



AMERICA'S
SERVICE
COMMISSIONS

As you join the call, please share
your name, Program Name/
Commission and something you're
looking forward to next week in the
chat box!

National Direct Consultation Informational Webinar

America's Service Commissions

11.18.20



Agenda

- What is Consultation
- Why Consult
- Requirements
- How to Complete Consultation
- Post-award
- Best Practices
- Questions



What is Consultation?

Serve America Act

- SEC. 131. [42 U.S.C. 12583] NATIONAL SERVICE PROGRAM ASSISTANCE
- REQUIREMENTS.
 - (3) in the case of a program that is not funded through a State (including a national service program that a nonprofit organization seeks to operate in 2 or more States), **consult** with and **coordinate activities** with the State Commission for each State in which the program will operate, and the Corporation shall obtain confirmation from the State Commission that the applicant seeking assistance under this Act has consulted with and coordinated with the State Commission when seeking to operate the program in that State.



What is Consultation?

FY 2021 NOFO

D.7.c. Coordination among State Commissions and National Direct Applicants

CNCS expects Commissions and National Direct applicants to consult and coordinate activities at the local level, as specified in Section 131 of the NCSA (42 U.S.C. § 12583). This consultation is designed to ensure the most effective use of national service resources and lead to enhanced coordination.



Why Consult?

- You have to:
 - As part of the Serve America Act, National Direct Consultation was established to help increase collaboration and coordination among national service.
- You should want to:
 - Avoid duplication of resources
 - Assist national directs in identifying local partners and their application to CNCS
 - Involve national directs in commission trainings, events, etc.
 - Commissions can build relationships with national service partners in their states/territories.



NOFO Requirements

To ensure coordination:

National Direct applicants, except federally-recognized Indian Tribes, must:

Before application submission:

- Consult with the Commission of each state and/or territory in which the organization plans to operate and describe this consultation in their applications. Contact the Commissions for details about the consultation process. Provide information that connects the proposed activities to the current State/Territory Service plan and/or State logic model.
- Best Practice: Submit the consultation forms early enough where you can have a dialogue with the Commissions.



NOFO Requirements

State/Territory Commissions must:

Before application submission:

- Consult in a timely manner with the National Direct applicants, except Indian Tribes, that contact them prior to application submission.
- Best Practice: Check your commission specific link or Basecamp often so that you can acknowledge receipt of any consultation forms promptly. Designate a staff member to check this weekly between now and the January submission deadline.



NOFO Requirements

National Direct applicants, except federally recognized Indian Tribes, must:

After Award:

- Provide the Commission with contact information for National Direct programs in the state and/or territory and update the information on an annual basis.
- Participate in the Commissions' annual needs assessment and training plan development activities, and in the development of its state/territory service plan, as well as appropriate training and other events.
- Include the Commission on the National Direct's mailing/email distribution lists and invite it to appropriate training and other events.
- Best Practice: Send a welcome email to the commission as soon as you know information about host sites, state specific points of contact, etc.



NOFO Requirements

State/Territory Commission Must:

After Award:

- Consider the schedules and needs of National Direct applicants, including Indian Tribes, operating in their states when planning annual events and technical assistance activities.
- Include National Direct programs, including Indian Tribes, in their annual needs assessment and training plan development activities, and in the development of their state/territory service plan.
- Add staff of multi-state programs in their state/territory to their mailing/email distribution lists and invite them to appropriate training and other events.
- Best Practice: Review the list of funded programs that CNCS provides and cross-check the list against the programs who indicated they'd be placing members in your state. Send a welcome letter with information about annual events, request any state specific contacts.



History of the Consultation Process

- 52 state service commissions - 52 separate consultation forms and processes
- Commissions reported many national programs not consulting
- National programs reported not hearing back from commissions and significant burden if having to consult in numerous states
- In Fall 2015, ASC National Direct Consultation Work Group was formed with a goal to improve coordination between state commissions & national directs.
- Work Group created pilot single form with the goal to reduce burden for both national directs and state service commissions and increase rate of national directs completing the process



ASC Single Consultation Form

- By completing the online form you are initiating consultation for those states you select
- 48 state service commissions are participating in the ASC single online form for the FY21 process
- If a state is not participating in the single form process, you need to contact them directly to initiate consultation
 - Missouri, New Mexico, Puerto Rico, Tennessee
- You only need to complete the form **one time for those 48 states** before the CNCS competitive deadline



ASC Single Consultation Form

- Individual participating commissions may have additional requirements to complete consultation. They will email additional requirements.
Consultation is NOT complete until you respond to these additional questions.
- The ASC Online Form in itself **does not constitute consultation** - it helps **initiate** consultation and provide helpful information to commissions to 1) provide input to national programs and 2) complete their feedback to CNCS
- Individual participating commissions may have additional requirements you need to complete consultation
- Consultation is a two-way street!



