

Serve Idaho Governor's Commission on Service and Volunteerism
Continuation Review for 2017-2018 AmeriCorps Programs

Applicant Name/Organization: _____

Program Name: _____

Do you recommend this application to be considered for possible AmeriCorps funding?

Yes No

Do you have any recommendations regarding the funding level for this program?

Less Level More

Additional Comments:

Reviewer Signature: _____ **Date:** _____

*** Proposed changes in the sections below will be addressed in the Continuation changes field in eGrants (Page limit for the Continuation Changes field is 6 pages, as the pages print out from eGrants)**

I. Applicant Info and Application Info

	Yes	No	Comments
A. Applicant info and Application Info <ul style="list-style-type: none"> Program has noted any changes to the Applicant info and/or Application info in the continuation changes field (if applicable) 			

II. Narrative Section

Rationale and Approach/Program Design

No changes – original narrative stays as is and will enter no changes	Yes	No	Comments
This will be addressed in the Continuation Changes Field in eGrants. <ul style="list-style-type: none"> Addresses any new site locations (if applicable, if not applicable has entered NA). Addresses expansion to new sites, including the need that will be met at any new sites, activities of expansion members, and organizational capacity to support the expansion (if applicable, if not applicable has entered NA). 			

Organizational Capability

	Yes	No	Comments
Enrollment and Retention Rates Enrollment: <ul style="list-style-type: none"> Did the program enroll 100% of slots received during their last full year of program operation? If not, the program provides an explanation, and describes the plan for improvement. Refer to Enrollment Rate Calculation report. Retention: <ul style="list-style-type: none"> Did the program retain all of their members during the last full year of program operation? If not, the applicant provides an explanation, and describes the plan for improvement (while we recognize retention rates may vary among equally effective programs depending on the program model, we expect grantees to pursue the highest retention rate possible. Retention rate is calculated as the number of members exited with award (full or partial award) divided by the number of members enrolled). Refer to Retention Rate Calculation report. 30 –day Enrollment and Exit Requirements: <ul style="list-style-type: none"> Was the program 100% compliant with 30-day enrollment requirements? If not, did the applicant provide an explanation and a plan to ensure future compliance? (Refer to Enrollment Approval Cycle Time Report). Was the program 100% compliant with 30-day exit requirements? If not, did the applicant provide an explanation and a plan to ensure future compliance? (Refer to Exit Approval Cycle Time Report). 			

<p>Audit Report</p> <ul style="list-style-type: none"> Submitted a copy of the agency's most recent A-133 single audit report to the Clearinghouse (if expending over \$750,000 in federal funds). (Grants Officer will report on this at the start of the grant review meeting). 			
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I. Cost Effectiveness and Budget Adequacy

	Yes	No	Comments
<ul style="list-style-type: none"> Describes and budgets for 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 CNCS. A brief description of the Source of Match, the amount, the match classification (Cash, In-kind, or Not Available) and Match Source (State/Local, Federal, Private, Other) for the entire match has been entered in the “Source of Match” field that appears at the end of Budget Narrative Section III. Acronyms have been defined the first time they are used. Meets the overall matching requirement (<i>see table below</i>). <p>Serve Idaho Budget Requirements (Not Applicable to Fixed Amount Grants)</p> <ul style="list-style-type: none"> Budget includes the Serve Idaho Conference. Budget includes \$750 for Program Director Meeting. Budget includes the commission fixed amount – Section III. Administrative/Indirect Costs. 			

Tips for reviewers

- The Amendment Justification and Clarification information:** You may see N/A in these fields. They will be used if they are awarded a grant and need to amend it or to enter information that requires clarification in the post-review period.
- Continuation Changes:** They will not enter continuation changes in the original narrative fields. If they are not proposing changes to their continuation request, they will leave the original narrative as it is, and enter N/A in the Continuation Changes field.
- They must clearly differentiate Year 2 and Year 3 continuation changes** by using headings that label these as such.
- If they are requesting to conduct new activities or additional MSYs, these also need to be reflected in their budget and the performance measures.
- Any changes made to the performance measures will be done in the performance measures field and should be noted in the continuation changes field.

Matching requirements:

AmeriCorps Funding Year	1,2,3	4	5	6	7	8	9	10
Grantee Share Requirement	24%	26%	30%	34%	38%	42%	46%	50%