**ATTACHMENT D
APPLICATION CHECKLIST**

To ensure that your Application can be accepted, please be sure the following items are completed and enclosed. This checklist is provided merely for the convenience of the Applicant and may not be relied upon in lieu of the instructions or requirements of this solicitation.

Check off each of the following:

\_\_\_\_1. The Transmittal Cover Letter has been completed, signed by authorized representative, and enclosed in the Application.

\_\_\_\_2. The Qualification Questions (Attachment A) has been completed as required in this solicitation, signed by authorized representative, and enclosed in the Application.

\_\_\_\_3. The Grant Application (Attachment B) has been completed, reviewed for accuracy, signed by authorized representative, and enclosed in the Application.

\_\_\_\_4. The Certified Minority Business Enterprise Certificate (CMBE) has been attached, if applicable.

\_\_\_\_5. The electronic, signed, original Application must be received, at the location specified, prior to the Application Due Date and Time designated in the RFA document.

\_\_\_\_6. The Applicant shall submit one electronic, signed, original Grant Application response titled “Original Grant Application Response.”

\_\_\_\_7. If Respondent considers any portion of its Grant Application to be confidential, the Applicant shall submit one electronic, signed, redacted copy of the Application titled “Redacted Copy.”