

## NOTICE of FUNDING OPPORTUNITY

**Federal Agency Name:** AmeriCorps  
**Funding Opportunity Title:** Fiscal Year (FY) 2026 AmeriCorps State Formula Grants  
**Announcement Type:** Initial Announcement  
**Assistance Listing Number:** 94.006

**Summary Statement:** This is a funding opportunity for Institutions of higher education; local governments, school districts; nonprofit organizations; Indian Tribes; and public health departments to apply for AmeriCorps members to strengthen communities through service.

**Disclosure:** Publication of this Notice of Funding Opportunity (NOFO) does not obligate Serve Idaho to award any specific number of grants or to commit any amount of funding. The actual amount, timing, and process of grant funding will be subject to the availability of annual appropriations.

Any award made under this Notice may be terminated by the agency if it no longer effectuates the program goals or agency priorities.

### Important Dates

- [Intent to Apply form](#) due to Serve Idaho on **Monday, February 23, 2026**, by 4:00 p.m. MT.
- Training & Technical Assistance calls on **Tuesday, February 24, 2026**.
- Application due to Serve Idaho on **Tuesday, March 17, 2026**, by 4:00 p.m. MT.
- Clarifications/re-writes due to Serve Idaho on **Tuesday, April 21, 2026**, by 4:00 p.m. MT.
- **Successful applicants will be notified mid-June 2026** with official confirmation from Serve Idaho and AmeriCorps the Agency anticipated in July 2026.
- Program Start date **September 1, 2026** or later

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## FULL TEXT OF THE NOTICE

### A. PROGRAM DESCRIPTION

**ABOUT SERVE IDAHO:** Serve Idaho promotes collaborative efforts among private and nonprofit organizations, schools and state and local government agencies to advance AmeriCorps programs and volunteerism throughout the state.

Serve Idaho receives federal funding from the Corporation for National and Community Service (CNCS), doing business as AmeriCorps, and provides that funding to eligible organizations in Idaho to run AmeriCorps programs to address critical community needs.

**ABOUT THE FUNDER, AMERICORPS:** AmeriCorps (americorps.gov) is a federal agency that aims to bring out the best in America through dedicated service opportunities. The mission of AmeriCorps is to improve lives, strengthen communities, and foster civic engagement through service and volunteering.

**PROGRAM DESCRIPTION:** Established in 1993 by the National and Community Service Trust Act, AmeriCorps State and National (ASN) is a rigorous volunteer service program through which AmeriCorps members serve in organizations for up to a year. Organizations identify a community need, then design and implement an AmeriCorps program that will leverage people's power as a solution. They recruit, train, and manage individuals, called AmeriCorps members, to deliver those services through direct service.

**ABOUT AMERICORPS MEMBERS:** Each year, AmeriCorps members serve in thousands of service settings, including nonprofits, public sector, local government, colleges and universities, tribal communities, and faith-based organizations to better meet their missions. These powerful service experiences also help AmeriCorps members develop skills and passion for lifelong civic engagement, increase their personal growth, and open opportunities for diverse career paths.

AmeriCorps members cannot displace staff positions or staff duties. AmeriCorps Members are not considered employees of sponsoring organizations, nor are they considered employees of the federal government.

#### A.1. Purpose of AmeriCorps State and National Funding

AmeriCorps improves lives, strengthens communities, and fosters civic engagement through service and volunteering. AmeriCorps brings people together to tackle some of the country's most pressing challenges through national service and volunteerism. AmeriCorps members serve with organizations dedicated to the improvement of communities and those serving.

AmeriCorps grants are awarded to eligible organizations that engage AmeriCorps members in evidence-based or evidence-informed interventions to strengthen communities. An AmeriCorps member is a person who does community service through AmeriCorps. Members may receive a living allowance and other benefits. After successful completion of their service, members earn a [Segal AmeriCorps Education Award](#) they can use to pay for higher education expenses or apply to qualified student loans.

## **A.2. Funding Priorities**

For this funding opportunity, AmeriCorps will prioritize consideration from organizations that:

Serve Communities:

- **Serve communities with concentrated poverty**, rural communities, and tribal communities.
- Implement programs for or **expand access to high-quality youth mental health and substance use recovery services** and prepare AmeriCorps members to enter behavioral health careers. These may include individuals who have experienced substance use and mental health challenges.
- **Focus on improving quality of life for veterans, active-duty members of the Armed Forces, and their families** through models that provide effective interventions or services or that are designed to recruit veterans, military spouses, and their older children into national service, e.g., veterans serving in mentorship roles.
- **Focus on public safety, crime prevention, and/or partnerships between law enforcement and the community.**
- **Focus on expanding outdoor recreation opportunities for future generations** by maintaining public lands; supporting wildland fire mitigation and sustainable forest management; and providing reforestation services.
- **Create workforce pathways for AmeriCorps members**, including deliberate training, such as pre-apprenticeship and apprenticeship opportunities, certifications, and hiring preferences or support.
- **Focus on strengthening families**, e.g., activities that aim to support low-income parents through parenting education, responsible parenting and healthy relationship skills.

Benefit AmeriCorps Members:

- Provide benefits to AmeriCorps members aimed at enhancing member experience and bolstering member recruitment and retention such as paying more than the minimum living allowance, transportation, housing, food, etc.
- **Enhance member experience** by providing opportunities for skill attainment, personal growth and connection to the community they are serving in support of a lifetime of civic participation.
- **Create workforce pathways** for AmeriCorps members, including deliberate training, certifications, and hiring preferences or support.
- **Enhance and expand services to formerly incarcerated and at-risk youth** and/or engage those youth as AmeriCorps members.

Use Evidence

- Utilize reports from the [AmeriCorps Evidence Exchange](#) on programs assessed as having Moderate or Strong evidence to scale, replicate, or adapt the intervention;

Faith-Based

- **Organizations that are faith-based.**

To receive priority consideration, applicants must show the priority area is a significant part of the program focus and intended outcomes. Priority consideration does not guarantee funding.

### **A.3. Performance Goals or Expected Outcomes**

#### **National Performance Measures**

All applications must include at least one aligned performance measure, output and outcome, that corresponds to the proposed primary intervention. This may be a National Performance Measure or an applicant-determined measure. For more information, refer to the [National Performance Measure Instructions](#).

### **A.4. Program Authority**

Awards under this Notice are authorized by the [National and Community Service Act of 1990](#), as amended, [42 U.S.C. §12501 et seq.](#).

## **B. FEDERAL AWARD INFORMATION**

### **B.1. Estimated Available Funds**

Serve Idaho expects a highly competitive AmeriCorps grant competition. Serve Idaho reserves the right to prioritize providing funding to existing awards over making new awards. The actual level of funding is subject to the availability of annual appropriations.

