Grant Application Package Checklist

The following items must be included in your grant application package. These items should be assembled in the order as they appear on this checklist. If you have additional materials you would like to submit, please add them at the end of your grant application package.

1	Item	Page Number Reference
	PART I. Application Cover Sheet	
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	PART II. Proposal Request	
	Proposal Request – Narrative you have written	59 – 63
	Budget Detail - Narrative and calculations you have written	63
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	PART III. Required Forms and Attachments	BOW MISSESSEE
	Form A – Signed "Assurance of Service to native Hawaiians"	67
	Form B – Signed "Assurance of Acknowledgement of Support"	68
	Form C – Current Board member list	69
	Form D – Articles of Incorporation and Bylaws	70
	Form E – Board Resolution	71
	Form F – Signed Board Governance Certification	72
	Form G – Most recent financial statement	73
	Form H – Certificate of Vendor Compliance from Hawaii Compliance Express and Ceritficate of Good Standing from DCCA	74
	Form I – US Internal Revenue Service 501c3 determination letter, if applicable	75
	Form J – Indirect Cost Rate agreement, if applicable	76
	Form K – Assurance of Dedicated Matching Funds & In-Kind Services, if applicable	77
	Form L – Evidence of support from each homestead(s) proposed to be served	78
	Form M – Signed Partner Certification from each project team member and key partner	79
No.	PART 4. Other Materials	
	Any additional materials the Applicant wants to submit in support of its proposal	80