

## Notice of Request for Proposals

**Federal Agency Name:** AmeriCorps  
**Funding Opportunity Title:** Fiscal Year (FY) 2026 AmeriCorps State and National Formula Grant of the Puerto Rico Commission for Volunteerism and Community Service  
**Announcement Type:** Initial Announcement

**Disclosure:** Publication of this Request for Proposals Notice does not obligate the Puerto Rico Commission for Volunteerism and Community Service (the Commission) to award any specific number of grants or to commit any amount of funds. The actual amount, timeline, and grant awards process will be subject to annual federal funding appropriations and the Commission’s resulting allocation. The Commission reserves the right to recommend the award of Planning Grants to those proposals that qualify.

### Important Dates

- Applications are due no later than **Friday, May 8, 2026**, by 5:00 p.m. Atlantic Time. Selected applicants will be notified mid-July 2026
- Successful applicants will be notified by **mid-September 2026**.
- Approved projects are expected to begin on **October 1, 2026, and end on September 30, 2027**.

**IMPORTANT:** Applications must be submitted using the platform provided by the Commission. The AmeriCorps eGrants platform will not be used for this funding opportunity

**Table of Contents**

**NOTICE OF REQUEST FOR PROPOSALS..... 1**

**A. PROGRAM DESCRIPTION..... 4**

- A.1. Purpose of AmeriCorps State and National Funding.....4
- A.2. Funding Priorities .....4
- A.3. Performance Goals or Expected Outcomes .....5
- A.4. Program Authority .....5

**B. FEDERAL AWARD INFORMATION ..... 5**

- B.1. Estimated Available Funds .....5
- B.2. Estimated Award Amount .....5
- B.3. Period of Performance.....6
- B.4. Type of Award.....6
- B.5. Cost Sharing or Matching.....6
  - Match Waiver.....7*

**C. ELIGIBILITY INFORMATION..... 7**

- C.1. Eligible Applicants .....7
  - Minimum Requirements .....7*
- C.2. Other Eligibility Requirements .....7

**D. APPLICATION AND SUBMISSION INFORMATION ..... 8**

- D.1. Content and Form of Application Submission .....8
  - D.1.a. Application Content.....8*
  - D.1.b. Page Limits .....8*
- D.2. Unique Entity Identifier and System for Award Management (SAM).....9
- D.3. Submission Dates and Times.....9
  - D.3.a. Application Submission Deadline .....9*
  - D.3.b. Additional Documents Deadline .....9*
  - D.3.c. Late Proposals .....10*
- D.4. Intergovernmental Review ..... 10
- D.5. Funding Restrictions ..... 10
  - D.5.a. Award Funding Requirements.....10*
  - D.5.b. Indirect Costs.....11*
- D.6. Other Submission Requirements ..... 12
  - D.6.a. Application Submission.....12*
  - D.6.b. Submission of Additional Documents.....12*

**E. APPLICATION REVIEW INFORMATION..... 13**

- E.1. Selection Criteria..... 13
  - E.1.a. Executive Summary, 0 percent:.....13*
  - E.1.b. Program Design, 50 percent:.....14*
  - E.1.c. Organizational Capability, 25 percent: .....17*
  - E.1.d. Cost-Effectiveness and Budget Adequacy, 25 percent: .....17*
  - E.1.e. Evaluation Plan Summary, 0 percent: .....17*
  - E.1.f. Amendment Justification, 0 percent: .....18*
  - E.1.g. Clarification Information, 0 percent:.....18*
  - E.1.h. Continuation Changes, 0 percent: .....18*

- E.2. Review and Selection Process..... 18
  - E.2.a. Initial Application Compliance and Eligibility Review.....18*
  - E.2.b. Pre-Award Risk Assessment .....18*
  - E.2.c. Consideration of Integrity and Performance Information .....20*
  - E.2.d. Application Evaluation .....20*
  - E.2.e. Selection for Funding .....20*
  - E.2.f. Applicant Resolution.....21*
- E.3. Feedback to Applicants .....21
- E.4. Transparency in Grantmaking .....21
- F. FEDERAL AWARD ADMINISTRATION..... 21**
  - F.1. Federal Award Notices.....21
  - F.2. Administrative and National Policy Requirements.....22
    - F.2.a. Uniform Guidance .....22*
    - F.2.b. Requests for Monitoring or Payment Integrity Information .....22*
    - F.2.c. AmeriCorps Terms and Conditions.....22*
    - F.2.d. National Service Criminal History Check Requirements .....22*
  - F.3. Use of Material .....22
  - F.4. Reporting .....22
  - F.5. Continuation Funding Information and Requirements .....23
- G. FEDERAL AWARDED AGENCY CONTACTS..... 23**
- H. OTHER INFORMATION..... 23**
  - H.1. Technical Assistance .....23
  - H.2. Re-Focusing of Funding.....23
- I. IMPORTANT NOTICES ..... 24**

