

Responses to Questions for RFP # 1166
AmeriCorps Formula 2024-25

New York State Commission on National and Community Service
Programmatic and Technical Information Session: [Recorded Webinar](#)
Planning Grant Information Session: [Recorded Webinar](#)

AmeriCorps Resources

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Q1	I am writing because I wanted to know if programs can submit Individual Match Waiver request during or before grant submission? Per instructions, I understand that the intent of the Individual Match Waiver process is to have organizations identify and document the specific circumstances they have faced or are facing in meeting their match at any point in the organizations grant.
A1	<p>Applicants and grantees can apply for match waivers at the time of submitting new, recompetes, renewal, and continuations as well as throughout their entire period of performance. If not done at the time of application, an amendment will be required if the waiver is approved.</p> <p>The Individual Match Waiver Request form can be found on the Commission's website, and should be completed and submitted to AmeriCorps.RFP@newyorkersvolunteer.ny.gov at the time of application submission.</p>
Q2	We are a small Japanese and Japanese-American children's daycare. We want to expand our service to Japanese, Japanese-American, and American children. However, we need more funds. Is this the right grant?
A2	<p>It appears you are looking for grants related to day care services. This may not be the correct opportunity for that. You can view open opportunities on the OCFS website at https://ocfs.ny.gov/main/contracts/funding/</p> <p>AmeriCorps grants are awarded to eligible organizations (public or private nonprofit organizations including, but not limited to, faith-based and other community organizations, institutions of higher education, state agencies, and other non-federal governmental entities within states or territories {e.g., cities, counties}, Native American tribes, labor organizations, partnerships and consortia, and intermediaries that will operate solely in New York state) proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. Each organization uses its AmeriCorps funding to recruit, place and supervise AmeriCorps members, many of whom receive a living allowance and other benefits including an education award upon successful completion of their service term.</p> <ul style="list-style-type: none"> • It is solely for program-related expenses and not for general organizational expenses. • Includes an allotment of AmeriCorps member positions and funds that are directly tied to the number of members. • The requirement that grant recipients must contribute cash or in-kind (match) <p>Additionally, RFP 1166 offers organizations that may not be ready to administer an AmeriCorps program the opportunity to apply for a planning grant, which provides funding to an organization for</p>

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	<p>12 months to conduct research and prepare to administer an AmeriCorps program in the future (see section 11.1 for more information on planning grants).</p> <p>To know if AmeriCorps is the right grant for you, please visit the NYS Commission on National and Community Service website here: https://newyorkersvolunteer.ny.gov/ameri-corps-right-your-organization or the AmeriCorps on the national AmeriCorps website here: americorps.gov/partner</p>
Q3	Do you need to be an approved 501c3 to apply for funding? We are still waiting back from the IRS on our status but expect to be approved very soon. Are we able to apply for this RFP while still waiting to hear back on our status?
A3	All applications at the time of submission must meet the minimum qualifications to propose. Nonprofits must be prequalified if not exempt, on the application deadline OR be prequalified within 30 days of the award letter date if selected for funding. The IRS 501c determination letter is required to be prequalified in the State Financial System (SFS). OCFS, in its sole discretion, reserves the right to extend this deadline, if it is determined to be in the State's best interest to do so. (See Section 3.2 for additional information.)
Q4	1) May a NYS incorporated not for profit that is currently fiscally sponsored be eligible to receive a contract through this RFP? 2) If so, what documents from the fiscal sponsor should be submitted
A4	<p>New York State AmeriCorps grants are awarded to public or private nonprofit organizations including, but not limited to faith-based, other community organizations, institutions of higher education, state agencies or other non-federal governmental entities within states or territories (e.g., cities, counties), Native American tribes, labor organizations, partnerships and consortia, and intermediaries that will operate solely in New York State. NYS Required documentation include:</p> <ul style="list-style-type: none"> ○ Certificate of Incorporation (or equivalent) ○ Certificate of Assumed Name or DBA, if applicable ○ IRS 501c ○ IRS 990 ○ Audit Review and Findings ○ CHAR 500 ○ Board of Directors Profile ○ Organizational Chart ○ Senior Leadership Resumes ○ Corporate Bylaws
Q5	After reading through Section 11.1 Planning Grants, I have a clarifying question. My organization is the backbone of the WNY Impact Community, and we are looking for support to continue the incredible work that has allowed all the service year/AmeriCorps programs to collaborate and support each other. Would we be able to apply for Planning Grant funds to support a staff position to work on expanding the Impact Community work? The goal would be to work throughout the year to support the local/regional programs and sustain the position after a year.
A5	Planning grants provide resources for agencies and organizations interested in supporting an AmeriCorps program to further explore community needs, possible sources of local support and match funding, and/or to develop a program design and budget that will be sustainable. AmeriCorps planning grants are for a period of no more than one year and the end-goal of the planning process should result in a program design that will meet AmeriCorps requirements, both programmatic and budgetary. Funding for an operational grant beyond the planning grant period is not guaranteed.

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	If an applicant is currently operating an AmeriCorps program and wishes to apply for a planning grant, please see Section 4.2 New, Same or Additional Projects for more information on those requirements.
Q6	Am I correct in understanding that new applicants are only allowed to apply for cost reimbursement programs?
A6	Generally, yes. However, if you feel your organization has sufficient justification and capacity to operate a fixed cost grant, please email your request to AmeriCorpsRFP@ocfs.ny.gov directly.
Q7	This is backwards after checking my team - does the new SFS system still have exemptions or no?
A7	SFS does not offer exemption for grant prequalification purpose.
Q8	Will there be additional AmeriCorps RFPs this year or will this deadline be the only Formula funding available?
A8	Future RFPs within the same program year are subject to funding availability.
Q9	What is an Education Award Program and does that application type require a match?
A9	EAP (Education Award Program) is a type of Fixed-Cost program that has no matching requirement and grants a flat fee for each Member Service Years (MSY) of up to \$800. For additional details, please see the Program Year 2024 Notice of Funding Opportunity for a comparison chart on grant types.