### **B.2. Estimated Award Amount**

Award amounts will be different depending on the scope of the projects.

### **B.3. Period of Performance**

AmeriCorps and Serve Idaho anticipates making three-year grants. Serve Idaho generally makes an initial award for the first year of the period of performance, based on a one-year budget. Continuation awards for subsequent years are not guaranteed; they depend upon availability of appropriations and satisfactory performance.

The project start date may not occur prior to the date AmeriCorps awards the grant. AmeriCorps applicants may not enroll prior to the start date of the award. AmeriCorps applicants may not begin service prior to the beginning of the member enrollment period as designated in the grant award. A program may not certify any hours an applicant performs

prior to the applicant becoming a member in the system of record and the beginning of the member enrollment period.

#### **B.4. Type of Award**

AmeriCorps Operating Grants: Serve Idaho may award a Cost Reimbursement or a Fixed Amount grant to any successful applicant, but the availability of a Full-Cost Fixed-Amount grant is limited to established AmeriCorps formula programs that have operated an operational grant for three years or longer.

Professional Corps applicants are ineligible to apply for Cost Reimbursement grants. See the C.1. *Eligible Applicants* section and the Mandatory Supplemental Information for more information. AmeriCorps will not provide both types of grants for the same project in one fiscal year.

Planning Grants: Serve Idaho is offering an opportunity for eligible organizations to apply for funding to explore the feasibility of an operational AmeriCorps program. Funding is awarded for personnel and time to build out a program design and determine feasibility before applying for an Operational Grant. If awarded an Operational Grant, planning grantees will have funds to continue to build out policies and procedures before their Operational Grant begins. There are no members as part of the planning grant. See the [Planning Grant NOFO](#) for instructions to apply for this opportunity.

| <b>Grant Types</b>  | <b>Cost Reimbursement</b>    | <b>Fixed Amount</b>          |                               |                       |                              |
|---|------------------------------|------------------------------|-------------------------------|-----------------------|------------------------------|
|   |                              | Full-Cost                    | Education Award Program (EAP) | Professional Corps*** | No Cost Slots                |
| <b>Available Subtypes</b>   | Traditional                  | Full-Cost                    | Education Award Program (EAP) | Professional Corps*** | No Cost Slots                |
| <b>Maximum Cost per MSY *</b>   | \$25,200                     | \$25,200                     | \$800 or \$1,000**            | \$1,000               | \$0                          |
| <b>Type of Slots in the National Service Trust</b>                              | FT, TQT, HT, RHT, QT, MT, AT | FT, TQT, HT, RHT, QT, MT, AT | FT, TQT, HT, RHT, QT, MT, AT  | FT Only               | FT, TQT, HT, RHT, QT, MT, AT |
| <b>Budget Submission Required</b>   | Yes                          | No                           |                               | Yes                   | No                           |
| <b>Availability of Funds linked to enrollment and retention of awarded MSYs</b> | No                           | Yes                          |                               |                       | No                           |

|   |     |     |   |     |
|---|-----|-----|---|-----|
| <b>Special Requirements</b>             | N/A | N/A | Must place qualified professionals in communities with an inadequate number of such professionals. Member salaries and benefits must be paid entirely by organization where member serves and not included in budget. | N/A |
| <b>Financial Reporting Requirements</b> | Yes |     | No  |     |
| <b>Available to new Applicants</b>      | Yes | No  | Yes   |     |

\* Member Service Year (MSY): One MSY is equivalent to a full-time AmeriCorps position, at least 1,700 service hours. Multiple positions at less than full-time can be combined to equal one MSY.

\*\* For the Education Award Program, AmeriCorps may provide a maximum of \$800 per individual enrolled in an approved national service position. If at least 50 percent of a program's enrollees are disadvantaged youth, AmeriCorps may provide \$1,000 per enrollee, [42 U.S.C. § 12581a](#).

\*\*\*Use Mandatory Supplemental Information (MSI) for further requirements

## B.5. Cost Sharing or Matching

### Cost Reimbursement Grants

Applicants are required to match funds provided by AmeriCorps. The applicant's match can be non-AmeriCorps cash and/or in-kind contributions. When submitting the application, applicants must show they can meet the match requirement and state if they have already secured the match funding.

A first-time successful applicant is required to match at 24 percent for the first three-year funding period. Starting with year four, the match requirement gradually increases every three years to 30 percent by year ten.

|                               |                  |                  |                  |            |
|-------------------------------|------------------|------------------|------------------|------------|
| AmeriCorps<br>Funding Year    | Years 1,2, and 3 | Years 4,5, and 6 | Years 7,8, and 9 | Years 10 + |
| Grantee Share<br>Requirements | 24%              | 26%              | 28%              | 30%        |

### **Match Waiver**

Please contact Angela Lamb at [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov) if you are interested in applying for a match waiver.

### **Fixed Price Grants**

There is no cost share or matching requirement for Fixed Amount grants. AmeriCorps does not provide all the funds necessary to operate the program. Organizations should raise the funds needed to operate the program.

## **C. ELIGIBILITY INFORMATION**

### **C.1. Eligible Applicants**

The following non-Federal organizations are eligible to apply:

- Indian Tribes;
- institutions of higher education;
- local governments, including school districts;
- nonprofit organizations; and
- Idaho state agencies.

*Applicants must have a valid SAM registration and Unique Entity Identifier to receive an award.*

### **New Applicants**

Serve Idaho encourages organizations that have not received prior funding from AmeriCorps to apply.

**New organizations wishing to apply for a Planning Grant should consult the Planning Grant Notice of Funding Opportunity (NOFO) for guidance.**

### **Types of Applicants**

#### **1. State and Territory Service Commissions, for Single-State Applicants**

Organizations that plan to operate in only Idaho must apply through Serve Idaho. Each Commission has its own state-based selection process and submits applications to compete for funding directly to AmeriCorps.

*Federally recognized Indian Tribes:* Applicants that are Indian Tribes apply directly to AmeriCorps.

In addition to Indian Tribes as defined in 2 CFR § 200.1, tribal organizations that are controlled, sanctioned, or chartered by Federally recognized Indian Tribes are also eligible to apply. If an entity applies for an award as a tribal organization that is controlled or chartered by one or more Indian Tribes, the organization must provide copies of, or links to,

documentation which demonstrates that the organization is controlled or chartered by a Federally recognized Indian Tribe. If an entity applies as an organization sanctioned by a Federally recognized tribe, or multiple specific Federally recognized tribes, it must submit a sanctioning resolution, adopted by the Tribal Council (or comparable tribal governing body) of each Indian Tribe. The resolution(s) must identify the entity applying for an AmeriCorps award by name as a tribal organization that is sanctioned by the Indian Tribe(s) for the purpose of applying for AmeriCorps funding (or Federal grant funds generally).

