Grant Application Webinar

FY2016 AmeriCorps State
Continuation Application Guidelines
(Competitive & Formula Applicants)

Jerron M. Johnson
Chief Field Program Officer
Missouri Community Service Commission

November 18, 2015
Welcome & Housekeeping

• Roll Call
• Housekeeping
  – **Preventing Background Noise**: Please place phones and/or computer speakers on mute, and do not place the call on hold during the webinar.
  – **Restroom Breaks**: Participants are responsible for their own comfort.
  – **Question & Answer**: Participants are welcome to ask questions via the conference line or chat box at any point during the webinar. There will also be a Q&A period at the conclusion of the webinar.

*The webinar will be recorded.*
Webinar Agenda

- Disclosures
- Funding Priorities: What’s New?
- Continuation Application Guidelines
- Budget Guidelines
- Financial Management Capability
- Performance Measures Guidelines
- Additional Attachments
- Policy Reminders
- Submission Requirements
- Timelines
Definition: Continuation Applicant

- A sub-grantee is considered a continuation applicant if:
  - It satisfies the definition of “same project” and
    - Two projects will be considered the same if they address the same issue areas, priorities, and objectives; serve the same target communities and population; and utilize the same sites.
  - It has been funded for Year 1 or 2 of a three-year grant cycle.
  - Note: A sub-grantee in Year 3 of a three-year grant cycle must adhere to the guidelines for re-compete applicants.

Current sub-grantees must submit an application in order to be eligible to receive funding [consideration] for the following year.
Disclosures

- **Award Obligations:**
  - Publication of the funding notices does not obligate CNCS or MCSC to award any specific number of grants or to obligate the entire amount of funding available. MCSC also reserves the right to award grants at a lower funding level than requested.

- **Grant Application Scoring:**
  - The MCSC Review Committee reserves the right to deduct points for each incident of noncompliance within the grant application as well as disqualify applicants who do not adhere to the guidelines outlined in the funding notice.
Disclosures

• **Continuation funding is not guaranteed.**
  – Factors considered in awarding continuation grants include (but are not limited to):
    • Satisfactory past performance;
    • Compliance with grant requirements;
    • Demonstrated capacity to effectively manage the grant;
    • CNCS and/or MCSC funding priorities; and
    • The availability of funds.

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**For Competitive Sub-grantees:**
Applications submitted via the national competition are not guaranteed funding at the competitive level. If the funding request is denied by CNCS, MCSC may choose to fund these applicants at a lower level based on the availability of formula funds.
Funding Priorities: What’s New?

• **CNCS Funding Priorities (updates)**
  - **Education**: School Turnaround AmeriCorps is specified in addition to Science, Technology, Engineering, and Mathematics (STEM) education.
    - School Turnaround AmeriCorps places AmeriCorps Members in schools implementing turnaround models under the Dept. of Education’s School Improvement Grants (SIG) program or turnaround principles under Elementary and Secondary Education Act (ESEA) flexibility to improve student academic performance, academic engagement, attendance outcomes, or some combination thereof.
    - Special requirements related to program design, Member placement, performance measures, etc. apply.
Funding Priorities: What’s New?

- **Safer Communities**: Proposed activities focus on public safety and preventing or mitigating civil unrest *(e.g. summer programming or engaging communities that are part of The National Forum on Youth Violence Prevention)*.
  
  - The National Forum on Youth Violence Prevention is a network of communities and federal agencies that work together, share information, and build local capacity to prevent and reduce youth violence.
  - Specific communities in the U.S. are identified as participants in the Forum.
  - No Missouri communities are listed as members of the Forum. However, some Missouri cities may have developed a local or regional task force to address youth violence *(e.g. St. Louis)*.
Funding Priorities: What’s New?

- **Elder Justice AmeriCorps**: Proposed activities provide legal assistance and support services to victims of elder abuse, neglect, and exploitation.
  - Elder Justice AmeriCorps is specific to the national funding competition and complements the Office for Victims of Crime (OVC) 2012 Wraparound Victim Legal Assistance Network Demonstration grants and the 2014 Vision 21 Legal Assistance Network Program grants.

- **Next Gen AmeriCorps**: Proposals include a cost per Member lower than $10,000 per year per full-time Member using CNCS funding. Applicants should propose innovative strategies to offer the same service opportunities at a more efficient cost to the government.
Funding Priorities: What’s New?

