Guidance: Volunteer Louisiana Request For Proposal (RFP)
Fiscal Year (FY) 2025 AmeriCorps State Grants
State Formula Process for New and Continuation Applicants

The Volunteer Louisiana Commission awards and administers federal grants from the AmeriCorps agency. AmeriCorps grants are awarded to eligible organizations proposing to engage AmeriCorps members in evidence-based or evidence-informed interventions/practices to strengthen communities through an approved national service position. Members may receive a living allowance and other benefits while serving. Upon successful completion of their service, members earn a Segal AmeriCorps Education Award from the National Service Trust that members can use to pay for higher education expenses or apply to qualified student loans.

RFP Timeline

Volunteer Louisiana invites current subgrantees and new organizations to apply for AmeriCorps funding through one of two processes. New applicants, as well as all current AmeriCorps State Formula programs applying as a continuation, will apply through the State Formula application process and timeline outlined in this RFP packet.

All current National Competitive programs, as well as State Formula programs applying as a recompete, will apply through the National Competitive Application Process described in the FY 2024 ASN Competitive Louisiana RFP document available on the Volunteer Louisiana Grant Opportunities page: https://volunteerlouisiana.gov/grant-opportunities

These RFPs are applicable to organizations that propose to place AmeriCorps members in service solely within Louisiana. If you are a national or multi-state applicant, please refer to the AmeriCorps' National list of Funding Opportunities.

FY 2025 Timeline for AmeriCorps State Grants: State Formula Applicants

Aug. 23, 2024	Volunteer Louisiana releases FY 2025 Request for Proposals
Jan. 5, 2025 by 11:59 p.m.	Deadline for organizations to submit Notice of Interest to Apply (NOI) via online survey **and** submit AmeriCorps 101 course completion or AmeriCorps ASN Academy course completion certificate.
Jan, 6, 2025	Volunteer Louisiana opens its State Formula Application process. Location will be announced on the Volunteer Louisiana Grant Opportunities webpage by Jan. 6, 2025
February 2025	Training and Technical Assistance sessions offered by Volunteer Louisiana for State Formula applicants (see page 2 for dates)
March 2, 2025 by 11:59 p.m.	State Formula applications due to Volunteer Louisiana. Location will be announced on the Volunteer Louisiana Grant Opportunities webpage by Jan. 6, 2025
March 12, 2025	Volunteer Louisiana Commission meeting and presentations from all recompete and State Formula applicants (required)
March 18 - 28, 2025	Volunteer Louisiana hosts clarification period for State Formula applicants
April 13, 2025	Final applications for State Formula programs due to Volunteer Louisiana (submitted through eGrants)
May 7, 2025	Volunteer Louisiana Commission meeting to consider funding for State Formula applications
Mid-May 2025	Volunteer Louisiana submits State Formula applications to AmeriCorps agency
Late July 2025	Notice of Grant Awards issued for State Formula applicants

Notice of Interest to Apply (NOI)

Once organizations complete the Notice of Interest to Apply (NOI), the Director of National Service will send

- Registration and/or recording links for Volunteer Louisiana Training and Technical Assistance Open Sessions, including the dates and times listed below
- and, instructions on accessing an AmeriCorps 101 online training module or AmeriCorps ASN Academy course – required to be completed by at least one representative for any **new** organization (does not have an FY24 AmeriCorps Louisiana grant)

State Formula Continuation organizations must file an NOI by Sunday, Jan. 5 at 11:59 p.m.

New State Formula applicants must file an NOI **and** submit their required AmeriCorps 101 online training module or AmeriCorps ASN Academy course certificate by Sunday, Jan. 5 at 11:59 p.m.

Welcome Sessions and Zoom Links

Volunteer Louisiana will host Welcome sessions to assist those interested in learning more about the State Formula application process on

Tues., Sept. 24	9 – 10 a.m.	https://zoom.us/j/97221038133?pwd=Sss38kHrNPq4LdM1P7I13gA3Jhf2bm.1
Wed., Sept. 25	2 – 3 p.m.	https://zoom.us/j/96856216593?pwd=Nmvyg3qBPN0fVlywgCnemYMzAuuOBI.1
Mon., Sept. 30	1 – 2 p.m.	https://zoom.us/j/93105045431?pwd=ibSdfQnOXuYTgFQuelezs9WAA5Gp5x.1
Thurs., Oct. 3	10 – 11 a.m.	https://zoom.us/j/95698404214?pwd=SlNwObp3vZpxUbfavzFVvulgFLG4on.1
Tues., Oct. 8	12 – 1 p.m.	https://zoom.us/j/96552026514?pwd=C0Oa2ASPLfma1xuKxesbveEVleXZZj.1
Wed., Oct. 9	11 a.m. – 12 p.m.	https://zoom.us/j/91984070350?pwd=gBkefmFXjVbh64GlIuQjyxf8YXEDWD.1
Mon., Oct. 14	9 – 10 a.m.	https://zoom.us/j/93828648596?pwd=0IJeX6UAcpYaLUHbNOP54e1FwxT8ep.1
Thurs., Oct. 24	1 – 2 p.m.	https://zoom.us/j/91411033871?pwd=MjENfgvHzl8X37V6zUblcYacETGIDa.1

