



## 2012 AMERICORPS GRANTS

State Operating ▪ Professional Corps ▪ Education Award Program ▪ Fixed-Amount Grants

### FREQUENTLY ASKED QUESTIONS (FAQs)

The following is a list of frequently asked questions and answers generated during the current and previous New York State AmeriCorps Request for Proposals process. The questions are organized by issue area.

#### GENERAL

**Q. When are the 2012 State AmeriCorps applications due?**

A. All applications in response to the 2012 New York State AmeriCorps\*State and National Competitive RFP are due no later than December 7, 2011, 5:00 pm Eastern Standard Time (EST) to the New York State Commission on National and Community Service. This includes all "Single-State" applicants who are requesting funding for an AmeriCorps Operating (*including Professional Corps*), Education Award Only, or Fixed-Amount program grant. "Single-State" applicants are those eligible entities proposing to operate any of the aforementioned grant programs in New York State ONLY.

The application due date of January 18, 2012 on the Corporation for National and Community Service Notice of Funding Opportunity (NOFO), the Corporation's website, and in the Corporation's Application Instructions DOES NOT apply to "Single-State" AmeriCorps applicants. This deadline is for State Commissions and Multi-State applicants ONLY. "Multi-State" applicants are those agencies proposing to operate any of the aforementioned AmeriCorps grant programs in two or more States.

**Q. Is there additional information or Training/Technical Assistance available to applicants?**

A. The 2012 New York State AmeriCorps Grant Technical Assistance Session on Video for potential applicants is available online at <http://at.pscdn.net/008/00198/11/oncs/1114/>. This Technical Assistance resource can also be accessed by visiting [www.NewYorkersVolunteer.ny.gov](http://www.NewYorkersVolunteer.ny.gov). Information about the AmeriCorps statute and regulations, the AmeriCorps State and National Grant Provisions, and the Edward M. Kennedy Serve America Act can be found by clicking on the following two resource links: [www.americorps.gov/help/ac\\_sn\\_all/ASN\\_Megasearch\\_Site.htm](http://www.americorps.gov/help/ac_sn_all/ASN_Megasearch_Site.htm) and [www.nationalservice.gov/about/serveamerica/index.asp](http://www.nationalservice.gov/about/serveamerica/index.asp)

**Q. Do I need to submit a proposal to the 2012 State AmeriCorps RFP if I am a current grantee?**

A. Currently funded AmeriCorps programs completing their first or second year of operation within a three-year grant cycle must submit a proposal for Continuation funding. If your program is currently in the final year of its grant cycle and plan to compete for another three years of AmeriCorps funding, you must apply by referring to the Application Instructions for "New and Re-Competing" Applicants.

**Q. How do I access the eGrants system to prepare and submit my AmeriCorps application?**

A. The eGrants system can be accessed by clicking on the following link: <http://www.nationalservice.gov/egrants/index.asp>. New users must first create an eGrants Account. When submitting an application using eGrants, the Corporation for National and Community Service's integrated, secure, web-based system for applications, New and Re-competing applicants for operating grants must select New York as the State to which they are applying. Select the following Prime Application(s) depending upon the type of application you are submitting.

Q. Which Notice of Funding Available (NOFA) do I apply to in the eGrants system?

A. **COMPETITIVE**

**NOFA:** Commission AmeriCorps State FY 2012

**Summary:** Applications submitted by an eligible organization that has not received AmeriCorps State funding from the Commission in the last five years. The Competitive category includes Professional Corps which is a program that recruits and places qualified participants to meet unmet human, educational, environmental, or public safety needs in communities with an inadequate number of such professionals.

**FIXED-AMOUNT GRANT (STATE)**

**NOFA:** Commission AmeriCorps State Fixed Amount Grants FY 2012

**Summary:** Applications submitted by an eligible organization with a fiscal model that uses a fixed dollar amount up to \$13,000 per The New York State Commission has deemed that only AmeriCorps grantees that have successfully managed an AmeriCorps Operating grant for a three year cycle may apply for a Fixed-Amount Grant. New applicants with no prior experience managing an AmeriCorps Program and Continuation Grantees applying for year two or year three funding are not eligible to apply for a Fixed-Amount Grant.

**EDUCATION AWARD PROGRAM**

**NOFA:** Commission Competitive Education Awards Program FY 2012

**Summary:** Applications submitted by an eligible organization with a program model that includes most or all of the AmeriCorps\*State program costs supported by sources other than the Corporation and whose members do not receive living stipends. These programs support education awards for members and help lower the state per full-time equivalent member cost. Applicants for EAP grants can apply for up to \$800 per member. The amount per full-time member requested will be a competitive factor in the Corporation's selection process.

**FORMULA (FORMULA CONTINUATION APPLICANTS ONLY)**

**NOFA:** Commission AmeriCorps State FY 2012

**Summary:** This Application ID should only be used by those AmeriCorps grantees that were funded by the State Commission in 2010 or 2011 and are submitting a Formula Continuation proposal to fund the 2<sup>nd</sup> or 3<sup>rd</sup> year of your Operating Grant. **No New applicants should apply to this Application ID.**

### **FUNDING OPPORTUNITY DESCRIPTION**

Q **What is the purpose of AmeriCorps funding?**

A. The purpose of CNCS is to maximize the power of service and volunteering to improve lives in communities across the country. In the Edward M. Kennedy Serve America Act, Congress directed CNCS to focus national service in areas where service can make a major impact, including education, energy conservation, health, economic opportunity for economically vulnerable individuals, increasing service by and for veterans, and providing disaster services.

The Corporation is carrying out Congress's intent by targeting AmeriCorps funding in these six focus areas. In accordance with the Act, through this *Notice* and its other activities, CNCS seeks to: Direct the power of national service to solve a common set of challenges; Expand opportunities for all Americans to serve; Build the enduring capacity of individuals, organizations and communities to effectively use service and volunteering to solve community problems; and Embrace innovative solutions that work.

**Q. Who is eligible to apply for an AmeriCorps grant?**

A. The following organizations are eligible to apply to the Commission for funding through this RFP: Private not-for-profit corporations, public agencies, local governments, educational institutions, labor organizations, not-for-profit and community-based organizations including but not limited to secular and faith-based, operating solely in New York State; partnerships or consortia consisting of the foregoing. Applicants that have never received funding through the New York State Commission or Corporation are encouraged to apply for funding in this RFP. Organizations that have been convicted of a Federal crime are disqualified from receiving the assistance described in the State AmeriCorps RFP.