In addition to being eligible to apply under this Notice, federally recognized Indian Tribes will also be eligible to apply for operating grants under a separate Notice of Federal Funding Opportunity for Indian Tribes to be released later in the fall with an application deadline in the spring. Serve Idaho may request applicants apply under the Tribal competition, rather than under this Notice.

### **Threshold Issues**

Specific types of applicants must meet the following requirements:

- Professional Corps must show that the community where it will place AmeriCorps members has a shortage of professionals in the relevant area, e.g., teachers, medical professionals, etc.
- If service activities require special member qualifications and/or training, such as [tutoring programs](#), the applicant must describe how these requirements will be met.
- All applicants must propose program designs that are either evidence-based or evidence-informed (See section E.1.b (2) Evidence Base). Applicants rated as insufficient evidence are removed from funding consideration. Insufficient evidence is determined by:
  - An applicant being assessed as in the pre-preliminary evidence tier AND
  - providing inadequate responses to the Evidence Quality review standards below.
- New and recompeting Serve Idaho Formula applicants must submit an application that proposes to enroll a minimum of 10 AmeriCorps members. New and recompete competitive applications with less than 10 members will be deemed noncompliant and will not be reviewed.

### **C.2. Other Eligibility Requirements**

Organizations that have violated a Federal criminal statute may not receive AmeriCorps funds.

Organizations that propose activities that are not allowed by AmeriCorps' laws, rules, or terms and conditions as defined in [45 CFR § 2520.65](#) cannot receive AmeriCorps funding.

Organizations that have any unpaid federal tax liability are not allowed to receive an award. AmeriCorps cannot provide funding to any corporation that has unpaid federal taxes that are not being paid through an agreement with the relevant tax authority. However, this does not apply if a federal agency decided that a suspension or debarment for the corporation is not necessary.

Organizations that are described in the [Internal Revenue Code of 1986, 26 U.S.C. §501 \(c\)\(4\)](#) that lobby cannot receive AmeriCorps funding according to the [Lobbying Disclosure Act of 1995](#).

## **D. Application and Submission Information**

This Notice should be read together with the [AmeriCorps regulations](#), [Application Instructions](#), [Performance Measure Instructions](#), and [Mandatory Supplemental Information](#).

### **D.1. Ways to Request an Application Package**

All information from this funding opportunity is available through the [Serve Idaho](#) webpage. Applicants can also send an email to [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov) for a printed copy of the Notice, Guidance, and Application Instructions.

### **D.2. Content and Form of Application Submission**

#### **D.2.a. Application Content**

Complete applications must include the following elements:

- Standard Form 424 Face Sheet: Automatically generated when applicants complete the data elements in the eGrants system.
- Narrative Sections:
  - Executive Summary;
  - Program Design;
  - Organizational Capability;
  - Cost-Effectiveness & Budget Adequacy; and
- Performance Measures.
- Standard Form 424A Budget.
- Continuation Changes.
- Clarification.
- Authorization, [Assurances](#), and [Certifications](#).

#### **D.2.b. Page Limits**

Page counts are determined by the number of pages that print out from the grant system.

AmeriCorps and Serve Idaho strongly encourages applicants to print out the application from the grant system prior to submission to confirm that the application does not exceed the page limit.

Serve Idaho will not consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.

- Narratives
  - Applications must not exceed **11 double-spaced pages** for the Narrative.
  - The application sections that count towards the page limit include:
    - SF-424 Face Sheet;
    - Executive Summary;

- Program Design, Organizational Capability, and Cost-Effectiveness and Budget Adequacy narratives.
- The application page limit does not include:
  - Budget, Performance Measures; and
  - Any required additional documents.

Please note that the length of the application as a word processing document may differ from the length of the document printed out from eGrants. The character limits in eGrants do not align with page limits set in the Notice. **Serve Idaho strongly encourages applicants to print out the application from the “Review and Submit” tab in eGrants prior to submission in order to confirm that the application does not exceed the page limit.**

Serve Idaho will not consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.

### **D.3. Unique Entity Identifier and System for Award Management (SAM)**

All applicants **must** [register with the System for Award Management \(SAM\)](#) and maintain an active SAM registration until the application process is complete. If an applicant is awarded a grant, it must maintain an active SAM registration throughout the life of the award. Use the [SAM Quick Guide for Grantees for more information.](#)

SAM registration must be renewed annually. Serve Idaho suggests that applicants finalize a new registration or renew an existing one at least three weeks before the application deadline, to allow time to resolve any issues that may arise. **Applicants must use their SAM-registered legal name and physical address on all grant applications to AmeriCorps. The legal applicant’s name and physical address in the grant system must match exactly the applicant’s SAM-registered information.**

Applications must include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process. Serve Idaho will not make awards to entities that do not have a valid SAM registration and UEI. If an applicant has not fully complied with these requirements by the time Serve Idaho is ready to make a Federal award, Serve Idaho may determine that the applicant is not qualified to receive an award and use that determination as a basis for making a Federal award to another applicant.

Applications must include an Employer Identification Number (EIN). The UEI and EIN must be entered by the organization’s Grantee Administrator as an organization attribute, and this will apply the information to all applications for the organization.

### **D.4. Submission Dates and Times**

#### **D.4.a. Application Submission Deadline**

Applications are due to Serve Idaho no later than **Tuesday, March 17, 2026, by 4:00 p.m. Mountain Time.**

Serve Idaho will not consider applications submitted after the deadline, except as noted in Section *D.4.c. Late Applications*. Serve Idaho reserves the right to extend the submission

deadline. Serve Idaho will post a notification in the event of an extended deadline on the Serve Idaho website.

#### **D.4.b. Additional Documents Deadline**

[Additional documents](#) are due to Serve Idaho by the application submission deadline.

#### **D.4.c. Late Applications**

All applications received after the submission deadline are late. Serve Idaho will determine whether to accept a late application on a case-by-case basis. To request consideration of a late application, an organization must:

- Submit a written explanation or justification of the extenuating circumstance(s) that caused the delay, including:
  - Timing and specific cause(s) of the delay;
  - Ticket number if a request for assistance was submitted to the AmeriCorps Hotline;
  - Information provided to the applicant by the AmeriCorps Hotline; and
  - Other documentation or evidence that supports the justification.
- Ensure that Serve Idaho receives the written explanation and any other relevant evidence, via email to [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov) no later than 24 hours after the application deadline.

