$25,000	$800 or $1,000**	$1,000	$0
Type of Slots in the National Service Trust	All slot types	All slot types	All Slot types	FT Only	All slot types
Matching Funds Required	Yes	No			
Budget Submission Required	Yes	No			
Availability of Funds Linked to Enrollment /Retention of Awarded MSYs	No	Yes			No
Special Requirements	N/A	N/A		Must place qualified professionals in communities with an inadequate # of such professionals. Member salaries/benefits must be paid entirely by organization where member serves.	N/A
Financial Reporting Requirements	Yes	No			
Available to New Applicants	Yes	No	Yes		

* Member Service Year (MSY): One MSY is equivalent to a full-time AmeriCorps position, at least 1,700 service hours. Multiple positions at less than full-time can be combined to equal one MSY.

** For the Education Award Program, AmeriCorps may provide a maximum of $800 per individual enrolled in an approved national service position. If at least 50 percent of a program's enrollees are disadvantaged youth, AmeriCorps may provide $1,000 per enrollee, 42 U.S.C. § 12581a.

***Use Mandatory Supplemental Information (MSI) for further requirements

B.5. Cost Sharing or Matching

Cost Reimbursement Grants

Applicants are required to match funds provided by AmeriCorps. The applicant's match can be non-AmeriCorps cash and/or in-kind contributions. Applicants must show that they can meet the match requirement when they submit the application. Applicants must say in their application if they have already secured the match funding.

A first-time successful applicant is required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every three years to 30 percent by year ten.

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

Match Waiver
Please use the Match Waiver information for AmeriCorps State and National Grantees located on the AmeriCorps.gov [Manage Your Grant](#) webpage. AmeriCorps encourages Tribal Nations to request match waivers to reduce barriers. Every effort will be made to reduce the match requirements to improve accessibility to funding. Please reach out to info@serveindiana.gov if you are interested in applying for a match waiver.

Fixed Price Grants
There is no cost share or matching requirement for Fixed Amount grants. AmeriCorps does not provide all the funds necessary to operate the program. Organizations should raise the funds needed to operate the program.

C. ELIGIBILITY INFORMATION

C.1. Eligible Applicants
The following non-Federal organizations are eligible to apply:
- Indian Tribes;
- institutions of higher education;
- local governments, including school districts;
- nonprofit organizations;
- State Service Commissions (submit sub-applicants but not operate programs); and
- states and US Territories.

Applicants must have a [valid SAM registration and Unique Entity Identifier](#) to receive an award.

New Applicants
AmeriCorps encourages organizations that have not received funding from AmeriCorps before to apply, e.g., small community-based organizations, faith-based organizations, etc.

New applicants can apply for Cost Reimbursement and Education Award Program (EAP) grants but cannot apply for Full Cost Fixed Amount grants.

Types of Applicants
1. State and Territory Service Commissions, for Single-State Applicants
Organizations that plan to operate in only one state must apply through the state or territory commissions. Each Commission has its own state-based selection process and submits applications to compete for funding directly to AmeriCorps. The list of Commissions can be found on the [AmeriCorps State Service Commissions' webpage](#).

In Indiana, Serve Indiana is considered the Commission for which organizations should apply if they fall within the single state rule.

2. National Direct Applicants
> *Multi-State*: Organizations that plan to operate AmeriCorps programs in more than one state or territory apply directly to AmeriCorps.

> *States and Territories without State Service 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 they do not have an established Commission.

> *Federally recognized Indian Tribes*: Applicants that are Indian Tribes apply directly to AmeriCorps.

In addition to Indian Tribes, as defined in [2 CFR 200.1](#), tribal organizations that are controlled, authorized, or chartered by Federally recognized Indian Tribes are also eligible to apply directly to AmeriCorps.

Federally recognized Indian Tribes will also be eligible to apply for operating or planning grants under a separate Notice of Funding Opportunity for Indian Tribes at the [AmeriCorps.gov Funding Opportunities webpage](#) with an application deadline in the spring.

Threshold Issues
Specific types of applicants must meet the following requirements:
- Professional Corps must show that the community where it will place AmeriCorps members has a shortage of professionals in the relevant area, e.g., teachers, medical professionals, etc.
- If service activities require special member qualifications and/or training, such as [tutoring programs](#), the applicant must describe how these requirements will be met.
- All applicants must propose program designs that are either evidence-based or evidence-informed. Applicants assessed as lower than the Preliminary evidence tier must provide adequate responses to the Evidence Quality review.

C.2. Other Eligibility Requirements

Organizations that have violated a Federal criminal statute may not receive AmeriCorps funds.

Organizations that propose activities that are not allowed by AmeriCorps' laws, rules, or terms and conditions cannot receive AmeriCorps funding.

Organizations that have any unpaid federal tax liability are not allowed to receive an award. AmeriCorps cannot provide funding to any corporation that has unpaid federal taxes that are not being paid through an agreement with the relevant tax authority. However, this does not apply if a federal agency decided that a suspension or debarment for the corporation is not necessary.

