

**Grant Agreement Between
Michigan Department of Labor and Economic Opportunity
hereinafter referred to as the “Department”
and
City of Ann Arbor
301 E. Huron St.
Ann Arbor, MI 48104**

hereinafter referred to as the “Grantee”

Part I

I. Period of Agreement: This Subrecipient Grant Agreement will commence on September 1, 2023 and continue through August 31, 2024. No activity will be performed and no costs to the state will be incurred prior to the effective date of the Agreement. Throughout the Agreement, the effective date September 1, 2023, shall be referred to as the begin date. This Agreement is in full force and effect for the period specified.

II. Program Budget and Agreement Amount

A. Agreement Amount

The total amount of this Agreement is \$652,543.00. Under the terms of this Agreement, the Department will provide funding not to exceed \$224,471.00. The Department amount includes \$114,980.00 for ARPA living allowance.

The Agreement is designated as:
Not a research and development project.

B. Equipment Purchases and Title

Any Grantee equipment purchases supported in whole or in part through this Agreement must be listed in the supporting Equipment Inventory Schedule. Equipment means tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Title to items having a unit acquisition cost of less than \$5,000 shall vest with the Grantee upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$5,000 or more, to the extent that the Department’s proportionate interest in such equipment supports such retention or transfer of title.

Grantee Information

Grantee Name	City of Ann Arbor
Amount of Subaward	\$224,471.00
Subaward Period Performance Start & End Date	9/1/23 – 8/31/24
Subaward Budget Period Start & End date	9/1/23 – 8/31/24
Unique Entity Identifier	R9C4BRD4M7L9

SIGMA Vendor ID CV#	CV0047636
---------------------	-----------

Federal and State Information Regarding Origin of the Grant

Name of Federal Awarding Agency	AmeriCorps/Corporation for National and Community Service
Name of Pass-through Entity	Michigan Community Service Commission (MCSC)/Michigan Department of Labor and Economic Opportunity (MDLEO)
Contact Information for Awarding Official of Pass-through Entity	Ginna Holmes, MCSC Executive Director. holmesv@michigan.gov Gregory Rivet, Director LEO- DirectorOffice@michigan.gov
Total amount of Federal Funds Obligated and committed to the subrecipient by the pass-through entity including the current financial obligations	\$254,060.00
Indirect cost rate for the Federal award (including if the de minimis rate is charged).	MDLEO: Indirect Cost Rate: 3.95%
Federal Award Identification Number (FAIN)	21ACCM1001
Federal Award Date	6/26/2023
CFDA	94.006

Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)

The MCSC intends to use the Volunteer Generation Fund (VGF) to build on the efforts of our past VGF grants to strengthen the infrastructure and capacity of nonprofits, corporations, and state government to utilize best practices that lead to increasing the number of Michigan volunteers in both rural and urban environments.

III. Purpose:

The focus of this AmeriCorps program is for AmeriCorps members to build local capacity while supporting neighborhood-focused decarbonization and resilience-building initiatives in Ann Arbor

IV. Statement of Work:

The Grantee agrees to undertake, perform, and complete the activities described in Attachment A, which is part of this Agreement.

V. Financial Requirements:

The financial requirements shall be followed as described in Part II and Attachments B, budget, which are part of this Agreement.

VI. Performance/Progress Report Requirements:

The progress reporting methods shall be followed as described in Part II and Attachment C, which are part of this Agreement.

VII. General Provisions:

The Grantee agrees to comply with the General Provisions as described in Part II and which are part of this Agreement.

VIII. Administration of the Agreement:

The person acting for the Department in administering this Agreement (hereinafter referred to as the Contract Manager) is:

<u>Carole Rush-Witt</u>	<u>Grants Administrator</u>	<u>rushwittc@michigan.gov</u>	<u>(517) 241-3866</u>
Name	Title	Email Address	Telephone No.

IX. Grantee’s Financial Contact for the Agreement:

The financial contact acting on behalf of the Grantee for this Agreement is:

<u>Kim Hoenerhoff, Khoenerhoff@a2gov.org</u>
Name Email Address

X. Special Conditions:

- A. This Agreement is valid upon approval and execution by the Department which may be contingent upon approval by the State Administrative Board and signature by the Grantee.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. The Department will not assume any responsibility or liability for costs incurred by the Grantee prior to the begin date of this Agreement.

- D. The Grantee is required by 2004 PA 533 to receive payments by electronic funds transfer.
- E. Subrecipient is required to use the award in accordance with Federal Statutes, regulations and the T & Cs of the Federal award.

XI. Special Certification:

The individual or officer signing this Agreement certifies by their signature that they are authorized to sign this Agreement on behalf of the responsible governing board, official or Grantee.

XII. Signature Section:

**For the GRANTEE
City of Ann Arbor**

Signature of Director or Authorized Designee

Print Name, Title and Date

For the MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY

Signature of Director or Authorized Designee

Gregory Rivet, Director
Department of Labor and Economic Opportunity

Print Name, Title and Date

Part II General Provisions

I. Responsibilities - Grantee

The Grantee, in accordance with the general purposes and objectives of this Agreement shall:

A. Publication Rights

1. News Releases - News releases pertaining to this agreement of the services, study, data, or project to which it relates will not be made without prior written Departmental approval, and then only in accordance with the explicit written instructions from the Department.
2. Publication—The Grantee will not use, release, or publish any analyses, findings, results, or techniques developed under this agreement, or any information derived therefrom until such analysis, findings, or techniques have been reported to the Department in the manner prescribed by this agreement and have become public domain. These analyses, findings, or techniques will be considered in the public domain when: 1) they are submitted to the Department and receive positive action; 2) they are formally accepted by the Department; or 3) ninety (90) days elapse after submission to the Department, whichever of the three may occur first. No material may be published which is exempt from disclosure under 1976 PA 442, MCL15.231 et seq, MSA 4.1801 (1) et seq, known as the “Freedom of Information Act,” without express permission from the Department. The Grantee will provide the Department, for its review, copies of all presentations or articles being submitted for publication at least thirty (30) days in advance. The Grantee will provide to the Department a non-exclusive, royalty-free, irrevocable world-wide license to use the data, reports, copyrightable works, and other information for the Department's governmental purposes.
3. Acknowledgement of Department Participation/Support—All publications or oral presentations concerning the analyses, findings, results, or techniques developed under this agreement will contain an acknowledgment of the Department's participation and support, unless the Department requests in writing that their participation and support not be acknowledged. Furthermore, the Grantee may not receive fees for any article in excess of the costs of preparation of published articles and excluding the cost of the research and compilation, which was compensated under this agreement.
4. Any modifications to copyrighted materials bearing acknowledgment of the Department's name must be approved by the Department prior to reproduction and use of such materials.

B. Fees

1. Guarantee that any claims made to the Department under this Agreement shall not be financed by any sources other than the Department under the terms of this Agreement. If funding is received through any other source, the Grantee will deduct the source before reporting expenditures.
2. Make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report those collections on the Financial Status Report. Any under recoveries of otherwise available fees resulting from failure to bill for eligible activities will be excluded from reimbursable expenditures.

C. Grant Program Operation

Provide the necessary administrative, professional and technical staff for operation of the grant program. The Grantee must obtain and maintain all necessary licenses, permits or other authorizations necessary for the performance of this Agreement.

Use an accounting system that can identify and account for the funds received from each separate grant, regardless of funding source, and assure that grant funds are not comingled.

D. Reporting

Utilize all report forms and reporting formats required by the Department at the begin date of this Agreement and provide the Department with timely review and commentary on any new report forms and reporting formats proposed for issuance thereafter.

E. Record Maintenance/Retention

Maintain adequate program and fiscal records and files, including source documentation, to support program activities and all expenditures made under the terms of this Agreement, as required. The Grantee must assure that all terms of the Agreement will be appropriately adhered to and that records and detailed documentation for the grant project or grant program identified in this Agreement will be maintained for a period of not less than three years. If an audit is started, records must be maintained until the closure of the audit. This section applies to the Grantee, any parent, affiliate, or subsidiary organization of the Grantee and any subcontractor that performs activities in connection with this Agreement.

F. Authorized Access

1. Permit within 2 calendar days of providing notification and at reasonable times, access by authorized representatives of the Department, Federal Grantor Agency, Inspector Generals, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records and financial statements, papers, files, documentation and personnel related to this Agreement, to the extent authorized by applicable state or federal law, rule or regulation.

2. Acknowledge the rights of access in this section are not limited to the required retention period. The rights of access will last as long as the records are retained.
3. Cooperate and provide reasonable assistance to authorized representatives of the Department and others when those individuals have access to the Grantee's grant records.

G. Audits

This section only applies to Grantees designated as subrecipients by the Department (see Part I, Section II.A.).

1. Required Audit or Audit Exemption Notice

Submit to the Department either a Single Audit, Financial Related Audit or Audit Exemption Notice as described below. A Financial Related Audit is applicable to for-profit Grantees that are designated as subrecipients. If submitting a Single Audit or Financial Related Audit, Grantees must also submit a corrective action plan prepared in accordance with 2 CFR 200.511(c) for any audit findings that impact the Department funded programs, and management letter (if issued) with a corrective action plan.

a. Single Audit

Grantees that are a state, local government or non-profit organization that expend \$750,000 or more in federal awards during the Grantee's fiscal year must submit a Single Audit to the Department, regardless of the amount of funding received from the Department. The Single Audit must comply with the requirements of 2 CFR 200 Subpart F. The Single Audit reporting package must include all components described in 2 CFR 200.512 (c).

b. Financial Related Audit

Grantees that are for-profit organizations that expend \$750,000 or more in federal awards during the Grantee's fiscal year must submit either a financial related audit prepared in accordance with Government Auditing Standards relating to all federal awards, or an audit that meets the requirements contained in 2 CFR 200 Subpart F, if required by the federal awarding agency.

c. Audit Exemption Notice

Grantees exempt from the Single Audit and Financial Related Audit requirements (a. and b. above) must submit an Audit Exemption Notice that certifies these exemptions. The template Audit Exemption Notice and further instructions are available on request. Please send to Allen Williams at williamsa6@michigan.gov.

2. Financial Statement Audit

Grantees exempt from the Single Audit and Financial Related Audit requirements (that are required to submit an Audit Exemption Notice as described above) must submit to the Department a Financial Statement Audit prepared in accordance with generally accepted auditing standards if the audit includes disclosures that may negatively impact the Department funded programs including but not limited to fraud, going concern uncertainties, financial statement misstatements and violations of the Agreement requirements. If submitting a Financial Statement Audit, Grantees must also submit a corrective action plan for any audit findings that impact the Department funded programs.