- **MCSC Funding Priorities (updates)**
  - **Education**: Proposed activities address academic needs in priority or focus schools (service site locations).
    - **Priority School**: A Title I school among the 5% lowest performing schools in the state; has a graduation rate below 60% for the past three years; and/or is a Tier I and Tier II school receiving funding and support as a component of the 1003(g) School Improvement Grant (SIG).
    - **Focus School**: A Title I school among the 15% lowest performing schools in the state; has a low achieving Student Gap Group or super subgroup; and has a graduation rate below 60% over a period of three years for one or more subgroups.

Information on school designations may be available on the Missouri Department of Elementary and Secondary Education’s website:  
https://dese.mo.gov/quality-schools/esea-flexibility-waiver
Funding Priorities: What’s New?

- **Energy Initiatives:** Proposed activities focus on energy initiatives including (but not limited to) increased energy efficiency, increased renewable energy use, or decreased energy consumption for economically disadvantaged households or communities.

- **Rural Areas:** Applicants must clearly demonstrate being located in a rural area or serving rural communities (in some or all service locations) as defined by a RUCA code of 4 – 10.

Funding Priorities: What’s New?

- **Safer Communities**: MCSC has adopted CNCS’s funding priority related to safer communities in which proposed activities focus on public safety and preventing or mitigating civil unrest.

- **Next Gen AmeriCorps**: While not specified in Missouri’s funding notice, MCSC is encouraging applicants that propose a cost per Member lower than $10,000 per year per full-time Member using CNCS funding.

To receive consideration for any priority listed in the funding notice, an applicant must clearly demonstrate that the priority area is a significant part of the program focus and intended outcomes, and must include a high quality program design.
Continuation Application Guidelines

• Please note the following:
  – Continuation applicants **may not** change any portion of the original narrative not specified in these guidelines. The original narrative includes:
    • Program Design (formerly known as Rationale & Approach),
    • Organizational Capability,
    • Cost Effectiveness and Budget Adequacy, and
    • Year 2 Continuation Changes (if applying for Year 3 of a three-year cycle).
  – Continuation applicants **are not** required to submit the original narrative with the continuation request.
  – **Grant applications should not be entered into eGrants until permitted by MCSC.**
Continuation Application Guidelines

- **Continuation requests must include:**
  - Coversheet (*template will be uploaded to MCSC’s website*)
  - Continuation Narrative
  - Proposed Budget
  - Documentation of Financial Management Capability

- **Continuation requests may also include (if changes are proposed):**
  - Performance Measures
  - Logic Model
  - Evaluation Plan
  - MOUs, MOAs, or Letters of Community Support or Commitment
Continuation Application Guidelines

• Format Requirements
  1. The narrative must be in Times New Roman, 12-point font.
  2. The narrative must have one-inch margins with double-spaced narrative text.
  3. The narrative must follow the sequence outlined.
  4. The narrative sections must be labeled, as applicable.
  5. The narrative should not include graphs, charts, tables, or any artwork.
  6. The pages must be numbered.
  7. Page Limits: 5 pages in Microsoft Word format
Continuation Application Guidelines

• **Executive Summary**
  
  - All continuation applicants (competitive and formula) are asked to provide an updated Executive Summary following the template outlined in the Notice of Funding Opportunity.
Continuation Application Guidelines

- The Continuation Narrative should address all of the following, as applicable:
  1) Identify whether this is Year 2 or Year 3 of a three-year grant cycle.
  2) Did the program enroll 100% of the Member slots awarded in the last full year of program operation? If no, provide an explanation and describe the plan for improvement.
     - Applicants who were new sub-grantees in 2015-2016 should comment on the current status of Member enrollment.
  3) Did the program retain 100% of the Member slots enrolled in the last full year of program operation? If no, provide an explanation and describe the plan for improvement.
     - Applicants who were new sub-grantees in 2015-2016 should comment on the current status of Member retention.
Continuation Application Guidelines

• Continuation Narrative requirements (cont…)
  4) Was the program 100% compliant with 30-day Member enrollment and exit requirements? If no, provide an explanation and the plan to ensure future compliance.
  5) Were any issues of noncompliance identified in the last full year of program operation? If yes, provide a brief description of corrective actions planned and/or implemented to prevent future occurrences. *(for formula only)*
  6) Is the applicant proposing a change in operating sites or service locations, including expansion into new sites? If yes, describe these changes and provide a justification.
    • The justification should include the need that will be met at any new sites, the activities of the Members, and organizational capacity to support new sites.
Continuation Application Guidelines

- **Continuation Narrative requirements (cont…)**

7) Is the applicant proposing a change in program scope or design? If yes, describe the change and provide a justification.

