Important Dates

Friday January 31 by 5 pm

Letter of Intent / Due Diligence Form in FormAssembly

Friday February 28 by 5 pm

Full Application in eGrants

NOFO Structure

- First 20 pages – general information *(all applicants)*
- Application Narrative Instructions:
  - Planning Grant (New Project) Proposals
  - Continuation Operational Projects
  - New / Recompete Operational Projects
- General eGrants Instructions *(all applicants)*
- Budget *(all applicants)*
- Performance Measures *(all applicants)*
- Change Log of NOFO Revisions

Book a meeting with Mark & Becky

- *If you're considering or have questions about any of the following, we want to talk!*
  - Proposing expansion
  - Changing focus area
  - Significant program design shifts
  - Sunsetting program
  - Financial / match concerns

- Office Hours with Becky and Mark
  - Book 1-1 Meeting Here: <u>Calendly - Mark & Becky</u>

All Applicants: General Narrative Guidance

- Basic Formatting
  - Bullet points, line breaks, multiple hyphens

SUBSECTION LABEL: "COMMUNITY CONTEXT"

(Recommended word count: up to 600 words / 2 pages)

1. Describe in plain language the community need(s) and community goal(s) that your organization will address through the support provided by AmeriCorps members serving with your organization.
   a. A basic coverage of "who, what, when, where, how and why"

2. Cite compelling, relevant data and findings that substantiates the need(s). (i.e., community needs assessment, census data, Bureau of Labor Statistics, SC Department of Education Score Cards, Kids Count Data, academic research, etc.)

   Note: When possible, please cite data that is specific to the community(ies) that your AmeriCorps program will serve. While national data can be helpful for reference, localized data is inherently more compelling to relevance.

3. Cite clear examples of how the local community(ies) that you are proposing to operate in have specifically established community will and priority around your proposed intervention.
   a. Note: Where possible, cite relevant and publicly informed community plans (such as local foundation strategic plans, city general plans, local school district strategic plans, or other community involved planning document).
      i. If your program is regional or statewide, you may rely on regional or statewide planning documents

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-----If your program is regional or statewide, you may rely on regional or statewide planning documents

All Applicants: General Narrative Guidance

- Labeling Subsections within your Narrative
  - Overarching sections in eGrants – 'Executive Summary' and 'Rationale / Program Design'
    - Subsections are pre-identified in NOFO
    - Use paragraph breaks AND list subsection labels: "COMMUNITY CONTEXT"

COMMUNITY CONTEXT

Describe in plain language the problem(s) or community need(s) that your organization will address through the support provided by AmeriCorps members serving with your organization.
-----A basic coverage of "who, what, when, where, how and why"

MEASURABLE OUTPUTS AND OUTCOMES

Please describe the primary Output that your program will measure to help the program track whether or not the members' service is achieving the intended results. Outputs are typically the measure of individuals served, services provided, or products produced. When developing an Output measure the following elements are very important.
-----Being specific and clearly defining the item that will be measured.
----------Incorrect: Students
----------Correct: Third grade students scoring below proficient on MAP reading tests
-----Clearly defining the target goal (i.e., AmeriCorps members will facilitate 10 financial stability classes over the program year).
-----Defining the dosage that will need to be provided to achieve success (i.e., 30 hours of one-on-one tutoring in reading.)

- Recommended Word Limit
  - Reference guide only
  - Reasonable guidance on where to balance text throughout your application
  - You will not be scored on individual subsection word counts
  - Rough approximation: 300 words translates to about 1 page of text in eGrants

> **SUBSECTION LABEL: "COMMUNITY CONTEXT"**
> (Recommended word count: up to 600 words / 2 pages)

- **Limit and Simplify use of Jargon / Acronyms / Language**
  - Encouraged to use plain and simple language where possible
  - Provide context for a non-expert for technical jargon
  - Clearly state full, unabbreviated terms alongside an indicator of future acronym format
    - EX: Volunteer Income Tax Assistance (VITA)

All Applicants:
General Narrative Guidance

- **Be Clear and Concise**
  - Clarity of relevance, context, and impact
  - This is a project proposal overview
  - This is not an implementation manual or a day-by-day plan
- **Highlighted text in green / yellow**

How to Access eGrants

Create an eGrants account

- **https://egrants.cns.gov/espan/main/login.jsp**
  - o Select "don't have an eGrants account? Create an account"

Have trouble accessing your eGrants account?

- **https://questions.americorps.gov/app/ask**
  - o Contact eGrants Help Desk for assistance

We recommended that all applicants gain access to eGrants at least one month prior to the grant due date, and that applicants plan to submit final proposal no later than 1 week prior to the NOFO submission deadline.

All Applicants:
Basic Application Information

AmeriCorps
South Carolina

United Way
United Way Association
of South Carolina

Application Info

Narratives

Logic Model

Performance Measures

Program Information

Documents

Budget Section 1

Budget Section 2

Budget Section 3

Funding/Demographics

Review

Authorize and Submit

- Application Information
  - Project period start and end date: 8/1/2025 - 7/31/2026

- Program Information
  - Leave this section blank

- Documents
  - Select "Not Applicable" (unless you meet either definition listed on NOFO page 42)

- Funding/Demographics
  - What additional funds outside of the AmeriCorps SC grant award will be needed to support the project?

- Review, Authorize, Submit
  - Authorized Representative

NOFO support – who to contact

- For technical assistance
  - Becky Brennan Thom
    - Director of AmeriCorps
    - rebecca@uwasc.org
    - Phone: 803-608-7780

- For administrative or management inquiry
  - Mark Weller
    - Executive Director, SC Service Commission
    - mark.weller@uwasc.org
    - Phone: 803-920-4868

- Office Hours with Becky and Mark
  - Book 1-1 Meeting Here: Calendly - Mark & Becky

Additional Resources

- America's Service Commissions (ASC) Training and Technical Assistance (TTA) Directory
  - LINK HERE

- AmeriCorps Grant Writing Support from McMahon Consulting Group
  - LINK HERE
  - Sample report of what you'll get – LINK HERE

Additional Upcoming Workshops

2. **Letter of Intent/Due Diligence Form** – Fri 1/24 @ 11am

3. **Breakout Sessions** – Targeted overviews for New & Recompete/Continuation/Planning Grants Fri 1/31 @ 11am

4. **Budget Walkthrough** – Fri 2/7 @ 11am

5. **Narrative Walkthrough Part 1** – Fri 2/14 @ 11am

6. **Narrative Walkthrough Part 2** – Fri 2/21 @ 11am

7. **Last Minute Questions** – Fri 2/28 @ 11am

Register for the workshops here:
Meeting Registration - Zoom