

**FREQUENTLY ASKED QUESTIONS  
PART 2**

*The American Recovery and Reinvestment Act  
AmeriCorps State and National Programs*

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**MATCH WAIVER AND MATCH REPLACEMENT**

*Definitions*

**Match Replacement:** A request for a waiver of the minimum match requirements or of your budgeted match over the minimum, with a request for Recovery funds to make up the missing match so you can continue to implement your program successfully.

**Match Waiver:** A request for a waiver of the minimum match requirements, with no request for Recovery funds to make up the missing match, because you are able to successfully implement the program with the lower level of match you have been able to secure.

**MATCH WAIVER AND MATCH REPLACEMENT SCENARIOS**

| If...  | Then...   |
|--|---|
| For our current 2008-2009 program, we can meet the minimum required match, but not our budgeted match amount which exceeds the minimum. We will not be requesting Recovery funds to make up the difference because we can successfully implement the program with the lower level of match we have been able to secure.                          | You do not need to do anything now, but should report your actual match on the FFR.   |
| For our 2009-2010 application pending with the Corporation, we can meet the minimum required match, but not our budgeted match amount which exceeds the minimum. We will not be requesting Recovery funds to make up the difference because we can successfully implement the program with the lower level of match we have been able to secure. | If you are approved for clarification, you will have the opportunity to adjust your budgeted match.   |
| For our current 2008-2009 program, we can't meet the minimum required match. We will not be requesting Recovery funds to make up the   | Since you are not requesting Recovery funds, you should request a match waiver using the regular procedure. Please contact your Corporation |

|   |  |
|---|--|
| difference because we can successfully implement the program with the lower level of match we have been able to secure.   | program officer.   |
| For our 2009-2010 application pending with the Corporation, we can't meet the minimum required match. We will not be requesting Recovery funds to make up the difference because we can successfully implement the program with the lower level of match we have been able to secure.                 | Since you are not requesting Recovery funds, you should request a match waiver using the regular procedure.          |
| For our 2008-2009 current program, we can meet the minimum required match, but not our budgeted match amount which exceeds the minimum and is necessary to implement our program as approved. We will request Recovery funds to make up the match that we need to successfully implement our program. | You should apply for a Recovery grant and follow the instructions for Match Replacement in the Application Guidance. |
| For our 2009-2010 application pending with the Corporation, we can meet the minimum required match, but not our budgeted match amount which exceeds the minimum. We will request Recovery funds to make up the match that we need to successfully implement our program.                              | You should apply for a Recovery grant and follow the instructions for Match Replacement in the Application Guidance. |
| For our 2008-2009 current program, we can't meet the minimum required match. We will be requesting Recovery funds to make up the match that we need to successfully implement our program.  | You should apply for a Recovery grant and follow the instructions for Match Replacement in the Application Guidance. |
| For our 2009-2010 application pending with the Corporation, we can't meet the minimum required match. We will be requesting Recovery funds to make up the match that we need to successfully implement our program.   | You should apply for a Recovery grant and follow the instructions for Match Replacement in the Application Guidance. |

## **MATCH WAIVER AND MATCH REPLACEMENT FAQs**

### ***1. Can Recovery funds be used for grantee match replacement for the 2008-2009 budget, the 2009-2010 budget, and a Recovery grant?***

Yes, you may request match replacement for your current program and/or your pending program, if awarded, and/or for a new Recovery grant. However, you must be able to demonstrate that you would otherwise have to reduce your approved member cohort or alter your program design significantly.

### ***2. Will we be at a competitive disadvantage for Recovery Act funds if we request Recovery match replacement for our current 2008-2009 grant, our pending 2009-2010 grant, and a Recovery grant?***

Funding additional members who will meet community needs stemming from the economic crisis is the Corporation's priority. We recognize that in the current economic climate some programs will require assistance with match for their current program, pending program, and for Recovery activities. Please ask for what you will need to implement your program(s) successfully understanding that you must demonstrate the necessity of the funding to maintain your current activities.

***3. Do we need to be concerned about the match replacement increasing our cost per MSY for current (2008-2009) programs and pending (2009-2010) applications?***

No. The cost per MSY for your 2008 and 2009 grants is calculated on those individual grant awards and does not include the Recovery Act funds.

***4. May we request an increase in cost per MSY for current (2008-2009) programs and pending (2009-2010) applications?***

No. You may only request an increase in cost per MSY for your Recovery grant.

***5. What is the rationale for allowing an increase of \$500 per MSY without justification?***

\$500 is a reasonable amount to allow for additional reporting requirements and the need to deploy members as soon as possible. If you request more than a \$500 increase you will be required to submit a justification.

