

Application Checklist

Please complete and submit this checklist with your application. It should be used as a quick reference of key provisions of the solicitation and whether or not these provisions have been included, complied with or addressed. This document is not intended to be comprehensive or address every aspect of the solicitation.

Organization Applying: _____.

Contact Person: _____.

Phone Number: _____.

Date submitted: _____.

1. ____ Cover Sheet
2. ____ Standard Form 424
3. ____ Detailed budget and budget information sheet
4. ____ Eligibility Status
 - a. ____ Applicant must be a Local Workforce Investment Board;
 - b. ____ Applicant is the SDA administrative entity receiving JTPA formula funds in an area not yet transitioned to a Workforce Investment Board; or
 - c. ____ Applicant is a Native American WIA Section 166 Grantee or a JTPA 401 Grantee
5. ____ Target area:
 - (1) ____ EZ/EC or part of an EZ/EC
 - (2) ____ Governor has designated as a high poverty area in state without EZ/EC
 - (3) ____ Additional area designated by the Governor as eligible to apply in states with EZ/ECs
 - (4) ____ Native American Reservation, Native Alaskan Village(s), or area serving Oklahoma Indians
6. ____ Letter from the Governor designating your area as eligible for award if you are not an EZ/EC.