# NOTICE

## A. PROGRAM DESCRIPTION

### 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:

Faith-Based:

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

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:

- **Enhanced 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.
- **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.

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**

The Commission reserves the right to prioritize awarding formula funds to existing, new, and planning projects. The total amount of funds is subject to the availability of the annual allocation.

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

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

### B.3. Period of Performance

Applicants must submit a one-year budget, from October 1, 2026 to September 30, 2027. Continuation of the grant in subsequent years is not guaranteed, as it will depend on the availability of the funding allocation and the organization's satisfactory performance in managing the approved project.

### B.4. Type of Award

AmeriCorps Operating Grants:

The Commission awards a Cost Reimbursement grant to applicants who meet the requirements.

ASN Formula Grant	Cost Reimbursement
Maximum Cost per MSY*	\$25,200
Type of Slots in the National Service Trust**	FT, TQT, HT, QT, MT,
Budget Submission Required	Yes
Match Funds Requirements	Yes
Reimbursement Reporting Requirements	Yes
Available to new Applicants	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.

\*\*FT = Full Time, TQT = Three Quarter Time, HT = Half Time, QT = Quarter Time, MT = Minimum Time.

Use Mandatory Supplemental Information (MSI) for further requirements

### B.5. Cost Sharing or Matching

Applicants are required to match funds provided by AmeriCorps. The applicant's match can be non-AmeriCorps cash and/or in-kind contributions. Applicants must show that they can meet the match requirement when they submit the application. Applicants must say in their application 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 Funding Year	Years 1,2, and 3	Years 4,5, and 6	Years 7,8, and 9	Years 10 +
Grantee Share Requirements	24%	26%	28%	30%

### Match Waiver

Organizations in their fourth grant year and beyond may request a waiver of the match requirement from the Commission, who will in turn submit the request to AmeriCorps.

## C. ELIGIBILITY INFORMATION

### C.1. Eligible Applicants

The following non-Federal organizations are eligible to apply:

- institutions of higher education;
- local governments, including school districts;
- nonprofit organizations; and
- states and US Territories.

*Applicants must have a [valid SAM registration and Unique Entity Identifier](#) to receive an award.*

Award recipients must maintain an active registration with the Puerto Rico General Services Administration (ASG) at <https://www.asg.pr.gov/> and with the Puerto Rico Department of Treasury Supplier Registry (Form SC 730).

**New Applicants:** The Commission encourages organizations that have not received funding from AmeriCorps before to apply, e.g., small community-based organizations, faith-based organizations, etc.

### Minimum Requirements

Proposals must meet the following minimum requirements:

- If the proposed service activities require members to have education, training, certification, or specialized knowledge, the applicant organization must describe how the program will comply with its requirements and those of AmeriCorps 45 CFR 2522.200.
- The proposed interventions must be evidence-based or evidence-informed.

### C.2. Other Eligibility Requirements

Even if an organization is otherwise eligible under C.1, an organization is not eligible if:

- It has violated a federal criminal statute.

- It proposes activities that are not allowed under AmeriCorps' laws, rules, or terms and conditions.
- It has any unpaid federal or local taxes that are not being paid through an agreement with the relevant tax authority.
- It is described in the [Internal Revenue Code of 1986, 26 U.S.C. §501 \(c\)\(4\)](#) and lobbies

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

This Notice should be read together with the [AmeriCorps regulations](#), [Application Instructions](#), [Performance Measure Instructions](#), and [Mandatory Supplemental Information](#). These documents are available at [www.comisionvoluntariado.pr.gov](http://www.comisionvoluntariado.pr.gov). You may also request a copy of the notice and instructions by emailing [comisionvoluntariado@fortaleza.pr.gov](mailto:comisionvoluntariado@fortaleza.pr.gov) or by calling 787-721-7000 ext. 1400

### **D.1. Content and Form of Application Submission**

#### **D.1.a. Application Content**

Complete applications must include the following elements:

- Presentation Form.
- Narrative Sections:
  - Executive Summary;
  - Program Design;
  - Organizational Capability;
  - Cost-Effectiveness & Budget Adequacy; and
  - Evaluation Summary/Plan.
- Performance Measures.
- Logic Model.
- Budget
- Continuation Changes.
- Clarification.
- Authorization, [Assurances](#), and [Certifications](#).