The Corporation sets aside one percent of grant funds to support programs operated by Indian Tribes and selected by CNCS on a competitive basis. An Indian Tribe is defined as a federally recognized Indian Tribe, band, nation, or other organized group or community, including any Native village, Regional Corporation, or Village Corporation, as defined under the Alaska Native Claims Settlement Act (43 U.S.C. § 1602), that the United States Government determines is eligible for special programs and services provided under federal law to Indians because of their status as Indians. Indian Tribes also include tribal organizations controlled, sanctioned, or chartered by one of the entities described above.

**Q. What are the Corporation's six Focus Areas for the AmeriCorps program?**

A. **Disaster Services:** Grants will help individuals and communities prepare, respond, recover, and mitigate disasters and increase community resiliency. Grant activities will: increase the preparedness of individuals; increase individuals' readiness to respond; help individuals recover from disasters; and help individuals mitigate disasters.

**Economic Opportunity:** Grants will provide support and/or facilitate access to services and resources that contribute to the improved economic well-being and security of economically disadvantaged people. Grant activities will help economically disadvantaged people to: have improved access to services and benefits aimed at contributing to their enhanced financial literacy; transition into or remain in safe, healthy, affordable housing; and have improved employability leading to increased success in becoming employed.

**Education:** Grants will provide support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged people, especially children. CNCS is particularly interested in program designs that support youth engagement and service-learning as strategies to achieve high educational outcomes. Grant activities will improve: school readiness for economically disadvantaged young children; educational and behavioral outcomes of students in low-achieving elementary, middle, and high schools; and the preparation for and prospects of success in post-secondary education institutions for economically disadvantaged students.

**Environmental Stewardship:** Grants will provide direct services that contribute to increased energy and water efficiency, renewable energy use, or improving at-risk ecosystems, and support increased citizen behavioral change leading to increased efficiency, renewable energy use, and ecosystem improvements particularly for economically disadvantaged households and economically disadvantaged communities. Grant activities will: decrease energy and water consumption; improve at-risk ecosystems; increase behavioral changes that lead directly to decreased energy and water consumption or improve at-risk ecosystems; and increase green training opportunities that may lead to decreased energy and water consumption or improve at-risk ecosystems.

**Healthy Futures:** Grants will meet health needs within communities including access to care, aging in place, and addressing childhood obesity. Grant activities will: increase seniors' ability to remain in their own homes with the same or improved quality of life for as long as possible; increase physical activity and improve nutrition in youth with the purpose of reducing childhood obesity, and improve access to primary and preventive health care for communities served by CNCS-supported programs (access to health care).

**Veterans and Military Families:** Grants will positively impact the quality of life of veterans and improve military family strength. Grant activities will increase: the number of veterans and military service members and their families served by CNCS-supported programs, and the number of veterans and military family members engaged in service provision through CNCS-supported programs.

**Q. What is “Capacity Building”?**

A. In addition to the six Focus Areas described above, grants also will provide support for capacity building activities provided by national service participants. As a general rule, CNCS considers capacity building activities to be *indirect services* that enable CNCS-supported organizations to provide more, better and sustained *direct services*. Capacity building activities cannot be solely intended to support the administration or operations of the organization. Examples of capacity building activities include: Recruiting and/or managing community volunteers; Implementing effective volunteer management practices; Completing community assessments that identify goals and recommendations; Developing new systems and business processes (technology, performance management, training, etc.) or enhancing existing systems and business processes.

**Q: What percentage of new grants do you expect to make to each of the CNCS Focus Areas? Will it be 20% to each of the five Focus Areas?**

A: While the New York State Commission and Corporation on National and Community Service make every effort to maintain a balanced portfolio both geographically and programmatically, there is no designation of funding amount to individual strategic initiatives. Applications are reviewed and funded consistent with the competitive process outlined in the 2012 New York State AmeriCorps RFP. Applicants may note that Congress set a goal that 10 percent of AmeriCorps funding should support encore service programs that engage a significant number of participants age 55 or older. CNCS seeks to meet that 10 percent target in this competition and encourages encore programs to apply.

**Q. What are the Corporation’s Funding Priorities for the 2012 AmeriCorps Competition?**

A. In the 2012 AmeriCorps Competition, the Corporation expects to invest a significant amount of available funding to programs working in the six Focus Areas of Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families.

In particular, the Corporation seeks to target its grantmaking in the Education and Disaster Services Focus Areas for greater impact and increase its investment in the Veterans and Military Families Focus Area. To meet these goals, CNCS will give priority consideration to the following, in descending order of preference:

Priority	Tier	Description of Application Focus Area Priority
HIGH  LOW	Tier 1	Programs that select Priority Measures in Education, Veterans and Military Families, and Disaster Services (NOTE: Applicants and grantees that have programs that fit these Priority Measures are <b>required</b> to utilize these Measures. These measures can be found in Part IV of the State AmeriCorps RFP).
	Tier 2	Programs that select Priority Measures in Economic Opportunity, Environmental Stewardship, Healthy Futures and Capacity Building. (NOTE: Applicants and grantees that have programs that fit these Priority Measures are <b>required</b> to utilize these Measures. These measures can be found in Part IV of the State AmeriCorps RFP).
	Tier 3	Programs that select Pilot Measures.
	Tier 4	Programs in the Focus Areas with self-nominated measures.
	Tier 5	Programs outside the Focus Areas with self-nominated measures.

## **TERMINOLOGY**

### **Q. What is the “Corporation”?**

A. The Corporation for National and Community Service (“CNCS” or “The Corporation”) was established by Congress in 1993. The mission of the Corporation for National and Community Service (CNCS) is to improve lives, strengthen communities, and foster civic participation through service and volunteering. For more than fifteen years, CNCS—through its Senior Corps, AmeriCorps, and Learn and Serve America programs—has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

### **Q. What is an MSY and Maximum Cost per MSY?**

A. An MSY is a Member Service Year (MSY). One (1) MSY is equivalent to 1700 service hours, a full-time AmeriCorps position. The maximum amount any New or Re-competing applicant may request in an Operating grant application in the 2012 AmeriCorps competition is \$13,300.