***6. Is the match level for the Recovery funds the same as our match for the 2009-2010 program year, or will the required match be considered Year One at 24%?***

You will be required to match Recovery Act funds at the 2009-2010 match level.

***7. If an existing program is in Year 5 for the purpose of match, and they change their focus, would they revert to Year 1 for the purpose of match?***

No, in this case the program remains in Year 5 for the purpose of match as described in 45 CFR 2521.80.

***8. What information do we need to provide in order to request the match waiver?***

Please see the application instructions for guidance at <http://www.nationalservice.gov/about/recovery/index.asp#apply>.

**PURPOSE AND CHARACTERISTICS**

***1. Can Recovery funds be used to support additional members doing the same thing as our current members, rather than new members engaging in new activities focused specifically on the economy?***

You may apply for Recovery funds to support additional members to undertake the same or different activities than your current programming. However, you will have to discuss how the proposed activities will impact the current economic crisis in the application. We will expect more information in the application if you are applying to do something new, including our capacity and expertise to carry out the new activities.

***2. Are new members required to focus on the priority areas?***

New members are not required to address priority areas but priority in funding will be given to applications addressing one or more of the priorities.

***3. If we apply to carry out activities that fall in one of the identified priority areas, what will be different in the application from those not applying to carry out activities within one of the identified priority areas?***

If you are applying to carry out activities within one of the identified priority areas, you will enter standard performance measures in eGrants.

***4. Are Recovery funds limited to any specific line items in the budget?***

No. You may use Recovery funds for any allowable cost related to your Recovery project. Be mindful, however, that these funds are one-year, one-time only support that must be tracked separately from regular grant funds.

***5. If a current program has all full-time members, can the Recovery program have a mixture of members or do they also have to be all full-time?***

The Recovery slot configuration is not required to be the same as your present slot configuration.

***6. National grantees are required to operate in more than one state, but can we propose Recovery funding for just one site in one state?***

You may use Recovery funds to support a site or sites in just one state, since you are already operating your program in more than one state. This is a change from the answer given on last week's conference call.

***7. If we requested an expansion for a program in the regular 2009-2010 competition, should we also make this request as a Recovery grant in case the expansion is not funded in the regular competition?***

Make your Recovery request assuming that expansions will not be granted in the regular competition. If both are awarded, we will make adjustments during clarification. Please note in your application that your Recovery request duplicates a request for expansion in your 2009-2010 application.

***8. We are an AmeriCorps National Direct program, but do not currently have an AmeriCorps State grant. Would we be eligible to apply for State Competitive Recovery funding?***

No. The program would have to be a state grantee on February 17, 2009 to apply for state Recovery funding.

## **STATE COMMISSIONS**

***1. Describe the Recovery formula review process.***

We will check to make sure your recommended programs are current grantees, review any match waiver or match replacement request, and then approve using our standard operating procedure.

***2. Will the Corporation or the commission approve requests for Recovery match waiver and match replacement for state formula grantees?***

The Corporation is the approver for all requests for match waivers and match replacements.

**3. Can commissions charge the 1% for administration in the Recovery request?**

Yes, commissions may charge the 1% for administration with Recovery funds.

**4. May a state program apply for both Recovery formula and Recovery competitive funding?**

While you may apply for both, we do not recommend it as you would have to report on these grants separately.

**5. Is there a statewide cost per MSY for state Recovery funding?**

No, we have not stipulated a statewide Recovery maximum cost per MSY for commissions.

**6. Are recommendation summaries required for formula Recovery requests?**

No, recommendation summaries are not required for formula Recovery requests.

**7. Are we required to submit the programs we want to recommend for Recovery formula before we have the results of the regular competition?**

Yes. Due to the need to make funds available rapidly, we will award the Recovery funds prior to awarding the regular 2009-2010 grants.

**8. May we grant our entire Recovery formula allocation to one program?**

Yes, you may grant your entire Recovery formula allocation to one program.

**9. Will the Corporation be providing ranking weights to assist us in ranking our Recovery subapplications?**

We will not be including ranking weights in our guidance.

**10. There seem to be conflicting instructions on which entity must register with the CCR. Please clarify whether the commission or subgrantees have to register.**

Pursuant to [OMB's final implementing guidance](#), both subgrantees and the state commission must register.

## **APPLICATION PROCESS**

**1. When will the draft application instructions be final?**

We expect the draft guidance to be finalized the week of March 16-20, 2009.

