2019-2020 South Carolina Volunteer Generation Fund
Notice of Funding Opportunity

Who We Are

The United Way Association of South Carolina (UWASC) serves as the alternative administrative agency for the state's Commission on National and Community Service. Through volunteerism and national service programming, UWASC seeks to renew the ethic of civic responsibility for all of South Carolina's citizens. UWASC grants funds to faith-based organizations, community nonprofits, tribal communities, local governments, and educational entities to encourage volunteer engagement that will help address pressing community needs.

Grant Overview

The United Way Association of South Carolina, with funds made available by the Corporation for National and Community Service (CNCS), is proud to announce the South Carolina Volunteer Generation grant competition. CNCS is a federal agency whose mission is to improve lives, strengthen communities, and foster civic participation through service and volunteering. Through AmeriCorps, Senior Corps, and the Volunteer Generation Fund, CNCS has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

This South Carolina Volunteer Generation Fund (SC-VGF) grant opportunity aims to provide partner agencies with the necessary financial resources needed to implement evidence-based strategies that will increase their ability to engage and retain volunteers. UWASC will make available grants of up to $25,000 to an estimated 10 eligible entities. It is expected that the average grant award will be in the $15,000 range. The use of funding will be limited to expenses that are based on evidence-informed practices that have been found to correlate to strong volunteer engagement and retention. UWASC will provide training and technical assistance to help applicants through the application process. Funding is contingent upon continued funding by CNCS at the amount requested by UWASC.

Examples of funding request categories that would be eligible include, but are not limited to the following:

- Development of a written volunteer generation plan
- Formal partnerships for volunteer recruitment (including the establishment of marketing campaigns)
- Establishment of a volunteer unit within the program or organization
- Creation of volunteer manual/training/curriculum
- Creation of methods to promote regular supervision and communication with volunteers (including enhancements to technology/volunteer portal)

- Liability coverage or insurance protection for volunteers
- Screening and matching volunteers to jobs
- Regular collection of information on volunteer involvement
- Written policies and position description for volunteer involvement
- Training and professional development for volunteers
- Training for paid staff working with volunteers
- Support of staff salaries and benefits for individuals who support the organization's volunteer engagement efforts
- Funds for hiring consultants to improve volunteer engagement practices
- Volunteer-focused conferences
- Translation of volunteer recruitment and training documents
- Contracting with volunteer workshop presenters
- Funding for other evidence-based or evidence-informed strategies used to engage volunteers
- Conducting criminal background checks for volunteers

Grant Period

Volunteer Generation Fund project proposals must be submitted via the online process to the UWASC by Friday, August 16th, 2019 at 5:00pm EDT. The grant period is a twelve-month period beginning October 1, 2019 and ending September 30, 2020.

Priority Funding Areas

UWASC is soliciting proposals from community organizations that propose using volunteers to provide services in the following six (6) CNCS priority areas: 1) Disaster Services 2) Economic Opportunity, 3) Education 4) Environmental Stewardship, 5) Healthy Futures, 6) Veterans and Military Families.

Special consideration will be granted for applicants who propose to use SC-VGF funding to support the following activities:

Target Models

Skills-Based Volunteering (highly encouraged)
Applicants that are interested in engaging more skills-based volunteers or developing general volunteers into skills-based volunteers serving in high-value volunteer assignments. Skills-based volunteering leverages the skills, education and experience of professionals to strengthen the infrastructure of organizations, equipping them with the tools needed for capacity building. Skills-based volunteerism can also serve as a pathway to employment by maintaining employability skills or developing new skills of volunteers.

Applicants may also want to consider replicating programs similar to [United Way of the Midland's Blueprint for Nonprofit Leadership](#)—a professional development program focused on developing volunteers for nonprofit board leadership.

Disaster Volunteer Reception and Spontaneous Volunteer Coordination

Applicants that are interested in pre-emptively training volunteers to participate in response efforts in times of disaster or establishing processes for coordinating volunteers during emergency events.

Health

Applicants that are interested in building and mobilizing volunteer coalitions that will be used to assist in addressing the Opioid Crisis epidemic within the state. Applicants interested in training volunteer mental health professionals to respond to the Opioid Crisis epidemic or provide crisis support are also encouraged to apply.

Note: Volunteers recruited for the priority area projects can be a subset of overall volunteers recruited.

Target Communities

UWASC accepts and is willing to fund applications that propose to provide services to any South Carolina community, but specifically seeks to receive applications proposing to serve rural communities and communities located in the following counties that are currently underrepresented by National Service resources.