Continuation and Re-competing grantees requesting a higher cost per MSY than in the previous year must include a compelling rationale for this increased cost. This applies even if the increased cost per MSY is less than the maximum. This does not affect Continuation programs currently funded at a higher cost per MSY.

CNCS considers comparative Costs per MSY in making funding decisions. The Cost per MSY is determined by dividing the CNCS share of budgeted grant costs by the number of MSYs requested. It does not include child care or the value of the education award a member may earn.

### **Q. What is an AmeriCorps member?**

A. An AmeriCorps member is an individual who is enrolled in an approved national service position and engages in intensive service to address pressing community problems. AmeriCorps members serve through nonprofits, public agencies, institutions of higher education, Indian Tribes, and faith-based organizations to tutor and mentor youth, build affordable housing, teach computer skills, clean parks and streams, run after-school programs, and help communities respond to disasters, among other activities. AmeriCorps members are eligible to receive a Segal AmeriCorps Education Award upon successful completion of their term of service. Some AmeriCorps members receive a living allowance to support them during their term of service.

### **Q. What is the difference between the terms FTE and MSY?**

A. MSY and FTE (full-time equivalent) are synonymous. However, beginning in 2005, the Corporation for National & Community Service has replaced the term FTE with MSY (Member Service Year).

### **Q. What is the difference between an AmeriCorps member and a volunteer?**

A. An AmeriCorps member is an individual serving in an approved national service position with an AmeriCorps program. An AmeriCorps member serves for a pre-determined term of service and is eligible to receive a Segal AmeriCorps Education Award upon successful completion of service. AmeriCorps members are supervised by program staff and often receive a living allowance. Volunteers are not eligible for an AmeriCorps Education Award, usually do not receive compensation and might not be required to provide consistent, sustained service. Volunteers and AmeriCorps members might serve side by side.

Following is a guide to some of the common terms you will see in eGrants followed by language that is consistent with the RFP and training materials:

- Strategy = Intervention (The strategy/intervention will be the same for all components of the measure—output, intermediate outcome, end outcome—because all of these should result from the same intervention.)
- Result = Output, Intermediate Outcome, or End Outcome
- Indicator = For outputs, a description of the number of beneficiaries to be counted. For outcomes, a description of the measurable change that will occur.
- Target Statement = The indicator plus the expected number (100 beneficiaries will...)

- Target = The number in the target statement (100)
- Instrument = The specific tool that will be used to collect data (AIMSweb Letter Sounds and Letter Names pre/post test)
- Data Collection Methodology = How data will be collected (survey, pre/post test, etc.)

## **APPLICATION SUBMISSION PROCESS**

### **Q. When are the 2012 AmeriCorps Applications due?**

A. Applications must be submitted to the New York State Commission on National and Community Service via eGrants, the Corporation for National and Community Service's web-based system for grant applications by **5:00 PM EST on December 7, 2011.**

If you are unable to submit your proposal in eGrants, you may submit a paper application which must be received by the State Commission Office by **5:00 PM EST on December 7, 2011.** Although paper applications will be accepted, applicants should make every effort to submit their proposal electronically through the eGrants system. Detailed instructions on how to create an eGrants account and prepare your AmeriCorps application can be found in Part I: Section 2 of the 2012 New York State AmeriCorps RFP.

### **Q. How do I determine whether to select "Continuation/Renewal" or "New" when starting an application?**

- A.
- If you are re-competing (in year three of a competitive three-year funding cycle and applying for a new three-year grant), select Continuation/Renewal
  - If you are not a current grantee, but have received a competitive AmeriCorps grant in the past five years, select **Continuation/Renewal**
  - If you are applying for the first time, have only received formula funding in the past, or are a former grantee (non-formula) whose last AmeriCorps grant was received more than five years ago, select **New**
  - If you are a current planning grantee applying for a three-year implementation grant, select **New**

### **Q. How do I submit Application materials that are required in addition to the Application Narrative, Budget, and Budget Narrative?**

A. A complete AmeriCorps Application consists of three components. In addition to submitting your Application Narrative, Budget and Budget Narrative, all applicants must submit the RFP Required Application Forms and Federal Application Documents.

Part I: Section 2.1 and Part III: Section 1 of the State AmeriCorps RFP lists the Required Application Forms that must be submitted in hard copy to the State Commission Office regardless of whether you submit your AmeriCorps Narrative, Budget and Budget Narrative through the eGrants system or in hard copy.

These Required Application Forms must be received by 5:00 PM EST on December 7, 2011 for an application to be considered complete and eligible for funding consideration. Required application forms should be mailed to the address below. A hard copy template of each form can be found in Part II of the State AmeriCorps RFP.

The third component of a complete AmeriCorps Application is the Federal Application Documents. Federal Application Documents include: A Program Evaluation, a Labor Union Concurrence, and a Federally Approved Indirect Cost Agreement. These materials are not required of all applicants so see the Application Instructions in Part I: Section 3.5 of the New York State AmeriCorps RFP to determine if your organization is required to submit these materials.

If you determine that you are required to submit any Federal Application Documents, they must be submitted to the State Office of National and Community service via email at [NewYorkersVolunteer@NewYorkersVolunteer.ny.gov](mailto:NewYorkersVolunteer@NewYorkersVolunteer.ny.gov) or land mail at the addresses below.

Mark J. Walter, Executive Director  
STATE COMMISSION ON NATIONAL & COMMUNITY SERVICE  
52 Washington Street  
North Building, Suite #338  
Rensselaer, New York 12144

- Q. If programs utilize the New York State Office of the State Comptroller (OSC) VendRep System to complete the Vendor Responsibility Questionnaire, do they also need to complete the Vendor Responsibility Questionnaire Form provided as an attachment to the Request for Proposal (RFP), or can they just submit a copy of their OSC VendRep summary page?**
- A. Vendors are strongly encouraged to file the required Vendor Responsibility Questionnaire online through the Office of the State Comptroller (OSC) VendRep System. If this method is chosen, only a paper copy of the OSC overview page which indicates the day the Vendor Responsibility Questionnaire was certified with OSC needs to be submitted to the State Commission Office.

Applicants may view the OSC VendRep System Instructions and register for an account by clicking on the following link: [www.osc.state.ny.us/vendrep](http://www.osc.state.ny.us/vendrep). Applicants that have an existing account may go directly to the VendRep System by clicking on this link: <https://portal.osc.state.ny.us>. For direct VendRep System user assistance, the OSC Help Desk may be reached at 866-370-4672 or 518-408-4672 or by email at [helpdesk@osc.state.ny.us](mailto:helpdesk@osc.state.ny.us).

