SUBMITTING THE GRANT IN eGRANTS

OPENING YOUR APPLICATION IN eGRANTS
New and Recompeting Applicants
New applicants need to establish an eGrants account by accessing the eGrants website and selecting "Don't have an eGrants account? Create an account."

1. From the eGrants home page after you are logged in, select the appropriate link from the bottom left corner:

   - If you are **recompeting** (in the final year of a competitive funding cycle and applying for a new grant cycle), select **Continuation/Renewal.** If you are a prior sub-applicant reapplying for a new Prime Grant Cycle, select **New**.

   - If you are not a current grantee but have received a competitive AmeriCorps grant in the past five years, select **Continuation/Renewal.**

   - If you are **applying for the first time**, have only received formula funding in the past, or are a former grantee (non-formula) whose last AmeriCorps grant was received more than five years ago, select **New. (Note: previous competitive funding history for the same project, even if more than five years ago, may still affect some application requirements; see the NOFO for more details)**

   - If you are a current planning grantee applying for an implementation grant, select **New.**

2. Select **AmeriCorps** for the Program Area, then select **GO**.

3. Select the correct FY2023 NOFA that corresponds to your application type. Screenshots are below. You will need to scroll down past several previous NOFAs. **The 1/4/2023 deadline on the eGrants NOFA is NOT the correct due date for your grant application!** Please disregard this deadline and follow the Commission's submission deadline of March 20th, 2023 by 3:00 pm, MST.

a. **Formula Cost Reimbursement grants** – select the **FY2023 AmeriCorps State and Territory Commission (New and Cont)** (ServeWyoming Application number for this cycle is #23AC255148)

4. New Applicants will then input program & program director info by clicking "Enter New" below each field:
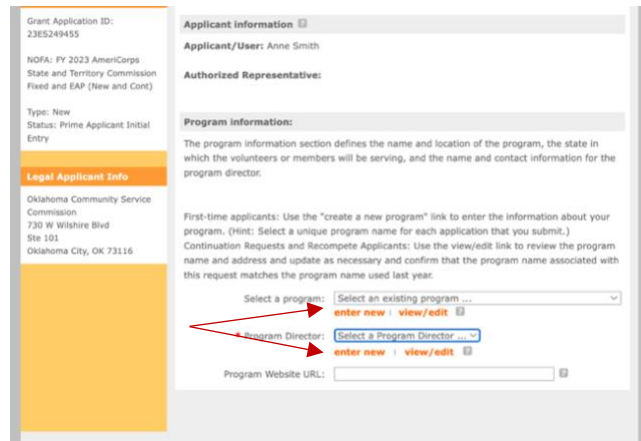
Continuation Applicants will select the program name from the drop-down menu. Grants in continuation **should not enter a new program name,** unless instructed by ServeWyoming to do so.

Continuation applicants may select "enter new" and add a new program director as-needed. **The program director selected needs to be the individual that will be responsible for answering questions or writing clarifications for the grant application.**

5. Enter the requested information into each of the grant sections below. **ServeWyoming strongly recommends** writing the grant application in a word processing document and copying/pasting into eGrants.

Your application consists of the following components. Make sure to complete each section.

I.	Applicant Info
II.	Application Info
III.	Narratives
IV.	Logic Model
V.	Performance Measures
VI.	Program Information
VII.	Documents
VIII.	Budget
IX.	Funding/Demographics
X.	Review
XI.	Authorize, and Submit