Communication with Serve Idaho staff is not a substitute for a written explanation. Applicants are required to continue working in eGrants and with the AmeriCorps Hotline to submit the application. Serve Idaho will determine whether or not to accept a late application on a case-by-case basis.

Applicants that do not meet the application submission deadline and do not submit a written explanation or justification or any other evidence to overcome the presumption of non-compliance within the published timeframe will be deemed noncompliant. If Serve Idaho sustains a noncompliant determination, the application will not be reviewed or selected for award.

**Please Note:** Serve Idaho will *not* consider an advance request to submit a late application. Please carefully review and follow the Late Application guidance and submit your application as soon as possible.

#### **D.5. Intergovernmental Review**

This Notice is not subject to [Executive Order 12372, Intergovernmental Review of Federal Programs](#).

#### **D.6. Funding Restrictions**

##### **D.6.a. Award Funding Requirements**

###### **1. Member Living Allowance**

A living allowance is not considered a salary or a wage. Programs are not required to provide a living allowance 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 follow the limits

in the table below. Organizations applying for Cost Reimbursement grants must include the living allowance in the budget, either as AmeriCorps share or match.

Fixed Amount grant applicants must give members a living allowance that follows the minimum and maximum amounts in the chart below and should indicate that amount in the application.

**Table: Minimum and Maximum Living Allowance**

| Slot Types         | Minimum # of Hours | Minimum Living Allowance | Maximum Total Living Allowance |
|--------------------|--------------------|--------------------------|--------------------------------|
| Full-time          | 1,700              | \$20,400                 | \$40,800                       |
| Three Quarter-time | 1,200              | n/a                      | \$28,560                       |
| Half-time          | 900                | n/a                      | \$20,400                       |
| Quarter-time       | 450                | n/a                      | \$10,608                       |
| Minimum-time       | 300                | n/a                      | \$8,568                        |

**Exceptions to the Living Allowance Requirements**

**a. Programs existing prior to September 21, 1993**, do not have to offer a living allowance. If an organization chooses to offer a living allowance, it does not have to pay its members the minimum but cannot exceed the maximum.

**b. Education Award Program (EAP) Grantees** are not required to provide a living allowance. If an organization chooses to offer a living allowance, it does not have to pay its members the minimum but cannot exceed the maximum.

**c. Professional Corps Grantees** must provide members a living allowance or salary. Organizations must pay members the minimum and can exceed the maximum. Professional Corps member salaries and benefits including childcare cannot be included in the federal share budget request to AmeriCorps.

**2. Maximum Cost per Member Service Year**

The AmeriCorps cost per MSY is determined by dividing the AmeriCorps share of budgeted grant costs by the number of MSYs requested. It does not include childcare or the value of the education award a member may earn.

AmeriCorps is keeping the maximum cost per MSY at the same amount as FY 2025 as a safeguard to ensure the number of members serving remains the same or grows.

**Table: Maximum Cost per MSY**

| Grant Program  | Maximum            |
|--|--------------------|
| Professional Corps competitive Fixed Amount Applicants/Grantees            | \$1,000*           |
| Education Award Program (EAP) Fixed Amount Grant (competitive and formula) | \$800 or \$1,000** |
| All non-EAP formula subgrants*****   | \$25,200***        |

\*AmeriCorps requires **Professional Corps** programs to cover the operating expenses associated with the AmeriCorps program through -non-AmeriCorps resources. AmeriCorps will only consider operating funds of up to \$1,000 per MSY if an applicant is able to show significant organizational financial need.

\*\* For the Education Award Program, AmeriCorps may provide a maximum of \$800 per individual enrolled in an approved national service position. If at least 50 percent of a program's enrollees are disadvantaged youth, AmeriCorps may provide \$1,000 per enrollee, [42 U.S.C. § 12581a](#).

\*\*\*\$18,000 adjusted for inflation as measured by the Consumer Price Index for all Urban Consumers (As of March 2024 CPI was 0.4).

\*\*\*\* Except planning grants. Please refer to the Planning Grant NOFO found [here](#).

Serve Idaho may 1) treat an applicant as a professional corps if they meet the legal requirements for a professional corps (even if they did not submit a professional corps application); and 2) decide not to provide a grant to an organization that it determines cannot operate effectively without AmeriCorps operating funds.

### **3. Segal AmeriCorps Education Award**

AmeriCorps members who successfully complete a term of service will be eligible for an Education Award from the National Service Trust. The amount of the Education Award is linked to the value of the Pell Grant. A member has up to seven years after his or her term of service to use the Education Award. AmeriCorps will provide the updated Education Award amounts at the time of grant award.

### **4. Costs Associated with Evidence Building Activities e.g. performance data collection and management, foundational research, program evaluation, etc.**

As noted in [2 CFR § 200.455](#), costs associated with evidence building activities are allowable expenses or match under AmeriCorps grants. This includes costs related to performance data collection and management, foundational research, program evaluation, and related activities.

#### **D.6.b. Indirect Costs**

Application budgets may include indirect costs. Based on qualifying factors, applicants may use a Federally approved indirect cost rate if they have one and if not, may use either –

- i. the AmeriCorps-Fixed Percentage method (five/ten percent fixed administrative cost option) outlined in AmeriCorps' [Indirect Cost Guidance](#);
- ii. a 15 percent *de minimis* rate of modified total direct costs; or
- iii. [may claim certain costs directly](#).

All methods must be applied consistently across all Federal awards. No more than five percent of award funds may be used to recover indirect costs on AmeriCorps State and National grants under section 121(d) of the National and Community Service Act of 1990, as amended and AmeriCorps' regulations at [45 CFR 2521.95](#) and [2540.110](#)."

Use the [eGrants Indirect Cost Rate \(IDCR\) User Instructions](#) to enter the organization's Federal negotiated indirect cost rate or the *de minimis* rate information. Applicants should not submit documentation addressing the cost rate agreement via email.

**Please note:** To request a federally negotiated indirect cost rate agreement, when AmeriCorps is the applicable cognizant agency for an organization's indirect costs, the applicant must submit a request to [IndirectCostRate@americorps.gov](mailto:IndirectCostRate@americorps.gov). The applicant may also obtain instructions and additional information by contacting the email address above.

#### **D.6.c. Pre-Award Costs**

Applicant must request approval of pre-award costs from Serve Idaho.

### **D.7. Other Submission Requirements**

#### **D.7.a. Electronic Application Submission**

Applicants must submit applications electronically via eGrants.

The applicant's authorized representative must be the person who submits the application. The authorized representative must use their own account to sign and submit the application.

Applicants should contact the [AmeriCorps Hotline](#) at (800) 942-2677 if they have a problem when they create an account, prepare, or submit the application. Information about the AmeriCorps Hotline hours are also posted on the [AmeriCorps Hotline webpage](#).