- Q. If I already have a Contract Management System (CMS) Authorization Form on file with the State Commission Office, do I have to complete and resubmit this form with my application again?**
- A. Part I: Section 2 of the State AmeriCorps RFP lists the "Developer, Contract Signatory & Claim Signatory Authorization Form" as a Required Application Form. All applicants must follow the instructions in this section to complete and submit this and all Required Application Forms with their proposal.
- Q. I don't see Planning Grants as an option to apply for in the State AmeriCorps RFP but the Corporation's 2012 Federal Notice of Funding Opportunity lists Planning Grants as an application type. Can my agency apply for an AmeriCorps Planning Grant this year?**
- A. No. The Corporation's 2012 Federal Notice of Funding Opportunity is guidance for National Direct organizations (organizations that operate in two or more states) and State Commissions on National & Community Service. Single-state organizations may only apply for an AmeriCorps Planning Grant if it is offered in their State's AmeriCorps RFP. The New York State Commission has opted not to accept or fund Planning Grant applications as part of their 2012 grant competition.
- Q. The eGrants system is functioning slowly today as we prepare our application. What should I do?**
- A. eGrants may operate more slowly during times of high volume. A contributing factor may be that individuals are not waiting for a report to populate before clicking on the run report button several times. Users should only click on any button ('run report', 'save', 'next', etc.) once and wait for the system to populate the report or move to the next screen. There is a slight delay in screen refresh in eGrants even under optimal conditions and reports can take time to populate. To click multiple times sends a new request to the server each time and this can cause delays. Please be patient and let the system operate as designed.

Applicants are strongly encouraged to prepare their proposal well in advance of the application deadline to avoid late submissions.

## **APPLICATION NARRATIVE & PROGRAM MANAGEMENT**

**Q. Are there certain activities in which AmeriCorps members and staff cannot engage?**

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

- Attempting to influence legislation;
- Organizing or engaging in protests, petitions, boycotts, or strikes;
- Assisting, promoting, or deterring union organizing;
- Impairing existing contracts for services or collective bargaining agreements;
- Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- Providing a direct benefit to: (1) a business organized for profit; (2) a labor union; (3) a partisan political organization; (4) a nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 (participating in partisan political activities or spending funds on lobbying and grassroots efforts in excess of allowable limits); and (5) an organization engaged in the religious activities described above, (unless CNCS assistance is not used to support those religious activities);
- Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
- Providing abortion services or referrals for receipt of such services.

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

**Q. Can you elaborate on the concept of agency collaboration/partnership?**

A. Most importantly, programs should not duplicate services in the community that are already being provided by other agencies. The State Commission strongly encourages agencies interested in applying for an AmeriCorps grant to partner with and seek support from other agencies within the community. Support can be through collaborating to develop a program design, supervising AmeriCorps members within their agency, or helping to meet matching requirements. Support can also be less formal through sitting on an advisory committee, providing training for members and staff, or providing other in-kind support such as space or supplies.

**Q. Does the 26 page limit include the Budget Narrative?**

A. You may not exceed 26 double-spaced pages for the Narratives, including the Executive Summary and Cover Page, as the pages print out from eGrants. Reviewers will not consider material submitted over the page limit, even if eGrants allows you to enter and submit text over the limit. From the Review and Submit page, print out your application prior to final submission to ensure it is not over the 26 page limit. This limit does not include the budget and performance measures.

Note: The Narratives Section also includes fields for Clarification Information, Amendment Justification, and Continuation Changes. Please enter N/A in these fields. They will be used at a later date to enter information for clarification following review, to request amendments once a grant is awarded, and to enter changes in the narrative in continuation requests.

- Q. Could you clarify which form is represented on p.26 of Part II -- Required Application Forms?**  
**A.** The document on p.26 of Part II -- Required Application Forms of the 2012 State AmeriCorps RFP is the Applicant Signature Page. In error, it was not labeled in the Table of Contents and we will note this in the Frequently Asked Questions & Answers released today. The Applicant Signature Page must be completed by the agency submitting the proposal and submitted with all other Required Application Forms using the process defined in Part I: Section 2 of the RFP.
- Q. Are there limitations on the number of partner agencies?**  
**A.** No, however any collaborative relationships should be beneficial to all parties involved and one agency must clearly be defined as the lead, applicant agency in your proposal.
- Q. Do you think that a collaborative will be a stronger proposal?**  
**A.** Typically yes. While each proposal is evaluated on its individual merits, we have found that those agencies that seek support from within the community submit stronger proposals and run stronger programs. Collaborations can increase the quality and reach of services you provide.
- Q. Is there a required national orientation that members must attend? If so, who pays for the expenses?**  
**A.** There is no required national service orientation that AmeriCorps\*State members must attend. The recruitment, placement and training of AmeriCorps\*State members is the responsibility of the grantee organization and sub-sites (if applicable). There are several state and national trainings/conferences that AmeriCorps applicants are encouraged to if their proposal is funded. Applicants should include a minimum of \$2,000 in their proposed budget to allow members and/or staff to attend.
- Please review Part I: Section 3.6, Sub-section II: Member Costs (p.34) of the 2012 State AmeriCorps RFP to answer this question. You should pay specific attention to the minimum and maximum living allowance a 2012 AmeriCorps member is eligible to receive.
- Q. Can AmeriCorps members take the place of current staff at my organization?**  
**A.** No. AmeriCorps members may not displace staff at your organization. By law, members may not under any circumstances perform services, duties, or activities that had been assigned to a current employee or to an employee who has recently resigned or has been discharged. Program Regulations can be found in 45 CFR §§ 2520 – 2550 ([http://www.americorps.gov/help/ac\\_sn\\_all/ASN\\_Megasearch\\_Site.htm](http://www.americorps.gov/help/ac_sn_all/ASN_Megasearch_Site.htm))
- Q. Could you give a profile of the members typically entering the program?**  
**A.** Each program has a different profile, based on the requirements of the service program, the diversity goals of the program, and the member support available through the program.
- Q. Is there a minimum age to be an AmeriCorps member?**  
**A.** AmeriCorps members must be at least 17 years old.
- Q. What are the eligibility requirements to be a member?**  
**A.** To be eligible to enroll in AmeriCorps, an individual must:  
 Be a U.S. citizen or U.S. national or a lawful permanent resident alien of the United States; be at least 17 years-old and have a high school diploma, or agree to obtain a high school diploma or its equivalent before using an education award.
- Q. How do programs recruit AmeriCorps members?**  
**A.** Each program recruits differently, based on its needs, program model and access to potential AmeriCorps members. Some examples include: the national AmeriCorps Recruitment website, newspaper ads and radio spots, asking partner agencies to recruit, working with social service agencies, and working with local colleges. While the Corporation has an online recruitment system that AmeriCorps programs are strongly encouraged to use, each program is responsible for recruiting its own AmeriCorps members. AmeriCorps

programs are entirely responsible for providing training to AmeriCorps members. In your proposal you must describe how you will recruit, orient and train the AmeriCorps members you are requesting.

