**Application Template**

Below are the required sections of the application in eGrants. It is highly recommended that these sections are written externally and then when you are ready to submit your application you copy and paste into the applicable sections within eGrants.

## D.2. Content and Form of Application Submission

### D.2.a. Application Content

Complete applications must include the following elements:

* Standard Form 424 (SF-424) Face Sheet: This is automatically generated when applicants complete the data elements in the eGrants system.
* Narrative Sections:
	+ Executive Summary: This is a brief description of the proposed program.
	+ Program Design
	+ Organizational Capability
	+ Cost-Effectiveness & Budget Adequacy
	+ Evaluation Summary/Plan
* Logic Model
* Performance Measures
* Standard Form 424A Budget
* Continuation Changes
* Clarification
* Authorization, [Assurances](https://egrants.cns.gov/cnsmisc/EASSUR.HTM), and [Certifications](https://egrants.cns.gov/cnsmisc/ECERTS.HTM)

### D.2.b. Page Limits

There are page limits for the Narratives and Logic Model:

* Narratives
	+ **Applications must not exceed 10 double-spaced pages for the Narratives or 12 pages for Multi-State applications with more than five operating sites as the pages print out from eGrants.** AmeriCorps will use the number of locations in the “multi-state operating sites” field in AmeriCorps’ web-based management system to determine whether a multi-state application has more than five operating sites. The “multi-state operating sites” field can be found by clicking on the “operating sites” link in the system. Multi-state applicants that list five or fewer operating sites cannot exceed 10 pages for the Narrative.
	+ The application sections that count towards the page limit are the:
		- SF-424 Face Sheet
		- Executive Summary
		- Program Design, Organizational Capability, and Cost-Effectiveness & Budget Adequacy narratives.
	+ The application page limit does not include Evaluation Summary/Plan, Clarification Summary, Continuation Changes, Budget, Performance Measures, or any required additional documents.
* Logic Model
	+ The Logic Model may not exceed three pages when printed with the application from the “Review” tab in AmeriCorps’ web-based management system.

Please note that the length of the application as a word processing document may differ from the length of the document printed out from eGrants. The character limits in eGrants do not align with page limits set in the Notice. **AmeriCorps strongly encourages applicants to print out the application from the “Review and Submit” tab in eGrants prior to submission in order to confirm that the application does not exceed the page limit.**

AmeriCorps will not consider the results of any alternative printing methods when determining if an application complies with the page limit. Reviewers will also not consider material that is over the page limit, even if eGrants allows applicants to enter and submit additional text.