

**Child Care Resource and Referral Services System  
RFP#: R-04-06-0118**

**ATTACHMENT B  
(Application Checklist)**

Applications must contain all forms and narratives designated in the application instructions. The application package and required forms may be reproduced as needed. To ensure proposals are complete prior to submission, the following checklist has been provided solely for grant applicant proposal preparation purposes. This checklist does not need to be returned with the grant applicant's proposal.

- \_\_\_ Cover Page
- \_\_\_ Proposal Abstract
- \_\_\_ Agency Administration and Organizational Structure
- \_\_\_ Agency Qualifications
- \_\_\_ Project Approach/Management Plan
- \_\_\_ Project Budget Summary
- \_\_\_ Statement of Confidentiality
- \_\_\_ Letters of Support/Cooperation (from each CDJFS or other county agencies in the SDA per Sec. 2.4 A., 7.)
- \_\_\_ Subgrantee(s) Agreement
- \_\_\_ Request for Taxpayer ID, W-9 Form