

**ATTACHMENT 5
Submittal Checklist**

Initials		
	1	Attended Mandatory Pre-Proposal Conference
	2	One (1) unbound original proposal, and 5 bound copies <ul style="list-style-type: none"> • Typed, double-spaced and on 8 ½ x 11” paper
	3	Completion of Cover Sheet (Attachment 6) <ul style="list-style-type: none"> • All information provided • Signed
	4	Provide Scope of Work (Attachment 7)
	5	Provide Budget (Attachment 8)
	6	Provide Logic Model, if applicable (Attachment 9)
	7	Provide Independent Audit Report
	8	Reviewed Non-discrimination affidavit form (Attachment 10)
	9	Reviewed Contract form (Attachment 11)