When contacting the AmeriCorps Hotline, be prepared to provide the application ID, organization name, and the name of the Notice to which the organization is applying. If the issue cannot be fixed by the deadline, applicants must continue working with the AmeriCorps Hotline to submit via the grant system.

#### **D.7.b. Submission of Additional Documents**

Applicants are required to submit the additional documents below to via email to [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov) by March 17, 2026, at 4 pm MT.

All applicants:

1. Documentation of federal negotiated indirect cost rate.
2. List of Board Members at organization or the name of the Program Director's direct supervisor.
3. Any audit information if your organization doesn't submit a single audit to the Federal Audit Clearinghouse.
4. Labor union concurrence (if applicable).

For New/Recompete applicants:

1. The applicant must submit a data collection plan as an attachment that includes the following:
  - A description of the applicant's data collection system and how it is sufficient to collect high quality performance measurement data during the first three years of

the grant. If the applicant does not yet have a data collection system, describe the plan and timeline for developing a high-quality system.

- A description of how the applicant will use performance data (including AmeriCorps performance measures and other process and outcome measures if applicable) to improve its program in the three years of funding.

Rural Intermediaries (New and recompeting)

1. Letters of support from the consortium members

Entities applying on behalf of a Federally Recognized Tribe (New and recompeting)

1. Tribal organization eligibility documentation. (See *Section C.1. Eligible Applicants* section.)

If any of this required information is missing, the applicant may not receive credit for meeting their evaluation requirements.

**Guidance for submitting additional documents:**

- Additional documents must be emailed to [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov) with the following subject line: "Legal Applicant Name" - "Application ID Number." Emails should include:
  - Legal applicant name and its point of contact information.
  - Application ID number.
  - List of documents that are attached to the email by filename, labeling each document type according to the above numbered list.
  - Individually attached files that are clearly labeled, and that include the legal applicant name and application ID number within the file name and heading of each document.

To ensure that all required additional documents are considered, please provide each document as a separate single file, labeled appropriately. Please do not send multiple documents in one combined file, and do not send a single document in multiple files.

The email size limit is 35 MB. This limit is inclusive of all attachments associated with each email. Emails that are larger than 35 MB will not be received or reviewed.

If the size of an applicant's files requires multiple emails, please also include an ordering system in the subject line, such as "(1 of 3)".

- Applicants that do not have any documents to submit must send an email to [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov) indicating that they are not submitting any additional documents.

Failure to submit the required additional documents, following the email instructions in this section, by March 17, 2026, at 4 pm MT and in the format requested above may have a negative effect on the assessment of your application and/or on the determination of

the application's eligibility to advance for review.

**Do not submit any items that are not requested in this Notice or Application Instructions. Serve Idaho will not review them.**

## E. APPLICATION REVIEW INFORMATION

### E.1. Selection Criteria

Each applicant must describe a project that will use AmeriCorps members effectively to solve a significant community problem. Serve Idaho urges applicants to submit high quality applications that carefully follow the guidance in this Notice and in the Application Instructions.

Applications must have a well-designed plan with clear justification for the requested funds. Reviewers will assess the quality of applications by using the selection criteria described below and will rate them accordingly.

| Do not assume all sub-criteria are of equal value. |  | Points    |
|--|--|-----------|
| Categories/Subcategories                           |  |           |
| <b>Executive Summary</b>                           |  | <b>0</b>  |
| <b>Program Design</b>                              |  | <b>40</b> |
| Theory of Change                                   |  | 15        |
| Member Experience                                  |  | 15        |
| Evidence   |  | 10        |
| <b>Organizational Capacity</b>                     |  | <b>50</b> |
| Organizational Background and Staffing             |  | 14        |
| Compliance and Accountability                      |  | 14        |
| Member Recruitment                                 |  | 3         |
| Member Supervision                                 |  | 5         |
| Member Training                                    |  | 4         |
| Intermediary                                       |  | 10        |
| <b>Cost Effectiveness and Budget Adequacy</b>      |  | <b>20</b> |

*Point values are assigned to all categories, but if one section doesn't apply (such as Intermediary sites or no budget [fixed amount budgets]), the applicant will not receive those points. Final determination and scoring will be done as a percentage rather than a total point value.*

#### E.1.a. Executive Summary, 0 points:

Please fill in the blanks of these sentences to complete the Executive Summary. There are two options for the second paragraph; please choose the appropriate language for your application. Do not deviate from this template:

"The [Name of the organization] will have [Number of] AmeriCorps members in [the locations the AmeriCorps members will serve, e.g. - City, State or State(s)]. AmeriCorps members will [service activities the members will do]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the

AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing].

*Cost Reimbursement grant applicants:*

The AmeriCorps investment will be matched with \$[amount of projected match], \$[amount of local, state, and Federal Funds] in public funding and \$[amount of non-governmental funds] in private funding."

*Fixed amount grant applicants* e.g., *EAP, Full-Cost Fixed, No Cost Slots:*

In addition to the AmeriCorps investment, \$[amount of local, state, and Federal Funds] in public funding and \$[amount of non-governmental funds] in private funding will support the project."

**E.1.b. Program Design (40 points)**

Reviewers will consider the quality of the application's response to the criteria below. Do not assume all sub-criteria are of equal value.

**1. Theory of Change (15 points):**

- What is the community need you hope to address?
- How will you utilize AmeriCorps members to address the stated community problem?
- What intervention will your members provide to address the identified community problem? Include details on the design, dosage (frequency/intensity/duration), target population, and role of AmeriCorps members and (if applicable) leveraged volunteers.
- Why is it necessary for AmeriCorps members to deliver the intervention(s)?
- How is the proposed intervention responsive to the identified community problem?
- What outputs to you hope to achieve through your intervention?
- What outcomes to you hope to achieve through your intervention?
- How will the intervention listed lead to the outcomes?
- How will you collect data related to your Performance Measures?
- How do the expected outcomes articulated in the application narrative represent meaningful progress in addressing the community problem you identified?
- How will the service role of AmeriCorps members produce significant contributions to existing efforts to address the stated problem?

**2. Member Experience (15 points):**

- What skills will AmeriCorps members gain as a result of their member training and service that can be utilized and valued by future employers after their service term is completed? Include specific details on any credentials or certificates members will receive as part of their service.
- How will AmeriCorps member develop as leaders as a result of their service? Provide any opportunities your organization and/or host site will engage members as leaders.
- How will your organization and/or host sites provide AmeriCorps members with high-quality orientation to the community in which they will be serving.