3. Due Date and Where to Send

Submit the required audit and any other required information (i.e. corrective action plan, and management letter with a corrective action plan), and/or Audit Exemption Notice to the Department within nine months after the end of the Grantee's fiscal year by e-mail to rushwittc@michigan.gov. The required submissions must be assembled in PDF files and compatible with Adobe Acrobat (read only). The subject line must state the agency name and fiscal year end. The Department reserves the right to request a hard copy of the audit materials if for any reason the electronic submission process is not successful.

4. Penalty

a. Delinquent Single Audit or Financial Related Audit

If the Grantee does not submit the required Single Audit or Financial Related Audit, including any management letter and applicable corrective action plan(s) within nine months after the end of the Grantee's fiscal year, the Department may withhold from any payment from the Department to the Grantee an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the Department. The Department may retain the amount withheld if the Grantee is more than 120 days delinquent in meeting the filing requirements. The Department may terminate any current grant agreements if the Grantee is more than 180 days delinquent in meeting the filing requirements.

b. Delinquent Audit Exemption Notice

Failure to submit the Audit Exemption Notice, when required, may result in withholding from any payment from Department to the Grantee an amount equal to one percent of the audit year's grant funding until the Audit Exemption Notice is received.

5. Other Audits

The Department or federal agencies may also conduct or arrange for agreed upon procedures or additional audits to meet their needs.

H. Subrecipient/Contractor Monitoring

1. When passing federal funds through to a subrecipient (if the Agreement does not prohibit the passing of federal funds through to a subrecipient), the Grantee must:
 - a. Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the information required by 2 CFR 200.331 (a).
 - b. Ensure the subrecipient complies with all the requirements of this Agreement. Evaluate each subrecipient's risk for noncompliance as required by 2 CFR 200.331(b).
 - c. Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations and the terms and conditions of the subawards; that subaward performance goals are achieved; and that all monitoring requirements of 2 CFR 200.331(d) are met including reviewing financial and programmatic reports, following up on corrective actions and issuing management decisions for audit findings.
 - d. Verify that every subrecipient is audited as required by 2 CFR 200 Subpart F.
2. Develop a subrecipient monitoring plan that addresses the above requirements and provides reasonable assurance that the subrecipient administers federal awards in compliance with laws, regulations and the provisions of this Agreement, and that performance goals are achieved. The subrecipient monitoring plan should include a risk-based assessment to determine the level of oversight and monitoring activities, such as reviewing financial and performance reports, performing site visits and maintaining regular contact with subrecipients.
3. Establish requirements to ensure compliance for for-profit subrecipients as required by 2 CFR 200.501(h), as applicable.
4. Ensure that transactions with subrecipients/contractors comply with laws, regulations and provisions of contracts or grant agreements in compliance with 2 CFR 200.501(h), as applicable.

I. Notification of Modifications

Provide timely notification to the Department, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of activities, funding or compliance with operational procedures.

J. Software Compliance

Ensure software compliance and compatibility with the Department's data systems for activities provided under this Agreement, including but not limited to stored data, databases and interfaces for the production of work products and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure or errors due to the inaccuracy of the Grantee's business operations

for processing data. All information systems, electronic or hard copy, that contain state or federal data must be protected from unauthorized access.

K. Human Subjects

Comply with Federal Policy for the Protection of Human Subjects, 45 CFR 46. The Grantee agrees that prior to the initiation of the research, the Grantee will submit Institutional Review Board (IRB) application material for all research involving human subjects, which is conducted in programs sponsored by the Department or in programs which receive funding from or through the state of Michigan, to the Department's IRB for review and approval, or the IRB application and approval materials for acceptance of the review of another IRB. All such research must be approved by a federally assured IRB, but the Department's IRB can only accept the review and approval of another institution's IRB under a formally-approved interdepartmental agreement. The manner of the review will be agreed upon between the Department's IRB Chairperson and the Grantee's authorized official.

L. Mandatory Disclosures

1. Disclose to the Department in writing within 14 days of receiving notice of any litigation, investigation, arbitration or other proceeding (collectively, "Proceeding") involving Grantee, a subcontractor or an officer or director of Grantee or subcontract, or that arises during the term of this Agreement that potentially affects this Agreement including:
 - a. All violations of federal and state criminal law involving fraud, bribery, or gratuity violations potentially affecting the Agreement.
 - b. A criminal Proceeding;
 - c. A parole or probation Proceeding;
 - d. A Proceeding under the Sarbanes-Oxley Act;

- e. A civil Proceeding involving;
 - i. A claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or
 - ii. A governmental or public entity's claim or written allegation of fraud; or
 - f. A Proceeding involving any license that Grantee is required to possess in order to perform under this Agreement.
2. Notify the Department, at least 90 calendar days before the effective date, of a change in Grantee's ownership or executive management that potentially affects this Agreement.

M. Statement of Work Progress Reports

Submit Progress reports as outlined in the Statement of Work or Performance/Progress Report Requirements.

N. Conflict of Interest and Code of Conduct Standards

1. Be subject to the provisions of 1968 PA 317, as amended, 1973 PA 196, as amended, and 2 CFR 200.318 (c)(1) and (2).
2. Uphold high ethical standards and is prohibited from the following:
 - a. Holding or acquiring an interest that would conflict with this Agreement;
 - b. Doing anything that creates an appearance of impropriety with respect to the award or performance of this Agreement;
 - c. Attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or
 - d. Paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of this Agreement.
3. Immediately notify the Department of any violation or potential violation of these standards. This section applies to Grantee, any parent, affiliate or subsidiary organization of Grantee, and any subcontractor that performs activities in connection with this Agreement.

O. Travel Costs

1. Be reimbursed for travel cost (including mileage, meals and lodging) budgeted and incurred related to activities provided under this Agreement.
 - a. If the Grantee has a documented policy related to travel reimbursement for employees and if the Grantee follows that documented policy, the Department will reimburse the Grantee for travel costs at the Grantee's documented reimbursement rate for employees.
 - 3.
 - b. Otherwise, the State of Michigan travel reimbursement rate applies. State of Michigan travel rates may be found at the following website: https://www.michigan.gov/dtmb/0,5552,7-358-82548_13132---,00.html
 - c. Out of state and International travel must be preapproved by the Department and itemized in the budget.

P. Federal Funding Accountability and Transparency Act (FFATA)

1. Complete the FFATA Executive Compensation report if:
 - a. The Grantee's federal revenue was 80% or more of the Grantee's annual gross revenue;
 - b. Grantee's gross revenue from federal awards was \$25,000,000 or more; AND The public does not have access to the information about executive officers' compensation through periodic reports filed under Section 13(a) or 15 (d) of the Securities Exchange Act of 1934 or Section 6104 of the Internal Revenue Code of 1986.

Q. Insurance Requirements

1. Maintain a minimum of the insurances or governmental self-insurances listed below and be responsible for all deductibles. All required insurance or self-insurance must:
 - a. Protect the State of Michigan from claims that may arise out of, are alleged to arise out of, or result from Grantee's or a subcontractor's performance;
 - b. Be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the State; and
 - c. Be provided by a company with an A.M. Best rating of "A" or better and a financial size of VII or better.

2. Insurance Types

- a. Commercial General Liability Insurance or Governmental Self-Insurance: Except for Governmental Self-Insurance, policies must be endorsed to add “the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents” as additional insureds using endorsement CG 20 10 11 85, or both 2010 07 04 and CG 2037 07 04. If the Grantee will interact with children, schools, or the cognitively impaired, the Grantee must maintain appropriate insurance coverage related to sexual abuse and molestation liability.
 - b. Workers’ Compensation Insurance or Governmental Self-Insurance: Coverage according to applicable laws governing work activities. Policies must include waiver of subrogation, except where waiver is prohibited by law.
 - c. Employers Liability Insurance or Governmental Self-Insurance.
 - d. Privacy and Security Liability (Cyber Liability) Insurance: cover information security and privacy liability, privacy notification costs, regulatory defense and penalties, and website media content liability
3. Require that subcontractors maintain the required insurances contained in this Section.
 4. This Section is not intended to and is not to be construed in any manner as waiving, restricting or limiting the liability of the Grantee from any obligations under this Agreement.
 5. Each Party must promptly notify the other Party of any knowledge regarding an occurrence which the notifying Party reasonably believes may result in a claim against either Party. The Parties must cooperate with each other regarding such claim.

R. Criminal Background Check

The National Service Criminal History Check (NSCHC) process has been written into law to protect the beneficiaries of national service, including the service recipient and those providing services. The rule that governs the execution of NSCHC screenings can be found in the [CFR 2540.201 – CFR 2540.207](#). The language contained in the CFR is the foundation of the criminal history check policies and procedures instituted by AmeriCorps the Agency.

While many organizations perform background checks, it is unlikely that an organization’s standard background check process and policy would comply with the NSCHC requirements delineated in the CFR. Any staff or volunteer who is supported

with payment or is used as match will be required to complete the NSCHC process. Please discuss your procedure with the MCSC Program Officer/Coordinator to ensure you are meeting the federal requirements. Failure to align with these standards could result in a disallowance of grant funds.

II. Responsibilities – Department

The Department in accordance with the general purposes and objectives of this Agreement will:

A. Report Forms

Provide any report forms and reporting formats required by the Department at the begin date of this Agreement and provide to the Grantee any new report forms and reporting formats proposed for issuance thereafter at least 30 days prior to their required usage in order to afford the Grantee an opportunity to review and offer comment.

III. Assurances

The following assurances are hereby given to the Department:

A. Compliance with Applicable Laws

The Grantee will comply with applicable federal and state laws, guidelines, rules and regulations in carrying out the terms of this Agreement. The Grantee will also comply with all applicable general administrative requirements, such as 2 CFR 200, covering cost principles, grant/agreement principles and audits, in carrying out the terms of this Agreement. The Grantee will comply with all applicable requirements in the original grant awarded to the Department if the Grantee is a subgrantee. The Department may determine that the Grantee has not complied with applicable federal or state laws, guidelines, rules and regulations in carrying out the terms of this Agreement and may then terminate this Agreement under Part II, Section V.