Training and Technical Assistance with Zoom Links

Volunteer Louisiana encourages applicants to review AmeriCorps' Technical Assistance Information and Technical Assistance Webinars to:

- access ongoing assistance through the AmeriCorps Hotline (phone or e-mail)
- register for scheduled training, and
- review recorded trainings

These resources are published on the FY 2025 AmeriCorps State and National Grants webpage

https://americorps.gov/funding-opportunity/fy-2025-americorps-state-national-grants

Volunteer Louisiana is committed to offering helpful and equitable Training and Technical Assistance for all applicants and will host Technical Assistance Open Forums on Zoom

Tues., Feb. 4	9 – 10 a.m.	https://zoom.us/j/95908192169?pwd=EaWOs2z1kMwHieIyNzdMREKlb6YPZd.1
Wed., Feb. 5	2 – 3 p.m.	https://zoom.us/j/97293867681?pwd=ZSeNm0KeZJxhaiF769q3oAu8sTB064.1
Thurs., Feb. 6	2 – 3 p.m.	https://zoom.us/j/94867154366?pwd=QubOwlHFidzplTKmPmcXhTaMNklLzZ.1
Fri., Feb. 7	9 – 10 a.m.	https://zoom.us/j/95881757104?pwd=40aroWn02JzyQU2y4aEJGX7eyHaJan.1
Mon., Feb. 10	9 – 10 a.m.	https://zoom.us/j/98126500723?pwd=WZvwKP4ewu3tasCbaHbaAGbJQ99ubX.1
Tues., Feb. 11	2 – 3 p.m.	https://zoom.us/j/95847309097?pwd=etazazgIdGs5KyVfVwOsPL8vyQ6foq.1

Required and Optional Online Courses related to AmeriCorps and Grant Expectations

Volunteer Louisiana asks that a representative who will responsible for filing a New State Formula grant applicants complete the AmeriCorps 101 for Staff by January 5, 2025 at 11:59 p.m.

Required Online Course

AmeriCorps 101 for Staff   https://on3learn.digitalchalk.com/learn/americorps-101-for-staff-2
60 mins., On3Learn website
- You'll need to add the training to your "cart" and use the Coupon Code "LASUB21" to zero out the cost. This course is provided at **no cost** through Volunteer Louisiana. If you have trouble with the system accepting this code, please contact me via e-mail or phone. **Do not pay for this training at all.**
- When the video mentions "AmeriCorps State" grants and programs, those are guided by our Volunteer Louisiana Commission office in Baton Rouge (us).

Once you complete the course, download the certificate, and e-mail to jbrumfield@crt.la.gov

Optional Online Courses

ASN Academy Learning Path   https://americorpsonlinecourses.litmos.com/?LP=241807
Time varies per e-course, AmeriCorps' Litmos website
This a series of e-courses gives an overview of AmeriCorps State and National, from grants and programs to State Commissions and AmeriCorps members. The following four e-courses are helpful to understand AmeriCorps and the Volunteer Louisiana State Formula RFP process:
- ASN 101: Introduction to AmeriCorps State and National
- ASN 201: AmeriCorps State and National Grants
- ASN 301: Restrictions, Requirements, and Regulations
- ASN 401: AmeriCorps Members

In order to access this site, visit https://americorpsonlinecourses.litmos.com/self-signup/
  o Enter the required information
  o In the Code field, enter **CNCS-Litmos**
  o Click "Register." You can explore more and take any courses that interest you by visiting the Course Library
  o Additional Litmos access info is available here: https://www.americorps.gov/sites/default/files/document/How%20to%20create%20Litmos%20account.pdf

Various courses, On3Learn website https://on3learn.digitalchalk.com/delivery/catalog?tab=courses
On3Learn offers many supplemental courses to help applicants and organizations with grant awards navigate AmeriCorps' expectations and explore best practices. Follow the instructions in the Required Online Course section above to access these recommended e-courses and other e-courses:
- Developing and Integrating Logic Models
- Selecting and Developing Performance Measurements
- The AmeriCorps Evidence Series
- Understanding the AmeriCorps Budget - Part 1: Compliance & Technical Components
- Understanding the AmeriCorps Budget - Part 2: Budget Types & Financial Reporting