**AmeriCorps Planning Grant RFA**

**Application Checklist**

**Instructions:** A “complete” AmeriCorps application consists of **items #1-8** as stated in the checklist below. Place a checkmark [√] next to each item included in your application. ***You must include a signed copy of this checklist with your application.***

Legal Applicant Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AmeriCorps Program Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* *I’ve reviewed our AmeriCorps grant application submitted to CV and certify that all required documents included are complete, accurate, and in the required CV forms and format.*

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Signature of Authorized Applicant Representative Date

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Print Name Title of Person Signing

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| **Application Components** | | |
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|  | 1. Application Checklist |
|  | 1. AmeriCorps Planning Grant Title Page |
|  | 1. Project Narrative   □ no more than **10** double-spaced pages in­ portrait format  □ 12 point Times New Roman font  □ One-inch margins  □ Use CV narrative headings in the order provided |
|  | 1. Planning Grant Deliverables Timeline (use *CV Excel Template*) |
|  | 1. Budget Narrative and Budget Form (use *CV Excel Template*) |
|  | 1. Organizational Self-Assessment Form (must be signed and dated by authorized agent) |
|  | 1. Financial Management Survey and required supporting documents |
|  | 1. Authorization, Assurances ,and Certification (Signature Page signed & dated by authorized agent) |