



AmeriCorps Seniors' American Rescue Plan American Rescue Plan Augmentation Request Guidance

Create an amendment request in eGrants and email your Portfolio Manager by
Thursday, August 19, 2021

Purpose:

American Rescue Plan (ARP) Augmentation funding will provide the opportunity for current AmeriCorps Seniors grantees who are in year 1 of the three-year performance period (grant numbers 21SXXXXXXX) or in year 2 of the three-year performance period (grant number 20SXXXXXX) to request an augmentation. Grantees in year 3 of their three-year performance period (grant numbers 19SXXXXXX), who are ending their project year in 2022, will not be eligible to request an augmentation, but they will be able to participate future ARP grantmaking opportunities.

Grantees may use augmentation funds of at least \$50,000 or more to **temporarily** expand their current grants to meet the needs of their communities and/or expand services to communities nearby in the following areas:

- Contact tracing
- Vaccination Programs
- Vaccination education and navigation services
- Children and youth learning loss

The following National Performance Measures are to be used to assist grantees in tracking and reporting how ARP funds have supported their communities:

- **FGP Focus Areas:**
 - Education
 - School Readiness
 - K-12 Success
 - Healthy Futures
 - Access to Care
- **SCP Focus Areas:**
 - Healthy Futures
 - Aging Place
 - Access to Care
- **RSVP Focus Areas:**
 - Education
 - School Readiness
 - K-12 Success
 - Healthy Futures
 - Aging in Place
 - Access to Care
 - Disaster Services
 - Assistance Provided

By accepting additional ARP funds, you agree to increase your Unduplicated Volunteer or Volunteer Service Years.

- For AmeriCorps Seniors RSVP programs, for every \$1,000 of ARP Augmentation funding, at least one unduplicated volunteer must be assigned to a National Performance Measure outcome.





- For example, if a grantee request \$50,000 in ARP Augmentation funds, they will need to place 50 AmeriCorps Seniors unduplicated volunteers into one of the National Performance Measure listed above.
- For AmeriCorps Seniors FGP and SCP programs, for every \$6,500 in federal funding, at least one Volunteer Service Year's (VSY's) worth of service must be placed in workplans that result in National Performance Measure outcomes for the selected focus area.
 - For example, if an AmeriCorps Seniors FGP program requests \$50,000 in ARP Augmentation funds, they will need to place 8 VSYs into the FGP National Performance Measure outcome listed above. ($\$50,000/\$6,500=7.69$ and rounds up to 8 VSYs)

All ARP funds and National Performance Measure outcomes must be met by the end of the three-year performance periods (March 30, 2023 for April start date grantees or June 30, 2023 for July start date grantees.)

Match requirements will continue to be waived for fiscal year (FY) 21 and will remain in effect for ARP funds requested if carried forward into FY 22.

To assist in submitting an American Rescue Plan Augmentation, AmeriCorps Seniors has prepared a step by step guide to create an amendment and what information should be entered to meet the ARP guidance for this augmentation opportunity.

Processes and Guidance:

Creating and Amending an Application:

1. Open the [home page](#) of eGrants.
2. Click **Amendment**, located in the **Creating an Application** menu. The **Existing Applications** page opens.
 - Initiate an amendment on the 2021 program application (*21 application ID number*)
 - *If you have no applications that can be amended, a message will be displayed that reads "No applications are in an amendable state at this time." Contact the Hotline for assistance and notify your Portfolio Manager of this issue.*
3. Click the **amend** link located next to the grant you wish to amend.
 - a) Select the following amendments:
 - a. Revise Narrative
 - b. Modify Performance Measures or Work Plans
 - c. Revise Budget
 - d. Modify Awarded Slots/Mbrs/VSYs
 - e. Change Service Area (if applicable)
 - b) Enter the following statement as the reason for the amendment request:
 - a. "Request ARP funds to expand current programing and services."
4. Edit your application as required.



Other Narrative

1. **ONLY update** the **Other Narrative** of the Narrative Section. Cut and paste the questions with your answers included into the Other Narrative Section. * If items are in red, they should be replaced with answers. Please be concise and not exceed 1 page.
 1. The total amount requested in ARP Augmentation funds is **\$XX,XXX**. *Note: Augmentations must be at least \$50,000 per grant or they will not be approved
 2. This ARP augmentation will increase the programs Unduplicated Volunteers or VSY by: **XX** *Note: Cost per Unduplicated Volunteer and Cost per VSY applies to this request. Take the total amount request divided by either \$1000 for RSVP programs or \$6,500 for FGP/SCP programs to obtain the total number of Unduplicated volunteers/VSYs that will be added to National Performance Measures for the remainder of the three-year performance period.
 3. This program plans to use these funds to address 1) contact tracing, 2) vaccination programs, 3) vaccination education and navigation services and/ or 4) children and youth learning loss *Note: Must at least indicate one of the four options.
 4. Provide responses to the following questions:
 1. Please describe the current community need, and whether the community is currently included in your approved work plan. What are the anticipated outcomes by meeting this need?
 2. Describe how the proposed community to be served is a population AmeriCorps prioritizes to serve (for example, diversity of community; whether/how it has been impacted economically as a result of the COVID 19 pandemic; role the impacted community has in program design (for example, will you recruit volunteers from the impacted community, and/or will the community serve as beneficiaries of proposed service?).
 3. What are the current hurdles to meet the critical community need and why/how can AmeriCorps Seniors meet that need?
 4. Provide assurance these funds will be tracked separately, and activities will be tracked separately from the previously awarded grant.
 5. "The ARP funds will serve the Geographic Service Area as currently listed in this grant." or "The ARP Funds will be temporarily expanded to included: and list additional counties."

Work Plan Section

1. Click Add New Performance Measure.



2. Add the Performance Measurement that matches your program options listed below. You must add a new Performance Measure, not update an existing one.

3. Performance Measure Options:

• **FGP Focus Areas:**

- Education
 - School Readiness
 - K-12 Success
- Healthy Futures
 - Access to Care

• **SCP Focus Areas:**

- Healthy Futures
 - Aging Place
 - Access to Care

• **RSVP Focus Areas:**

- Education
 - School Readiness
 - K-12 Success
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 - Access to Care
- Disaster Services
 - Assistance Provided

4. In the Community Need, your statement **must start** with “**ARP Performance Measure.**”

Budget Items

1. Add the line items that the ARP Augmentation funds will be used for. Even if the item is already listed, you must add line items with the note **ARP FUNDS.**

Geographical Service Areas (GSAs)

1. Update if adding additional GSAs with “**ARP GSA: List each additional GSA separated by a semicolon.**” Additional GSA are not a permanent addition to your grant and will only be in place during this approved augmentation.
2. Click **SUBMIT.** The amended application is submitted to the AmeriCorps for consideration.

Next Steps:

1. Email your Portfolio Manager that you have submitted the ARP Augmentation Request. Include APP ID.
2. Your Portfolio Manager will review and complete the following:
 - Approved: Review and process request.
 - Request Edit: Email list of items you need to update before approval can be granted.
 - Decline: Notify you that your request has been declined for not meeting the ARP requirements.
3. You can track your augmentation status in eGrants.