8) Is the applicant requesting an expansion *(increase in Members, increase in funding, and/or an increase in Cost per MSY)*? If yes, describe the changes and provide a justification.
   - The justification should include a reason the program cannot leverage non-CNCS resources to support expansions or decreases in the requested Cost per MSY.

Please note that requests for increases in funding and/or Member slots is at the discretion of CNCS and MCSC and are subject to the availability of funding and other previously outlined factors.
Budget Guidelines

• For **Competitive Continuation Applicants**:
  
  – **Overview**: Revise the budget narrative (detailed budget) for FY2016, incorporating CNCS and MCSC requirements. Generally, the CNCS total share of the budget **should not** increase.
  
  – **Instructions**: Requests for increases in funding should be described in the Continuation Narrative. If the continuation request is approved, then the applicant will be invited to modify the budget. The narrative should address the following:
    
    • What type of expansion is being requested? *(In funding? In cost per MSY?)*
    • What is the level of increase being requested?
    • Provide a detailed description of how the expansion would change the application budget and a dollar amount of the total increase. Include any additional staffing that would be added, changes to Member training, criminal history checks, etc.
Budget Guidelines

• For **Formula** Continuation Applicants:
  – **Overview:** Revise the budget narrative (detailed budget) for FY2016, incorporating CNCS and MCSC requirements. The CNCS total share of the budget may increase within the formula funding threshold if expansions are proposed. Requests are at the discretion of MCSC.
  – **Instructions:** Increases in funding should be described in the Continuation Narrative and reflected in the proposed budget. The narrative should address the following:
    • What type of expansion is being requested? *(In funding? In cost per MSY?)*
    • What is the level of increase being requested?
    • Provide a detailed description of how the expansion would change the application budget and a dollar amount of the total increase. Include any additional staffing that would be added, changes to Member training, criminal history checks, etc.
Budget Guidelines

• **Grant Request Limitations & Restrictions**
  
  – **Competitive:**
    * Competitive applicants must request a minimum of 20 Member slots.
  
  – **Formula:**
    * Formula applicants must request a minimum of 5.00 MSY.
    * The maximum grant request for formula projects is $300,000.

<table>
<thead>
<tr>
<th>Grant Type</th>
<th>Maximum Cost per MSY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Reimbursement</td>
<td>$13,730</td>
</tr>
<tr>
<td>Professional Corps</td>
<td>$1,000</td>
</tr>
<tr>
<td>Fixed Amount</td>
<td>$13,430</td>
</tr>
<tr>
<td>Education Award Program</td>
<td>$800</td>
</tr>
</tbody>
</table>
Budget Guidelines

- **Grantee Share (Match) Requirement:**
  - Increases in the minimum required match should be reflected in the proposed budget.
  - Applicants are required to identify the Sources of Match that will cover the grantee share of project costs.

<table>
<thead>
<tr>
<th>Min. Req. Match</th>
<th>Years 1-3</th>
<th>Year 4</th>
<th>Year 5</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10+</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>24%</td>
<td>26%</td>
<td>30%</td>
<td>34%</td>
<td>38%</td>
<td>42%</td>
<td>46%</td>
<td>50%</td>
</tr>
</tbody>
</table>

**Total Budgeted Match:** Budgeted match is the overall grantee share beyond the minimum requirement noted above. Applicants should not “over-promise” match. MCSC will hold funded projects accountable for budgeted match.
Budget Guidelines

- **Living Allowance:**
  - FY2016 living allowance limits are the same as FY2015.