**3. Evidence (10 points):**

- What problem you will utilize AmeriCorps members to address?
- Do you provide cited evidence of community need?
- Is your evidence within the past 6 years?

**E.1.c. Organizational Background and Capacity (50 points)**

Reviewers will consider the quality of the application's response to the following criteria below. Do not assume all sub-criteria are of equal value.

**1. Organizational Background & Staffing (14 points):**

- What is your organization's mission?
- What experience does your organization have in areas such as volunteer recruitment and management, community outreach, and managing grant funds (i.e.: state, private, federal)?
- What prior experience does your organization have in the proposed area of programming?
- What experience has your organization/staff previously had with AmeriCorps? Provide details about the roles, responsibilities, and structure of the staff that will be implementing the AmeriCorps program as well as providing oversight and monitoring for the program. What staff member(s) within your organization will implement your AmeriCorps program, provide oversight and monitoring? Provide details about the staff member(s) role and organizational structure.

**2. Compliance & Accountability (14 points):**

- How will your organization monitor and provide oversight of members and host sites (if applicable) to prevent and detect non-compliance and enforce compliance with AmeriCorps rules and regulations including those related to prohibited and unallowable activities and criminal history checks.
- How will your organizations provide training to your members and staff to report, without delay, any suspected criminal activity, waste, fraud, and/or abuse to Serve Idaho?

**3. Member Recruitment (3 points):**

- What strategies will your organization utilize to recruit AmeriCorps members?
- How will your organization recruit AmeriCorps members from the geographic or demographic communities in which they will serve?
- Explain any budget expenses you have to support successful recruitment of AmeriCorps members.

**4. Member Supervision (5 points):**

- How will AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service? For example, structure for member supervision: cadence and format of supervisor/AmeriCorps member check-ins,

member and supervisor opportunities to assess strengths and opportunities for growth, member training plan, etc.

- How will AmeriCorps supervisors be adequately trained/prepared to follow AmeriCorps and program regulations, priorities, and expectations? For example, structure for support of supervisors, training plan for supervisors related to supervision and AmeriCorps rules and regulations, cadence and format of AmeriCorps supervisors/their supervisors check-ins, opportunities to assess strengths and opportunities for growth of supervisors, etc.

5. Member Training (4 points):

- How will your organization provide member training in the following areas:
  1. AmeriCorps rules, regulations, and member benefits
  2. Position specific training
  3. Any specialized site-specific training

6. For Intermediaries Only (10 points):

- Describe your process for selecting sites.
- Address the following questions:
  - How will you ensure that selected sites will fit within overall project goals?
  - What is your organization's history in selecting and managing other nonprofits or eligible agencies to receive resources and training from your organization?
  - How will you support your intermediaries in recruiting their members, and in member development?
  - How will you collect data from sites and ensure it aligns with your performance measures? (*Address in the performance measure section that already exists - provide detail on how you will collect data from sites*)

**E.1.d. Cost Effectiveness and Budget Adequacy (20 points)**

Reviewers will assess the quality of the application's budget to the following criteria below. Do not assume all sub-criteria are of equal value.

**These criteria will be assessed based on the budget submitted. Do not include narrative in the narrative box except for "See budget".**

1. Cost Effectiveness & Budget Adequacy (20 points):

- Budget is submitted without mathematical errors and proposed costs are allowable, reasonable, and allocable to the award.
- Budget is submitted with adequate information to assess how each line item is calculated.
- Budget is in compliance with the budget instructions.
- Match is submitted with adequate information to support the amount written in the budget.
  - a. All the amounts you request must be defined for a particular purpose.

Do not include miscellaneous, contingency, or other undefined budget amounts.

- b. Your detailed budget narrative must provide an itemized explanation of proposed costs, including their purpose.
- c. Present the basis for all calculations in the form of an equation. (IE: Staff Travel: Airfare 1 staff x \$400; Per Diem 4 days x \$49 = \$196; Hotel 3 days x \$150 = \$450; Rental Car = \$150; Fuel = \$25; total = \$1221)
- d. Do not include unallowable expenses, e.g., entertainment costs (which include food and beverage costs) unless they are justified as an essential component of a meeting or training.
- The budgeted match is equal to or more than the required match for the given program year.
- The cost per MSY is equal to or less than the maximum cost per MSY.
- Current indirect cost rate is included in the budget.
- Budget identifies the non-CNCS funding and resources necessary to support the project, including for Fixed Amount applicants.
- Budget indicates the amount of non-CNCS resource commitments, type of commitments (in-kind and/or cash), the sources of these commitments, and if the commitments are proposed or secured.

Proposed budgets that contain MSY costs that exceed the maximum cost per MSY and/or less than required match will be considered unresponsive to the application criteria.

Applicants must complete the budget and ensure the following information is in the budget screens:

- Current indirect rate cost rate information if used to claim indirect/administrative costs.
- Identify the non-AmeriCorps funding and resources necessary to support the project, including Fixed Amount applicants.
- Indicate the amount of non-AmeriCorps resource commitments, type of commitments (in-kind and/or cash), the sources of these commitments, and if the commitments are proposed or secured.

**Note:** Starting in the 2025-2026 program year, all programs approved for Serve Idaho formula funding must pay a \$2,500 fee for America Learns services.

#### **E.1.e. Evaluation Plan (Required for new and recompeting grantees - 0 points)**

If the applicant is competing for the first time for an operational grant or submitting a recompete application, the applicant must submit a data collection plan as an attachment (see the *Submission of Additional Documents* section for more information) that includes the following:

- A description of the applicant's data collection system and how it is sufficient to collect high quality performance measurement data during the first three years of the grant. If the applicant does not yet have a data collection system, describe the plan and timeline for developing a high-quality system.

- A description of how the applicant will use performance data (including AmeriCorps performance measures and other process and outcome measures if applicable) to improve its program in the first three years of funding.

All applicants should enter "N/A" in the "Evaluation Summary or Plan" field of the Narrative. Any other text entered in this field will not be reviewed.

#### **E.1.f. Amendment Justification (0 points)**

Enter N/A. This field will be used if the applicant is awarded a grant and needs to amend it.

#### **E.1.g. Clarification Information (0 points)**

Enter N/A. Should your application go to clarification, this field will also be used to enter information that requires clarification in the post-review period.

#### **E.1.h. Continuation Changes (0 points)**

Enter N/A. This field will be used to enter changes in the application narratives in continuation requests.

