**Submission Checklist**

A complete application package must consist of the items identified below. Complete this RFA Submission Checklist to confirm all items are in the application. Place a check mark next to each item that is submitted to CDSS. **Applications missing any required item(s) on this RFA Submission Checklist may be deemed
non-responsive and the application rejected.**

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| Attachment 1: Application Cover Page  |[ ]
| Attachment 2: Submission Checklist |[ ]
| Attachment 3: Contractor Information Form | [ ]  |
| Proof of Non-Profit Status, if applicable *(Refer to Section G)* | [ ]  |
| Organizational Chart *(Refer to Section G)* | [ ]  |
| Three (3) Letters of Support *(Refer to Section G)* | [ ]  |
| Attachment 4: Application Narrative |[ ]
| Duty Statements  | [ ]  |
| Attachment 5a-b: Applying Agency Budget Summary and Detail FFY 2017 | [ ]  |
| Attachment 5c-d: Applying Agency Budget Summary and Detail FFY 2018 | [ ]  |
| Attachment 6a-b: Subcontractor Budget Summary and Detail FFY 2017, if applicable | [ ]  |
| Attachment 6c-d: Subcontractor Budget Summary and Detail FFY2018, if applicable | [ ]  |
| Attachment 7: Program Deliverables Worksheet FFY 2017/2018 | [ ]  |
| Attachment 8: Memorandum of Understanding Template For Subcontractor, if applicable (Refer to Section J) | [ ]  |
| Attachment 9: Disclosure of Lobbying Activities | [ ]  |
| Attachment 10: Payee Data Record (STD 204) | [ ]  |
| Attachment 11: Certification of Indirect Costs | [ ]  |
| Attachment 12: Federal Funding Accountability and Transparency Act of 2006 Form | [ ]  |
| Attachment 13: Darfur Contracting Act Certification | [ ]  |
| Attachment 14: Iran Contracting Certification | [ ]  |
| Attachment: 15: Contractor Certification, CCC 307 | [ ]  |