

CHECKLIST

APPLICATION ITEMS TO BE SUBMITTED

- ☐ SF-424 -- APPLICATION FOR FEDERAL ASSISTANCE
- ☐ SF-424A -- BUDGET INFORMATION
- ☐ SF-424B -- ASSURANCES
- ☐ EPA FORM 6600-06 -- CERTIFICATION REGARDING LOBBYING
- ☐ SF-LLL -- DISCLOSURE OF LOBBYING ACTIVITIES
- ☐ EPA FORM 4700-4 -- PREAWARD COMPLIANCE REVIEW REPORT
- ☐ PROJECT NARRATIVE STATEMENT (WORKPLAN)
- ☐ NONPROFIT IRS TAX STATUS LETTER (IF APPLICABLE)
- ☐ EPA FORM 5700-54 -- KEY CONTACTS FORM

Do not email with your application packet:

- ☐ Make sure your SYSTEM FOR AWARD MANAGEMENT Registration (SAM) – www.sam.gov is up to date.

EMAIL COMPLETED APPLICATION no later than JUNE 28, 2017 (if you attended the June 21, 2017 training session) or **JULY 5, 2017** (if you attended the June 28, 2017 training session)

to

YOUR ASSIGNED PROJECT OFFICER with Subject Line:

Brownfields Application – Name of your organization – 1 of X

Send all documents in ONE email, if possible