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum # of Hours</th>
<th>Minimum Living Allowance</th>
<th>Maximum Living Allowance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>1700</td>
<td>$12,530</td>
<td>$25,060</td>
</tr>
<tr>
<td>Half-time</td>
<td>900</td>
<td>n/a</td>
<td>$13,265</td>
</tr>
<tr>
<td>Reduced Half-time</td>
<td>675</td>
<td>n/a</td>
<td>$ 9,950</td>
</tr>
<tr>
<td>Quarter-time</td>
<td>450</td>
<td>n/a</td>
<td>$ 6,635</td>
</tr>
<tr>
<td>Minimum-time</td>
<td>300</td>
<td>n/a</td>
<td>$ 4,420</td>
</tr>
</tbody>
</table>

*Fixed Amount (competitive) applicants should note this for internal determinations of living allowance for AmeriCorps Members.*
Budget Guidelines

• **FY2016 Education Award:**
  - Education award amounts **should not** be included in the proposed budget.
  - FY2016 education award amounts are as follows (FYI):

<table>
<thead>
<tr>
<th>Service Term</th>
<th>Minimum # of Hours</th>
<th>FY16 Education Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>1700</td>
<td>$5,775.00</td>
</tr>
<tr>
<td>Half-time</td>
<td>900</td>
<td>$2,887.50</td>
</tr>
<tr>
<td>Reduced Half-time</td>
<td>675</td>
<td>$2,199.92</td>
</tr>
<tr>
<td>Quarter-time</td>
<td>450</td>
<td>$1,527.45</td>
</tr>
<tr>
<td>Minimum-time</td>
<td>300</td>
<td>$1,221.96</td>
</tr>
</tbody>
</table>

Education award amounts should not be included in the proposed budget.
Budget Guidelines

• **Administrative / Indirect Cost Methods**
  
  – **Federally Approved Indirect Cost Rate:** Allows organizations to calculate allowable administrative costs based on an established, federally approved indirect cost rate agreement for the organization.

  – **CNCS Fixed Percentage:** Allows organizations that have never had a federally approved indirect cost rate to calculate allowable administrative costs.

  – **De Minimis Rate:** Though available to organizations that have never had a federally approved indirect cost rate, MCSC does not recommend the use of the de minimis rate in calculating administrative costs.
Budget Guidelines

• CNCS Fixed Percentage Method

1) CNCS Share: Multiply the sum of the CNCS funding share of Sections I and II by 5.26%.
   • Note: 4.21% will be reimbursable to the applicant; 1.05% will be retained by MCSC. Please note this in the budget.

2) Grantee Share: Multiple the total (both CNCS and Grantee share) of Sections I and II by 10%.

3) Note: These calculations represent the maximum amounts that may be claimed for administrative/indirect costs. The applicant may budget lower amounts, with the exception of the 1.05% Commission retainer.
## A. CNCS Fixed Percentage Method

### Example:

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Calculation</th>
<th>Total Amount</th>
<th>CNCS Share</th>
<th>Grantee Share</th>
</tr>
</thead>
</table>
| Corporation Fixed Amount | CNCS Share: $100,000 * 4.21% = $4,210  
Grantee Share: 124,000 * 10% = $12,400 | $16,610 | $4,210 | $12,400 |
| Commission Fixed Amount | $100,000 * 1.05% = $1,050 | $1,050 | $1,050 | $0 |
| **Subtotal Section III:** | **$17,660** | **$5,260** | **$12,400** |

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Calculation</th>
<th>Total Amount</th>
<th>CNCS Share</th>
<th>Grantee Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total of Sections I and II:</td>
<td></td>
<td>$124,000</td>
<td>$100,000</td>
<td>$24,000</td>
</tr>
</tbody>
</table>
Budget Guidelines

• Federally Approved Indirect Cost Rate Calculation

1) **Basis:** Determine the base amount of direct costs to which you will apply the IDC rate, including both CNCS and grantee shares, as outlined by your established rate agreement (i.e. salaries and benefits, total direct costs, etc.). Multiply the appropriate direct costs by the rate being claimed for total allowable indirect costs.

2) **CNCS Share:** Multiply the sum of the CNCS funding share in Sections I and II of the budget by 5.26%.
   - **Note:** 4.21% will be reimbursable to the applicant; 1.05% will be retained by MCSC. Please note this in the budget.

3) **Grantee Share:** Subtract the amount calculated in CNCS share from the base amount.

