



## Instructions for Creating a 2025 Competitive Application in eGrants

### SUBMITTING YOUR APPLICATION IN EGRANTS

#### *New and Recompeting Applicants.*

New applicants need to establish an eGrants account by accessing this link: <https://egrants.cns.gov/espan/main/login.jsp> and selecting “Don’t have an eGrants account? Create an account.”

Once you have created an account and have been assigned user roles by going into the My Account tab and selecting the “Assigning User Roles” link follow these steps:

1. From the home page, select the NEW link to start a New Grant Application on the lower left hand side.
2. Next select AmeriCorps from the drop down in the Program Area field.
3. Next select the correct NOFO: [FY 2025 AmeriCorps State and Territory Commissions \(New and Continuation\)](#). Due Date: 01/23/2025. Summary: The purpose of this award is to assist the grantee in carrying out a national service program as authorized by the National and Community Service Act of 1990 as amended..... **(Note that the due date will be different from the Commission’s due date as AmeriCorps State and National issues their NOFO for the single state Commission packages. Your application will be due to our Commission on .November 27, 2024).**
4. Next apply for new grant link that states “No, I am sure I want to apply for a new Grant.”
5. Next pick New Jersey from the drop down.
6. Next pick 25AC269514 – NJ State Competitive Program from the drop down.

This will have created your application. Continue to follow instructions in the 2025 AmeriCorps Application Instructions to enter all of the required fields in your created application