Organizations that are described in the [Internal Revenue Code of 1986, 26 U.S.C. §501 (c)(4)](#) that lobby cannot receive AmeriCorps funding according to the [Lobbying Disclosure Act of 1995](#).

D. Application and Submission Information

This Notice should be read together with the [AmeriCorps regulations](#), [Application Instructions](#), [Performance Measure Instructions](#), and [Mandatory Supplemental Information](#).

D.1. Ways to Request an Application Package

All information from this funding opportunity is available through the [AmeriCorps Funding Opportunities](#) webpage. Applicants can also send an email to americorpsgrants@americorps.gov or call (202) 606-7508 for a printed copy of the Notice, Guidance, and Application Instructions.

D.2. Content and Form of Application Submission

D.2.a. Application Content

Complete applications must include the following elements:
- Standard Form 424 Face Sheet: Automatically generated when applicants complete the data elements.
- Narrative Sections:
  - Executive Summary;
  - Program Design;
  - Organizational Capability;
  - Cost-Effectiveness & Budget Adequacy; and
  - Evaluation Summary/Plan.
- Performance Measures.
- Logic Model.
- Standard Form 424A Budget.
- Continuation Changes.
- Clarification.
- Authorization, [Assurances](#), and [Certifications.](#)

Revised 1.28.25

D.2.b. Page Limits

Page counts are determined by the number of pages that print out from the grant system.

AmeriCorps strongly encourages applicants to print out the application from the grant system prior to submission to confirm that the application does not exceed the page limit.

- Narratives
    - o **Applications must not exceed 11 double-spaced pages for the Narrative**.
    - o The application sections that count towards the page limit include:
        - ▪ SF-424 Face Sheet;
        - ▪ Executive Summary;
        - ▪ Program Design, Organizational Capability, and Cost-Effectiveness and Budget Adequacy narratives.
    - o The application page limit does not include:
        - ▪ Evaluation Summary/Plan;
        - ▪ Clarification Summary;
        - ▪ Continuation Changes;
        - ▪ Budget, Performance Measures; and
        - ▪ Any required additional documents.
- Logic Model
    - o The Logic Model may not exceed eight pages when printed with the application from the "Review" tab in AmeriCorps' web-based management system.

D.3. Unique Entity Identifier and System for Award Management (SAM)

All applicants **must** register with the System for Award Management (SAM) and maintain an active SAM registration until the application process is complete. If an applicant is awarded a grant, it must maintain an active SAM registration throughout the life of the award. Use the SAM Quick Guide for Grantees for more information.

AmeriCorps suggests that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise. **Applicants must use their SAM-registered legal name and physical address on all grant applications to AmeriCorps. The legal applicant's name and physical address in the grant system must match exactly the applicant's SAM-registered information.**

Applications must include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process. **AmeriCorps will not make awards to entities that do not have a valid SAM registration and UEI.**

Applications must include an Employer Identification Number (EIN). The UEI and EIN must be entered by the organization's Grantee Administrator as an organization attribute, and this will apply the information to all applications for the organization.

Revised 1.28.25

D.4. Submission Dates and Times

D.4.a. Application Submission Deadline

Applications are due no later than **Monday, November 4, 2024, by 11:59 p.m. Eastern Time**.

D.4.b. Additional Documents Deadline

Additional documents are due by the application submission deadline.

D.4.c. Late Applications

All applications received after the submission deadline are late. Serve Indiana will determine whether to accept a late application on a case-by-case basis. To request consideration of a late application, an organization must:
- Submit a written explanation or justification of the extenuating circumstance(s) that caused the delay, including:
    - Timing and specific cause(s) of the delay;
    - Ticket number if a request for assistance was submitted to the AmeriCorps Hotline;
    - Information provided to the applicant by the AmeriCorps Hotline; and
    - Other documentation or evidence that supports the justification.
- Ensure that Serve Indiana receives the written explanation and any other relevant evidence, via email to info@serveindiana.gov no later than 24 hours after the application deadline.

Communication with Serve Indiana or AmeriCorps staff is not a substitute for a written explanation or justification of the extenuating circumstance that caused the delay as outlined above. Applicants are required to continue working in the web-based system and with the AmeriCorps Hotline to submit the application.

Please note: Serve Indiana *nor* AmeriCorps will *not* consider an advance request to submit a late application. Please carefully review and follow the guidance in this section and submit your application as soon as possible.

D.5. Intergovernmental Review

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

D.6. Funding Restrictions

D.6.a. Award Funding Requirements
1. Member Living Allowance
A living allowance is not considered a salary or a wage. Programs are not required to provide a living allowance for members serving in less than full-time terms of service. If a program chooses to provide a living allowance to a less than full-time member, it must follow the limits in the table below. Organizations applying for Cost Reimbursement grants must include the living allowance in the budget, either as AmeriCorps share or match.