#### **D.1.b. Page Limits**

The Commission has established an 11-page limit. Applicants must ensure the submitted proposal does not exceed this limit.

- Narratives
  - Applications must not exceed 11 double-spaced pages for the Narrative.
  - The application sections that count towards the page limit include:
    - Presentation Form;
    - Executive Summary;
    - Program Design, Organizational Capability, and Cost-Effectiveness and Budget Adequacy narratives.

- The application page limit does not include:
  - Evaluation Summary/Plan;
  - Clarification Summary;
  - Continuation Changes;
  - Budget, Performance Measures; and
  - Any required additional documents.
- Logic Model
  - The Logic Model may not exceed eight (8).

## **D.2. 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](#).

AmeriCorps 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 applications submitted to the Commission.**

Applications must include a valid Unique Entity Identifier (UEI), which is generated as part of the SAM registration process. The Commission will not make awards to entities that do not have a valid SAM registration and UEI.

Applications must include a valid Employer Identification Number (EIN). The UEI and EIN must be entered correctly. Awards will not be granted to any entity that does not have a valid SAM registration, a UEI, and an EIN.

## **D.3. Submission Dates and Times**

### **D.3.a. Application Submission Deadline**

The application must be submitted using the platform provided by the Commission on or before **Friday, May 8, 2026, by 5:00 p.m.**

The Commission will not consider applications submitted after the deadline, except as indicated in Section D.3.c. Late Proposals. Should the deadline be extended, the Commission will post a notification on its website.

### **D.3.b. Additional Documents Deadline**

Additional documents have the same deadline as the proposal. See sections D.3.a Proposal Submission Deadline and D.6.b. Submission of Additional Documents for more information.

### D.3.c. Late Proposals

Any proposal received after the deadline published in this Notice, **Friday, May 8, 2026**, by 5:00 p.m. Atlantic Time will be considered a non-compliant proposal. To avoid this, applicant organizations 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;
  - Other documentation or evidence that supports the justification.
- Ensure that the Commission receives the written explanation and any other relevant evidence, via email to [comisionvoluntariado@fortaleza.pr.gov](mailto:comisionvoluntariado@fortaleza.pr.gov) no later than 24 hours after the deadline.

Communicating with Commission staff does not substitute for submitting a written explanation or justification of the extenuating circumstances that caused the delay, as outlined above. The Commission will determine whether to accept a late application on a case-by-case basis.

If an applicant organization fails to meet the proposal submission deadline and does not submit a written explanation or justification or present other evidence within the announced timeframe to avoid being declared non-compliant, it will be considered non-compliant. If the Commission upholds its determination of non-compliance, the applicant will not be evaluated or selected to receive a grant.

The Commission will not consider any request to submit a proposal after the established deadline. Carefully read and follow the instructions provided in this section and submit your proposal on time.

### D.4. Intergovernmental Review

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

### D.5. Funding Restrictions

#### D.5.a. Award Funding Requirements

##### 1. Member Living Allowance

A living allowance is not considered a salary or a wage. A living allowance must follow the limits in the table below.

**Table: Minimum and Maximum Living Allowance for FY 2026 Formula**

<b>Slot Types</b>	<b>Minimum # of Hours</b>	<b>Minimum Living Allowance</b>	<b>Maximum Total Living Allowance</b>
Full-time	1,700	\$20,400.00	\$40,800
Three Quarter-time	1,200	\$14,280.00	\$28,560

Half-time	900	\$10,200.00	\$20,400
Quarter-time	450	\$5,396.83	\$10,608
Minimum-time	300	\$4,317.46	\$8,568

## 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	Maximum
ASN Formula (cost reimbursement) for a Full-time member	\$25,200

## 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 their term of service to use the Education 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.5.b. Indirect Costs

Proposal budgets may include indirect costs. Based on qualifying factors, applicant organizations 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](#).”

Applicant organizations that have a federally approved indirect cost rate or that will use the 15 percent de minimis rate must indicate this in the budget form provided by the Commission.