**Q. Can you have a centralized program where AmeriCorps members are assigned to different sites?**

A. Yes, there are multiple-site programs. The program and each site should have a Memorandum of Understanding that establishes the roles and responsibilities of the AmeriCorps program. However, AmeriCorps members in programs funded through the New York State Commission on National and Community Service can only be assigned to programs delivering services in New York State.

**Q. Are there a minimum/maximum number of members acceptable for a proposal?**

A. All proposals to the New York State Commission on National and Community Service must request no fewer than 10 MSYs. One MSY is equivalent to 1700 service hours or a full-time member. The maximum number would be determined by the ability to raise the necessary matching funds to support the program, to supervise the members and to administer the program effectively. The Corporation advises against any New applicant applying for more than 50 MSY.

**Q. Could you give examples of the type of projects that have been funded, and the type of sponsoring parent organizations?**

A. Click on the following link to see a page of the New Yorkers Volunteer website which lists all AmeriCorps programs currently operating in New York State, the grantee agency, and a description of the program activity: <http://newyorkersvolunteer.ny.gov/NationalService/Map.aspx?programType=ACSP>.

**Q. May Medicaid be used for the health insurance requirement for members of low-income communities?**

A. You must provide health care coverage to all full-time AmeriCorps members even if they are eligible for Medicaid. The U.S. Department of Health and Human Services (HHS) has taken the position that members receiving Medicaid have coverage available to them through AmeriCorps. Because Medicaid “wraps around” other available health care coverage, Medicaid will pick up only those costs that are not covered under the AmeriCorps policy. Members who remain on TANF will continue to receive Medicaid for their dependents. Members who lose TANF due to the living allowance usually can continue to receive extended Medicaid coverage for their dependents for up to one year. Applicants receiving these benefits should consult with their caseworkers before enrolling in AmeriCorps.

Except for Education Award Programs, Professional Corps, or members covered under a collective bargaining agreement, **the grantee must provide, or make available, healthcare insurance to those members serving a 1700-hour full-time term who are not otherwise covered by a healthcare policy at the time each begins his/her term of service.** The grantee must also provide, or make available, healthcare insurance to members serving a 1700-hour full-time term who lose coverage during their term of service as a result of service or through no deliberate act of their own. The Corporation will not cover healthcare costs for family members.

## **BUDGET**

**Q. What are the requirements regarding member living allowance (member stipend)?**

A. The proposed budget must include a living allowance for full-time members that is between \$12,100 (minimum) and \$24,200 (maximum) per member except as noted below. For Operating (i.e.: Cost-Reimbursement grants, this amount must be included in the proposed budget. The living allowance is not required 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 comply with the maximum limits in the chart below. While full-time Fixed-Cost grant applicants don't submit detailed budgets, they are still required to provide a living allowance to members that complies with the minimum and maximum requirements. Full-time fixed-amount grant applicants are not required to identify that amount in the application.

<b>Member Service Term</b>	<b>Minimum # of Hours</b>	<b>Minimum Living Allowance</b>	<b>Maximum Total Living Allowance</b>
Full-time	1700	\$12,100	\$24,200
One-year Half-time	900	n/a	\$12,800
Two-year Half-time	900	n/a	\$12,800
Reduced Half-time	675	n/a	\$9,600
Quarter-time	450	n/a	\$6,400
Minimum-time	300	n/a	\$4,300

**Q: After reviewing the Budget Section of the 2012 State AmeriCorps Request for Proposals, I am uncertain how to calculate the Annual Salary of the AmeriCorps members our organization should request. For example, if we requested 10 AmeriCorps members to conduct a town-wide energy audit program for their service activity, should we put a town salary equivalent to what a normal town employee would be paid if we were to place an AmeriCorps member in service on this program?**

A. AmeriCorps members are not employees, independent contractors or paid volunteers of the host organization and do not receive salaries. AmeriCorps members receive a "Living Allowance" which is defined as defined as the stipend an AmeriCorps member receives during a term of service to pay for personal expenses. The Corporation for National and community Service publishes a maximum living allowance for all AmeriCorps member positions and a minimum amount that a full-time member must receive. Only full-time members are required to receive a living allowance. You would not 'put a town salary equivalent to what a normal town employee would be paid if we were to place an AmeriCorps member in service on this program'.

**Q: What are the matching requirements for AmeriCorps grants?**

A. *Fixed Amount and Education Award Only Grantees* have no match requirement. However, the fixed-amount grant does not cover all costs. Fixed-Amount grantees provide the additional resources needed to operate the program, but are not required to track or report on them.

*Operating (Cost Reimbursement) Grantees* are required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every year to 50 percent by year ten. Section 121(e)(5) of 45 CFR 2521.60 of the National Community Service Act requires that programs that use other federal funds as match for an AmeriCorps grant report the amount and source of these funds to CNCS on the Federal Financial Report.

**Q. eGrants asks for a State Application Identifier #. Can you provide clarification on what this number is? Is it the same as the Grant # or our Applicant ID #?**

A. This field blank should be left blank. Individual, single-state applicants do not have a State Application Identifier #. This is neither the Grant # nor the Applicant ID #.