Fixed Amount grant applicants must give members a living allowance that follows the minimum and maximum amounts in the chart below and should indicate that amount in the application.

Table: Minimum and Maximum Living Allowance

Slot Types	Minimum # of Hours	Minimum Living Allowance	Maximum Total Living Allowance
Full-time	1,700	$20,400	$40,800
Three Quarter-time	1,200	n/a	$28,560
Half-time	900	n/a	$20,400
Reduced Half-time	675	n/a	$15,504
Quarter-time	450	n/a	$10,608
Minimum-time	300	n/a	$8,568
Abbreviated-time	100	n/a	$2,448

Exceptions to the Living Allowance Requirements

a. Programs existing prior to September 21, 1993, do not have to offer a living allowance. If an organization chooses to offer a living allowance, it does not have to pay its members the minimum but cannot exceed the maximum.

b. Education Award Program (EAP) Grantees are not required to provide a living allowance. If an organization chooses to offer a living allowance, it does not have to pay its members the minimum but cannot exceed the maximum.

c. Professional Corps Grantees must provide members a living allowance or salary. Organizations must pay members the minimum and can exceed the maximum. Professional Corps member salaries and benefits including childcare cannot be included in the federal share budget request to AmeriCorps.

2. Maximum Cost per Member Service Year

The AmeriCorps cost per MSY is determined by dividing the AmeriCorps share of budgeted grant costs by the number of MSYs requested. It does not include childcare or the value of the education award a member may earn.

AmeriCorps is keeping the maximum cost per MSY at the same amount as FY 2024 as a safeguard to ensure the number of members serving remains the same or grows. The agency is committed to and prioritizes applicants that maintain or grow the number of AmeriCorps members proposed to serve in their programs without increasing the requested cost per MSY.

Table: Maximum Cost per MSY

Grant Program	Maximum
Individual Competitive State/Territory Program (cost reimbursement)	$25,000
Multi-state competitive (cost reimbursement)	$25,000
Professional Corps competitive Fixed Amount Applicants/Grantees	$1,000*
Full-cost competitive Fixed Amount Grant	$25,000
Education Award Program (EAP) Fixed Amount Grant (competitive and formula)	$800 or $1,000**
All non-EAP formula subgrants	$25,200***

*AmeriCorps requires **Professional Corps** programs to cover the operating expenses associated with the AmeriCorps program through -non-AmeriCorps resources. AmeriCorps will only consider operating funds of up to $1,000 per MSY if an applicant is able to show significant organizational financial need.

** For the Education Award Program, AmeriCorps may provide a maximum of $800 per individual enrolled in an approved national service position. If at least 50 percent of a program's enrollees are disadvantaged youth, AmeriCorps may provide $1,000 per enrollee, 42 U.S.C. § 12581a.

***$18,000 adjusted for inflation as measured by the Consumer Price Index for all Urban Consumers (As of March 2024 CPI was 0.4).

AmeriCorps may 1) treat an applicant as a professional corps if they meet the legal requirements for a professional corps (even if they did not submit a professional corps application); and 2) decide not to provide a grant to an organization that it determines cannot operate effectively without AmeriCorps operating funds.

3. Costs Associated with Evidence Building Activities e.g. performance data collection and management, foundational research, program evaluation, etc.
As noted in 2 CFR § 200.455, costs associated with evidence building activities are allowable expenses or match under AmeriCorps grants. This includes costs related to performance data collection and management, foundational research, program evaluation, and related activities.

Revised 1.28.25

D.6.b. Indirect Costs

Application budgets may include indirect costs. Based on qualifying factors, applicants may –

a) use the AmeriCorps-Fixed Percentage method (five/ten percent fixed administrative cost option) outlined in AmeriCorps' [Indirect Cost Guidance](#);

b) use a Federally approved indirect cost rate if they have one;

c) use a 15 percent *de minimis* rate of modified total direct costs; or

d) [may claim certain costs directly](#).

No more than five percent of award funds may be used to recover indirect costs on AmeriCorps State and National grants under section 121(d) of the [National and Community Service Act of 1990](#), as amended and AmeriCorps' regulations at [45 CFR 2521.95](#) and [2540.110](#)."

Use the [eGrants Indirect Cost Rate (IDCR) User Instructions](#) to enter the organization's indirect cost rate. Applicants should not submit documentation addressing the 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@americorps.gov. The applicant may also obtain instructions and additional information by contacting the email address above.

D.6.c. Pre-Award Costs

Pre-award costs, where authorized, are allowed after receiving written approval from AmeriCorps. This is only eligible for new applicants. Please email info@serveindiana.gov to request pre-award costs.

D.7. Other Submission Requirements

D.7.a. Electronic Application Submission

Applicants must submit applications electronically via AmeriCorps' web-based application system.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use their own account to sign and submit the application.

