

**OREGONSERVES PLANNING GRANT APPLICATION FORM**

**APPLICANT INFO**

Enter information specific to the legal applicant organization and the proposed AmeriCorps program as follows:

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| Organization name |  |
| Contact name |  |
| Contact email |  |
| Requested project start date |  |
| Requested project end date |  |

Each applicant must describe a plan to develop a project that will deploy AmeriCorps members to support solutions addressing a systemic community problem. OSC urges applicants to submit high quality applications that carefully follow the guidance in the Request for Applications. The quality of an application will be an important factor in determining whether an organization receives funding. Applications will only be considered for review if each section is complete.

**EXECUTIVE SUMMARY**

*Please complete the bracketed sections.*

This planning grant will be utilized to develop an AmeriCorps program which will engage AmeriCorps members to [AmeriCorps member activities] in [geographic locations where member activities will take place]. Members will address the needs of [beneficiaries to be served] resulting in [anticipated outcome of project]. Program activities will primarily be in the areas of [identify the relevant focus areas].

**NARRATIVE**

*Respond to each of the following. The narrative must not exceed 10 pages. Reviewers will consider the quality of the application’s substantive and procedural responses to the following criteria below.*

**RATIONALE AND APPROACH/PROGRAM DESIGN (50 POINTS)**

**NEED** (approximately 1-2 pages)

Describe the community need(s) the organization is hoping to address. Provide information about the scope/significance/cause of the problem in the community(ies) where your organization will focus its efforts. Use reputable/current/local data.

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**AMERICORPS MEMBERS AS AN EFFECTIVE TOOL** (approximately 2-3 pages)

Describe why your organization believes that AmeriCorps Members could potentially be an effective tool for addressing the community need that is described in the Need Section. Additionally, please describe what activities you see AmeriCorps Members engaging in and how such interventions may lead to positive outcomes.

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**AMERICORPS FOCUS AREAS/OSC FUNDING PRIORITIES** (less than a page)

List the applicable focus areas or funding priorities for consideration.

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**ORGANIZATIONAL CAPABILITY (25 POINTS)**

**ORGANIZATIONAL BACKGROUND AND STAFFING** (approximately 1-2 pages)

Describe how the organization has the experience, staffing, and management structure necessary to plan and implement the proposed project. Additionally, describe how the organization is culturally responsive of staff, beneficiaries, and community.

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**BUDGET (25 POINTS)**

*Please also complete the Excel budget template.*

**RESOURCE DEVELOPMENT** (approximately 1-2 pages)

Describe the organization’s experience in securing outside cash and in-kind contributions. Additionally, describe the resources that could potentially be utilized/secured to assist the organization in supporting a full AmeriCorps program.

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