**ATTACHMENT A: APPLICATION PACKAGE CHECKLIST**

In order to be considered for 2023-24 AmeriCorps Competitive Grant funds applicants must complete the following activities listed below. Completion of these activities does not guarantee funding. **This document is only for applicant use only; it does not need to be submitted to OSC.**

* Attend OSC Virtual Grant Informational Session
* Via Microsoft Form, Submit Notice of Intent to Apply to OSC
* Via email, Submit Grant Readiness Assessment to OSC (Attachment B) (*New Applicants Only*)
* Set up [eGrants](https://egrants.cns.gov/espan/main/login.jsp) Account. <https://egrants.cns.gov/espan/main/login.jsp>
* Register on [SAM.Gov](https://sam.gov/content/home) <https://sam.gov/content/home>
* Ensure you have a valid UEI (generated as part of the SAM registration process)
* Via eGrants, submit Grant Application that includes Narrative, Budget, Logic Model, and Performance Measures
* Via email, submit Organizational Chart
* Via email, submit most recent Audit or Audited Financial Statement
* Via email, submit AmeriCorps Evaluation Plan Template
* Via email, submit Evaluation Briefs, Reports or Studies (if applicable; see Evidence Base Section)
* Via email, submit OSC Supplemental Information Form (Attachment C)
* Via email, submit Labor Organization Certification Form (Attachment D)
* Via email, submit Federal Debt Delinquency Information (if applicable)
* Via email, submit AmeriCorps Operational and Financial Management Survey
* Via email, submit Evaluation Report (Recompeting applicants, if applicable)
* Via email, submit Letters of Support from the Consortium Members for Rural Intermediaries (if applicable)