ASC Single Consultation Form

- The form is available online: <https://www.surveymonkey.com/r/M55DXWL>
- Some information is requested to be uploaded including (these uploaded documents should be for ALL states you are initiating consultation)
 - CNCS Performance Measures
 - Logic Model (optional)
 - Current site placement (if applicable - this could be downloaded from eGrants)
 - Proposed site placement
- A pdf of the online form is available online for download and state service commission consultation contact information at: <https://amsc.memberclicks.net/national-direct-consultation>



ASC Single Consultation Form



FY21 National Direct Consultation

Instructions

America's Service Commissions is pleased to support the national service field by providing one form for multi-state applicants (National Directs) applying for an AmeriCorps grant to initiate their consultation with participating state service commissions.

Why Consultation?

As part of the Serve America Act, National Direct Consultation was established to help increase collaboration and coordination among national service programs, which in turn supports the efficient use of national service funds in each state.

Consultation is a requirement outlined in the FY21 AmeriCorps NOFO for new, recompute and continuation applicants.

State service commissions use the information provided through the National Direct Consultation process to provide input to the Corporation for National and Community Service (CNCS) on funding decisions that may impact their state, as well as provide feedback/recommendations to the National Direct applicant. CNCS asks each commission to provide their input on each National Direct applicant proposing to place members in the state by selecting "support," "neutral," or "do not support," along with any comments associated with the opinion submitted.

DEADLINE

This form and the accompanying requested documents are due in advance of the **FY21 AmeriCorps NOFO application deadline established by the Corporation for National and Community Service, Wednesday, January 6, 2021.**

Consultation requirements may vary by state. Consultation is not completed unless you meet all the requirements by an individual



Commission Feedback to CNCS

- CNCS will solicit feedback on National Direct applicants using eGrants.
- From the home screen of eGrant at the bottom, middle of the page, there is a link that will take you to the Feedback on National Applicants page.
- Commissions have the opportunity to select “support,” “do not support,” or “neutral,” and provide comments.
- CNCS reviews and considers Commission input on multi-state applicants proposing to operate in their state
- Best Practice: Develop a policy/procedure for providing feedback. Who at the commission is responsible for doing this? What would cause your commission to select a “neutral” or “do not support” option.
- Tip: If you’re new to doing this, take a look at the eGrants screens now to see the format or what your commission entered last year.



Important Dates

- **January 6, 2021** Applications due to CNCS by 5:00 Eastern
- Consultation forms should also be submitted by January 6, 2021
- **January 27, 2021** Commissions will receive a list of National Direct applicants proposing to place members in their state/territory
- **February 10, 2021** Commissions must provide input on the National Direct applicants due in eGrants by 5:00 Eastern



After Award Notification

- What if you're not selected for a competitive award? What if your competitive award is less than you had requested?
 - Some commissions may have an opportunity to bring your program into their state through their formula process.
 - Some state programs may be able to bring on some of your previously identified placement sites.
 - Maintain conversations with the commission about opportunities to support national service programming in their state/territory the following year.



After Award Notification

- If you are selected, this is the beginning of your relationship with the Commission.
- Ensure that you are on each other's mailing lists.
- Follow each other on social media.
- Ensure that the Commission and National Direct have the best contact information for maintaining communication.
- Provide the Commission with a clear picture of the number and location of members in their state.
- Invite to Networking or Training Events for Program Staff and Members.



Consultation Best Practices

- ND: It is strongly encouraged you contact the state service commission(s) as early as possible in order to begin a dialogue related to your proposed placement of AmeriCorps members.
- ND: If you are expanding to a new area or proposing to place members in a state for the first time, reach out to the commission as soon as possible, through this process we hope to avoid duplication of services.
- SC: Check your commission specific link or Basecamp often so that you can acknowledge receipt of any consultation forms promptly. Designate a staff member to check this weekly between now and the January submission deadline.



Consultation Best Practices

- ND: Send a welcome email to the commission as soon as you know information about host sites, state specific points of contact, etc.
- SC: Review the list of funded programs that CNCS provides and cross-check the list against the programs who indicated they'd be placing members in your state. Send a welcome letter with information about annual events, request any state specific contacts.
- SC: Develop a policy/procedure for providing feedback. Who at the commission is responsible for doing this? What would cause your commission to select a “neutral” or “do not support” option.



Questions

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