



The New York State Commission on National & Community Service Seeks Application Reviewers

The New York State Commission is currently releasing its 2015 Requests for Proposals for AmeriCorps and Volunteer Generation programs. The Commission expects to receive applications in response to these Requests for Proposal in late November 2014. The Commission seeks reviewers who are available to travel to Albany/Rensselaer for a review period on December 15 and 16, 2014. Reviewers will be expected to spend two days and one overnight in the Albany/Rensselaer area, working as members of a team to perform the review. Reviewers will be trained, and the review will be facilitated by Commission staff.

The Commission will reimburse reasonable travel/mileage expenses and overnight accommodations in accordance with NYS travel guidelines. The Commission will also provide working meals and will provide a fee per proposals reviewed and scored, based on federally-allowed consultant rates.

The Commission seeks experienced grant reviewers with relevant professional experience, including, but not limited to, one or more of the following fields:

- Non-profit management
- AmeriCorps program management
- Volunteer program management
- Advanced education in social work, non-profit management, or related fields
- Government/philanthropic grants management

Reviewers should have cultural competence and proven knowledge of New York State's diverse geographic, ethnic, and identity-focused communities. AmeriCorps alumni who completed service before December 31, 2010 are also welcome to apply.

The Commission **cannot** engage the following persons as reviewers at this time:

- Anyone working directly with, or serving on a board of, an agency that is currently operating a New York State AmeriCorps program or Volunteer Generation program.
- Anyone working directly with, or serving on a board of, an agency that plans to apply for New York State AmeriCorps or Volunteer Generation funding.
- Anyone who has, or would have, a personal interest in the upcoming New York State Commission on National and Community Services funding decisions, whether programmatic or financial.

Anyone interested should send a resume to the New York State Commission on National and Community Service via email only to NewYorkersVolunteer@NewYorkersVolunteer.ny.gov. Please put "Call for Reviewers" in the subject line. Approximately 12-24 individuals will be selected dependent upon the number of proposals received. Selections will be made based upon relevant experience and knowledge of the subject matter of the RFP. Commission staff will contact reviewers no later than December 9, 2014.*

**All grant reviewers selected must agree that, in the event of a protest to the bid and/or any litigation resulting therefrom, the grant reviewers will, upon request, cooperate with the New York State Office of Children and Family Services (OCFS) in the response to the bid protest or defense of any ensuing litigation, should OCFS need the assistance of the bid reviewers for those purposes.*