B. Anti-Lobbying Act

The Grantee will comply with the Anti-Lobbying Act (31 USC 1352) as revised by the Lobbying Disclosure Act of 1995 (2 USC 1601 *et seq.*) and Section 503 of the Departments of Labor, Health and Human Activities, and Education, and Related Agencies section of the FY 1997 Omnibus Consolidated Appropriations Act (PL 104-208). Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

C. Non-Discrimination

1. The Grantee must comply with the Department's non-discrimination statement: The Michigan Department of Labor and Economic Opportunity will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, gender identification or expression, sexual orientation, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The Grantee further agrees that every subcontract entered into for the performance of any contract or purchase order resulting therefrom, will contain a provision requiring non-discrimination in employment, activity delivery and access, as herein specified, binding upon each subcontractor. This covenant is required pursuant to the Elliot-Larsen Civil Rights Act (1976 PA 453, as amended; MCL 37.2101 *et seq.*) and the Persons with Disabilities Civil Rights Act (1976 PA 220, as amended; MCL 37.1101 *et seq.*), and any breach thereof may be regarded as a material breach of this Agreement.
2. The Grantee will comply with all federal and state statutes relating to nondiscrimination. These include but are not limited to:
 - a. Title VI of the Civil Rights Act of 1964 (PL 88-352) which prohibits discrimination on the basis of race, color or national origin;
 - b. Title IX of the Education Amendments of 1972, as amended (20 USC 1681- 1683, 1685-1686), which prohibits discrimination on the basis of sex;
 - c. Section 504 of the Rehabilitation Act of 1973, as amended (29 USC 794), which prohibits discrimination on the basis of disabilities;
 - d. The Age Discrimination Act of 1975, as amended (42 USC 6101- 6107), which prohibits discrimination on the basis of age;
 - e. The Drug Abuse Office and Treatment Act of 1972 (PL 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;

- f. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (PL 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - g. Sections 523 and 527 of the Public Health Activity Act of 1944 (42 USC 290(dd-3) and 290(ee-3)), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - h. Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and,
 - i. The requirements of any other nondiscrimination statute(s) which may apply to the application.
3. Additionally, assurance is given to the Department that proactive efforts will be made to identify and encourage the participation of minority-owned and women owned businesses, and businesses owned by persons with disabilities in contract solicitations. The Grantee shall include language in all contracts awarded under this Agreement which (1) prohibits discrimination against minority-owned and women-owned businesses and businesses owned by persons with disabilities in subcontracting; and (2) makes discrimination a material breach of contract.

D. Debarment and Suspension

The Grantee will comply with federal regulation 2 CFR 180 and certifies to the best of its knowledge and belief that it, its employees and its subcontractors:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or contractor;
- 2. Have not within a five-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) or private transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
- 3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2;

4. Have not within a five-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default; and;
5. Have not committed an act of so serious or compelling a nature that it affects the Grantee's present responsibilities.

E. Federal Requirement: Pro-Children Act

1. The Grantee will comply with the Pro- Children Act of 1994 (PL 103-227; 20 USC 6091 *et seq.*), which requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted by and used routinely or regularly for the provision of health, day care, early childhood development activities, education or library activities to children under the age of 18, if the activities are funded by federal programs either directly or through state or local governments, by federal grant, contract, loan or loan guarantee. The law also applies to children's activities that are provided in indoor facilities that are constructed, operated, or maintained with such federal funds. The law does not apply to children's activities provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; activity providers whose sole source of applicable federal funds is Medicare or Medicaid; or facilities where Women, Infants, and Children (WIC) coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. The Grantee also assures that this language will be included in any subawards which contain provisions for children's activities.
2. The Grantee also assures, in addition to compliance with PL 103-227, any activity or activity funded in whole or in part through this Agreement will be delivered in a smoke-free facility or environment. Smoking shall not be permitted anywhere in the facility, or those parts of the facility under the control of the Grantee. If activities or activities are delivered in facilities or areas that are not under the control of the Grantee (e.g., a mall, restaurant or private work site), the activities or activities shall be smoke-free.

F. Hatch Political Activity Act and Intergovernmental Personnel Act

The Grantee will comply with the Hatch Political Activity Act (5 USC 1501-1509, 7324-7328) and the Intergovernmental Personnel Act of 1970, as amended by Title VI of the Civil Activity Reform Act (PL 95-454; 42 USC 4728-4763). Federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally assisted programs.

G. National Defense Authorization Act Employee Whistleblower Protections

The Grantee will comply with the National Defense Authorization Act "Pilot Program for Enhancement of Grantee Employee Whistleblower Protections."

- a) This Agreement and employees working on this Agreement will be subject to the whistleblower rights and remedies in the pilot program on Grantee employee whistleblower protections established at 41 USC 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2012 and Federal Acquisition Regulation (FAR) 3.908.
- b) The Grantee shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 USC 4712, as described in FAR 3.908.
- c) The Grantee shall insert the substance of this clause, including this paragraph (c), in all subcontracts over the simplified acquisition threshold.

H. Clean Air Act and Federal Water Pollution Control Act

The Grantee will comply with the Clean Air Act (42 USC 7401-7671(q)) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended.

- a) This Agreement and anyone working on this Agreement will be subject to the Clean Air Act and Federal Water Pollution Control Act and must comply with all applicable standards, orders or regulations issued pursuant to these Acts. Violations must be reported to the Department.

I. Trafficking Victims Protection Act

The Grantee will comply with the Trafficking Victims Protection Act of 2000 (PL 106-386), as amended.

- a) This Agreement and anyone working on this Agreement will be subject to the Trafficking Victims Protection Act and must comply with all applicable standards, orders or regulations issued pursuant to this Act. Violations must be reported to the Department.

J. Procurement of Recovered Materials

The Grantee will comply with section 6002 of the Solid Waste Disposal Act of 1965 (PL 115-232), as amended.

- a) This Agreement and anyone working on this Agreement will be subject to section 6002 of the Solid Waste Disposal Act of 1965 (PL 115-232), as amended, and must comply with all applicable standards, orders or regulations issued pursuant to this act. Violations must be reported to the Department.

K. Subcontracts

For any subcontracted activity, activity or product, the Grantee will ensure:

1. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity. Exceptions to this policy may be granted by the Department if the Grantee asks the Department in writing within 30 days of execution of the Agreement.
2. That any executed subcontract to this Agreement shall require the subcontractor to comply with all applicable terms and conditions of this Agreement. In the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement shall prevail.
3. A conflict between this Agreement and a subcontract, however, shall not be deemed to exist where the subcontract:
 - a. Contains additional non-conflicting provisions not set forth in this Agreement
 - b. Restates provisions of this Agreement to afford the Grantee the same or substantially the same rights and privileges as the Department; or
 - c. Requires the subcontractor to perform duties and/or activities in less time than that afforded the Grantee in this Agreement.
4. That the subcontract does not affect the Grantee's accountability to the Department for the subcontracted activity.
5. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation on costs and activities.
6. That the Grantee will submit a copy of the executed subcontract if requested by the Department.

L. Procurement

Grantee will ensure that all purchase transactions, whether negotiated or advertised, shall be conducted openly and competitively in accordance with the principles and requirements of 2 CFR 200. Funding from this Agreement shall not be used for the purchase of foreign goods or activities. Records shall be sufficient to document the significant history of all purchases and shall be maintained for a minimum of three years after the end of the Agreement period.

M. Health Insurance Portability and Accountability Act

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) is applicable to the Grantee under this Agreement, the Grantee assures that it is in compliance with requirements of HIPAA including the following:

1. The Grantee must not share any protected health information provided by the Department that is covered by HIPAA except as permitted or required by applicable law; or to a subcontractor as appropriate under this Agreement.
2. The Grantee will ensure that any subcontractor will have the same obligations as the Grantee not to share any protected health data and information from the Department that falls under HIPAA requirements in the terms and conditions of the subcontract.
3. The Grantee must only use the protected health data and information for the purposes of this Agreement.
4. The Grantee must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Grantee's employees.
5. The Grantee must have a policy and procedure to immediately report to the Department any suspected or confirmed unauthorized use or disclosure of protected health information that falls under the HIPAA requirements of which the Grantee becomes aware. The Grantee will work with the Department to mitigate the breach and will provide assurances to the Department of corrective actions to prevent further unauthorized uses or disclosures. The Department may demand specific corrective actions and assurances and the Grantee must provide the same to the Department.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Part II, Section V.
7. In accordance with HIPAA requirements, the Grantee is liable for any claim, loss or damage relating to unauthorized use or disclosure of protected

health data and information, including without limitation the Department's costs in responding to a breach, received by the Grantee from the Department or any other source.

8. The Grantee will enter into a business associate agreement should the Department determine such an agreement is required under HIPAA.
9. Grantee will ensure Social Security Numbers are not stored in the NetCil database system.

N. Website Incorporation

The Department is not bound by any content on Grantee's website unless expressly incorporated directly into this Agreement. The Department is not bound by any end user license agreement or terms of use unless specifically incorporated in this Agreement or any other agreement signed by the Department. The Grantee may not refer to the Department on the Grantee's website without the prior written approval of the Department.

O. Survival

The provisions of this Agreement that impose continuing obligations will survive the expiration or termination of this Agreement.

P. Non-Disclosure of Confidential Information

1. The Grantee agrees that it will use confidential information solely for the purpose of this Agreement. The Grantee agrees to hold all confidential information in strict confidence and not to copy, reproduce, sell, transfer or otherwise dispose of, give or disclose such confidential information to third parties other than employees, agents, or subcontractors of a party who have a need to know in connection with this Agreement or to use such confidential information for any purpose whatsoever other than the performance of this Agreement. The Grantee must take all reasonable precautions to safeguard the confidential information.

2. **Meaning of Confidential Information**

For the purpose of this Agreement the term "confidential information" means all information and documentation that:

- a. Has been marked "confidential" or with words or similar meaning, at the time of disclosure by such party;
- b. If disclosed orally or not marked "confidential" or with words of similar meaning, was subsequently summarized in writing by the disclosing party and marked "confidential" or with words of similar meaning;
- c. Should reasonably be recognized as confidential information of the disclosing party;
- d. Is unpublished or not available to the general public; or

- e. Is designated by law as confidential.
3. The term “confidential information” does not include any information or documentation that was:
- a. Subject to disclosure under the Michigan Freedom of Information Act (FOIA);
 - b. Already in the possession of the receiving party without an obligation of confidentiality;
 - c. Developed independently by the receiving party, as demonstrated by the receiving party, without violating the disclosing party’s proprietary rights;
 - d. Obtained from a source other than the disclosing party without an obligation of confidentiality; or
 - e. Publicly available when received or thereafter became publicly available (other than through an unauthorized disclosure by, through or on behalf of the receiving party)
4. The Grantee must notify the Department within 1 business day after discovering any unauthorized use or disclosure of Confidential Information. The Grantee will cooperate with the Department in every way possible to regain possession of the Confidential Information and prevent further unauthorized use or disclosure.

