


HECC # 25-100
ADDENDUM No. 1

This RFA Addendum is being issued in order to **extend the due dates** for the Notification of Intent to Apply (“NOI”) and the Final Application. All other sections of the original RFA issued January 21, 2025 remain unchanged.

Language to be deleted or replaced is ~~struck through~~; new language is **underlined, red, and bold**.

1. The Notification of Intent to Apply (“NOI”) due date is now **April 18th, 2025, at 11:59 PM PST**.
2. The Final Application due date is now **May 2nd, 2025 at 11:59 PM PST**.
3. **Section 4. Schedule (Application & Award Timeline)** is amended as follows:

4. SCHEDULE (APPLICATION & AWARD TIMELINE)

The table below represents a schedule of events for this RFA. All times are listed in Pacific Time. All dates listed are subject to change at OSC’s sole discretion.

Timeline Activity

February 10, 2025 10-10:45AM, PST 2-3PM, PST	Informational Webinars for Applicants: https://forms.office.com/g/7vt8is1qRC Continuing or Recompete Applicants New Applicants
February <u>April 18,</u> 2025 11:59PM, PST	Notice of Intent to Apply due.
April 18 <u>May 2,</u> 2025 11:59PM, PST	All Formula Applications Due in eGrants and Supplemental Documents emailed to OSC Clarification Period: 4/21-5/02 <u>5/5-5/16</u>

TBD June 13 , 2025 by AmeriCorps 2PM, PST	OSC submits AmeriCorps State Formula Portfolio to AmeriCorps
Mid to late July Early to mid August , 2025	Estimated Notification Period of Formula Award by AmeriCorps

4. **Section 8. APPLICATION PROCESS, subsection 2. Notice of Intent to Apply** is amended as follows:

2. Notice of Intent to Apply

- I. All Applicants must submit a Notice of Intent to Apply to OSC by ~~February~~ **April 18, 2025 by 11:59pm Pacific Time.**
- a. **Continuation/Recompete Programs:** Notice of Intent to Apply must be completed using this link: <https://forms.office.com/g/vAs5Kz6xpV>
 - b. **New Programs:** Notice of Intent to Apply and a Grant Readiness Assessment must be completed using this link: <https://forms.office.com/g/c90JUTsx5D>

5. **APPLICATION PACKAGE CHECKLIST** is amended as follows:

APPLICATION PACKAGE CHECKLIST

This document is for applicant use only; it does not need to be submitted to OregonServes.

Item	Recommended or Required	Required for what type of applicant	How to send/access	Deadline
OSC informational session	Required	All Applicants	Registration Link: https://events.gcc.teams.microsoft.com/event/1e6d4082-5b97-41bd-b47a-0e708bc019cd@aa3f6932-fa7c-47b4-a0ce-a598cad161cf https://events.gcc.teams.microsoft.com/event/1d6d06d4-dbe9-4799-b6e2-8ca9690ceff3@aa3f6932-fa7c-47b4-a0ce-a598cad161cf	New: February 10 th , 2025 @ 2PM Continuation: February 10 th , 2025 @ 10AM

Notice of Intent to Apply to OSC	Required	New Applicants Continuing & Recompete Applicants	Via Microsoft form at Link: https://forms.office.com/g/c90JUTsx5D Link: https://forms.office.com/g/vAs5Kz6xpV	February April 18 th , 2025 11:59PM
eGrants Account Set-up	Required	All Applicants	Via eGrants https://egrants.cns.gov/espan/main/login.jsp	As early as possible in the process
Register or Renew UEI @ SAM.gov	Required	All Applicants	Via SAM.Gov	As early as possible in the process
Submit grant application	Required	All Applicants	Via eGrants	April 18 May 2nd , 2025 11:59PM
Operational and Financial Management Survey	Required	New Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM
Submit organizational chart	Required	All Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM
Most recent Audit, audited financial statement, OR unaudited financial statement Audit or Audited Financial Statements completed within previous 2 years	Required	New & Continuing Applicants Recompete Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM
Application Certification Form (Attachment A)	Required	All Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM

Labor Organization Certification Form (Attachment B)	Required	See criteria on form	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM
Member Enrollment Plan Workbook	Required	All Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM
Federal Debt Delinquency Information	Required, if applicable	All Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM
Evaluation Briefs, Reports, or Studies	Optional	Continuing & Recompete Applicants	Via email to oregon.serves@hecc.oregon.gov	April 18 May 2nd , 2025 11:59PM