

GRANT APPLICATION CHECK LIST

Before submitting your application, please take the time to review and fill out this checklist. To prevent any delay in processing your application, please make sure you have included everything and have the correct number of copies.

Eight (8) copies of each of the following:

___ Proposal Narrative
(The first page of the application should be the completed *Grant Application Cover Page*.)

___ Detailed Project Budget.

One (1) copy of each of the following:

___ Current Year Budget.

___ IRS Tax Determination Letter.

___ Letter from you confirming tax status.

___ List of Board of Directors.

___ List of Current Senior Executive Staff.

___ IRS Form 990 for past **two** years.

___ Audited Financial Statements for past **two** years.