Applicants should contact the [AmeriCorps Hotline](#) at (800) 942-2677 if they have a problem when they create an account, prepare, or submit the application. Information about the AmeriCorps Hotline hours are also posted on the [AmeriCorps Hotline webpage](#).

When contacting the AmeriCorps Hotline, be prepared to provide the application ID, organization name, and the name of the Notice to which the organization is applying. If the issue cannot be fixed by the deadline, applicants must continue working with the AmeriCorps Hotline to submit via the grant system.

If it is impossible for an applicant to submit in the grant system, applicants may send a paper copy of the application via overnight carrier to this address below.

> AmeriCorps
> ATTN: Office of Grant Administration (OGA)/AmeriCorps State and National Application
> 250 E Street, SW, Suite 300
> Washington, DC 20525

Please use a non-U.S. Postal Service carrier to avoid security-related delays. Applicants must include an explanation and related documents about why they could not submit their application electronically. Applications must be received by the deadline.

All deadlines and requirements in this Notice also apply to paper applications. AmeriCorps does not accept applications submitted via fax or email.

D.7.b. Submission of Additional Documents

Your application might not receive funding if you do not upload your documents by the application deadline or do not correctly label your documents.

Additional documents for all applicants:
1. Evidence documents. Please refer to the Evidence Base section and Mandatory Supplemental Information for detailed instructions by evidence tier.
2. Labor union concurrence, if applicable.
3. Operational and Financial Management Survey. Submit electronically using the online form. Forms submitted as a PDF, or any other document format may not be accepted.

Additional documents for applicants proposing projects previously funded by AmeriCorps:
> Evaluation Plan. Applicants who have received **three or more years** of competitive funding for the same project being proposed should also provide an: Evaluation plan using the evaluation plan template. Evaluation plans are not scored and will not be reviewed until after funding decisions are made.
>
> Evaluation Report. Applicants who have received **six or more years** of competitive funding for the same project being proposed should also provide an Evaluation report. Please submit in Microsoft Word. The evaluation report should include a title page with:
> - the AmeriCorps grant number for the project that was evaluated,
> - the name of the project,
> - the date of completion of the report,
> - the evaluator name(s),
> - evaluator organization name and,
> - evaluator type (internal or external).

If any of this required information is missing, the applicant may not receive credit for meeting their evaluation requirements.

Additional documents for entities applying on behalf of a Federally Recognized Tribe, new and recompeting:

    Tribal organization [eligibility documentation](#)

Guidance for submitting additional documents:
- All documents must be submitted by the Prime Applicants (State Service Commissions or National Directs). Subapplicants cannot submit documentation on behalf of the Commission in the Notice.

- Additional documents must be emailed to info@serveindiana.gov with the following subject line: "Legal Applicant Name" – "Application ID Number." Emails should include:
  - Legal applicant name and its point of contact information.
  - Application ID number.
  - List of documents that are attached to the email by filename, labeling each document type according to the above numbered list.
  - Individually attached files that are clearly labeled, and that include the legal applicant name and application ID number within the file name and heading of each document.

  To ensure that all required additional documents are considered, please provide each document as a separate single file, labeled appropriately. Please do not send multiple documents in one combined file, and do not send a single document in multiple files.

  The email size limit is 35 MB. This limit is inclusive of all attachments associated with each email. Emails that are larger than 35 MB will not be received or reviewed.

  If the size of an applicant's files requires multiple emails, please also include an ordering system in the subject line, such as "(1 of 3)".

- Prime applicants should send separate emails with each subapplicant's materials, referencing the subapplicant's Application ID.

- Applicants that do not have any documents to submit must send an email to info@serveindiana.gov indicating that they are not submitting any additional documents.

Applicants must enter into the web-based system the quantity of each document type that was emailed to info@serveindiana.gov. After the application deadline, all applicants that have a difference between the number of documents emailed and the number of documents reported in the web-based system will receive an email. This email will request proof that the missing documents were emailed on time to the correct email address. If applicants do not reply to this email, then their evidence documents might not be reviewed.

Do not submit any items that are not requested in this Notice or Application Instructions. AmeriCorps will not review or return them.

D.7.c. Coordination Among State Service Commissions and National Direct Applicants
AmeriCorps expects new/recompete Commissions and National Direct applicants to consult and coordinate activities at the local level, as specified in [42 U.S.C. § 12583](). This consultation is to ensure coordination and the effective use of national service resources. The list of Commissions can be found on the [State Service Commissions webpage]().

To ensure coordination before application submission:
National Direct applicants, except Federally recognized Indian Tribes, must:

- Consult with the Commission of each state and/or territory in which the organization plans to operate and describe this consultation in their applications. Contact the Commissions for details about the consultation process. Provide information that connects the proposed activities to the current State/Territory Service plan and/or State Logic Model.