Q. Cap on Salaries

1. None of the funds awarded to the Grantee through this Agreement shall be used to pay, either through a grant or other external mechanism, the salary of an individual at a rate in excess of Executive Level II. The current rates of pay for the Executive Schedule are located on the United States Office of Personnel Management web site, <http://www.opm.gov>, by navigating to Policy — Pay & Leave — Salaries & Wages. The salary rate limitation does not restrict the salary that a Grantee may pay an individual under its employment; rather, it merely limits the portion of that salary that may be paid with funds from this Agreement.

IV. Financial Requirements

A. Reimbursement Mechanism

All Grantees must register using the on-line vendor self-service site to receive all State of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits, as mandated by MCL 18.1283a. Vendor registration information is available through the Department of Technology Management and Budget's web site:

<https://www.michigan.gov/sigmavss>.

B. Final Obligations and Financial Status Report Requirements

1. Closeout Report

The closeout report stating funds received and funds expended is due 60 days following the end of the Agreement period. The final Federal Financial Report (FFR) for all federal funds shall be included in the closeout report.

C. Unobligated Funds

Any unobligated balance of funds held by the Grantee at the end of the Agreement period will be returned to the Department within 30 days of the end of the Agreement or treated in accordance with instructions provided by the Department.

D. Indirect Costs

The Grantee is allowed to use an approved federal indirect rate in their budget calculations and financial status reporting. If the Grantee does not have an existing approved federal indirect rate, they may use a 10% de minimis rate in accordance with 2 CFR 200 to recover their indirect costs.

E. Agreement Termination

The Department may terminate this Agreement without further liability or penalty to the Department for any of the following reasons:

A. This Agreement may be terminated by either party by giving 30 days written notice to the other party stating the reasons for termination and the effective date.

B. This Agreement may be terminated by either party with 30 days written notice upon the failure of either party to carry out the terms and conditions of this Agreement, provided the alleged defaulting party is given notice of the alleged breach and fails to cure the default within the 30-day period.

C. This Agreement may be terminated immediately if the Grantee or an official of the Grantee or an owner is convicted of any activity referenced in Part III Section

D. of this Agreement during the term of this Agreement or any extension thereof.

F. Stop Work Order

The Department may suspend any or all activities under this Agreement at any time. The Department will provide the Grantee with a written stop order detailing the suspension. Grantee must comply with the stop work order upon receipt. The Department will not pay for activities, Grantee's incurred expenses or financial losses, or any additional compensation during a stop work period.

G. Final Reporting Upon Termination

Should this Agreement be terminated by either party, within 30 days after the termination, the Grantee shall provide the Department with all financial, performance and other reports required as a condition of this Agreement. The Department will make payments to the Grantee for allowable reimbursable costs not covered by previous payments or other state or federal programs. The Grantee shall immediately refund to the Department any funds not authorized for use and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenditures.

H. Severability

If any part of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, that part will be deemed deleted from this Agreement and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining parts of the Agreement will continue in full force and effect.

I. Waiver

Failure by the Department to enforce any provision of this Agreement will not constitute a waiver of the Department's right to enforce any other provision of this Agreement.

J. Amendments

Any changes to this Agreement will be valid only if made in writing and executed by all parties through an amendment to this Agreement. Any change proposed by the Grantee which would affect the Department funding of any project must be submitted in writing to the Department for approval immediately upon determining the need for such change. The Grantee shall, upon request of the Department and receipt of a proposed amendment, amend this Agreement.

K. Liability

The Grantee assumes all liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct activity delivery, to be carried out by the Grantee in the performance of this agreement, under the following conditions:

- A. The liability, loss, or damage is caused by, or arises out of, the actions of or failure to act on the part of the Grantee, any of its subcontractors, or anyone directly or indirectly employed by the grantee.
- B. Nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Grantee or its employees by statute or court decisions. The Department is not liable for consequential, incidental, indirect or special damages, regardless of the nature of the action.

L. State of Michigan Agreement

This is a State of Michigan Agreement and must be exclusively governed by the laws and construed by the laws of Michigan, excluding Michigan's choice-of-law principle. All claims related to or arising out of this Agreement, or its breach, whether sounding in contract, tort, or otherwise, must likewise be governed exclusively by the laws of Michigan, excluding Michigan's choice-of-law principles. Any dispute as a result of this Agreement shall be resolved in the State of Michigan.

PART 1 - FACE SHEET

APPLICATION FOR FEDERAL ASSISTANCE		1. TYPE OF SUBMISSION:
Modified Standard Form 424 (Rev.02/07 to confirm to the Corporation's eGrants System)		Application <input checked="" type="checkbox"/> Non-Construction
2a. DATE SUBMITTED TO CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS):	3. DATE RECEIVED BY STATE: 14-DEC-22	STATE APPLICATION IDENTIFIER: NA
2b. APPLICATION ID: 23AC252301	4. DATE RECEIVED BY FEDERAL AGENCY:	FEDERAL IDENTIFIER:
5. APPLICATION INFORMATION		
LEGAL NAME: ANN ARBOR, CITY OF UEI NUMBER: R9C4BRD4M7L9	NAME AND CONTACT INFORMATION FOR PROJECT DIRECTOR OR OTHER PERSON TO BE CONTACTED ON MATTERS INVOLVING THIS APPLICATION (give area codes): NAME: Melissa Stults TELEPHONE NUMBER: (734) 794-6430 43725 FAX NUMBER: INTERNET E-MAIL ADDRESS: mstults@a2gov.org	
ADDRESS (give street address, city, state, zip code and county): 100 N 5TH AVE Ann Arbor MI 48104 - 5522 County: Washtenaw		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 386004534	7. TYPE OF APPLICANT: 7a. Local Government - Municipal 7b. Local Government, Municipal	
8. TYPE OF APPLICATION (Check appropriate box). <input checked="" type="checkbox"/> NEW <input type="checkbox"/> NEW/PREVIOUS GRANTEE <input type="checkbox"/> CONTINUATION <input type="checkbox"/> AMENDMENT If Amendment, enter appropriate letter(s) in box(es): <input type="text"/> <input type="text"/> A. AUGMENTATION B. BUDGET REVISION C. NO COST EXTENSION D. OTHER (specify below):	9. NAME OF FEDERAL AGENCY: Corporation for National and Community Service	
10a. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 94.006 10b. TITLE: AmeriCorps State	11.a. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Climate Corps in Ann Arbor	
12. AREAS AFFECTED BY PROJECT (List Cities, Counties, States, etc): City of Ann Arbor, MI	11.b. CNCS PROGRAM INITIATIVE (IF ANY):	
13. PROPOSED PROJECT: START DATE: 09/01/23 END DATE: 08/31/24	14. CONGRESSIONAL DISTRICT OF: a.Applicant <input type="text" value="MI 06"/> b.Program <input type="text" value="MI 06"/>	
15. ESTIMATED FUNDING: Year #: <input type="text" value="1"/>	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? <input type="checkbox"/> YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE: <input checked="" type="checkbox"/> NO. PROGRAM IS NOT COVERED BY E.O. 12372	
a. FEDERAL \$ 229,060.00		
b. APPLICANT \$ 428,072.00		
c. STATE \$ 0.00		
d. LOCAL \$ 0.00		
e. OTHER \$ 0.00		
f. PROGRAM INCOME \$ 0.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> YES if "Yes," attach an explanation. <input checked="" type="checkbox"/> NO	
g. TOTAL \$ 657,132.00		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.		
a. TYPED NAME OF AUTHORIZED REPRESENTATIVE: Melissa Stults	b. TITLE:	c. TELEPHONE NUMBER: (734) 794-6430 43725
d. SIGNATURE OF AUTHORIZED REPRESENTATIVE:		e. DATE SIGNED: 12/05/22

Narratives

Executive Summary

The City of Ann Arbor will have 10 AmeriCorps members who will build local capacity while supporting neighborhood-focused decarbonization and resilience-building initiatives in Ann Arbor. At the end of the first program year, the AmeriCorps members will be responsible for educating 1,000 individuals, with 700 individuals committing to engage in city decarbonization programs and 500 individuals committing to take an action to reduce climate pollution in their homes (as evidenced from pre and post-survey results), and improving stewardship of 150 acres of public land in underserved neighborhoods. In addition, the AmeriCorps members will leverage 20 volunteers, who will support community outreach, decarbonization assessments, and stewardship. The AmeriCorps investment will be matched with \$428,072 in local funding.

Rationale and Approach/Program Design

The Need: Climate change is having immediate and significant impacts on Ann Arbor - from a 44% increase in annual precipitation which is causing massive amounts of flooding, to extreme temperature changes and prolonged heat waves which are destroying infrastructure and causing severe public health impacts [Ann Arbor, 2019]. Considering this and the global imperative to deeply and urgently reduce global greenhouse gas emissions [Science, 2019], in November 2019, Ann Arbor City Council unanimously adopted the goal of community-wide carbon neutrality in a just and equitable way by the year 2030 [MLive, 2019]. Seven months later, the City Council unanimously adopted the plan to achieve that goal, known as A2ZERO [MLive, 2020].

A2ZERO lays out seven strategies and 44 actions that are necessary to achieve a just transition to community-wide carbon neutrality, with many actions focused on the residential sector given this sector contributes over ¼ of Ann Arbor's total greenhouse gas emissions [Ann Arbor, 2020]. With over 50,000 housing units, engaging a majority, let alone all Ann Arborites in climate action is a herculean task. And engaging folk simply is not enough -- we need to support them in acting. To get residents to do this at a scale that demonstrably reduces greenhouse gas emissions and increases resilience, time must be spent educating, engaging with, and helping individuals understand their unique opportunities to improve comfort, enhance health and safety, reduce energy bills, enhance resilience, and address the climate crisis.

The Intervention: Equitably addressing the climate crisis by 2030 requires significant education, engagement, and capacity building. But local governments are notoriously terrible at designing, executing, and evaluating meaningful public education and engagement campaigns...despite our best

Narratives

efforts. That's why we propose using Members to educate residents deeply and regularly about the strategic opportunities they have to save money and address the climate crisis. This will be done by turning the Members into an educational brigade that knocks on residents' doors, hosts events in neighborhoods, teaches folk about individual and collective climate action, helps support natural systems and neighborhood stewardship, and directs residents to resources and support services so that they become part of the local climate movement. This education is necessary and currently lacking across the entirety of the city, and where it exists is largely in affluent, predominately white households. To equitably address the climate crisis, all Ann Arborites, especially Black, Indigenous, and People of Color need to be centered and provided opportunities to reap the multitude of benefits associated with climate action.