- Q. We are a current AmeriCorps grantee completing our third and final year of funding so we will be Re-competing for funding this year. In eGrants, do we select “New Application” or “Renewal” of our current application?**
- A. Part I: Section 3.1 of the 2012 State AmeriCorps RFP states “Select Continuation/Renewal if you are re-competing (if you are in year three of a competitive three-year funding cycle). Select New only if you are applying for the first time, have received formula funding only in the past, or are a former grantee (non-formula).”
- Q. Does a program have to have secured its match prior to submission of the grant application, or can the program continue to fund-raise during the year?**
- A. Programs must identify their match sources. The 2012 State AmeriCorps RFP describes the information related to Budget/Cost effectiveness. Your description of commitments will be reviewed as part of the evaluation of your proposal. Even if not fully secure or committed, applicants must indicate potential match sources in the required section of the application.
- Q. Can you use State and/or City funds as matching funds?**
- A. Yes, however, you should track the source of those funds. If the original source is federal, you may not be able to use those funds as matching funds. Contact your federal funding source for further information. Section 121(e)(5) of 45 CFR 2521.60 of the National Community Service Act requires that programs that use other federal funds as match for an AmeriCorps grant report the amount and source of these funds to CNCS on the Federal Financial Report.
- Q. Can federal work study money be used as match under the single match format?**
- A. Programs need to check with their federal funding agency to confirm whether they will allow their funds to be used to match their AmeriCorps grant. Programs should contact any New York State college or university to determine if they are willing to contract with your program to help improve the local community in a way that uses AmeriCorps members. Universities and colleges may provide Federal Work Study funds to students who are AmeriCorps members while your program provides training and service.

## **EVALUATION**

- Q: What are the evaluation requirements for New Applicants?**
- A: New applicants are not required to submit an evaluation and should enter N/A in the Evaluation Summary or Plan field of eGrants.
- Q: What are the evaluation requirements for Re-Competing Applicants?**
- A: Re-competing applicants for AmeriCorps funds for the first time you must submit a summary of evaluation efforts or plan to date in the ‘Evaluation Summary or Plan’ field in eGrants.

Re-competing applicant for a subsequent time must (1) submit their evaluation that was conducted based on the evaluation plan submitted when Re-competing for the first time and (2) copy and paste the following information in the ‘Evaluation Summary or Plan’ field in eGrants:

*The New York State Commission on National and Community Service has determined that an applicant to the 2012 State AmeriCorps RFP seeking a third 3-year grant award or subsequent is not required to submit a new Evaluation Plan. Applicants applying under these conditions that are successful in either the competitive or formula competition will be required to develop a corrective action plan with their Commission State Office AmeriCorps Program Administrator to address any weaknesses identified in the AmeriCorps Evaluation. These grantees will be closely monitored throughout the 3-year grant period, provided the necessary training and technical assistance, and comply with the necessary directives from the State Commission Office in order to strengthen their AmeriCorps program and enhance the member experience.*

**Q: What are the evaluation requirements for Continuation Applicants?**

- A. Continuation Applicants that make changes to any section of their application must document each change in the Continuation Changes field and include a detailed explanation with justification to support:
- Expansion to new sites, including the need that will be met in expansion communities, activities of expansion members, and organizational capacity to support the expansion.
  - Any changes in the budget. Any increase in requested cost per MSY. This applies even if the increased cost per MSY is less than the maximum or if the increase is due to increased costs set by the Corporation.

**Q. Do I have to budget for evaluation?**

- A. Yes. Applicants required to submit an evaluation should include costs for project evaluation activities, including additional staff time or subcontracts, use of evaluation consultants, purchase of instrumentation, and other costs specifically for this activity not budgeted in Personnel Expenses. This cost does not include the daily/weekly gathering of data to assess progress toward meeting performance measures, but is a larger assessment of the impact your project is having on the community, as well as an assessment of the overall systems and project design. Indicate daily rates of consultants, where applicable.

## **PERFORMANCE MEASURES**

**Q. What are AmeriCorps' performance measurement requirements?**

- A. AmeriCorps programs must have an aligned output and outcome that reflects the program's primary service activity.

**Q. What are National Performance Measures?**

- A. CNCS has established six Focus Areas: Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families based on the priorities included in the Serve America Act. Within these Focus Areas, as well as for Capacity Building, CNCS has created National Performance Measures in order to aggregate the results of similar programs and demonstrate the impact across our agency programs and initiatives. Applicants choosing to report on the National Performance Measures also will receive priority funding consideration. See the NOFO document for specifics on our funding priorities.

**Q. What is the difference between Priority Measures and Pilot Measures?**

- A. Our National Performance Measures are split into two groups: Priority Measures and Pilot Measures.
- Priority Measures are a subset of the original National Performance Measures Pilot (2011) with the addition of Capacity Building Measures.
  - Pilot Measures are the remaining measures from the National Performance Measures Pilot (2011) with the addition of Capacity Building Measures not included in the Priority Measures.

**Q. How did CNCS decide which grant activities wouldn't be represented in the National Measures?**

- A. CNCS leadership from across the agency reviewed the goals and priorities in our 2011-2015 Strategic Plan and focused our work on a limited set of Priority Measures. To get there we considered:
- Are the measures specific, measureable, achievable and result-oriented?
  - Will they provide useful information to guide decision making?
  - Do they align with previous investments that have demonstrated effectiveness?
  - Can they collectively tell a compelling story about the value of national service and other CNCS resources?

**Q. I find the terminology in the Performance Measures section of eGrants to be confusing. How do I translate eGrants language to the terms used elsewhere?**

Following is a guide to some of the common terms you will see in eGrants followed by language that is consistent with the NOFO and training materials:

- Strategy = Intervention (The strategy/intervention will be the same for all components of the measure—output, intermediate outcome, end outcome—because all of these should result from the same intervention.)
- Result = Output, Intermediate Outcome, or End Outcome
- Indicator = For outputs, a description of the number of beneficiaries to be counted. For outcomes, a description of the measurable change that will occur.
- Target Statement = The indicator plus the expected number (100 beneficiaries will...)
- Target = The number in the target statement (100)
- Instrument = The specific tool that will be used to collect data (AIMSweb Letter Sounds and Letter Names pre/post test)
- Data Collection Methodology = How data will be collected (survey, pre/post test, etc.)

Within each output or outcome, the result statement, indicator, target statement and target number will seem repetitive:

**Result Statement:** Students will demonstrate improved academic performance...

**Indicator:** Number of students with improved academic performance.

**Target Statement:** 100 students will demonstrate improved academic performance...

**Target:** 100

#### **eGrants Note:**

Applicants will get an error message and will not be able to submit if:

- The total across all MSY charts does not equal MSYs in budget (+/- 1 to account for rounding)
- A primary service category has not been selected for each focus area selected

#### **Q. What is an "applicant-determined" performance measure?**

A. An "applicant-determined" performance measure is one in which the applicant identifies the outputs and outcomes that will be measured, based on its primary service activity. This is different from the National Performance Measures, where CNCS pre-determines common outputs and outcomes with specific definitions and data collection methods that applicants must use.