*Documentation of the Federally Approved Indirect Cost Rate (a copy of the cost rate agreement) is required with submission of the grant application.*
# B. Federally Approved Indirect Cost Rate

## Example:

<table>
<thead>
<tr>
<th>Cost Type</th>
<th>Cost Basis</th>
<th>Rate</th>
<th>Calculation</th>
<th>Total Amount</th>
<th>CNCS Share</th>
<th>Grantee Share</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total Direct Costs</td>
<td>12.96%</td>
<td>$124,000 * 12.96% = $16,070</td>
<td>$16,070</td>
<td>$5,260</td>
<td>$10,810</td>
</tr>
</tbody>
</table>

### Total of Sections I and II:

<table>
<thead>
<tr>
<th>Total Amount</th>
<th>CNCS Share</th>
<th>Grantee Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>$124,000</td>
<td>$100,000</td>
<td>$24,000</td>
</tr>
</tbody>
</table>

## B. Federally-Approved Indirect Cost Rate

<table>
<thead>
<tr>
<th>Cost Type: Fixed; Cost Basis: Total Direct Costs; Rate: 12.96% Basis: $124,000 * 12.96% = $16,070</th>
<th>Total Amount</th>
<th>CNCS Share</th>
<th>Grantee Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>CNCS Share (FAIDC): $100,000 * 4.21% = $4,210</td>
<td>$16,070</td>
<td>$5,260</td>
<td>$10,810</td>
</tr>
<tr>
<td>CNCS Share (Commission): $100,000 * 1.05% = $1,050</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grantee Share: $16,070 - $5,260 = $10,810</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Budget Guidelines

• **Helpful Tips:**
  1. Adhere to the budget instructions (both CNCS and MCSC).
  2. Classify budget line items in the correct budget category.
  3. Itemize costs and provide adequate descriptions and calculations to support costs.
  4. Budget amounts should be rounded to the nearest dollar (no cents allowed).
  5. Include MCSC’s 1.05% administrative cost retainer.
  6. Ensure the minimum required match is reflected in the budget.
  7. Adhere to the Cost per MSY limits.
  8. Identify the sources of match in the budget template.
  9. Check and double-check your math.
Financial Management Capability

- **Requirement (2 CFR 200.501):**
  - A non-federal entity that expends $750,000 or more in federal awards in a fiscal year must have a single audit (also known as an A-133 single audit) conducted by an external evaluator.
  - A non-federal entity that expends $750,000 or more in federal awards under only one federal program must have a program-specific audit conducted by an external evaluator.
  - A non-federal entity that expends less than $750,000 in federal awards in a fiscal year must conduct an internal or external evaluation of the program.

CNCS notes a threshold of $500,000 specific to annual CNCS program grants.
Financial Management Capability

- **Compliance & Documentation:**
  - **General Deadline:** Generally, the audit must be completed and the data collection form and reporting package submitted within 30 calendar days after receipt of the auditor’s report(s) or nine months after the end of the audit period. *(Ref: 2 CFR 200.512)*
  - **Documentation:** MCSC requires all current sub-grantees to submit a copy of the single audit *(formerly known as the A-133 audit)*, if applicable, or the most recent audited financial statements with the grant application.
    - Auditors and auditees must ensure their respective parts of the reporting package do not include protected personally identifiable information.
Performance Measures Guidelines

• **Note:** Performance measures should be consistent over the life of a three-year grant cycle so that progress can be measured over time.
  - If a sub-grantee’s current measures are not serving the program well, then the sub-grantee may choose to revise their measures as part of the continuation request.

• **Grant Requirement:** If any proposed changes in the continuation narrative will have an impact on performance measures (*e.g. increase in Members, change in intervention delivery, etc.*), the applicant must provide updated Performance Measure worksheets.
Performance Measures Guidelines

For Competitive Continuation Applicants:

- **Overview:** Competitive continuation applicants requesting expansions should not modify performance measures. If the request is approved, then the applicant will be invited to modify performance measures.

- **Instructions:** Requests for expansion should be described in the Continuation Narrative. The narrative should address:
  
  - What type of expansion is being requested? (In Members?)
  - What is the level of increase being requested?
  - A justification that includes an explanation of the problem/need that will be met, how or whether Member activities will differ from those already outlined, and a description of the organizational capacity to support the expansion (including organizational staffing and experience to manage the expansion and ensure quality and compliant programming and Member experience).
  - How the expansion would change the application performance measures.
Performance Measures Guidelines

• **Helpful Tips:** Review the Performance Measures Instructions to ensure the following:
  – Outputs and outcomes still meet the selection criteria noted on pgs. 4-7 of the instructions.
  – Outputs and outcomes are correctly identified as such.
  – An outcome only measures **one** change or benefit.
  – All performance measures are aligned.
  – Interventions and target beneficiaries satisfy the definitions outlined for each output and outcome measure.
  – Data collection methods meet the basic criteria outlined by CNCS.
Performance Measures Guidelines

