

VI. ATTACHMENTS

ATTACHMENT 1

Application Organization and Required Document Checklist

A complete application package must consist of the items identified below. Complete this checklist to confirm the items are included in your application. Place a check mark or "X" next to each item that you are submitting to the State. For your application to be responsive, **all required documents listed below must be returned with bid**. This checklist must also be returned with your bid package.

Name/Description

- | | |
|----------|---|
| <u>X</u> | Required Attachment Check List (Attachment 1) |
| <u>X</u> | Cover Sheet (Attachment 2) signed by authorized representative |
| <u>X</u> | Work Plan (maximum of 20 pages) |
| <u>X</u> | Work Plan Budget |
| <u>X</u> | Proof of insurance coverage |
| <u>X</u> | Two Letters of Support |
| <u>X</u> | Staff resumes or Duty Statements for key personnel or position identified who will provide RFA related duties during the grant period |