That is why we propose leveraging the passion of 10 AmeriCorps Members to support two critical prongs of local climate action: 1) community education; and 2) natural areas stewardship. Each of these interventions will begin in frontline and fenceline neighborhoods in Ann Arbor, areas that are disproportionately impacted by climate change and have lower access to market-based opportunities to lower energy consumption, improve indoor health, safety, and comfort, and enhance the natural systems in their neighborhoods. The CDC Social Vulnerability Index, in addition to the Washtenaw County Opportunity Index and Headwaters Economics Neighborhoods at Risk mapping tool will be used to identify target geographies for education, given the clear overlap of these tools with the goals of equitable decarbonization. Through work in these target areas, the Members will get 700 individual residents to commit to engaging in city decarbonization programs and 500 individuals committing to take an action to reduce climate pollution in their homes, all while improving 150 acres of natural systems in vulnerable communities through increased stewardship. By doing this, the members will collectively set the city on a pathway to reduce long-term emissions by 10% from a 2019 baseline and significantly lower flooding risk in vulnerable areas. These output and outcomes targets were established by analyzing what was needed to scale this intervention to the whole City as well as what was feasibly achievable in a one-year period.

COMMUNITY EDUCATION: Members will conduct 2 types of sustained education activities -- General Education and Decarbonization Assessments that lead to individuals making new commitments to sustainability-related action while also demonstrating new knowledge about climate impacts and opportunities in Ann Arbor. Both types of educational activities will be centered in frontline and fenceline communities, starting in the Bryant neighborhood of Ann Arbor and Affordable Housing Commission sites, where most residents live below the federal poverty level. A

Narratives

community education strategy will be developed to guide both types of activities, however, this strategy will be iterative, leaving space for real-time adjustments as needed.

General Educational activities will focus on providing residents with new knowledge and information about local climate impacts, plans, and actions they can be taken in their own lives to address the climate crisis (and receive a multitude of co-benefits). General Educational activities will include the creation of flyers, mailers, leave-behind handouts, slide decks, stump speeches, interactive games, and general talking points. These different educational pieces will be delivered, as appropriate, through door knocking in frontline neighborhoods, tabling at the Ann Arbor Farmers Market, co-hosting neighborhood block parties, at city-focused events, at events hosted by A2ZERO Collaborating organizations, and in partnership with the Freeman Environmental Education Center which engages students in K-12. Every week there will be at least 3 general educational activities the Members undertake with a dosage of 8.5 hours/person for setup and delivery of programming.

Decarbonization Assessment Education will focus on getting residents to sign-up for a free A2ZERO Decarbonization Assessment. This assessment was designed by the residents of Bryant, a frontline neighborhood in Ann Arbor where 75% of the residents live below the federal poverty level, to holistically identify opportunities for improving health, safety, indoor air quality, comfort, and addressing the climate crisis. Members will be trained on the assessment so that they are able to discuss its value with residents. Members will then engage in one-on-one conversations with residents through door knocking, tabling at neighborhood events, and through partnerships with community-based organizations where Members spend time at trusted community sites. During these engagements, Members will educate residents about the Decarbonization Assessment and will register interested residents to receive the free assessment. Members will also be available to meet with residents to discuss the results of the Decarbonization Assessment, helping point residents to programs, rebates, and incentives available across the federal, state, and local levels to make identified improvements. In this way, the Members will be educating and supporting residents with identifying and implementing their most appropriate decarbonization solutions. The dosage for decarbonization education is 12.75 hours per person for setup and delivery of assessments.

Community education outcomes will be measured in 2 ways. General Educational program outcomes will be measured through the administration of a short pre-and post-educational survey delivered when a Member first starts engaging with a resident and at the end of that engagement. The survey will assess the level of knowledge resident's have regarding A2ZERO and of the City's climate programs. The survey will also assess how likely residents are to engage in a City climate program

Narratives

before and after the Member educational interaction. Decarbonization Assessment outcomes will be evaluated using a resident survey measuring the likelihood that residents would take actions to improve the sustainability of their homes before administration of a Decarbonization Assessment compared to willingness to act after receiving the Assessment results. In this way, we will be able to gather real-time information on how effective Member education activities are and make adjustments to maximize their impact. Approximately 60% of the Members' time will be spent on educational activities.

STEWARDSHIP: The second intervention is natural areas stewardship. Through this activity Members will participate in invasive species removal, prescribed fire burns, trail construction, tree plantings, activities to manage stormwater runoff, native species propagation, and other activities to restore and maintain natural systems in highly vulnerable neighborhoods of the City, including frontline neighborhoods, areas prone to flooding, and areas with a high preponderance of invasive species. This work will be coordinated by the Office of Sustainability and Innovations and the City's Natural Area Preservation unit. This activity gives Members a chance to combine the human and physical infrastructure work done in the Educational tasks above with natural systems management - providing a holistic and well-rounded approach to local climate action and resilience building. 10% of Members' time will be spent on this task, which will lead to 150 acres of stewarded land. This equates to a dosage of 11.3 hours per acre treated.

OUTCOMES. In the short-term, this project will lead to: 1) 700 of individuals demonstrating an increased intention to engaging in climate action; 2) 500 individuals completing the free A2ZERO assessment and committing to take an action to reduce climate pollution in their homes; and 3) 150 acres of public land in underserved neighborhoods in full stewardship. Over the medium-term, the Members interventions will result in a 10% annual increase in zero carbon and electrification equipment (e.g., heat pumps, electric hot water heaters, solar panels, battery storage systems) installed from a 2022 baseline, and a 10% increase in the carbon sequestration of actively managed natural lands from a 2022 baseline. Over the long-term, Ann Arbor is on track for a 10% reduction in annual greenhouse gas emissions through building decarbonization, individual behavior change, and increased carbon sequestration on public lands. And, community members, particularly frontline community members, are more actively engaged in climate efforts, thereby fostering greater community well-being, preparedness, and long-term quality of life improvements for Ann Arbor and Michigan as a whole. These outputs and outcomes align with National Performance Measures EN3, EN3.2, EN4, and EN4.1.

Narratives

EVIDENCE BASE. As this is a new AmeriCorps program and we are developing a new intervention, this program falls into the pre-preliminary level of evidence. As designed, the program focused on two areas that have a strong historical evidence base in the AmeriCorps program: education and environmental stewardship [AmeriCorps, 2021].

While the City of Ann Arbor's Office of Sustainability and Innovations has never had an AmeriCorps Member, the City does have significant anecdotal evidence of the impact educational activities have on action [Ann Arbor, 2020; 2021]. For example, for two years the City has worked with residents in the Bryant neighborhood to make this the most sustainable low-income neighborhood in America. Through individual education and outreach, neighborhood events, and the leveraging of trusted institutions, we've been able to engage deeply with over 25% of all residents, assisted 10% with receiving a free A2ZERO Decarbonization Assessment, and helped four households implement actions that are improving indoor air quality, lowering energy bills, and improving comfort. And we've just secured a grant to help 20 more households make improvements identified in their customized A2ZERO Decarbonization Assessment. This work has only been possible through personalized education and outreach - the exact interventions proposed for the 10 AmeriCorps Members.

As further justification for the proposed intervention, work by researchers like Kolenaty et al., found that providing stakeholders with "sufficient climate change knowledge... positively influenced participants self-efficacy and willingness to act." [Kolenaty et al., 2022]. And Cordero et al. found that sustained sustainability-focused education led to individuals taking more pro-environmental actions [Cordero et al., 2020]. Additionally, Kolleck et al., found that social networks, especially those composed of individuals not assumed to be influential in sustainability fields, including neighbors and community organizations, were effective educators about climate change opportunities [Kolleck et al., 2017]. We've reviewed and have leveraged these, and other, research findings to design our specific Member interventions, with a heavy focus on customized educational outreach techniques and content that directs people to programs that provide specific actions they can take to save money and address the climate crisis. Finally, in designing our application, we reviewed and designed our proposed interventions to mirror those that had a strong history of success as noted in CNCS' Evidence Briefs. For example, our proposed work in stewardship focuses on natural habitat restoration, invasive species coverage reduction, managing stormwater runoff, and native species propagation, all of which have a strong evidence base via historical CNCS interventions. For educational interventions, we are focusing on delivering one-on-one individualized support to community members, providing coaching services, structured yet customizable information and pathways for action, provision of data-driven

Narratives

recommendations, regular interaction opportunities, and support with finding and implementing solutions, which are successful techniques in other CNCS' funded programs.

NOTICE PRIORITY. This proposed program fits within the AmeriCorps environmental stewardship priority area, especially the focus on reducing greenhouse gas emissions, helping communities become more resilient, especially in underserved households and communities.

MEMBER EXPERIENCE. To recruit Members, we will work directly with our community-based organizations, especially Community Action Network and the Ann Arbor Housing Commission, that work in frontline communities. In this way, we hope to both recruit Members from low-income and BIPOC communities, the very communities we seek to serve, while also building awareness about the program and enhancing the diversity of our team. We will also post the opportunity through our A2ZERO Collaborators Network, with our local community colleges, and on traditional City recruitment channels with an explicit line in the job application that "applicants from a diverse background are highly encouraged to apply." Additionally, will offer a higher living allowance to try and recruit individuals from more diverse backgrounds and support member retention. And, before posting the opportunity, we will work with our Director of Organizational Equity and the City's Equitable Engagement Steering Committee (composed of residents) to co-develop a job description and posting strategy that does not inadvertently disenfranchise or exclude frontline populations.

Once hired, all Members will undertake the City's standard equity, safety, policy, and financial management trainings. We will also train all Members on the A2ZERO plan, the work of the Sustainability Office, and the living educational and engagement strategy for the Office. We will also train all Members on project management, equip them with the City's project management tools, and provide weekly individual and daily team check-in meetings to ensure everyone is engaged, problems are quickly identified, and collective solutions established. Combined, these experiences will help foster leadership skills such as active listening, adaptive management, co-designing techniques, and time management skills - skills highly desired by sustainability-related employers. Moreover, we will set aside funding to send the members to a training or conference of their choice, helping them continue growing and learning about topics of interest to them and helping them network with other professionals.

