**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFP AMENDMENT # 1**

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| **RFP NUMBER AND TITLE:** | RFP # 202102030Maine AmeriCorps Formula GrantsApplication Instructions and Guidelines |
| **RFP ISSUED BY:** | Volunteer Maine, The Commission for Community Service |
| **AMENDMENT DATE:** | April 7, 2021 |
| **PROPOSAL DUE DATE:** | April 16, 2021, no later than 11:59 p.m., local time. |
| **PROPOSALS DUE TO:** | Proposals@maine.gov |
| **DESCRIPTION OF CHANGES IN RFP (if any):*** Revises instructions for entering capacity building performance measure to match changes in federal eGrants system.
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| **REVISED LANGUAGE IN RFP (if any):****Page 28/29 Part X. Performance Measures:** For AmeriCorps Member Development (training and professional development), use these state-defined performance measures and note the measurement instructions:* *Output*: Number of AmeriCorps program training and other formal development activities that result in increased AmeriCorps member skills, knowledge, and abilities related to the service assignment (community, tasks, and sector).*How to calculate/measure*: Count of program sponsored/conducted events that resulted in a majority of participants acquiring service-related skills, knowledge, abilities.*How to collect data*: Event agenda/curriculum outline with enrollment, date, instructor, duration, and pre/post test measurement of participant knowledge/skill gain to confirm effectiveness of training.
* *Outcome*: Number of AmeriCorps members demonstrating increased competency in skills or application of knowledge.*How to calculate/measure*: Unduplicated count of members who demonstrate increased competency while carrying out their service assignment.*How to collect data*: Documented Member mid-term and/or final evaluations assessment of specific competencies by supervisor or program staff showing increased ability to apply skills or knowledge.

To enter, choose “add new measure” and select “Other” from the list of Focus Areas under the Objective Tab.  Select “Other” from the among Intervention options.  Proceed using the language provided on page 28 for Outputs and Outcome.  It may be necessary to abbreviate or shorten the suggested language to meet character number restrictions.  For example, for Output: “Number of Member training or Development Activities”. For Outcome: “Number of AC Members with increased Knowledge/Skill.For Capacity Building, applicants will measure state-defined performance measures as described below. * OUTPUTS. The number of 1) volunteers recruited and/or managed and 2) hours those contributed to program or host site services by those volunteers are now reported in data fields. Applicants want to plan for this data collection.
* *OUTCOME*: Number of additional service activities and/or units of service completed for organizations by volunteers recruited/managed by AmeriCorps members.

To enter, choose “add new measure” and select “Capacity Building” from the list of Focus Areas under the Objective Tab.  Select Volunteer Management from the among Intervention options.  When the applicant reaches the Performance Measure Tab, in creating the Capacity Building measure, select the only option available under Outputs – “G3-3.4: Number of Organizations that Received Capacity Building Services”.  This will replace the OUTPUTS list on page 29 in the Performance Measure [note the data identified in the page 28 Outputs are still collected but will be reported outside of the performance measure screens].Under Outcomes, the applicant will use the “Add User Outcome” option and enter the OUTCOME from page 29, abbreviated as “Number of Additional Service units or activities done by leveraged volunteers” in order to meet character limits.Ignore the section titled Capacity Building End Outcomes and select Save & Next.On the Data Collection Tab, in the Output field labeled “Enter Instrument Description” enter the following text: “Measure includes only grant recipient organization”.  Enter target number of one (1) in the following field. |
| **All other provisions and clauses of the RFP remain unchanged.** |