## **D.6. Other Submission Requirements**

### **D.6.a. Application Submission**

Applications must be submitted using the platform provided by the Commission. The authorized representative of the organization must submit the application.

If circumstances make it impossible for an applicant to submit the application, applicants must follow the procedure described in section D.3.c. Late Proposals.

### **D.6.b. Submission of Additional Documents**

All documents must be submitted by the Applicants to the Commission using the platform provided by the Commission. Applicants cannot submit documentation directly to AmeriCorps.

Additional documents for all applicants:

1. Evidence documents. Please refer to the [Evidence Base section](#) and [Mandatory Supplemental Information](#) for detailed instructions by evidence tier.
2. Labor union concurrence, if applicable.
3. Operational and Financial Management Survey. All applicants regardless of funding level are required to submit an [Operational and Financial Management Survey - OFMS](#).

Additional documents for applicants proposing projects previously funded by AmeriCorps:

Evaluation Plan. Applicants who have received **three or more years** of funding for the same project being proposed should also provide an: Evaluation plan summary using the evaluation plan summary template. Evaluation plans are not scored and will not be assessed. Applicants approved for funding will be responsible for confirming they meet all evaluation requirements.

Evaluation Report. Applicants who have received **six or more years** of funding for the same project being proposed should also provide an Evaluation report. Please submit it using the platform provided by the Commission. The evaluation report should include a title page with:

- the AmeriCorps grant number for the project that was evaluated,
- the name of the project,
- the date of completion of the report,
- the evaluator name(s),
- evaluator organization name and,

- evaluator type (internal or external).

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 submitted using the platform provided by the Commission.

***Do not submit any items that are not requested in this Notice or Application Instructions. AmeriCorps will not review or return 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.

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.

<b>Categories/Subcategories</b>	<b>Percentage</b>
<b>Executive Summary</b>	<b>0</b>
<b>Program Design</b>	<b>50</b>
• <b>Community and Logic Model</b>	20
• <b>Evidence Tier</b>	12
• <b>Evidence Quality</b>	8
• <b>Notice Priority</b>	4
• <b>Member Experience</b>	6
<b>Organizational Capability</b>	<b>25</b>
• <b>Organizational Background and Staffing</b>	15
• <b>Member Supervision</b>	10
<b>Cost-Effectiveness and Budget Adequacy</b>	<b>25</b>
• <b>Member Recruitment</b>	8
• <b>Member Retention</b>	9
• <b>Data Collection</b>	8

#### **E.1.a. Executive Summary, 0 percent:**

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].

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.”

### **E.1.b. Program Design, 50 percent:**

#### **1. Community and Logic Model, 20 points**

The applicant will provide a detailed summary of the community problem, and an explanation of how the applicant’s intervention(s) will lead to the outcomes identified in the Logic Model.

The applicant must describe in the Logic Model

- The Problem: a brief summary of the community problem to be addressed by the intervention
- The inputs or resources that are necessary to deliver the intervention, including but not limited to:
  - Locations or sites in which members will provide services.
  - Setting and community condition where the intervention is delivered.
  - Number of AmeriCorps members who will deliver the intervention.
  - Characteristics of AmeriCorps members, including specific knowledge, skills, and abilities required to implement the intervention.
- The core activities that members will deliver as part of the intervention including:
  - Length of each activity (e.g., the total number of weeks, sessions, or months of the intervention).
  - Dosage of each activity (e.g., the number of hours per session or sessions per week).
  - Target population for the intervention (e.g., disconnected youth, third graders at a certain reading proficiency level).
- The measurable outputs that result from delivering the intervention (i.e., number of beneficiaries served, types and number of activities conducted). If applicable, identify which [National Performance Measures](#) will be used as output indicators.
- Outcomes that result from the intervention, including meaningful changes in knowledge/skill, attitude, behavior, or condition. If applicable, identify which National Performance Measures will be used as outcome indicators.

Programs should include short, medium, or long-term outcomes. Applicants are not required to measure all components of their Logic Model. The applicant's performance measures should be consistent with the program's Logic Model and should represent significant program activities.

Applicants with multiple interventions should include the above information for each intervention in the logic model.

## **2. Evidence Base, 20 points**

The assessment of an applicant's evidence base has two parts. First, the applicant will be assigned to an evidence tier. Second, the quality of the applicant's evidence, how the evidence aligns with funding priorities ([A.2 Funding Priorities section](#)), and how the evidence supports the proposed program.