Need	Significant Need	High Need
Abbeville	Colleton (Promise Zone)	Allendale (Promise Zone)
Aiken	Barnwell (Promise Zone)	Bamberg (Promise Zone)
Chesterfield	Hampton (Promise Zone)	Cherokee
Edgefield	Jasper (Promise Zone)	Williamsburg
	Florence	
	Chester	
	Darlington	
	Dillon	
	Marlboro	
	Marion	

Eligibility

This opportunity is open to public or private nonprofit organizations, including faith-based and other community organizations; institutions of higher education; government entities within

state territories (e.g. cities, counties, state commissions), labor organizations; partnerships and consortia; or Tribal organizations.

Important Dates

Date	Event
June 19, 2019	Application Opens
June 28, 2019	Technical Assistance Call/Webinar #1
July 12, 2019	Technical Assistance Call/Webinar #2
August 2, 2019	Technical Assistance Call/Webinar #3
August 16, 2019	Application Due by 5:00PM EST
August 16 – September 16, 2019	Review Process
September 20, 2019	Notice of Intent to Fund

Attending at least one of the Technical Assistance Call/Webinars is strongly encouraged for applicants who wish to be considered for the Volunteer Generation Fund grant. Each information session will last approximately one hour. To register, please use the registration link provided below the session that your organization would like to attend:

Registration Links

o Friday June 28th, 2019 at 10am EST – Online/Webinar-based
https://attendee.gotowebinar.com/register/6238723933474039052

o Friday July 12nd, 2019 at 10am EST – Online/Webinar-based
https://attendee.gotowebinar.com/register/5439291019150710796

o Friday August 2nd, 2019 at 10am EST – Online/Webinar-based
https://attendee.gotowebinar.com/register/656091082394942220

Project Implementation Timeline

September 20, 2019	Notice of Intent to Fund
September 30, 2019	Webinar Training
October 1, 2019	Grant Award
October 1, 2019- September 30, 2020	Project Implementation
TBD	Conference Attendance
January 1-31, 2020	Site Visit or Desk Monitoring
February 19, 2020	In-Person Training (Columbia, SC)
June 1-30 2020	Site Visit or Desk Monitoring
September 30, 2020	Project spending must be completed

Requirements

- Attend two required trainings on project goals, performance measure documentation /reporting, grant compliance expectations, progress reporting, evidence-based principals and the Commission's Salesforce portal. (Travel funds will be included in grant budget)
- Attend required conferences, to include the 2020 annual South Carolina Association for Volunteer Administration conference or another conference sponsored in part by UWASC – Travel funds will be included in grant budget for up to (2) staff.
- Successful applicants will be required to remain compliant with grant rules, regulations, and performance expectations and activity participate in an annual site visit or desk audit. Terms and conditions can be found here.

Grantees must submit progress reports and reimbursement request that include all supporting documentation for applicable expenses (e.g. receipts, staff timesheets/payroll, paid invoices, in-kind contribution documentation, etc.) via the Commission's Salesforce portal. Progress reports and reimbursement requests will be due on the following dates:

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Friday, January 10th, 2020

Friday, April 10th, 2020

Friday, July 10th, 2020

Friday, October 9th, 2020

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- Successful applicants will be required to complete a background check consistent with the standards for the Corporation for National & Community Service. This includes a National Sex Offender Public Registry (NSOPR) clearance and FBI fingerprint check on all staff members assigned to work on the grant. The National Service Criminal History Check (NSCHC) is a screening procedure established by law to protect the beneficiaries of national service. The law requires recipients to conduct and document NSCHCs on any person (including award-funded staff or volunteer) receiving a salary, living allowance, stipend or education award through a program receiving CNCS funds. This includes staff that receive part of their salary through a grant (CNCS or match side). An individual is ineligible to serve in a position that receives such CNCS funding if the individual is registered, or required to be registered, as a sex offender or has been convicted of murder. The cost of conducting NSCHCs is an allowable expense under the grant award.

Funding Guidance

- Grantee match requirement is minimum 30% in kind and/or cash match. Funding priority will be given to applicants that exceed minimum requirement.
- Required match can be cash or in-kind contributions. Cash contributions may be considered from non-federal income, local governments, state appropriations, foundation grants, private donations and/or corporate contributions. Volunteer time can not be used as match.
- Grantees must adequately provide documentation for all match contributions at the time that they submit their reimbursement request (e.g. documentation of staff time spent working on the project, documentation of office space value, etc.)
- Other CNCS funds cannot be used as match. Funding cannot be used to supplement any other CNCS national service program or participant. (i.e. AmeriCorps, AmeriCorps VISTA, etc.)
- Typically, grantees can meet minimum match requirements through in-kind contributions alone and without contributing attritional cash towards the project. Example of goods and services that are commonly reported as in-kind match contributions by applicant organizations include:
    - The portion/value of staff salary related to implementing the activities outlined in the grant proposal
    - The portion/value of staff fringe benefits related to implementing the activities outlined in the grant proposal
    - Fair market value of office space that has been contributed to staff or volunteers that will be implementing activities associated with the SC-VGF project
    - Value of marketing/media that highlights elements of the SC-VGF project
    - Value of technology contributed towards supporting the project. (e.g. volunteer management portals, marketing technology, project management systems, etc.)
    - Shirts, uniforms or protective gear that is contributed to support activities listed in the SC-VGF proposal
    - Volunteer reception costs not otherwise supported by funding provided by the SC-VGF grant
    - Equipment or supplies that are utilized to support the SC-VGF project
    - Supplies on hand from existing inventory
    - Professional consultation services established to support the SC-VGF project
    - Transportation costs, value of conference registration fees
    - Donated professional financial or legal services
    - The value of transportation services that support the project