Importantly, our AmeriCorps Members will be provided the opportunity for occasional service outside the focus of this program in order to better understand and benefit their community and to participate in National Days of Service. This may also include service opportunities identified through the MCSC's volunteer platform to increase and improve skills that will be valued by future employers.

Narratives

These hours may be counted toward the member's term of service if they do not interfere with their normal service hours or conflict with prohibited activities, and the service is approved by the program director.

Organizational Capability

The City of Ann Arbor's Office of Sustainability and Innovations is prepared to dedicate the collective resources (staff, equipment, workspace, training, and mentorship) necessary to ensure the 10 Members have a fulfilling, enriching, and impactful experience.

ORGANIZATIONAL BACKGROUND AND STAFFING. The City has extensive experience working with paid interns, including providing job training, cultural immersion, and professional development opportunities, which are experiences that will be instrumental in working with the Members. Additionally, the City will dedicate one full-time coordinator in the Office of Sustainability and Innovations that will work directly with the Members. The Coordinator will provide direct supervision, coordinate workplans, and provide general professional development support for Members. The Coordinator will also ensure all Members receive training on A2ZERO, Equity Foundations Training (given that equity is one of three core values of A2ZERO and the Office of Sustainability and Innovations), and training on City rules and policies, as noted below. In addition to a dedicated Coordinator, 10% of the Director of Sustainability and Innovations time will be directed to ensuring the Members work aligns with Office priorities and to providing programmatic support. 25% of a Sustainability Manager's time will be dedicated to overseeing technical content and training for the Members, ensuring compliance with policies and procedures, and conducting all requirement reporting and tracking. Additionally, 20% of the Natural Area Preservation (NAP) Field Supervisors time will be allocated to support the Members with stewardship activities and 5% of the NAP Manager will be allocated to providing strategic programmatic support and guidance on stewardship-related activities. Of the staff the Members will interact with, the majority live within the City of Ann Arbor (aka, the community being served) meaning they have first hand knowledge that can aid the Members with ensuring a constructive experience.

COMPLIANCE AND ACCOUNTABILITY. The City of Ann Arbor has extensive Administrative Rules and Policies that ensure effective monitoring and oversight of funds, adherence to organizational policies, and training on best governance practices. All Members will receive training on these Rules and Policies, including safety training, financial training, and non-discrimination training, and will receive guidance on where to go for more information or report violations. Additionally, the City hires a third-party to conduct annual budgetary audits and ensure compliance

Narratives

with all external funding The AmeriCorps program will be included as part of this audit. The City also administers a public website entitled "Ann Arbor Citizen Guide to Finance and Budget" where residents can see all receipts, bills, and expenditures of the City, as well as the entire City budget as approved by Council. This powerful transparency tool also helps avoid fraud, waste, and mismanagement of funds. The City also has a dedicated finance department that uses Logos.net to automatically track all City expenditures and alignment with budgets and Ultipro to track timesheet reporting and avoid timekeeping fraud.

For this proposal, the Program Manager's time will be dedicated to working with the City's finance department to ensure compliance with AmeriCorps rules and regulations. The Manager will work in tandem with the Project Coordinator to ensure all Members are trained on City administrative policies, including APP 513: Fraud in the Workplace -- which details what fraud is, how to detect and prevent it, and how to report it (among other things).

MEMBER SUPERVISION. As noted above, Members will receive direct supervision from a dedicated Program Coordinator in the Office of Sustainability and Innovations. This individual will go through all available AmeriCorps training but will also receive project management training to ensure they have the skills and tools necessary to make the Members experience fruitful and productive. Members will meet with the Coordinator daily in all-team check-ins and bi-weekly in one-on-ones to dive more deeply into relevant topics. These meetings will mostly be in person but there may be times when virtual meetings are necessary due to field work. The Program Coordinator will receive additional management training to ensure they are able to provide a strong experience for the Members. This includes participating in trainings from the MI Community Service Commission, Urban Sustainability Directors Network leadership trainings, and LinkedIn leadership trainings curated by the Office of Sustainability and Innovations Director. The Coordinator will also review and be expected to follow all guiding documents from the MCSC and the AmeriCorps agency.

Cost Effectiveness and Budget Adequacy

See budget

Evaluation Summary or Plan

NA

Amendment Justification

NA

Narratives

Clarification Summary

Question: please explain whether member positions (slots) being requested as part of this application are also duplicated in any other application currently under review by AmeriCorps. If applicable, indicate how many slots are duplicated and the application(s) in which duplicated slots are requested.

Response: The requested member positions (slots) are not part of any other application currently developed or under consideration. Support for these positions has only been requested through AmeriCorps.

Question: 1) Your estimated unrestricted revenue is less than your expenses in at least 2 of the last 3 years and your organization has the capacity to raise the required match to operate your program.

Response: We do not anticipate any revenue from this program so our revenue in all years is less than expenses from the program. And, we do have the required match through a voter passed local Community Climate Action Millage (tax) that passed in November of 2022. The Administrator has approved using a portion of this new revenue to meet the match requirements of this program.

Question: 2) The amount of federal funds requested is less than your total revenue, if not, please provide to AmeriCorps an explanation of your plans to effectively manage an expansion of this size.

Response: Yes, the amount of federal funds requested is less than the total revenue for the City and for the Office of Sustainability and Innovations. The budget for the City, inclusive of the budget for the Office of Sustainability and Innovations, can be found at:

<https://www.a2gov.org/departments/finance-admin-services/financial-reporting/budget-guide/Pages/BudgetPublicProcess.aspx>

Question: 3) Your organization has more one month of cash and investments on hand, if not, please provide to AmeriCorps assurance that your organization has the capacity to raise the required match to operate your program.

Narratives

Response: Yes, the City of Ann Arbor has more than one month of cash and investments on hand. The City has a policy to maintain at least 12% of the City's budget in fund balance. You can see our fund balance at: <https://www.a2gov.org/departments/finance-admin-services/financial-reporting/budget-guide/Pages/FundBalance.aspx>.

Question: 4) Your liabilities are less than 75% of your organization's assets, if not, please provide assurance to AmeriCorps that your organization will not let this impact your AmeriCorps grant.

Response: Yes, the City's liabilities are less than 75% of the organization's assets. A full and transparent accounting of the City's budget, including debt, expenditures, revenue, and each fiscal year's budget can be found at: <https://www.a2gov.org/departments/finance-admin-services/financial-reporting/budget-guide/Pages/FrequentlyAskedQuestions.aspx>

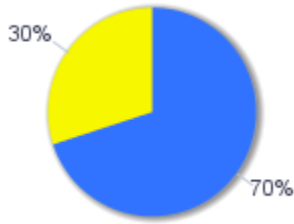
Continuation Changes

NA

Grant Characteristics

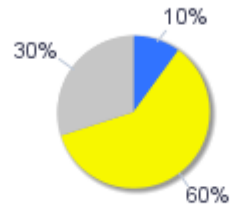
Performance Measures

MSYs by Focus Area



■ Environmental Stewardship:7 ■ Other Community Priorities:3

MSYs by Objective



■ At-Risk Ecosystems:1 ■ Awareness & Stewardship:6
■ Other:3

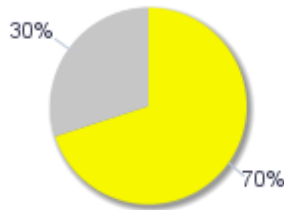
Table1: MSYs by Focus Areas

Focus Area	% MSYs
Environmental Stewardship	70%
Other Community Priorities	30%

Table2: MSYs by Objectives

Objectives	%MSYs
At- Risk Ecosystems	10%
Awareness & Stewardship	60%
Other	30%

% of MSY NPM VS Applicant VS Not in ANY



■ Applicant:0 ■ National:7 ■ Not in ANY:3

Table3: %MSYs by NPM vs.Applicant vs. Not in ANY

% MSYs	NPM	Applicant	Not in ANY
	70%	0%	30%

Table4: No of MSY and Members by Objective

Objectives	No of MSYs	No of Members
At- Risk Ecosystems	1.00	10
Awareness & Stewardship	6.00	10
Other	3.00	10
Total	10.00	30

Primary Focus Area: Environmental Stewardship
 Primary Intervention: Education/Training
 Secondary Focus Area: Environmental Stewardship
 Secondary Intervention: Climate Change Intervention

Performance Measure: Climate Educational Campaigns

Focus Area:	Environmental Stewardship	Objective:	Awareness & Stewardship	No of MSY's:	6.00	No of Members:	10
-------------	---------------------------	------------	-------------------------	--------------	------	----------------	----

Problem Statement:

Climate change is having immediate and significant impacts on Ann Arbor - from a 44% increase in annual precipitation which is causing massive flooding events, to extreme changes in temperature leading to public health ramifications and deteriorating infrastructure. In response to this urgent need, Ann Arbor City Council, under the direction of the public, has set the goal of achieving a just transition to community- wide carbon neutrality by the year 2030 (known as A2ZERO). Given that 67% of local greenhouse gas emissions come from the built environment, a significant emphasis needs to be placed on reducing emissions from buildings. Achieving this unanimously adopted Council goal necessitates that all residents are part of the climate movement and implementing collective actions that drive emissions downward while enhancing community resilience. But the capacity to engage with all community members (let alone a majority) is non- existent. Instead, current staff end up engaging with those that are already taking action and failing to create a broader movement that centers the needs, lived experiences, and opportunities of frontline communities.

Selected Interventions:

- Climate Change Intervention
- Education/Training

Describe Interventions:

To build community member engagement in A2ZERO goals and to spur individual action, AmeriCorps members will coordinate and deliver two forms of decarbonization education.

a) A2ZERO Community education: General group educational programs to increase understanding of decarbonization goals and resources intended to foster broad- based decarbonization action among community members

Dosage: average of 8.5 hours / per person for setup and delivery of programming.

b) A2ZERO Decarbonization assessments: one- one- one building decarbonization assessments that document potential energy saving opportunities, and identify rebates, and provide guidance on how to implement identified solutions. intended to accelerate adoption of decarbonization systems and

Dosage: 12.75 hours / per person for setup and delivery of assessments.

EN3 Output:

EN3: Number of individuals receiving education or training in environmental stewardship

Target: 1000 Individuals

Measured By: Tracking System

Described Instrument: Number of individuals that gain new information from Members based on pre and post- engagement surveys.