### *Evidence Tier, 12 points*

Each applicant will receive an evidence tier assessment. This is based on the relative strength of the applicant's evidence base and the likelihood that the proposed intervention will lead to the outcomes identified in the Logic Model narrative.

AmeriCorps values and funds programs at all points along the evidence continuum and expects programs to progress along the evidence continuum over time. Thus, **applicants should not be deterred from applying for funding due to their current evidence level.**

In 2025, the evidence tiers of competing applicants recommended for AmeriCorps State and National funding were as follows: 57% Strong, 11% Moderate, 25% Preliminary, 7% Pre-Preliminary.

To qualify for the Preliminary, Moderate, or Strong evidence tier, applicants may submit up to two evidence documents, plus the evaluation report from their last three-year grant cycle, if applicable. If multiple evidence documents are submitted by the applicant, the most recent – as measured by the date of completion or publication– will be reviewed first, and any documents submitted beyond the allowable number will not be reviewed.

The intervention evaluated in the submitted evidence documents must match the intervention proposed by the applicant in the Community and Logic Model sections of the application. (Use the [Mandatory Supplemental Information](#) for a definition of same intervention). Applicants must meet all requirements of an evidence tier to be considered for that tier.

Submitted evidence documents that do not sufficiently match the intervention will not be reviewed or receive any points.

In the Evidence Tier section of the application narrative, applicants must:

- Summarize the study design and key findings of the evidence documents submitted, plus, if applicable, the evaluation report from their last three-year grant cycle; and
- Describe any other evidence that supports their program, including past performance measure data and/or other research studies that inform their program design.

Applicants should provide citations for the studies they describe.

*Evidence Quality, 8 points*

Reviewers will score the quality of an applicant’s evidence and the extent to which it supports the proposed program design.

Standards for scoring in the Preliminary, Moderate, or Strong evidence tiers:  
Submitted evidence documents:

- Are of satisfactory methodological quality and rigor for the type of evaluation conducted e.g., adequate sample size and statistical power, internal and/or external validity, appropriate use of control or comparison groups, etc.;
- Describe evaluations that were conducted relatively recently, preferably within the last six years; and
- Show a meaningful and significant positive effect on program beneficiaries or AmeriCorps members in at least one key outcome of interest.

Standards for scoring in the Pre-Preliminary evidence tier:

- The applicant uses relevant evidence, including past performance measure data and/or cited research studies, to inform their proposed program design;
- The evidence described is relatively recent, preferably from the last six years; and
- The evidence described by the applicant indicates a meaningful positive effect on program beneficiaries or AmeriCorps members in at least one key outcome of interest.

**3. Notice Priority, 4 points**

- Describe whether one or more of the AmeriCorps funding priorities is a significant part of the program focus and intended outcomes. Refer to A.2. for list of Funding Priorities.

**4. Member Experience, 6 points**

- Describe how AmeriCorps members will be provided opportunities for skill attainment, personal growth and connection to the community they are serving in support of a lifetime of civic participation.

### **E.1.c. Organizational Capability, 25 percent:**

#### **1. Organizational Background and Staffing, 15 points**

- Describe the roles, responsibilities, and structure of the staff that will implement and provide oversight of the program, including but not limited to demonstrating the organization has sufficient policies, procedures, and controls to effectively implement a federal grant.

#### **2. Member Supervision, 10 points**

- Describe how AmeriCorps members will receive sufficient guidance and support from their supervisor to provide effective service. That could include but is not limited to structure for member supervision: cadence and format of supervisor/member check-ins, member and supervisor opportunities to assess strengths and opportunities for growth, member training plan, etc.

### **E.1.d. Cost-Effectiveness and Budget Adequacy, 25 percent:**

#### **1. Member Recruitment, 8 points**

- Provide a description of budget expenses to support recruitment of AmeriCorps members best suited to serve the community.

#### **2. Member Retention, 9 points**

- Provide a description of budget expenses to support retention of AmeriCorps members. E.g., additional member benefits such as paying above the minimum living allowance, supporting workforce pathways, certifications, coaching for members, resume building, individual benefit as well as community building, network building, member recognition, alumni programming, etc.