### **E.2. Review and Selection Process**

Serve Idaho will engage community members, commissioners and staff reviewers with relevant knowledge and expertise to assess and provide input on eligible new/recomplete formula applications. The review and selection process is intended to produce a diversified set of high-quality programs that represent the priorities and strategic considerations described in this Notice. The determinations made by Serve Idaho reviewers may be different than what the applicant self-determined upon submission of its application. The stages of the review and selection process follow:

**E.2.a. Initial Application Compliance and Eligibility Review**

Serve Idaho will conduct an initial Compliance and Eligibility Review to determine if a new/recompete application meets the eligibility requirements published in this Notice and advances to the next stage of the review process. To pass this check, applicants must:

- Be an eligible organization,
- Be eligible to submit directly to AmeriCorps,
- Submit an application by the submission deadline.

Eligibility assessment is intended to ensure that only those applications that are eligible for award are reviewed. However, determinations of eligibility can take place at any point during the application review and selection process. Applicants that are determined to be ineligible will not receive an award.

#### **E.2.b. Application Review**

##### **External Review**

External Reviewers will review and assess the evidence criteria in the Notice. Serve Idaho will recruit and select reviewers based on demonstrated expertise. All External Reviewers will be screened for conflicts of interest.

##### **Internal Review**

Serve Idaho staff will evaluate the applications using the application review criteria and assess the priorities and strategic considerations detailed in the Notice. Reviewers will be screened for conflicts of interest.

### **E.2.c. Applicant Clarification**

Serve Idaho may ask an applicant for clarifying information. Serve Idaho staff will use this information to make funding recommendations. A request for clarification does not guarantee an award. Applicants may be recommended for funding even if they are not asked for clarifying information. An applicant's failure to respond to a request for clarification adequately and in a timely manner may result in the removal of its application from consideration.

### **E.2.c. Pre-Award Risk Assessment**

Serve Idaho staff will evaluate the risks to the program posed by each applicant to assess an applicant's ability to manage Federal funds. This evaluation is in addition to assessments of the applicant's eligibility and the quality of its application on the basis of the Selection Criteria. Results from this evaluation will inform funding decisions.

If Serve Idaho determines that an award will be made to an applicant with assessed risks, special conditions that correspond to the degree of assessed risk may be applied to the award. Additionally, if Serve Idaho concludes that the reasons for applicants having poor risk assessment are not likely to be mitigated, those applications may not be selected for funding. In assessing risks, Serve Idaho may consider:

1. Due Diligence, including:
  - Federal debt delinquency;
  - Suspension and debarment;
  - Information available through Office of Management and Budget (OMB)- designated sources of government-wide eligibility qualification or financial integrity information, such as:
    - [U.S. Treasury Bureau of Fiscal Services](#);
    - [System for Award Management \(SAM\)](#); and
    - [Do Not Pay](#).
  - Reports and findings from single audits performed under Uniform Administrative Guidance and findings of any other available audits or investigations;
  - IRS Tax Form 990;
  - [Oversight.gov](#); and
  - Public Litigation Records.
2. Operational and Financial Management, including:
  - Financial stability; and
  - [Operational and Financial Management Survey \(OFMS\)](#).
3. Past Performance, including:
  - Applicant's record in managing previous AmeriCorps awards, cooperative agreements, or procurement awards, including:
    - Timely compliance with applicable reporting requirements;
    - Accuracy of data reported;
    - Validity of performance measure data reported;

- Conformity to the terms and conditions of previous Federal awards;
- Ability to effectively implement statutory, regulatory, or other requirements imposed on award recipients;
- Timely closeout of other awards;
- Meeting matching requirements;
- Extent to which any previously awarded amounts will be expended prior to future awards; and
- Meeting [National Service Criminal History Check \(NSCHC\) compliance](#).

4. Other Programmatic Risks, Financial, Organizational, Compliance, and Fraud including:

- Publicly available information, including from the applicant organization's website;
- Amount of funding requested by the organization; and
- Other elements, such as keyword searches for prohibited activities.

#### **E.2.e. Consideration of Integrity and Performance System Information**

Before making any award that exceeds \$250,000, AmeriCorps must consider information about the applicant from the designated integrity and performance system accessible through [SAM.gov](#).

Any applicant may comment upon information previously entered by another Federal agency in the designated integrity and performance systems accessible through [SAM.gov](#).

AmeriCorps may consider applicant comments when completing its review of risk. AmeriCorps may also consider other information about any applicant receiving an award, including those under \$250,000.

#### **E.2.f. Selection for Funding**

The review and selection process are designed to:

- Identify how well eligible applications are aligned with the [application selection criteria](#).
- Build a diversified portfolio based on the following strategic considerations:
  - [AmeriCorps Funding Priorities](#);
  - Serve Idaho State Service Plan
  - Meaningful representation of:
    - rural communities, and
    - innovative community strategies; and
  - Executive Director discretion to advance strategic goals.

Serve Idaho reserves the right to prioritize funding existing awards over making new awards.

Serve Idaho reserves the right to award applications in an amount other than at the requested level of funding and will document the rationale for doing so.

***Serve Idaho reserves the right to adjust or make changes to the review process, if unforeseen challenges or urgent circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned. Any such adjustments or changes will not affect the selection criteria that will be used to assess applications.***

### **E.3. Feedback to Applicants**

Each compliant applicant will receive feedback from the Grant Application Review Process Committee of its application upon request.

### **E.4. Transparency in Grantmaking**

Serve Idaho is committed to transparency in grant-making.

Information about funded grants and subgrants is available in USASpending.gov.

Submitted program narratives and a summary of external reviewer comments for successful applications will be available upon request via email to [Angela.Lamb@labor.idaho.gov](mailto:Angela.Lamb@labor.idaho.gov).

## **F. FEDERAL AWARD ADMINISTRATION INFORMATION**

### **F.1. Federal Award Notices**

Serve Idaho anticipates announcing the results of this funding opportunity by **July 2026** contingent on the availability of congressional appropriations. All applicants, successful or not, will be notified of funding decisions via email.

Notification of an award is not an authorization to begin activities. The subrecipient agreement is the authorizing document. An awardee may not expend Federal funds until the start of the Period of Performance identified on the subrecipient agreement unless it has received a written pre-award cost approval from Serve Idaho.

### **F.2. Administrative and National Policy Requirements**

#### **F.2.a. Uniform Guidance**

All awards made under this Notice must follow the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, in [2 CFR § 200](#) and [2205](#).

#### **F.2.b. Requests for Monitoring or Payment Integrity Information**

Serve Idaho may request documentation from grantees to ensure compliance with legal requirements, including the [Payment Integrity Information Act of 2019](#). If grantees do not respond promptly to these requests, then their funds may be placed on manual hold, reimbursement only status, or other restrictions as appropriate.