- Any National Direct applying to host members in Indiana should complete Serve Indiana's National Direct Consultation form survey. This link can be located here: [https://www.statecommissions.org/national-direct-consultation](). Following a submission, the National Direct applicant should expect an email from a Serve Indiana staff member confirming the survey. For questions or concerns, please contact [info@serveindiana.gov]().

State/Territory Service Commissions must:
- Consult in a timely manner with the new/recompete National Direct applicants, except Indian Tribes, that contact them prior to application submission.

AmeriCorps will ask for Commission input on National Direct applicants, except Indian Tribes, proposing to operate in their state/territory via the AmeriCorps' web-based management system. Commissions can select *support*, *do not support*, or *neutral*, and provide comments. Commissions are strongly encouraged to provide this input. AmeriCorps reviews and considers Commission input on multi-state applicants proposing to operate in their state.

E. APPLICATION REVIEW INFORMATION

E.1. Selection Criteria
Each applicant must describe a project that will use AmeriCorps members effectively to solve a significant community problem.

Applications must have a well-designed plan with clear justification for the requested funds. Reviewers will assess the quality of applications by using the selection criteria described below and will rate them accordingly.

Do not assume all sub-criteria are of equal value.

All applicants (new, re-compete, and continuations) should review this section. Continuation applicants should be mindful of their specific requirements in the "continuation" section. Continuations should not make edits to their narratives unless otherwise communicated by Serve Indiana and these directions.

Categories/Subcategories	Percentage
Executive Summary	**0**
Program Design	**50**
• **Community and Logic Model**	24
• **Evidence Tier**	12
• **Evidence Quality**	8
• **Notice Priority**	0
• **Member Experience**	6
Organizational Capability	**21**
• **Organizational Background and Staffing**	15
• **Member Supervision**	6
Cost-Effectiveness and Budget Adequacy	**25**
• **Member Recruitment**	8
• **Member Retention**	9
• **Data Collection**	8

E.1.a. Executive Summary, 0 percent:

Please fill in the blanks of these sentences to complete the Executive Summary. There are two options for the second paragraph; please choose the appropriate language for your application. **Do not deviate from this template:**

"The [Name of the organization] will have [Number of] AmeriCorps members in [the locations the AmeriCorps members will serve, e.g. – City, State or State(s)]. AmeriCorps members will [service activities the members will do]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing].

Cost Reimbursement grant applicants:
The AmeriCorps investment will be matched with $[amount of projected match], $[amount of

local, state, and Federal Funds] in public funding and $[amount of non-governmental funds] in private funding."

Fixed amount grant applicants e.g., EAP, Full-Cost Fixed, No Cost Slots:
In addition to the AmeriCorps investment, $[amount of local, state, and Federal Funds] in public funding and $[amount of non-governmental funds] in private funding will support the project."

E.1.b. Program Design, 50 percent:
1. Community and Logic Model, 24 points

The applicant will provide a detailed summary of the community problem, including:
- How the inequities faced by underserved communities may contribute to the problem.
- How the CDC's Social Vulnerability Index explains the extent of the problem.
- How the applicant's intervention(s) will lead to the outcomes identified in the organization's Logic Model.

The applicant must describe in the Logic Model
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
  - Locations or sites in which members will provide services.
  - Setting and community condition where the intervention is delivered.
  - Number of AmeriCorps members who will deliver the intervention.
  - Characteristics of AmeriCorps members, including specific knowledge, skills, and abilities required to implement the intervention.
- The core activities that members will deliver as part of the intervention including:
  - Length of each activity (e.g., the total number of weeks, sessions, or months of the intervention).
  - Dosage of each activity (e.g., the number of hours per session or sessions per week).
  - Target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level).
- The measurable outputs that result from delivering the intervention (i.e., number of beneficiaries served, types and number of activities conducted, equity gaps closed). If applicable, identify which National Performance Measures will be used as output indicators.
- Outcomes that result from the intervention, including meaningful changes in knowledge/skill, attitude, behavior, or condition. If applicable, identify which National Performance Measures will be used as outcome indicators.

Programs should include short, medium, or long-term outcomes. Applicants are not required to measure all components of their Logic Model. The applicant's performance

measures should be consistent with the program's Logic Model and should represent significant program activities.

Serve Indiana encourages new applicants to submit only one performance measure with one output and one outcome. Additional performance measures are allowed but not encouraged for new programs or new program models.

Applicants with multiple interventions should include the above information for each intervention in the logic model.

2. Evidence Base, 20 points
The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier. Second, the quality of the applicant's evidence, how the evidence aligns with funding priorities (A.2 Funding Priorities section), and how the evidence supports the proposed program.

Evidence Tier, 12 points
Each applicant will receive an evidence tier assessment. This is based on the relative strength of the applicant's evidence base and the likelihood that the proposed intervention will lead to the outcomes identified in the Logic Model narrative.