#### **3. Data Collection, 8 points**

- Provide a description of budget expenses that support data collection and evaluation, including the process for collecting and maintaining high-quality performance data from your organization and community partners, how data will be analyzed, and how this will ensure timely and accurate reporting to AmeriCorps.

### **E.1.e. Evaluation Plan Summary, 0 percent:**

#### **Required for recompeting applicants:**

If the applicant has previously received three or more years of competitive funding for the same project being proposed, the applicant must submit an [evaluation plan summary template \(which includes Alternative Evaluation Approach request if applicable\)](#). Refer to [Additional Documents](#) for instructions for submitting the evaluation plan.

Applicants must use the [evaluation plan](#) summary template found on the Notice webpage to craft their evaluation plans. The evaluation plan will not be scored and will not be reviewed until after funding decisions have been made.

All new applicants must write 'N/A' in the Evaluation Summary or Plan narrative. Continuation applicants must write 'Document submitted by email' in this section.

**E. 1. f. Amendment Justification, 0 percent:**

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 percent:**

Enter N/A. This field will be utilized should an applicant be funded.

**E.1.h. Continuation Changes, 0 percent:**

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

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

The Commission will have external evaluators with relevant knowledge and experience to evaluate and make recommendations on eligible proposals. The purpose of the evaluation and selection process is to produce a diverse set of high-quality projects that represent the priorities and strategic considerations described in this Notice. The Commission evaluators' determinations may differ from what the applicant organization determined when submitting its proposal. The stages of the evaluation and selection process are as follows:

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

The Commission staff will do an initial compliance and eligibility check before reviewing applications. To pass this check, applicants must:

- Be an eligible organization,
- Have an active SAM registration, and
- Apply 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. The Commission reserves the right to recommend the award of Planning Grants to those proposals that qualify

**E.2.b. Pre-Award Risk Assessment**

Commission staff will assess each applicant organization to determine its capacity to manage federal funds. This assessment is in addition to evaluations regarding the eligibility and quality of its proposal based on the Selection Criteria (E.1). Decisions made regarding grant approval are based on this assessment. If the Commission determines that a grant will be approved for an applicant organization that presents risks when evaluated, the award may be subject to special conditions corresponding to the level of risk identified. Similarly, if the Commission concludes that the reasons for which the applicant organization received

a poor rating in the risk assessment are unlikely to be mitigated, its application will not be approved for funding.

The Commission may consider the following criteria when assessing risks:

**1. Thorough research and analysis, including:**

- Default or delay in payment of federal debt,
- Suspension and debarment from participation in other federal programs,
- Information available through the U.S. Office of Management and Budget (OMB) - information repositories from all sectors of government regarding eligibility qualifications or financial integrity, such as:
  - U.S. Treasury Bureau of Fiscal Services
  - System for Award Management (SAM),
- Reports and findings from Single Audits conducted in accordance with the Uniform Administrative Guidelines and findings from any other available audit or investigation
- IRS Tax Form 990
- Oversight.gov
- Public Litigation Records

**2. Operational and financial management, including:**

- Financial stability
- Operational and Financial Management Survey (OFMS)

**3. Past performance, including:**

- The applicant organization's history of managing prior AmeriCorps grants, agreements, or contracts, including but not limited to:
  - Compliance with reporting requirements.
  - Accuracy of reported data.
  - Validity of reported performance measure data.
  - Compliance with the terms and conditions of prior federal awards.
  - Capacity to effectively implement statutory, regulatory, or other requirements imposed on grant recipients.
  - Compliance with closeout of other grants
  - Compliance with matching fund requirements
  - The extent to which previously awarded funds were utilized before receiving future grants
  - Compliance with National Service Criminal History Check Requirements (NSCHC). See Section F.2.d. National Service Criminal History Check Requirements and the NSCHC website for more information.

**4. Other programmatic, fiscal, organizational, compliance, and fraud risks, including:**

- Publicly available information, including from the applicant organization's website.
- Amount of funds requested by the organization.
- Keyword search for prohibited activities.

### **E.2.c. Consideration of Integrity and Performance Information**

The Commission reserves the right to expand requirements and exercise its discretion to consult and consider information about any applicant organization that receives a grant. The Commission may consider comments from an applicant organization to make a judgment about the organization's integrity, business ethics, and performance history in managing federal awards, when completing the risk assessment posed by the applicant as stipulated in Section E.2.b. Risk Assessment of this Notice.