#### **F.2.c. AmeriCorps Terms and Conditions**

All grants must follow the FY 2025 AmeriCorps General Terms and Conditions, and the FY 2025 Program-Specific Terms and Conditions for the particular program (when applicable). These Terms and Conditions contain mandatory compliance and reporting requirements, and applicants should review these instructions prior to any Notice of Grant Award. Current versions of the AmeriCorps General and Program-Specific Terms and Conditions for each of its programs is available on the [AmeriCorps Manage Your Grant webpage](#).

#### **F.2.d. National Service Criminal History Check Requirements**

*The National Service Criminal History Check, NSCHC, is a specific screening procedure established by law to protect the beneficiaries of national service. Use [45 CFR §](#)*

[2540.200- 2540.207](#) and [National Service Criminal History Check Resources](#) for complete information and FAQs.

Serve Idaho requires funded applicants to utilize the AmeriCorps-approved vendor Truescreen to conduct the required NSCHCs.

- Failure to conduct a compliant NSCHC may result in significant disallowed costs.
- The cost of conducting NSCHC is an allowable expense under the award. The individual subject to the NSCHC may not be required to cover the cost without being reimbursed.

A NSCHC consists of a check of the:

1. National Sex Offender Public website through NSOPW.gov (nationwide check through the agency-approved vendor);
2. State criminal history record repository for the individual's State of residence and State of service through the agency-approved vendor; and
3. Fingerprint-based check of the FBI criminal history record database through the agency-approved vendor.

All checks must be conducted, reviewed, and an eligibility determination made before the individual begins work or service.

An individual is not eligible to serve or work in a position subject to the NSCHC requirements if:

- the individual refuses to consent to a criminal history check;
- makes a false statement in connection with a criminal history check;
- is registered, or is required to be registered, on a state sex offender registry or the National Sex Offender Registry; or
- has been convicted of murder.

### **F.2.e. Official Guidance**

All AmeriCorps active Guidance is available on the agency's Guidance webpage: <https://www.americorps.gov/about/agency-overview/official-guidance>. The contents of these documents do not have the force and effect of law and are not meant to bind the public in any way unless incorporated into a contract or grant agreement. These documents are intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

### **F.3. Use of Material**

To ensure that materials generated with AmeriCorps funding are available to the public and readily accessible to recipients and non-recipients, AmeriCorps and Serve Idaho reserves a royalty-free, nonexclusive, and irrevocable right to obtain, use, modify, reproduce, publish, or disseminate publications and materials produced under the award, including data, and to authorize others to do so per [2 CFR § 200.315](#).

#### **F.4. Reporting**

Recipients are required to submit a variety of reports which are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Cost reimbursement grantees are required to provide annual progress reports, semi-annual financial reports, and an internal or external evaluation report as required by the AmeriCorps regulations 45 CFR § 2522.500-2522.540 and 2522.700-2522.740. Final financial and progress reports are due 90 days after the end of the agreement.

Fixed Amount grantees are required to provide annual and final progress reports and an internal or external evaluation report.

All grantees, including Fixed Amount grantees, must submit quarterly financial reports to the U.S. Department of Health and Human Services Payment Management System.

In addition, at the end of the award period, recipients must submit final financial (cost reimbursement grantees only) and progress reports that are cumulative over the entire award period and consistent with the close-out requirements. The final reports are due to Serve Idaho 90 days after the end of the period of performance.

Once the grant is awarded, recipients will be expected to have data collection and data management policies, processes, and practices that provide assurance that they are reporting high quality performance measure data. At a minimum, recipients should have policies, processes, and practices that address the following five aspects of data quality for themselves and for subrecipients (if applicable):

- the data measures what it intends to measure
- the data reported is complete
- the recipient collects data in a consistent manner
- the recipient takes steps to correct data errors
- the recipient actively reviews data for accuracy prior to submission.

Failure to submit accurate, complete, and timely required reports may affect the recipient's ability to secure future AmeriCorps funding.

#### **F.5. Continuation Funding Information and Requirements**

Organizations that have current AmeriCorps State and National awards that will be in program Year 2 or Year 3 in FY 2025 are considered continuation applicants. Continuation applicants must submit an application to be eligible to receive funding for the FY 2025 program year. Continuation applicants must follow the requirements for continuation application content as outlined in the Application Instructions.

Please use the [Application Instructions](#) for how to request use of unexpended funds.

Requests by existing continuation applicants for increases in the level of funding or number of positions will be assessed using the [selection criteria](#) published in this Notice.

Continuation application review will also be based on progress reports, the federal financial report, evaluation plans, and AmeriCorps staff's knowledge of the grant program. To be approved for continuation funding, recipients must demonstrate satisfactory performance with respect to key program goals and requirements, as well as compliance with the terms and conditions of the grant.

Serve Idaho reserves the right to award applications in an amount less than the requested level of funding and will document the rationale for doing so.

## **G. STATE COMMISSION AWARDING Contacts**

For more information, email [angela.lamb@labor.idaho.gov](mailto:angela.lamb@labor.idaho.gov).

## **H. Other Information**

### **H.1. Technical Assistance**

Serve Idaho will host a technical assistance call to answer questions about the funding opportunity and eGrants. Serve Idaho requires all applicants to participate in this session. Call-in information for the technical assistance call will be provided to all applicants upon submission of their letter of intent to apply.

Resources applicants need to effectively manage their grant award and training and technical assistance materials are found on the [Manage Your Grant webpage](#).

### **H.2. Re-Focusing of Funding**

Serve Idaho reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

## **I. IMPORTANT NOTICES**

### **I.1. Public Burden Statement**

Public reporting burden for collection of information under this Notice of Funding is estimated to average six hours per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the application and reporting forms. AmeriCorps informs people who may respond to this Notice of Funding that they are not required to respond unless the OMB control number and expiration date are current valid. Use [5 CFR § 1320.5\(b\)\(2\)\(i\)](#). This collection is approved under OMB Control #: 3045-0047, Application Instructions, State and National Competitive, New and Continuation, Expiration Date: September 30, 2026.

### **I.2. Privacy Act Statement**

The Privacy Act of 1974, [5 U.S.C. §552a](#), requires that we notify applicants that the information requested under this Notice of Funding is collected pursuant to [42 U.S.C. §12592](#) and 12615 of the [National and Community Service Act of 1990 as amended](#), and [42 U.S.C. §4953](#) of the Domestic Volunteer Service Act of 1973 as amended.

Purposes and Uses - The information requested is collected for the purposes of reviewing grant applications and granting funding requests. Routine uses may include disclosure of the information to Federal, state, or local agencies pursuant to lawfully authorized requests. assistance.

Effects of Nondisclosure - The information requested is voluntary; however, to be a recipient of this grant program, disclosure of personal or sensitive information is required to receive federal benefits.

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