AmeriCorps values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, **applicants should not be deterred from applying for funding due to their current evidence level**. In 2024, the evidence tiers of successful AmeriCorps State and National applicants that were competing were as follows: Strong 55 percent, Moderate 16 percent, Preliminary 19 percent, and Pre-Preliminary 11 percent.

To qualify for the Preliminary, Moderate, or Strong evidence tier, applicants may submit up to two evidence documents, plus the evaluation report from their last three-year grant cycle, if applicable. If multiple evidence documents are submitted by the applicant, the most recent – as measured by the date of completion or publication– will be reviewed first, and any documents submitted beyond the allowable number will not be reviewed.

The intervention evaluated in the submitted evidence documents must match the intervention proposed by the applicant in the Community and Logic Model sections of the application. Use the Mandatory Supplemental Information for a definition of same intervention). Applicants must meet all requirements of an evidence tier to be considered for that tier.

Submitted evidence documents that do not sufficiently match the intervention will not be reviewed or receive any points.

In the Evidence Tier section of the application narrative, applicants must:
* Summarize the study design and key findings of the evidence documents submitted, plus, if applicable, the evaluation report from their last three-year grant cycle; and

- Describe any other evidence that supports their program, including past performance measure data and/or other research studies that inform their program design.

Applicants should provide citations for the studies they describe.

Evidence Quality, 8 points
Reviewers will score the quality of an applicant's evidence and the extent to which it supports the proposed program design.

Standards for scoring in the Preliminary, Moderate, or Strong evidence tiers:
Submitted evidence documents:
- Are of satisfactory methodological quality and rigor for the type of evaluation conducted e.g., adequate sample size and statistical power, internal and/or external validity, appropriate use of control or comparison groups, etc.;
- Describe evaluations that were conducted relatively recently, preferably within the last six years; and
- Show a meaningful and significant positive effect on program beneficiaries or AmeriCorps members in at least one key outcome of interest.

Standards for scoring in the Pre-Preliminary evidence tier:
- The applicant uses relevant evidence, including past performance measure data and/or cited research studies, to inform their proposed program design;
- The described evidence is relatively recent, preferably from the last six years; and
- The evidence described by the applicant indicates a meaningful positive effect on program beneficiaries or AmeriCorps members in at least one key outcome of interest.

3. Notice Priority, 0 points
The applicant's proposed program fits within one or more of the [AmeriCorps funding priorities](#).

4. Member Experience, 6 points
- The applicant describes how AmeriCorps members will be provided leadership and skill development opportunities.
- The applicant describes how the organization will provide members an asset-based orientation to the community.
- Complete the Certification Form from Serve Indiana noting how this impacts the member experience. https://www.in.gov/serveindiana/funding-opportunities/

E.1.c. Organizational Capability, 25 percent:
1. Organizational Background and Staffing, 15 points
- The applicant describes the roles, responsibilities, and structure of the staff that will be implementing and providing oversight of the program.
- The applicant describes their organization's mission and relevant experience in areas such as volunteer recruitment and management, community outreach, overcoming project implementation challenges, etc.

- The applicant describes their organization's experience with managing grants, especially federal or state grants. Include your past performance in meeting:
    - Grant goals and objectives.
    - Compliance and reporting requirements.
  Note: if you do not have experience with managing grants, please indicate that.
- The applicant has facilitated, partnered, or participated in educational or workforce development programs e.g. work experience or job training programs, etc.

2. Member Supervision, 6 points
- The applicant describes how AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service. E.g., structure for member supervision: cadence and format of supervisor/AmeriCorps member check-ins, member and supervisor opportunities to assess strengths and opportunities for growth, member training plan, etc.
- The applicant describes how AmeriCorps supervisors will be adequately trained to follow AmeriCorps and program regulations, priorities, and expectations. E.g., structure for support of supervisors, training plan for supervisors related to supervision and AmeriCorps rules and regulations, cadence and format of AmeriCorps supervisors/their supervisors check ins, opportunities to assess strengthens and opportunities for growth of supervisors, etc.

E.1.d. Cost-Effectiveness and Budget Adequacy, 25 percent:
1. Member Recruitment, 8 points
- The applicant describes budget expenses to support recruitment of AmeriCorps members best suited to serve the community e.g. from geographic or demographic communities in which the program operates.
- The applicant describes how the AmeriCorps member living allowance and other benefits are adjusted within the maximum and minimum living allowance to accommodate for regional variations in contributing to cost of living including: housing, transportation, food, and other expenses. This may vary depending on a program's type of member slots, e.g. FT, PT, RPT, etc.

2. Member Retention, 9 points
- The applicant provides a description of budget expenses to support retention of AmeriCorps members. E.g., additional member benefits such as paying above the minimum living allowance, supporting workforce pathways, certifications, coaching for members, resume building, individual benefit as well as community building, network building, member recognition, alumni programming, etc.

3. Data Collection, 8 points
- The applicant provides a description of budget expenses to support data collection, continuous improvement activities, and evaluation of the interventions and impact on the community and the member experience.