Performance Measure: Climate Educational Campaigns

Problem Statement:

Selected Interventions:
Climate Change Intervention

Education/Training

EN3.2 Outcome:

EN3.2: Number of individuals reporting a change in behavior or intention to change behavior

Target: 700 Individuals

Measured By: Survey

Described Instrument: General Educational program outcomes will be measured through the administration of a short pre- and post- educational survey delivered when a Member first starts engaging with a resident and at the end of that engagement. The survey will assess the level of knowledge resident' s have regarding A2ZERO and of the City' s climate programs. The survey will also assess how likely residents are to engage in a City climate program before and after the Member educational interaction. Decarbonization Assessment outcomes will be evaluated using a resident survey measuring the likelihood that residents would take actions to improve the sustainability of their homes before administration of a Decarbonization Assessment compared to willingness to act after receiving the Assessment results.

Performance Measure: Resilience and Carbon Capture

Focus Area:	Environmental Stewardship	Objective:	At- Risk Ecosystems	No of MSY's:	1.00	No of Members:	10
-------------	---------------------------	------------	---------------------	--------------	------	----------------	----

Problem Statement:

Ann Arbor has already experienced a 44% increase in precipitation during extreme events, a 42% increase in annual precipitation, and warmed by over 1 degree Fahrenheit. These impacts are leading to serious public health, societal, economic, and cultural impacts at the local and regional levels. To address these concerns, Ann Arbor seeks to decrease the vulnerability of frontline neighborhoods through natural systems preservation, while simultaneously improving the capture sequestration potential of natural lands. But invasive species, human activity, climate change, and other factors are leading to rapid deterioration of natural systems.

Selected Interventions:

Climate Change Intervention

Describe Interventions:

To increase the City' s natural carbon sequestration and resilience capacity, Members implement restoration activities on community lands that are designed to enhance neighborhood and natural system resilience.

Dosage: 11.3 hours / per acre treated

Target Population: Prairie landscapes, and highly vulnerable neighborhood natural systems

EN4 Output:

EN4: Acres of parks or public land treated.

Target:	300	Acres
Measured By:	Tracking System	
Described Instrument:	Number of acres treated as measured by staff in the Natural Area Preservation unit at the City.	

EN4.1 Outcome:

EN4.1: Acres of parks or public land improved

Target:	150	Acres
Measured By:	Land Manager Assessment	
Described Instrument:	The absolute acreage of land improved through Member stewardship as measured by the Natural Area Preservation Manager	

Program Information

AmeriCorps Funding Priorities

*Check any priority area(s) that apply to the proposed program. Please refer to the NOFO for the information on the threshold for meeting priority consideration

Additional benefits to AmeriCorps members, Environmental stewardship

Grant Characteristics

*Check any characteristics that are a significant part of the proposed program.

Geographic Focus- Urban

Demographics

Other Revenue Funds	0
Number of volunteers generated by AmeriCorps members	20
Percent of disadvantaged youth enrolled	8

Required Documents

<u>Document Name</u>	<u>Status</u>
Evaluation	Not Applicable
Federally Approved Indirect Cost Agreement	Not Applicable
Labor Union Concurrence	Sent
Other Documents	Sent

Logic Model

Problem	Inputs	Activities	Outputs	Short-Term Outcomes	Mid-Term Outcomes	Long-Term Outcomes
<p>The community problem that the program activities (interventions) are designed to address.</p>	<p>Resources that are necessary to deliver the program activities (interventions), including the number of locations/sites and number/type of AmeriCorps members.</p>	<p>The core activities that define the intervention or program model that members will implement or deliver, including duration, dosage and target population.</p>	<p>Direct products from program activities.</p>	<p>Changes in knowledge, skills, attitudes and opinions. These outcomes, if applicable to the program design, will almost always be measurable during the grant year.</p>	<p>Changes in behavior or action. Depending on program design, these outcomes may or may not be measurable during the grant year.</p>	<p>Changes in condition or status in life. Depending on program design, these outcomes may or may not be measurable during the grant year. Some programs, such as environmental or capacity-building programs, may measure changes in condition over a period as short as one year.</p>
<p>Climate change is having immediate and significant impacts on Ann Arbor - from a 44% increase in annual precipitation which is causing massive flooding events, to extreme changes in temperature leading to public health ramifications and deteriorating infrastructure.</p> <p>In response to this urgent need, Ann Arbor City Council, under the direction of the public, set the goal of achieving a just transition to community-wide carbon neutrality</p>	<p>10 full time Members will be based in one community - Ann Arbor.</p> <p>1 Director: 10% 1 Manager: 25% 1 Coordinator: 100% 1 Field Supervisor: 20%: 1 Natural Area Preservation Manager: 5%</p> <p>Members will be supported by a network of 110 A2ZERO Collaborating organizations who will provide training and community engagement support</p>	<p>Service members will be involved in two primary activities</p> <p>1) Educational Programs: To build community member engagement in A2ZERO goals and to spur individual action, AmeriCorps members will coordinate and deliver two forms of decarbonization education, including:</p> <p>a) A2ZERO Community education: General group educational programs to increase understanding of</p>	<p>1a) 1,000 individuals participate in community education programs (EN3)</p> <p>1b) 1000 individuals sign-up for A2ZERO Decarbonization assessments</p> <p>2) 300 acres treated (EN4)</p>	<p>1a) 700 Individuals will demonstrate an increased intention to engage in city decarbonization programs and resources as evidenced by results of pre- post program surveys (EN3.2)</p> <p>1b) 500 Individuals will demonstrate an increased intention to decarbonize their buildings as evidenced by results of pre- post assessment surveys</p> <p>2) 150 acres of land in frontline communities in improved under full stewardship (EN4.1)</p>	<p>Ann Arbor sees a 10% annual increase in zero carbon and electrification equipment (e.g., heat pumps, electric hot water heaters, solar panels, battery storage systems) installed from the 2022 baseline and a 10% increase in the carbon sequestration of actively managed natural lands from a 2022 baseline.</p>	<p>Over the long-term Ann Arbor is on track for a 10% reduction in annual greenhouse gas emissions through building decarbonization, individual behavior change, and increased carbon sequestration on public lands.</p> <p>Community members (particularly frontline community members) are more actively engaged in climate efforts, thereby fostering greater community well-being,</p>

Logic Model

Problem	Inputs	Activities	Outputs	Short-Term Outcomes	Mid-Term Outcomes	Long-Term Outcomes
<p>by the year 2030 (known as A2ZERO). Given that 67% of local greenhouse gas emissions come from the built environment, a significant emphasis needs to be placed on reducing emissions from buildings.</p> <p>Achieving this unanimously adopted Council goal necessitates that all residents are part of the climate movement and implementing collective actions that drive emissions downward while enhancing community resilience. But the capacity to engage with all community members (let alone a majority) is non-existent. Instead, current staff end up engaging with those that are already taking action and failing to create a broader movement that centers the needs, lived experiences, and opportunities of frontline</p>	<p>to members.</p> <p>Funding AmeriCorps: \$229,905 Local Match: \$409,676</p>	<p>decarbonization goals and resources intended to foster broad-based decarbonization action among community members Dosage: average of 8.5 hours / per person for setup and delivery of programming.</p> <p>b) A2ZERO Decarbonization assessments: one-one-one building decarbonization assessments that document potential energy saving opportunities, and identify rebates, and provide guidance on how to implement identified solutions. intended to accelerate adoption of decarbonization systems and Dosage: 12.75 hours / per person for setup and delivery of assessments.</p> <p>2) Stewardship: To increase the City's natural carbon sequestration and resilience capacity,</p>				<p>preparedness, and long-term quality of life improvements for Ann Arbor and Michigan as a whole.</p>

Logic Model

Problem	Inputs	Activities	Outputs	Short-Term Outcomes	Mid-Term Outcomes	Long-Term Outcomes
communities.		Members implement restoration activities on community lands that are designed to enhance neighborhood and natural system resilience. Dosage: 11.3 hours / per acre treated Target Population: Prairie landscapes, and highly vulnerable neighborhood natural systems				

April 21, 2023 10:32 AM

Attachment B

Climate Corps in Ann Arbor

ANN ARBOR, CITY OF

Application ID: 23AC252301

Budget Dates:

	Total Amt	CNCS Share	Grantee Share	
Section I. Program Operating Costs				
A. Personnel Expenses	108,750	0	108,750	
B. Personnel Fringe Benefits	40,944	0	40,944	
C. Travel				
Staff Travel	1,293	1,293	0	
Travel to CNCS-Sponsored Meetings	2,000	2,000	0	0
Member Travel	2,264	2,264	0	
Total	\$5,557	\$5,557	\$0	
D. Equipment				
E. Supplies	3,255	3,255	0	
F. Contractual and Consultant Services	5,000	5,000	0	
G. Training				
Staff Training				
Member Training	5,890	5,890	0	
Total	\$5,890	\$5,890	\$0	
H. Evaluation	3,000	3,000	0	
I. Other Program Operating Costs	82,750	42,250	40,500	
Section I. Subtotal	\$255,146	\$64,952	\$190,194	
Section I Percentage		25.46%	74.54%	
Section II. Member Costs				
A. Living Allowance				
Full Time (1700 hrs)	280,000	128,800	151,200	
1-Year Half Time (900 hours)	0	0	0	
Reduced Half Time (675 hrs)	0	0	0	
Quarter Time (450 hrs)	0	0	0	
Minimum Time (300 hrs)	0	0	0	
2-Year Half Time (2nd Year)	0	0	0	
2-Year Half Time (1st Year)	0	0	0	
Three Quarter Time (1200 hours)	0	0	0	
Abbreviated Time (100 hrs)	0	0	0	
Total	\$280,000	\$128,800	\$151,200	
B. Member Support Costs	1,320	607	713	
FICA for Members	21,420	9,853	11,567	
Worker's Compensation	2,128	979	1,149	
Health Care	26,950	12,397	14,553	
Total	\$51,818	\$23,836	\$27,982	
Section II. Subtotal	\$331,818	\$152,636	\$179,182	
Section II. Percentages		46.00%	54.00%	
Section III. Administrative/Indirect Costs				
A. Corporation Fixed Percentage				
Corporation Fixed Amount	65,579	6,883	58,696	
Commission Fixed Amount	4,589	4,589	0	
Total	\$70,168	\$11,472	\$58,696	
B. Federally Approved Indirect Cost Rate				
Section III. Subtotal	\$70,168	\$11,472	\$58,696	
Section III Percentage		16.35%	83.65%	
Section I + III. Funding Percentages		23.50%	76.50%	
Budget Totals	\$657,132	\$229,060	\$428,072	
Budget Total Percentage		34.86%	65.14%	
Required Match		24.00%		