Applicant Information

Name of Agency/Applicant	
Address	
Web site	
Contact Person	
Contact Phone	
Contact Fax	
Contact E-mail	
Federal Identification Number/EIN	
DUNS Number*	
Geographic Areas Affected by the Project	
Delinquent on Any Federal Debt	Yes/No (circle)
If 'Yes" to question above, explain	

DUNS numbers may be obtained at no cost by calling the DUNS number request line at (866) 705-5711 or by applying online: DUNS Request Service. The SC Commission recommends registering at least 30 days before the application due date.

After obtaining a DUNS number, all applicants must register with the SAM at www.sam.gov and maintain an active SAM registration until the application process is complete and, if a grant is awarded, throughout the life of the award. SAM registration must be renewed annually. The SC Commission suggests finalizing a new registration or renewing 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 address on all grant applications to the SC Service Commission. Please ensure that your organization's SAM account is open for "Public View."

All organizations registered in SAM.gov are required to submit an original, signed notarized letter designating their Entity Administrator at the time of renewal.

Applicants who do not comply with these requirements may be ineligible to receive or maintain an award. See the SAM Quick Guide for Grantees at https://sam.gov/sam/transcript/Quick_Guide_for_Grants_Registrations.pdf

Geographic Areas affected by the project:
List the South Carolina counties that will be served by the project.

Delinquent on any federal debt:
This question applies to the applicant organization, not the individual who signs as the authorized representative for the completed application. Categories of debt include delinquent

audit allowances, loans, and taxes. If you answered 'Yes' to this question, include your explanation in the text box provided.

EXECUTIVE SUMMARY- 10pt
Required format: Maximum character limit: 1,500, Times New Roman 12-point font, double spaced, one-inch margins.

Please fill in the [blanks] below to complete the executive summary:

[Organization's Mission Statement]

[Name of organization] will recruit or transition [number] general volunteers to skills-based volunteers that will serve a total of [hours] towards meeting pressing community needs in the following South Carolina Counties: [Counties where volunteers will serve]. [Name of organization] currently manages a total of [number of volunteers] that serves approximately [hours] annually.

The CNCS investment of $[amount of request] will be matched with $[amount of local, state, and federal funds] in public funding and $[amount of non-governmental funds] in private funding, totaling $[total amount of projected match].

PROGRAM NARRATIVE- 40pt
Required format: Maximum character limit: 2,000 Times New Roman 12-point font, double spaced, one-inch margins.

Clearly define the community problem/need your organization intends to address.

Outline your organization's current volunteer engagement activities and how the organization would propose to use SC-VGF to further support or expand volunteer activities to address the community problem/need. If the project will fall under any of the funding priorities listed in the RFP, please also specifically describe those activities.

- If applicable, the applicant will describe in detail their current volunteer program and how SC-VGF funds will be utilize to enhance of expand the organization's current activities.
- Describe the proposed project's goals and objectives. The application should identify what community need(s) that is intended to be addressed through capacity building of volunteer programming in one or more of the eligible organizations.
- Provide a timeline of events for your proposed project, including milestones and deliverables.
- Describe the proposed roles of skills-based volunteers and how these volunteers will add value to the community being served by providing unique contributions to address the stated problem/need.

- If the project will be used to support the use of volunteers during disaster events, please outline the proposed activities that these volunteers would participate in and how the organization will support them pre and post disaster.
- Describe what additional skills, resources, or information that your organization hopes to gain as a result of participating in SC-VGF.

ORGANIZATIONAL CAPABILITY - 25pt
Required format: Maximum character limit: 2,000, Times New Roman 12-point font, double spaced, one-inch margins.

Describe the organization's capability to initiate and manage the proposed project.

Organizational Background and Staffing— Describe the organization's experience, staffing, and management structure to initiative, implement, and report impact. As reminder, staff listed on the budget are subject background checks consistent with the standards of the Corporation for National and Community Service.

