

## ADDENDUM I

12/26/2006

### Additional Information for Bidders

These companies have developed healthcare programs for AmeriCorps programs. You do not have to use any of these companies. The Delaware Commission does not endorse these companies. However, all fulltime AC members must receive healthcare coverage. This information will help you with your grant applications. [http://www.americorpsbenefits.com/grantee/private/overview\\_2005.htm](http://www.americorpsbenefits.com/grantee/private/overview_2005.htm) BCS Insurance Co.

<http://www.nascc.org/healthinsurance.htm> National Association of Service and Conservation Corps (NASCC)

<http://www.src-web.com/public/index2.html> SRC (803) 865-3737

Project Star provides some great information on aligned Performance Measures [http://nationalserviceresources.org/resources/online\\_pubs/perf\\_meas/pmtoolkit.php](http://nationalserviceresources.org/resources/online_pubs/perf_meas/pmtoolkit.php) as well as samples

[http://www.nationalserviceresources.org/resources/online\\_pubs/perf\\_meas/sets\\_perf\\_meas.php](http://www.nationalserviceresources.org/resources/online_pubs/perf_meas/sets_perf_meas.php)

Do remember to mentally begin every logic model with the 'unmet community need'.

Project Star is also a resource for AC program evaluation information;

[http://www.nationalserviceresources.org/resources/online\\_pubs/perf\\_meas/eval\\_resources.php](http://www.nationalserviceresources.org/resources/online_pubs/perf_meas/eval_resources.php)

The following is the Scoresheet for the 2007 AmeriCorps\*State applications.

**Reviewer Name:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Conflict of Interest Certification Statement Attached:**

**Confidentiality Statement Attached:**

**PY2007/08 AMERICORPS PROGRAM  
SELECTION CRITERIA**

**We use the following criteria to determine quality and select programs and projects that will receive assistance.**

**I. PROGRAM DESIGN (50 points total)                      Notes:**

**Rationale & Approach (10 points)**

- Well-documented compelling community need
  
- Well-designed activities & member roles
  
- Well-defined and measurable outputs & outcomes
  
- Well-defined plan for self-assessment & improvement
  
- Well-defined plan for community involvement
  
- Relationship to other Nat'l & Community Service programs?
  
- Description of ability/potential to replicate program design

**Rationale & Approach** \_\_\_\_\_  
(10 possible points)

**Member Outputs & Outcomes (20 points)**

**Notes:**

- Effective plans for recruitment & recognition of AC members
  
- Well-designed member development, member training, & member supervision plan
  
- Well-designed activities that promote an ethic of service and civic responsibility
  
- Current grantees only, well-designed plan for member enrollment & retention
  
- Current grantees only, describe successes in meeting measurable outputs & outcomes

**Member Development Score: \_\_\_\_\_**  
(20 possible points)

**Community Outputs & Outcomes (20 points)**

**Notes:**

- Description of the extent to which activities propose to meet compelling community needs
  
- Well defined plans to ensure impact of program is sustainable beyond federal AC support
  
- Developing, recruiting and supporting volunteers, and role members will play in volunteer recruitment & support
  
- Description of capacity building of grantee agency through AC grant &/or AC members

**Community Outputs & Outcomes**

**Score:** \_\_\_\_\_  
(20 possible points)

## II. ORGANIZATIONAL CAPABILITY (25 points)

Notes:

- Ability to provide sound programmatic and fiscal oversight
- Sound organizational structure (ie Board, Admin, Staff) ; *look for experience or ability to administer a federal grant*
- Well-defined plan for self-assessment & improvement
- Well-designed plan or systems for technical assistance, use of agency resources, & support
- **Description of Organizational Accomplishment –**
- Including volunteer generation & support
- Leadership within organization and target community
- Ability to meet match
- **Ability to secure community support—**
- Collaboration
- Financial support
- Diversity of stakeholders
- Any special circumstances

**Organizational Capability Score: \_\_\_\_\_**  
(25 possible points)

**III. COST EFFECTIVENESS &  
BUDGET ADEQUACY  
(25 points total)**

**Notes:**

**Cost-effectiveness (15 points)**

- Cost per MSY?
- Diversity of financial support?
- Current grantees only, description of extent of cost share/match and how agency will meet proposed 4<sup>th</sup> year increases

**Adequacy of budget to support program design (10 points)**

**Cost Effectiveness & Budget  
Adequacy: \_\_\_\_\_  
(25 possible points)**

Applicant Name \_\_\_\_\_

**SCORE**

**Section I. Program Design** \_\_\_\_\_ **(50 possible points)**

**Rationale & Approach Score:** \_\_\_\_\_  
(10 possible points)

**Member Outputs & Outcomes Score:** \_\_\_\_\_  
(20 possible points)

**Community Outcomes & Outcomes Score:** \_\_\_\_\_  
(20 possible points)

**Section II. Organizational Capability** \_\_\_\_\_ **(25 possible points)**

**Section III. Cost Effectiveness & points)** \_\_\_\_\_ **(25 possible points)**

**Budget Adequacy**

**Cost Effectiveness:** \_\_\_\_\_  
(15 possible points)

**Budget Adequacy** \_\_\_\_\_  
(10 possible points)

**TOTAL SCORE** \_\_\_\_\_

\_\_\_\_\_  
*Signature of Reviewer*

\_\_\_\_\_  
*Date*

## QUESTIONS

as received through 12/26/06

1. *Do we place the narrative within the form, or on a separate sheet? (such a a word document)* I am not sure about this question--- You will be submitting a paper application per the instructions given in the 2007AmeriCorps\*State Guidelines. Only selected finalists will be asked to submit electronic documents. You must submit 'Letter of Intent' (Appendix A) as page one. Your AmeriCorps proposal (or grant application) should be a written document, easy to read, with goals, objectives and activities aligned in order to achieve an unmet community need.

This is a good place to remind all bidders to refer to the

**“SUBMISSION REQUIREMENTS, 2007 AmeriCorps\*State RFP Timeline”** p.29. Once the finalists are selected, negotiations will occur 1/18/2007, and then applications must be 'copy&pasted' into eGrants no later than 1/22/07. Things will move quickly. Please be prepared.

2. *In section E Cost effectiveness... there are no questions only statements. Do we place just the numbers? could I have some clarity on this?* (p 25) A bidder really must use her/his best knowledge and practices in this application. I have attempted to craft guidelines that satisfy federal and State regulations and yet remain concise. I apologize if some areas are not quite as precise as the reader may desire. The character count in parentheses, as identified in the application on page 16, is for eGrants only, and will only affect finalists. Were I a bidder, I would present a clear narrative of cost effectiveness and budget adequacy. This is 25% of your total score. There is another section that requests your proposed budget.
3. *In section C Program Design , section f, Relationship to other National and Community Service Programs...I do not understand what this is asking.are we supposed to collaborate with other AmeriCorps programs? how wouldwe know? this just is not clear.* The Corporation for National and Community Service funds more than just AmeriCorps\*State projects. If your agency collaborates with any other National and Community Service programs (please see the website as given in the application), this would be the place to address those collaborations.