

FY19 eGrants Application Checklist

New/Recompete

eGrants New/Recompete Applicant Checklist	
<input type="checkbox"/>	Applicant and Application Information
<input type="checkbox"/>	Narratives (10 page limit, as it prints from eGrants, including facesheet) <ul style="list-style-type: none"> • Executive Summary • Rationale and Approach (Program Design) • Organizational Capability • Cost Effectiveness and Budget Adequacy • Evaluation Summary or Plan (not included in page limit)
<input type="checkbox"/>	Logic Model (3 page limit, as it prints from eGrants)
<input type="checkbox"/>	Performance Measures (minimum of one aligned performance measure with output and outcome)
<input type="checkbox"/>	Budget (cost reimbursement or fixed), including source of funds section
<input type="checkbox"/>	Funding/Demographics
<input type="checkbox"/>	Review, Authorize, and Submit (eGrants)

Continuation

eGrants Continuation Applicant Checklist	
<input type="checkbox"/>	Update Applicant and Application Information, if necessary. Note in the <i>Continuation Changes</i> narrative field if you have updated either section.
<input type="checkbox"/>	Do not modify the original narrative fields. Add information in the <i>Continuation Changes</i> narrative field as relevant (6 page limit, as it prints from eGrants): <ul style="list-style-type: none"> • Changes in Operating Sites • Significant Changes in Program Scope or Design • Changes to Performance Measures • Significant Changes to Monitoring Structures or Staffing • Budget revisions Any continuation applicant not requesting changes that fit within the above categories should enter "N/A" in Continuation Changes. CNCS expects that most continuation applications will not be requesting changes.
<input type="checkbox"/>	Update Logic Model, only if changes to the originally submitted logic model are being requested as part of Continuation Changes.
<input type="checkbox"/>	Update performance measures: <ul style="list-style-type: none"> • If you made changes to your program, such as adding or changing grant-funded activities, or requesting additional slots or MSYs. • Continuation applicants whose measures do not align with the 2019 Performance Measure Instructions must also revise their measures to conform.
<input type="checkbox"/>	Review Program Information Section and make selections as appropriate.
<input type="checkbox"/>	Update Budget, including source of funds section (revisions include increases to minimum living allowance, administrative costs, and other Serve Kentucky/CNCS requirements).
<input type="checkbox"/>	Review, Authorize, and Submit