Climate Corps in Ann Arbor ANN ARBOR, CITY OF

# of years Receiving CNCS Funds		1	
Total MSYs		10.00	
Cost/MSY		\$22,906.00	
	Total Amt	CNCS Share	Grantee Share
Budget Totals	\$0	\$0	\$0
Budget Total Percentage		0.00%	0.00%
Required Match		24.00%	
# of years Receiving CNCS Funds		1	
Total MSYs		10.00	

Budget Narrative: Climate Corps in Ann Arbor for ANN ARBOR, CITY OF

Section I. Program Operating Costs

A. Personnel Expenses

Position/Title -Qty -Annual Salary -% Time	CNCS Share	Grantee Share	Total Amount
Director: Oversees all aspects of the program and sets programmatic direction.: - 1 person(s) at 125000 each x 10 % usage	0	12,500	12,500
Program Manager: Oversees technical content and training for cohort, Oversees policies and procedures, reporting, and tracking, Oversees team of Regional Coordinators: - 1 person(s) at 80000 each x 25 % usage	0	20,000	20,000
Program Coordinator: Provides supervision, support, and general professional development support of members: - 1 person(s) at 60000 each x 100 % usage	0	60,000	60,000
NAF Field Supervisor: - 1 person(s) at 60000 each x 20 % usage	0	12,000	12,000
NAP Manager: Supports field training and engagement: - 1 person(s) at 85000 each x 5 % usage	0	4,250	4,250
Category Totals	0	108,750	108,750

B. Personnel Fringe Benefits

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
Average payroll taxes, workers comp, health insurance, long-term disability insurance, and defined pension contribution: 30% of total staffing cost (.3 x 108,750)	0	32,625	32,625
FICA: 7.65% of salaries (108,750)	0	8,319	8,319
Category Totals	0	40,944	40,944

C. Travel

Staff Travel

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
Travel to CNCS-Sponsored Meetings: Out of State Travel CNCS-Spon Mtgs: Hotel \$139 + tax (Conlin) = \$150x4 nts = \$600; air \$450; Food \$38.25 (Bfast \$13 + Din \$25.25) x 5 = \$191.25; cab \$100RT; mileage airport RT 50 mls x .625 (prem state rate) = \$62.50; reg fee \$457.25 = \$2000	2,000	0	2,000
Travel for site visits, training, and events (mileage): 2 people @ 0.56 per mile for 800 miles (100 miles / month for 10 months)	896	0	896
Travel to MCSC Meetings (overnight): \$85.00 hotel; Breakfast \$9.75Dinner \$22.00	234	0	234
Travel to MCSC Meetings (not overnight): 65 miles each way	163	0	163
Category Totals	3,293	0	3,293

Member Travel

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
----------------------	------------	---------------	--------------

Travel for program related service work (ie. training, events, etc.): 10 members @ 11.2 per month for 10 months (average of 20 miles a month at .56 per mile)	1,120	0	1,120
Travel to MCSC coordinated events in Lansing: 65 miles each way	813	0	813
Travel to MCSC Coordinated events in Ann Arbor Region: 20 miles each way	250	0	250
Travel to MCSC LeaderCorps meeting: 65 miles each way	81	0	81
Category Totals	2,264	0	2,264

D. Equipment

Item/Purpose -Qty -Unit Cost	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

E. Supplies

Item -Calculation	CNCS Share	Grantee Share	Total Amount
Professional Service gear for AmeriCorps members and staff, with AmeriCorps logo on all items: 17 People @ 115 per person (jacket, t-shirt, pins, notebook)	1,955	0	1,955
Supplies for Volunteer Engagement projects (gloves, flyers, hand sanitizer, masks, etc.): 10 members @ 50 per member (e.g. gloves, flyers)	500	0	500
Monthly member check-in / trainings (skills development and corps development): 8 days @ 100 per day (handouts, pens, venue)	800	0	800
Category Totals	3,255	0	3,255

F. Contractual and Consultant Services

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Contract Support for program implementation (technical consultants, service providers, member interviewing, etc.): 10 days @ 500 per day- Daily Rate of 500	5,000	0	5,000
Category Totals	5,000	0	5,000

G. Training

Staff Training

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0

Member Training

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Pre service orientation (program and content training and/or venue costs): 10 members @ 50 per member for 4 days (average individual costs for venue rental and associated trainings)- Daily Rate of 500	2,000	0	2,000
End-of-Year Meeting/Training (event & member team meeting activity): 10 members @ 60 per member for 2 days (average individual costs for venue	1,200	0	1,200

rental and associated trainings)- Daily Rate of 600			
Mid-year training and retreat: 10 members @ 50 per member for 2 days (average individual costs for venue rental and associated trainings)- Daily Rate of 500	1,000	0	1,000
MCSC-coordinated member events.: 10 members @ 75 per member (event registration)- Daily Rate of 75	750	0	750
Working lunch for monthly member check-in/trainings: 8 lunches at 11.75 per member (Ann Arbor state rate)- Daily Rate of 12	940	0	940
Category Totals	5,890	0	5,890

H. Evaluation

Purpose -Calculation -Daily Rate	CNCS Share	Grantee Share	Total Amount
Consulting firm to evaluate program on an annual basis: 5 days @ 600 per day- Daily Rate of 600	3,000	0	3,000
Category Totals	3,000	0	3,000

I. Other Program Operating Costs

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
Printing and copying: 10 months @ 50 per month (business cards, reports, materials, banners etc.)	0	500	500
Computers and software for Members and annual City IT fees: average cost for each computer (\$1,300, plus security features (\$2,500), HR software (\$700) and IT needs (\$3,500) for each member x 10	40,000	40,000	80,000
Background check fees: 15 people @ 150 per background check (Based on City of Ann Arbor existing required background check process and costs with HireRight LLC)	2,250	0	2,250
Category Totals	42,250	40,500	82,750
Section Totals	64,952	190,194	255,146
PERCENTAGE	25.46%	74.54%	

Section II. Member Costs

A. Living Allowance

Item -# Mbrs w/ Allow -Allowance Rate -# Mbrs w/o Allow	CNCS Share	Grantee Share	Total Amount
Full Time (1700 hrs): 10 Member(s) at a rate of 28000 each Members W/O allowance 0	128,800	151,200	280,000
Three Quarter Time (1200 hours): Member(s) at a rate of each Members W/O allowance	0	0	0
1-Year Half Time (900 hours): Member(s) at a rate of each Members W/O allowance	0	0	0
2-Year Half Time (1st Year): Member(s) at a rate of each Members W/O allowance	0	0	0
2-Year Half Time (2nd Year): Member(s) at a rate of each Members W/O allowance	0	0	0

Reduced Half Time (675 hrs): Member(s) at a rate of each Members W/O allowance	0	0	0
Quarter Time (450 hrs): Member(s) at a rate of each Members W/O allowance	0	0	0
Minimum Time (300 hrs): Member(s) at a rate of each Members W/O allowance	0	0	0
Abbreviated Time (100 hrs): Member(s) at a rate of each Members W/O allowance	0	0	0
Category Totals	128,800	151,200	280,000

B. Member Support Costs

Purpose -Calculation	CNCS Share	Grantee Share	Total Amount
FICA for Members: 7.65% of Total Living Allowances (280,000)	9,853	11,567	21,420
Worker's Compensation: 0.76% * Stipends	979	1,149	2,128
Health Care: 7 members @ 350 month for 11 months (based on current Corps Network group insurance monthly costs. Insurance is offered to all members, but assumes no more than 70% enrollment based on typical program enrollment)	12,397	14,553	26,950
General liability insurance: 10 members @ 12 month for 11 months (historical average for additional expenses specific to adding members to insurance liability as well as specific liability requirements related to member role)	607	713	1,320
Category Totals	23,836	27,982	51,818
Section Totals	152,636	179,182	331,818
PERCENTAGE	46.00%	54.00%	

Section III. Administrative/Indirect Costs

A. Corporation Fixed Percentage

Item -Calculation	CNCS Share	Grantee Share	Total Amount
Corporation Fixed Amount: CNCS Share = Total of CNCS Share of Sections I and II (101,960 + 115,672) * .0526 * .60 for CNCS; Grantee Share = 10% of Total Program Costs (Total of Sec. I and II) (255,389+331,818)	6,883	58,696	65,579
Commission Fixed Amount: CNCS Share = Total of CNCS Share of Sections I and II (101,960 + 115,672) * .0526 * .40	4,589	0	4,589
Category Totals	11,472	58,696	70,168

B. Federally Approved Indirect Cost Rate

Calculation -Cost Type -Rate -Rate Claimed -Cost Basis	CNCS Share	Grantee Share	Total Amount
Category Totals	0	0	0
Section Totals	11,472	58,696	70,168
PERCENTAGE	16.35%	83.65%	

Budget Totals	229,060	428,072	657,132
PERCENTAGE	34.86%	65.14%	
Required Match		0.00%	
Total MSYs	10.00		
Cost/MSY	22,906.00		

Source of Funds

Section	Match Description	Amount	Classification	Source
Source of Funds	In-kind Staff support for program (secured)	149,694	Cash	State/Local
	In-kind Admin support for program (secured)	58,696	In Kind	State/Local
	2022 Community Climate Action Millage (secured)	219,682	Cash	State/Local
Total Source of Funds		428,072		

Attachment C:

PERFORMANCE / PROGRESS REPORT REQUIREMENTS

- A. The Grantee shall submit the following reports via email to Carole Rush-Witt with the Michigan Community Services Commission at RushWittC@Michigan.gov on the following dates:
 - a. Monthly financial periodic expenditure reports as was as required programmatic related reports detailing progress regarding stated performance measures.
 - b. A brief description of problems or delays, real or anticipated, which should be brought to the attentions of the Grant Administrator or Program Officer.
 - c. A statement concerning any significant deviation from the previously agreed-upon Statement of Work.
- B. Any such other information as specified in the Statement of Work, Attachment A shall be developed and submitted by the Grantee as required by the Contract Manager.
- C. The Contract Manager shall evaluate the reports submitted as described in Attachment C, Items A. and B. for their completeness and adequacy.
- D. The Grantee shall permit the Department or its designee to visit and to make an evaluation of the project as determined by the Contract Manager.

Attachment E:

PROGRAM SPECIFIC REQUIREMENTS

This grant reflects 97.95 percent of the total federal awarded amount. An administrative fee of 2.05 percent of the federal award as shown on the attached application narrative will be held back by the Michigan Community Service Commission (MCSC) as allowed by the Corporation for National and Community Service (CNCS).