



Is an AmeriCorps grant a good fit for your organization?



Idaho AmeriCorps grants provide assistance to programs to recruit, train and supervise AmeriCorps members meeting critical community needs in the areas of education, disaster services, health, environmental stewardship, economic opportunity and service to veterans and military families.

What Groups are Eligible?

- Public or Private Nonprofits
- Institutions of Higher Education
- School Districts
- Tribes
- State and Local Governments

What is Needed to Qualify?

- Clear written mission statement
- Well-defined roles for the board of directors, administrators and staff
- Written strategic plan with measureable goals
- Diversified funding sources
- Development/fundraising plan
- Well-defined human resource management
- Regular community needs assessments
- Well-developed evaluation system to measure impact
- Strong community partnerships

To Manage the Program, Recipients Must:

- Establish clear policies and procedures that explain the purpose for the AmeriCorps program and overall management of the program including:

- Select a site
- Train and conduct oversight
- Recruit, supervise and retain members
- Support volunteers
- Track and report performance
- Evaluate and continuously improve the program
- Train and develop staff

Financial Management Requires the Ability to:

- Manage a federal grant
- Write financial policies and procedures
- Complete an audit by a public accounting firm or complete an A-133 audit
- Report timely and accurate financial information
- Plan to secure financial and in-kind resources to meet required AmeriCorps grant matching funds
- Manage finances in accordance with GAAP

AmeriCorps Budget Components

MATCH REQUIREMENTS

- Member costs (living allowance, FICA, Workers comp and health care) and other operating costs may consist of federal or non-federal cash.



Idaho Department of Labor
labor.idaho.gov

The Idaho Department of Labor is an equal opportunity employer and service provider. Reasonable accommodations are available upon request. Dial 711 for Idaho Relay Service.

- For your portion of match see the AmeriCorps application guidelines.

COST PER MEMBER SERVICE YEAR (MSY)

- Maximum Average Cost Per Member service year varies. Refer to the AmeriCorps Application guidelines.
- Calculation: Total federal dollars requested divided by the number of member service years indicated in your grant.

MEMBER LIVING ALLOWANCE

- Members must receive the minimum living allowance as specified in the application guidelines.
- They are not paid on an hourly basis.

CHILDCARE

- Is available to full-time members as long as their needs are consistent with the Childcare and Development Block Grant Act of 1990.

HEALTH CARE INSURANCE

- Must be provided for full-time members. However, it may be waived if their coverage meets the AmeriCorps Grant Federal Guidelines.

SERVICE GEAR

- Must be provided for each member.

Regulatory Requirements

AMERICORPS FUNDS ARE FEDERAL PASS THROUGH AND SUBJECT TO THE FOLLOWING:

- National & Community Service Act
- Code of Federal Regulations (CFR)
- OMB Circulars (part of CFR)
 - » Educational Institutions: 45 CFR 2540, 2 CFR 200, 2 CFR 200.418-200.419 and 2 CFR 200.500-520.
 - » Non-Profit Organizations: 45 CFR 2540, 2 CFR 200 and 2 CFR 200.500-520.

- » State and Local Governments: 45 CFR 2540 , 2 CFR 200, 2 CFR 200.416-200.417, and 2 CFR 200.500-520.

- State and Local requirements
- Notice of Grant Award Letter
- Certifications and Assurances AmeriCorps Provisions.

AmeriCorps Grant Financial Management

Serve Idaho, the Governor's Commission on Service and Volunteerism, builds and encourages community collaborations and service between the public and private sectors. These partnerships address compelling, unmet needs in one or a combination of the following national service priority areas — disaster services, economic opportunity, education, environmental stewardship, healthy futures and veterans and military families. Much of this work is accomplished through high-quality AmeriCorps programs.

If your organization has identified an unmet need in the community and is interested in an AmeriCorps program grant, the first thing to consider is if the organization has the capacity to manage federal funds and AmeriCorps members. Consider your answers to the following questions:

- » Has your organization identified a compelling need?
- » Will the service activities that address the compelling need lead to measurable results?
- » Can your organization recruit and train AmeriCorps members to engage in the identified service activities?
- » Can your organization provide on-going supervision, training and support to AmeriCorps members throughout their term of service?
- » Does your organization have sufficient cash flow management to handle a grant on a monthly reimbursement basis?



The Governor's Commission
on Service and Volunteerism

serveidaho.gov

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