E.1.e. Evaluation Plan, 0 percent:

- **Required for recompeting applicants:**

If the applicant has previously received three or more years of competitive funding for the same project being proposed, the applicant must upload an [evaluation plan](#) in AmeriCorps' web-based application system as part of the application submission.

Applicants must use the [evaluation plan template](#) found on the Notice webpage to craft their evaluation plans. The evaluation plan will not be scored and will not be reviewed until after funding decisions have been made.

All applicants enter N/A in the *Evaluation Summary or Plan* field of the Narrative. Any other text entered in this field will not be reviewed.

E. 1. f. Amendment Justification, 0 percent:

Enter N/A. This field will be used if the applicant is awarded a grant and needs to amend it.

E.1.g. Clarification Information, 0 percent:

Enter N/A. This field will be utilized should an applicant be funded.

E.1.h. Continuation Changes, 0 percent:

Enter N/A. This field will be used to enter changes in the application narratives in continuation requests.

E.2. Review and Selection Process

AmeriCorps will engage External Reviewers with relevant expertise to assess the eligible applications. The determinations made by AmeriCorps reviewers may be different from what the applicant self-determined upon submission of its application. The stages of the review and selection process follow:

E.2.a. Initial Application Compliance and Eligibility Review

AmeriCorps will do an initial compliance and eligibility check before reviewing applications. To pass this check, applicants must:
- Be an eligible organization,
- Be eligible to apply for a Full Cost Fixed Grant,
- Be eligible to submit directly to AmeriCorps,
- Have an active SAM registration, and
- Submit an application by the submission deadline.

Eligibility assessment is intended to ensure that only those applications that are eligible for award are reviewed. However, determinations of eligibility can take place at any point during the application review and selection process. Applicants that are determined to be ineligible will not receive an award.

E.2.b. Application Review

External Review

External Reviewers will assess applications based on the Program Design, Organizational Capability, Cost-Effectiveness and Budget Adequacy, and Evidence Selection Criteria.

Internal Review

AmeriCorps will review and assess the input from the State Service Commissions about National Direct applications. Staff will also assess budget compliance, and review for prohibited activities.

Post-Review Quality Control

AmeriCorps staff will review the initial results for fairness and consistency. Some applications may be selected for a Post-Review Quality Control assessment.

E.2.c. Pre-Award Risk Assessment

AmeriCorps staff will assess the risks posed by each applicant. Results from this assessment will inform funding decisions. If AmeriCorps determines that an award will be made to an applicant with risks, special conditions may be applied to the award. AmeriCorps may decide to not fund an applicant based on the level of risk.

In assessing risks, AmeriCorps may consider:
1. Due Diligence, including:
    *   Federal debt delinquency;
    *   Suspension and debarment;
    *   Information available through Office of Management and Budget (OMB)- designated sources of government-wide eligibility qualification or financial integrity information, such as:
        o   [U.S. Treasury Bureau of Fiscal Services;](#)
        o   [System for Award Management (SAM); and](#)
        o   *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; and](#)
    *   Public Litigation Records.

2. Operational and Financial Management, including:
    *   Financial stability; and
    *   [Operational and Financial Management Survey (OFMS).](#)

3. Past Performance, including:
    *   Applicant's record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:
        o   Timely compliance with applicable reporting requirements;
        o   Accuracy of data reported;
        o   Validity of performance measure data reported;
        o   Conformity to the terms and conditions of previous Federal awards;

Revised 1.28.25

- Ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients;
- Timely closeout of other awards;
- Meeting matching requirements;
- Extent to which any previously awarded amounts will be expended prior to future awards; and
- Meeting [National Service Criminal History Check (NSCHC) compliance](#).

4. Other Programmatic Risks, Financial, Organizational, Compliance, and Fraud including:
   - Publicly available information, including from the applicant organization's website;
   - Amount of funding requested by the organization; and
   - Other elements, such as keyword searches for prohibited activities.

E.2.d. Consideration of Integrity and Performance System Information

Before to making any award that exceeds $250,000, AmeriCorps must consider information about the applicant from the designated integrity and performance system accessible through [SAM.gov](#).

Any applicant may comment upon information previously entered by another Federal agency in the designated integrity and performance systems accessible through [SAM.gov](#).

AmeriCorps may consider applicant comments when completing its review of risk. AmeriCorps may also consider other information about any applicant receiving an award, including those under $250,000.

E.2.e. Selection for Funding
The review and selection process are designed to:
- Identify how well eligible applications are aligned with the [application selection criteria.](#)
- Build a diversified portfolio based on the following strategic considerations:
  - [AmeriCorps Funding Priorities](#);
  - Meaningful representation of:
    - rural communities, and
    - innovative community strategies; and
  - CEO discretion to advance strategic goals.