**2. In the regular annual application process we are required to align one performance measure in our primary service category, i.e. provide both an output and an intermediate outcome for one measure. Are we also required to align one measure for the Recovery grants?**

The Corporation will establish final reporting requirements for Recovery Act awards after OMB issues its final guidance on government-wide Recovery Act reporting. Applications for Recovery Act funding must either adopt one of the standard performance measures (if the program is within the priority areas) or propose other performance measures. We are not requiring those performance measures to be aligned, as is required for regular AmeriCorps grants.

**3. May EAPs increase their cost per MSY to \$850 without justification?**

Yes, EAPs can increase their cost per MSY \$250 above their current level without justification. If you are currently at the maximum EAP cost per MSY of \$600 you may increase to \$850 without justification. However, if you are currently at \$500 per MSY, for example, you can only increase to \$750 without justification. Note that pending national service legislation currently under consideration in Congress may cap EAP cost per MSY at \$600.

***4. When national grantees submit the budget in eGrants will we have to submit subapplications?***

No, there is no longer a Subapplication section in eGrants.

***5. Will there be a clarification period for Recovery applications as there are with our traditional applications?***

Yes, there will be a post-review pre-award clarification period.

***6. Are the Budget instructions the same as for the FY 09 AmeriCorps applications, except for the match waiver instructions?***

Yes, the budget instructions are the same.

## **REPORTING**

***1. How will we report on the Recovery funds used for match replacement funding?***

We are granting the Recovery funds in a separate award to facilitate financial reporting. You will also need to report separately in your program reports on members supported with Recovery funds.

***2. I would appreciate clarification on the requirement that we report within 10 days.***

The OMB Implementation Guidance indicates that recipients will be required to submit program and financial reports on a quarterly basis within 10 calendar days of the end of each quarter, rather than semi-annually for financial reports and annually for progress program reports within 60 days of the end of the reporting period.

***3. Will EAPs also have to provide quarterly financial and progress reporting?***

Yes, EAPs who receive Recovery funds will have to comply with the same reporting requirements as other grantees.

***4. What will be the reporting period and when will reports be due?***

You will report to the end of each calendar-year quarter. The first report will be due in July, the second in October, the third in January, and the fourth in April.

***5. Will the subgrantees be reporting directly to commissions or the Corporation?***

We have not finalized the reporting process. Due to the tight turnaround required, we expect subgrantees will report directly to the Corporation and also provide the information to state commissions. We will clarify this by mid-April or soon after OMB issues its final guidance to federal agencies.

## **POST AWARD**

***1. Will members funded with Recovery funds be allowed to serve a third term?***

No, our statute prohibits a third term. However, note that pending national service legislation currently under consideration in Congress may change this rule.

***2. Do grantees have to spend Recovery funds by September 30<sup>th</sup>, 2010?***

No. The September 30<sup>th</sup> deadline is when the Corporation has to have all of the funds awarded. We anticipate awarding all funds much earlier than that in an effort to meet the goals and intents of the Recovery Act funding.

***3. What is the grant period for Recovery grant projects?***

You may propose any start date up to September 30, 2010, but we will give preference to applications with earlier start dates. Recovery members can serve for up to one year beginning with the Recovery program start date. We expect Recovery grantees to select and enroll members as soon as possible to conform to the intent of the law.

***4. Will no cost extensions be allowed?***

No-cost extensions may be allowed but not encouraged.

***5. What happens if a Recovery member is suspended?***

You would request a no-cost extension for the Recovery grant to allow the member to complete his or her term.

***6. Will we just get one grant ID number for all of our subgrantees in WBRs or will they each get their own ID number? Will we be able to adjust slots if there is just one grant ID number?***

There will be a separate grant ID for all new Recovery programs. You will be able to adjust slots consistent with the standard procedure for state formula, state competitive, and national programs.

***7. When programs look at their Recovery programs in WBRs what will they see?***

Program staff will see two different grant numbers for one year, the current pending 2009-2010 grant and the Recovery grant. All of the Recovery grants will start with the year and then start with an R, such as 09RC for State Competitive, 08RF for State Formula, 09RN for National, and so forth.

***8. Will we be managing these members using the My AmeriCorps Portal?***

Yes, once the portal release occurs. Until then, you will continue to manage members including Recovery members in WBRs.

***9. If we have members who are serving right now and they will be done in July can they serve a second term as a Recovery member?***

Yes, these members could serve a second term as a Recovery member.

**FOR ADDITIONAL INFORMATION**

***Where can I find additional information?***

OMB Guidance and [www.nationalservice.gov/recovery](http://www.nationalservice.gov/recovery).

Please e-mail additional questions and comments to [Recovery@cns.gov](mailto:Recovery@cns.gov).