- Note for Education Programs (*Tutoring, Mentoring, & Teacher Corps Programs*):
  - If you use the **state standardized test** as data to support improved academic performance, you **must** demonstrate that it is appropriate for your circumstance. **Provide a justification that explains**:
    1. How the test is sufficiently tailored to the material taught;
    2. How the timeline for obtaining test data will meet national service reporting requirements; and
    3. Why gains in the test are likely to be attributable, in part or in whole, to the efforts of national service participants.
  - Double check your performance measures to ensure they adhere to the output and outcome changes effective in FY2015.
Additional Attachments

• **Logic Model**
  – If any proposed changes have an impact on the program (*e.g.* increase in Members, expansion to new sites, adjustments to output/outcome measure targets), then an updated logic model that reflects proposed changes must be submitted.

• **Evaluation Plan**
  – If the applicant has made any revisions to the evaluation plan submitted in Year 1 of the re-compete three-year cycle, then the applicant must submit an updated evaluation plan as an attachment.

• **Letters of Support/Commitment or MOUs/MOAs**
  – If the applicant is expanding into new service site locations, then letters of support/commitment or signed MOUs/MOAs must be submitted as an attachment.
Reminder: Equipment Policy

• **MCSC POLICY (EQUIPMENT):**
  - It is the policy of the MCSC that funded programs **should not** purchase office equipment such as: computers, printers, copiers and other office equipment **with federal funds.**
    - Equipment is any tangible, non-expendable personal property having a useful life of more than one year and acquisition cost of $5,000 or more per unit.
  - At no time should a funded program reallocate funds to purchase office equipment.
  - Programs must be aware that the use of all grant funds must be in compliance with CNCS statutes, terms and conditions as well as MCSC policies.
**Reminder: Records Retention Policy**

- AmeriCorps Programs **must** retain all records as follows (regardless of funding status):
  
  - **Financial Records**
    - 3 years from submission of the final Federal Financial Report (submitted by the Commission, not the program)
    - If there is an on-going audit at the conclusion of the retention period, then records must be retained until all audit findings are resolved and final action taken.

  - **Member Records**
    - 7 years after [Member] service has been completed
Submission Requirements

• Submit an electronic copy of the narrative in Microsoft Word format to jerron.johnson@ded.mo.gov (You may cc your assigned program officer.); and

• Submit one single-sided original AND three (3) single-sided copies of the complete application in person or via carrier to:

  Missouri Community Service Commission  
  Harry S. Truman State Office Building  
  301 W. High St., Room 770  
  P.O. Box 118  
  Jefferson City, MO 65101-1517

Competitive continuation applicants should email the narrative and any attachments to their assigned program officer. Further submission instructions will be provided.
### Timeline: Competitive Continuation

<table>
<thead>
<tr>
<th>DEADLINE</th>
<th>AC STATE COMPETITIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, December 18, 2015 (by 5:00 pm)</td>
<td>Draft applications due to assigned MCSC program officer</td>
</tr>
<tr>
<td>Wednesday, January 13, 2016 (by 5:00 pm)</td>
<td>Final applications due to MCSC (eGrants)</td>
</tr>
<tr>
<td>Friday, May 13, 2016</td>
<td>Anticipated Date of Award Notification</td>
</tr>
</tbody>
</table>

*MCSC will contact competitive applicants regarding CNCS’s clarification period upon notification. We anticipate April 2016.*
### Timeline: Formula Continuation

<table>
<thead>
<tr>
<th>DEADLINE</th>
<th>AC STATE FORMULA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, March 11, 2016 (by 3:00 pm)</td>
<td>Final applications due to MCSC</td>
</tr>
<tr>
<td>Friday, April 22 – Friday, April 29, 2016</td>
<td>Clarification Period</td>
</tr>
<tr>
<td>Friday, May 20, 2016</td>
<td>Anticipated Date of Award Notification</td>
</tr>
</tbody>
</table>

*Formula applicants are not to enter applications into eGrants until permitted by MCSC.*
Technical Assistance

Technical assistance questions may be directed to MCSC staff Monday – Friday, 9:00 AM – 4:30 PM (CST) up until Wednesday, March 9, 2016.

Don Stamper, Executive Director
(573) 751-5012; don.stamper@ded.mo.gov

Jerron M. Johnson, Chief Field Program Officer
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CONCLUSION

Application instructions and templates are available at:
https://www.movolunteers.org/grants.htm

THANK YOU!!