### **E.2.d. Application Evaluation**

#### **External Evaluation**

External evaluators will assess applications based on project design, evidence-based nature of the proposed intervention, organizational capacity, and cost-effectiveness and budget alignment. The Commission will recruit and select evaluators with demonstrated experience in AmeriCorps State and National (ASN) programs and/or in AmeriCorps focus areas, as well as their evaluation experience. External evaluators will be verified to have no conflict of interest.

#### **Internal Evaluation**

Commission staff will review and evaluate applications based on project design, evidence-based nature of the proposed intervention, organizational capacity, and cost-effectiveness and budget alignment.

#### **Post-Evaluation of Quality Control**

After the initial evaluation process is completed, Commission staff will verify the impartiality and consistency of initial results. Some applications may be selected for post-evaluation quality control review. This additional level of evaluation will be used to ensure impartiality and ensure that no application was at a disadvantage in the original evaluation. Following this review, staff will prepare a summary of each application received.

#### **Commissioner Vote**

Commission professional staff present a summary of applications to the Commission's Board of Directors (the commissioners). After analyzing each summary, the commissioners vote for or against including the application in the portfolio of applications to the AmeriCorps State and National program that the Commission will submit to AmeriCorps for final approval.

### **E.2.e. 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](#);
  - Meaningful representation of:

- rural communities, and
- innovative community strategies; and
- The Commission discretion to advance strategic goals.

In selecting applicants to receive awards under this Notice, the Commission will try to include a diverse portfolio of applications based on staff recommendations, alignment with selection criteria, and strategic considerations.

**The Commission reserves the right to adjust or make changes to the review process, if unforeseen circumstances make it impossible, impracticable, or inefficient to conduct the review process as planned.** The Commission reserves the right to re-focus program dollars under this Notice in the event of disaster or other compelling needs.

An applicant denied any portion of funding may request reconsideration of a funding decision within 5 business days of receiving notice of their denial. Reconsideration will only be granted if there is clear and substantial error. Any reconsideration of denied applications is entirely subject to the agency’s discretion.

#### **E.2.f. Applicant Resolution**

After the application review process, before any grant awards are issued, the Commission may ask an applicant for additional information to address any application compliance or risk issues. If an applicant does not respond to these requests by the deadline, then the applicant may be denied funding.

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

Any applicant may receive the results of their application evaluation upon receiving the determination, if requested.

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

The Commission is committed to transparency in grant-making. A list of all approved applications for new and continuation applications will be published on the Commission web page within 90 business days after all grants are awarded.

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

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

The Commission anticipates announcing the results of this funding opportunity by mid-September 2026 contingent on the final approval of AmeriCorps. 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 contract signed by the Office of the Governor, the Commission, and the recipient organization, and is registered

with the Office of the Comptroller of Puerto Rico, is the document that authorizes the start of grant activities. An awardee may not expend Federal Funds until the start of the Period of Performance identified on the notice of approval.

## **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 Parts 200](#) and [2205](#).

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

AmeriCorps, through the Commission will request information 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 2026 AmeriCorps General Terms and Conditions, and the FY 2026 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 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. Every organization that receives an AmeriCorps grant is required to comply with this requirement, as mandated by AmeriCorps

## **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 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 that are due at specific times during the life cycle of an award. All reports must be accurate, complete, and submitted on time.

Once the grant is awarded, recipients will be expected to have in place 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):

- Data measures what it intends to measure
- Data reported is complete
- Grantee collects data in a consistent manner
- Grantee takes steps to correct data errors
- Grantee 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 2026 are considered continuation applicants. Continuation applicants must submit an application to be eligible to receive funding for the FY 2026 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.

To be approved for continuation funding, recipients must be in good standing. Continuation application review will also be based on progress reports, the federal financial report, evaluation plans, and the Commission 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.

The Commission reserves the right to award applications in an amount less than the requested level of funding.

### **G. FEDERAL AWARDING Agency Contacts**

For more information, call (787) 721-7000 EXT 1400 or send an email to [comisionvoluntariado@fortaleza.pr.gov](mailto:comisionvoluntariado@fortaleza.pr.gov).

### **H. Other Information**

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

The Commission is available to respond to questions about this Notice of Request for Proposals.

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

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

## **I. IMPORTANT NOTICES**

**This Notice of Funding Opportunity is based on the funding opportunity ASN of AmeriCorps for the fiscal year FY 2026, *ASN Grant Assistance Listing Number 94.006***