#### **Q. If I select National Performance Measures this year, will I maintain the same measures next year?**

A. Yes. It is best to keep measures consistent over the life of a three-year grant so that progress can be measured over time. However, in the initial years of the National Performance Measures, it is possible that some measures, definitions and guidance may change.

#### **Q. Are National Performance Measures required?**

A. Priority Measures, a sub-set of the National Performance Measures, are required for new and re-competing programs whose proposed program fits those measures. Additionally, Education National Performance Measures are required for Full-Time Fixed-Amount applicants in the Education Focus Area. Otherwise, the use of National Performance Measures is strongly encouraged and is a funding priority, but is not required.

#### **Q. Should formula programs use the National Performance Measures?**

A. CNCS would like all AmeriCorps programs to use National Performance Measures when they fit their program activities. While the national performance measures are not required for formula programs, State Service Commissions are strongly encouraged to use the national performance measures for their formula programs.

#### **Q. We are in a continuation year of our grant. Should we select National Performance Measures?**

A. In general, no Performance measures should be consistent over the life of a three-year grant cycle so that progress can be measured over time. If a grantee's current measures are not serving the program well and the grantee would prefer to select National Performance Measures, the grantee may consult with its Program Officer.

- Q. How do I decide if my program should select National Performance Measures?**  
A. If the National Performance Measures align with your program's activities, then CNCS strongly encourages your participation. The National Performance Measures Instructions provide definitions; requirements and guidelines that will help you determine which are right for you. These instructions can be found on the NOFO webpage.
- Q. What are the requirements regarding performance measurement for Fixed-Amount Grants in the Education Focus Area?**  
A. Applicants for a Fixed-Amount Grant in the Education Focus Area are required to select Education National Performance Measures.
- Q. If I select National Performance Measures, will I also have to create "applicant determined" performance measures?**  
A. There are two circumstances in which your program will need to create applicant-determined performance measures in addition to the National Performance Measures. First, if your program selects National Performance Measures for activities that do not represent your primary service category, then your program will also have to provide an aligned set of applicant-determined performance measures for your primary service activity because AmeriCorps regulations stipulate that a program must have an aligned set of performance measures that represent its primary service activity. Second, if you select a National Performance Measure that does not have its own aligned outcome, you will need to create an applicant-determined outcome to complete the alignment. The need to create an aligned applicant-determined outcome measure is clearly stated in the National Performance Measures Instructions.
- Q. What is an aligned performance measure?**  
A. An aligned performance measure is an output paired with an outcome. Most of our National Performance Measures include aligned measures, but in some cases you may need to create your own aligned applicant-determined outcome measure.
- Q. Does the aligned set of measures I select need to include an output, an intermediate outcome and an end outcome?**  
A. No. You are required to select an aligned output and outcome. Whether the outcome is an intermediate or end outcome will depend on your program model. Outcomes must be measurable during the grant period.
- Q. How many performance measures should I propose?**  
A. Each program should have at least one aligned measure (composed of an output and an outcome) reflecting its primary service activity. Performance measures reflecting non-primary activities should not be included in your application and will not be reported to CNCS, although you might still collect the data for your own purposes.
- Q. Are member development and volunteer generation performance measures required?**  
A. Member development and volunteer generation are required components of all AmeriCorps programs, but performance measures for these activities should only be included in your application if this is the primary focus of your program. Programs that focus on member development should review the member-focused Economic Opportunity Pilot Measures to see if they are applicable. Programs that focus on volunteer generation can select the Capacity Building volunteer generation Priority Measures. It is also important to note that all programs need to report on volunteers generated in their progress report.

- Q. When I last applied for funding, why did AmeriCorps ask me to remove some of my performance measures from my grant application?**
- A. Applicants were asked to remove from their applications performance measures that didn't reflect the primary service activities of the program, and that didn't need to be reported to CNCS. However, this wasn't an indication that these activities were not worthwhile. In many instances, the program would want to measure these activities and track the results to ensure program quality even though they aren't reflected in the approved AmeriCorps application.
- Q. If I select National Performance Measures, are there specific outputs and outcomes I am required to use?**
- A. Yes, in most cases. Please read the National Performance Measures Instructions carefully for the selection requirements.
- Q. Where do I report on Capacity Building activities?**
- A. In eGrants, select Goal 3 Capacity Building Measures and read the Performance Measures Instructions carefully about paired outputs and outcomes.
- Q. Can I count AmeriCorps Members as beneficiaries of service if my program selects National Performance Measures?**
- A. Most of the National Performance Measures are NOT designed to capture the impact the program may have on the AmeriCorps members. There are specific Teacher Corps measures in the Education Focus Area, and certain Measures in the Economic Opportunity and Veterans and Military Families Focus Areas where AmeriCorps members are either the sole focus or may be included in the count of people served. Programs may count AmeriCorps members as beneficiaries of the services if the members receive the services as a member of the general public (or target population) rather than as part of their AmeriCorps service or training.
- Q. Do the AmeriCorps members in my program have to be directly providing the service counted in the National Performance Measures?**
- A. The National Performance Measures selected by an AmeriCorps program should reflect the expected result of the AmeriCorps program activities. The AmeriCorps members do not have to interact directly with the beneficiaries of the service, but they must provide direct support that makes the program's results possible. One exception is when the AmeriCorps members are providing organizations with capacity building services, which can be reported on in Goal 3 in eGrants.
- Q. Can I count the same people in more than one National Performance Measure output?**
- A. Read the Performance Measures Instructions carefully. Unless otherwise specified, the same individuals may be counted more than once across different Measures for different services they may be receiving. However, programs cannot count the same individual more than once within anyone specific National Performance Measure. For example, if you helped the same individual both prepare for a disaster and then respond to a disaster, you may count that individual in both DS 1 and DS2.
- Q. How do I indicate that I am selecting National Performance Measures?**
- A. Programs will select Focus Areas and National Performance Measures in the eGrants performance measure screens at the time of application. In addition, the Focus Areas, National Performance Measures, and proposed targets should be referenced in the narrative discussion of outputs and outcomes.
- Q. Am I allowed to allocate funds for collecting and analyzing data? If so, how much?**
- A. Costs related to measuring the performance of a program are allowable grant expenses. There is no standard recommended amount. As with all cost reimbursement grants, these costs must be reasonable, allowable for the proposed program, and properly allocated across grant activities.