Organizational Oversight— Describe the organization's capability to provide fiscal compliance oversight. Describe the experience and infrastructure the organization has in managing similar projects, grants, day-to-day operational support, and collecting data. Briefly describe the role of any staff listed in the budget, as it pertains to the proposed program. Describe how the organization will prevent and detect compliance issues.

Describe the organization's partnerships that will benefit this project and contribute to its success. Be sure to explain the role of partners and the intended outcome of their role in this project.

COST EFFECTIVENESS AND BUDGET ADEQUACY- 15pt

Funds awarded to sub-grantees are intended to be used for capacity building activities to develop or strengthen volunteer programs. Grants are cost reimbursement only and may include the following budget categories:

A. Personnel and Fringe Benefits – funds may be used to hire new personnel or support existing personnel for up to (2) personnel positions to develop a volunteer program or build capacity of a current program to include a skills-based volunteering component.
B. Travel – funds may be requested to attend required UWASC trainings, conferences and/or summits for up to (2) personnel charging time to the grant.
C. Supplies – funds may be requested for training material supplies directly related to the grant. This may include training manuals, training equipment, etc.
D. Contracts & Consultants – funding may be requested to contract for professional services needed to implement your volunteer program.
E. Training – funding may be requested for training of staff or personnel charged to this grant if it directly related to their project, is considered reasonable and necessary as

it pertains to training of volunteer management staff, and it builds upon core competencies of best practices for effective volunteer management. 'Train-the-trainer' type trainings will be considered for funding if the intended goal is then train volunteers to transition them from general to skills-based volunteers. Funding can be requested for volunteers for the purpose of converting them from general volunteers to skilled volunteers capable of high value volunteer assignments.

F. Other Program Operating Costs – funding may be requested for background checks for up to (2) staff personnel charging time to this grant. This category would also include funding for software which is directly related to the recruitment, support, management, retention and activity tracking of volunteers.

Describe the anticipated sources of match funding for the proposed program, noting whether each source is cash or in-kind; federal, state/local, or private; and if the funds have already been received or have been proposed.

You are required to upload your budget using the template provided in the instructions. Applicants should demonstrate they have developed a budget that is adequate to support the proposed project while remaining in compliance with federal standards and the overall goals of the VGF project. Grant Review Committee members will use the following criteria when reviewing grant budgets:

- Are the costs included in the budget reasonable, prudent, and necessary in order to implement the proposed project?
- Are the costs included in the budget directly associated with the organization's volunteer generation project and not related to other organizational activities that would fall outside of the scope of the VGF proposal?
- Does the budget contain detailed and accurate calculations that clearly demonstrate how each funding request or the value of match contribution was determined?
- Does the budget outline how the minimum match requirement will be met by the organization?

Refer to the federal cost principles here for information on allowable costs in federal grants.

Performance Measures - 20pt

All SC-VGF grantees will be required to document and report on the following performance measures. Please indicate your organization's target goals for the following two criteria

1) As a result of receiving SC-VGF funds, [number] general and skills-based volunteers will be managed.
2) As a result of receiving SC-VGF funds [number] hours of service will be contributed by the total number of volunteers who were managed.

If applicable:

3) As a result of receiving SC-VGF funds, [number] of organizations will receive capacity building services.
4) As a result of receiving SC-VGF funds, [number] of organizations will report that capacity building services provided helped make them to become more effective.

Please describe the system(s) that the organization will utilize to accurately track and report the data associated with the criteria listed above.

Supplemental Documentation

- A copy of the organization's most recent IRS Form 990 *(Only applicable to organizations with 501c3 status)*
- A copy of the organization's most recent audit report. If no audit report is available, please submit the organization's most recent financial statement.
- Financial Management Survey, plus additional questions of interest like # of staff, if you receive any other CNCS funds.
  https://www.nationalservice.gov/sites/default/files/documents/Financial_Management_Survey_FMS_%20OMB_3045-0102_Expires_May2021_PDF.pdf

Application Scoring Criteria

UWASC encourages all organizations who consider applying to submit complete, high-quality applications. The above sections will be scored by outside reviewers based on their completeness and overall presentation. Scores will be combined from each section and totaled to determine the overall score. Scores will be considered when determining applicants to advance in the application process.

Document Submission Checklist

Application

Budget template

Supporting Documents

Prohibited and Unallowable Activities

Certain activities may not be supported with these grant funds. The prohibited activities include the following:

- Lobbying
- Inherently religious activities (such as religious instruction, worship or proselytizing)
- Providing abortion services or referrals
- Employee displacement

- Providing benefit to a for profit entity
- Organized fundraising (including campaigns, endowment drives, solicitation of gifts and bequests or other activities to raise capital or obtain contributions)
- Acquisition of real property or construction costs
- Purchase of vehicles or equipment

For additional information, click here.