**Before you Begin**

Thank you for your interest in applying for AmeriCorps formula funding for the 2024-2025 program year. Below are some key points to assist you in completing your application.

* The Formula Notice of Funding Opportunity (NOFO) and the Competitive Application Instructions on [ServeNebraska](http://www.serve.nebraska.gov/)’s webpage have detailed information on completing your application. You are strongly encouraged to read these prior to and use as reference during the application writing process.
	+ If you have submitted an application for funding in the past, please note that there are changes to the requirements for the 2024-2025 program year.
* The template that follows may be used to assist you in completing the application.
* Use 10-point Calibri font.
* Note that there is a page limit of 10, double-spaced pages (see the NOFO for page limits for multi-state applicants).
	+ Items that are included in the page limit:
		- SF-424 Face Sheet (this will be created after you have been notified that your application has been approved for funding; remember to account for this one-page document)
		- Executive Summary
		- Program Design
		- Organizational Capacity
		- Cost-Effectiveness and Budget Adequacy
	+ Items not included in the 10-page limit:
		- Evaluation Summary/Plan (see NOFO on [ServeNebraska](http://www.serve.nebraska.gov/)’s webpage for more information)
		- Budget Template (download from [ServeNebraska](http://www.serve.nebraska.gov/)’s webpage)
		- Performance Measures Template (download from [ServeNebraska](http://www.serve.nebraska.gov/)’s webpage)
		- Logic Model Template - not to exceed 8 pages (download from [ServeNebraska](http://www.serve.nebraska.gov/)’s webpage)
	+ Supplemental documents not included in the page limit:
		- Evaluation briefs, reports, studies
		- Organizational chart
		- List of all Federal grants your organization holds
		- Labor concurrence (if applicable)
		- Indirect Cost Rate Agreement determination letter (if applicable)
* Narrative documents must be in a Word format; the Budget must be in an Excel format. Do not submit these documents as PDFs.
* All application documents must be submitted to the ServeNebraska email address in the NOFO and Instructions. No documents should be submitted directly to the AmeriCorps Agency.
* **Due date for application submission: March 1, 2024 by 5:00 pm Central Time.**

*Delete this page before submitting your application to avoid going over the 10-page application limit.*

**Applicant Program Name:**

**Contact Name:**

**Contact Phone Number:**

**Email Address:**

**New & Re-compete Programs fill this section out**

**Executive Summary:**

“The [Name of the organization] will have [Number of] AmeriCorps members who will [service activities the members will be doing] in [the locations the AmeriCorps members will serve]. At the end of the first program year, the AmeriCorps members will be responsible for [anticipated outcome of project]. In addition, the AmeriCorps members will leverage [number of leveraged volunteers, if applicable] who will be engaged in [what the leveraged volunteers will be doing].

The AmeriCorps investment will be matched with $[amount of projected match], $[amount of local, state, and Federal Funds] in public funding and $[amount of non-governmental funds] in private funding.”

**Program Design:**

**Organizational Capacity:**

**Cost-Effectiveness and Budget Adequacy:**

**Continuation fill this section out**

**Changes in Operating Sites**

**Significant Changes in Program Scope or Design**

**Changes to Performance Measures**

**Significant Changes to Monitoring Structures or Staffing**