In selecting applicants to receive awards under this Notice, the Chief Executive Officer will try to include a diverse portfolio of applications based on staff recommendations, alignment with selection criteria, and strategic considerations.

AmeriCorps reserves the right to adjust or make changes to the review process, if unforeseen circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such changes will not affect the [selection criteria](#) that will be used to assess applications. AmeriCorps reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

Revised 1.28.25

An applicant denied any portion of funding may request reconsideration of a funding decision within 5 business days of receiving notice of their denial. Reconsideration will only be granted if there is clear and substantial error. Any reconsideration of denied applications is entirely subject to the agency's discretion.

E.2.f. Applicant Resolution

After the application review process but before any grant awards are issued, AmeriCorps may ask an applicant for additional information to address any application compliance or risk issues. If an applicant does not respond promptly to these requests, then the applicant may be denied funding.

AmeriCorps will ask all grantees for a written compliance implementation plan that includes notification of waste, fraud, and abuse to the agency's Office of Inspector General.

E.3. Feedback to Applicants

Each compliant applicant will receive feedback from the External Review of its application.

E.4. Transparency in Grantmaking

AmeriCorps is committed to transparency in grant-making. A list of all approved applications for new and re-competing applications will be published on [AmeriCorps Funded Grants](#) within 90 business days after all grants are awarded.

Further information about funded grants and subgrants is also available in [USASpending.gov](#).

F. FEDERAL AWARD ADMINISTRATION INFORMATION

F.1. Federal Award Notices

Serve Indiana will make awards following the selection announcement. AmeriCorps anticipates announcing the results of this funding opportunity by mid-April 2025 depending on the availability of congressional appropriations. All applicants, successful or not, will be notified of funding decisions via email. Serve Indiana will then notify applicants of their funding status.

F.2. Administrative and National Policy Requirements

F.2.a. Uniform Guidance

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

F.2.b. Requests for Monitoring or Payment Integrity Information

AmeriCorps will request information from grantees to ensure compliance with legal requirements, including the [Payment Integrity Information Act of 2019](#). If grantees do not respond promptly to these requests, then their funds may be placed on manual hold, reimbursement only status, or other restrictions as appropriate.

F.2.c. AmeriCorps Terms and Conditions

All grants must follow the FY 2025 AmeriCorps General Terms and Conditions, and the FY 2025 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain mandatory compliance and reporting requirements, and applicants should review these instructions prior to any Notice of Grant Award. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available on the [AmeriCorps Manage Your Grant webpage.](#)

F.2.d. 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. Use [45 CFR 2540.200– 2540.207](#) *and* [National Service Criminal History Check Resources](#) *for complete information and FAQs.*

F.3. 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 per [2 CFR 200.315](#).

F.4. Continuation Funding Information and Requirements

Organizations that have current AmeriCorps State and National awards that will be in program Year 2 or Year 3 in FY 2025 are considered continuation applicants. Continuation applicants must submit an application to be eligible to receive funding for the FY 2025 program year. Continuation applicants must follow the requirements for continuation application content as outlined in the Application Instructions.

Please use the [Application Instructions](#) for how to request use of unexpended funds.

Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the [selection criteria](#) published in this Notice.

Continuation application review will also be based on progress reports, the federal financial report, evaluation plans, and Serve Indiana and AmeriCorps 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.

Serve Indiana and 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.

G. FEDERAL AWARDING Agency Contacts

For more information, call (202) 606-7508 or email AmericorpsGrants@americorps.gov.

H. Other Information

H.1. Technical Assistance

AmeriCorps will host technical assistance calls to answer questions about the funding opportunity and the web-based application system. AmeriCorps strongly encourages all applicants to participate in these sessions. Information for these technical assistance calls is available on the [AmeriCorps' Funding Opportunities website](#).

Resources applicants need to effectively manage their grant award and training and technical assistance materials are found on the [Manage Your Grant webpage](#).

H.2. Re-Focusing of Funding

AmeriCorps reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

I. IMPORTANT NOTICES

I.1. Public Burden Statement

Public reporting burden for collection of information under this Notice of Funding is estimated to average six hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the application and reporting forms. AmeriCorps informs people who may respond to this Notice of Funding that they are not required to respond unless the OMB control number and expiration date are current valid. Use [5 CFR 1320.5(b)(2)(i).](#)This collection is approved under OMB Control #: 3045-0047, Application Instructions, State and National Competitive, New and Continuation, Expiration Date: September 30, 2026.

I.2. Privacy Act Statement

The Privacy Act of 1974, [5 U.S.C §552a,](#) requires that we notify applicants that the information requested under this Notice of Funding is collected pursuant to [42 U.S.C. §12592](#) and 12615 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 may include disclosure of the information to Federal, state, or local agencies pursuant to lawfully authorized requests. assistance.

Effects of Nondisclosure - The information requested is voluntary; however, to be a recipient of this grant program, disclosure of personal or sensitive information is required to receive federal benefits.

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