- Q. One of our program's primary funders requires us to report on a performance measure that is similar to one of your National Performance Measures, but slightly different. Can I just report on that measure instead?**
- A. No. If the program chooses to select National Performance Measures, it will need to report to CNCS on the Measure as it is defined.
- Q. Why does CNCS require applicants to provide information on the proportion of Member Service Years (MSYs) devoted to each Focus Area?**
- A. The Focus areas created in the Serve America Act create the expectation that CNCS will be able to report resources allocated by Focus area. Because many applicants direct their activities to more than one Focus Area, it is important for CNCS to collect expected MSYs devoted to each Focus Area.
- Q. How should I determine the MSY percentages for each Focus area?**
- A. A program requests a certain number of MSYs in order to meet particular needs in their community. Programs determine what needs are addressed by members serving in that Focus Area and assign the MSYs accordingly.
- Q. Is my program expected to monitor member time to ensure that it corresponds to what is entered into the MSY charts for the Focus Areas?**
- A. Grant applicants will enter MSYs into the MSY charts according to the distribution of time that members are expected to engage in each Focus Area. At the end of the grant year, grantees will report on how the members actually spent their time. CNCS expects the MSY amounts entered at the time of application and in the grantee progress report to be very close unless the program received permission to change the activities causing change in the proportion of time devoted to each Focus Area.

### **Sampling**

- Q. Under what circumstances is it ok for grantees to use sampling?**
- A. In performance measurement, sampling presents a tradeoff because it does not allow us to count all of the individuals who demonstrated the desired change (outcome) we are trying to measure. Methodologically speaking, sampling is appropriate as long as the grantee has a solid plan for ensuring that its sample will be representative. Practically speaking, we would want grantees to use sampling only when they are able to make the case that it is unrealistic to collect data from the whole population.
- Q. When would CNCS not allow sampling?**
- A. CNCS will not allow sampling when it is reasonable to expect a grantee to collect data from the whole population. CNCS will also not allow sampling if the grantee's sampling frame is not sufficient or if the grantee's methodology will not result in a representative sample.
- Q. How does a grantee set targets and outputs when it is planning to sample?**
- A. In most cases the grantee should be able to set targets based on the population as a whole. If a grantee's sampling methodology is sound and results in a representative sample, then the program can extrapolate their results to report on an outcome for the population as a whole. For example, a program reports an output of 1000 children served. The program selects a representative sample of 200 children. Of these, 180 students (90%) demonstrate the desired change. In this case, the program could report an extrapolated outcome of 900 students.
- Q. If an existing program has not been sampling, can it switch to sampling now?**
- A. We want grantees to use sampling only when they are able to make the case that it is unrealistic to collect data from the whole population. If a program is currently collecting data from the whole population, they would need to make a compelling case for why they can no longer do so.

- Q. Why is “economically disadvantaged” defined differently for the Economic Opportunity, Education and Healthy Futures performance measures?**
- A. The definition in each Focus Area is aligned with the relevant predominant government programs. For instance, AmeriCorps members working in the healthy futures focus area are likely serving populations that are eligible for Medicaid or SCHIP.
- Q. If I select a National Performance Measures that includes a specific definition for the beneficiary population, will I be required to prove that my program is serving that population?**
- A. Your application narrative should include a depiction of the need your program will tackle, including the beneficiary population, and documentation that the need exists for this population. The National Performance Measures you select should align with what you propose in your application narrative. For instance, if you select an Education performance measure that defines the target population as students eligible for free or reduced lunch, then your application narrative might provide data to show that your AmeriCorps members will be serving at a school for which the majority of the population is eligible for free or reduced lunch. In this example, you would not be expected to collect and maintain eligibility data for each individual student served.
- Through your application narrative and the implementation of your program, you are expected to provide reasonable assurance that you are serving the intended population.
- Q. In 2011, ED5 included on-time course completion, but in 2012 this measure excludes on-time course completion. What should a continuation grantee who is measuring on-time course completion under ED5 do in 2012?**
- A. The grantee should continue to measure on-time course completion under ED5 for the duration of their current three-year grant. If a grantee is able to measure improved academic performance with a pre/post test, they may also choose to revise their performance measure for 2012, but this is not required.
- Q. How will CNCS attribute an applicant’s performance measure to be Tier 1 if a few outputs that they also intend to use cross over into different tiers? See example below.**
- A. ED20 (Tier 3) # of children who start in a CNCS-sponsored early childhood education program  
 ED21 (Tier 1) # of children that complete participation in CNCS-supported early-childhood education programs  
 ED22 (Tier 3) # of children who access high quality early learning childhood education programs
- Only grantees who count children that complete the program can opt into Tier 1 outcomes. Grantees that only count enrollment (or access in the case of ED22) will need to report in Tier 3.
- Q. Can Teacher Corps programs opt into non-Teacher Corps outcomes, such as ED5 or ED27?**
- A. Yes, provided that their theory of change is consistent with the non-Teacher Corps measure.
- Q. Will applicants be able to select more than one Focus Area and, within the Focus Areas, more than one service activity?**
- A. Yes, they will be able to select more than one Focus Area and more than one service activity within a Focus Area.
- Q. Will applicants who select more than one service activity be required to identify a primary activity and secondary activity as in prior years?**
- A. Applicants must select one primary service activity for each focus area selected. They are not required to select a secondary activity, but they have the option.
- Q. Can summer programs select the ED27 performance measure?**
- A. Summer programs may opt into this measure. “Over the school year” would be interpreted as “over the course of the summer program” for these grantees.

**Q. Can summer programs select the H5 performance measure?**

A. This output could apply to summer programming, provided the programming meets the criterion of being in addition to regular activities that would have been provided by the school or camp during the summer term. We will address the interpretation in the same way as ED27 above.

**Q. Can summer programs select the H12 performance measure?**

A. This outcome measure is specifically about long-term food security, so it would not apply to summer programs that are filling a summer gap. Filling a summer gap would not translate to increased food security a few months out.

**Q. Is H12 limited only to education activities?**

A. H12 is not limited to activities that are educational in nature.