

Appendix A--Application Checklist

Application Checklist

This checklist identifies application submission requirements. Applicants are requested to use this checklist when preparing an application to ensure submission of all required elements. Please present the information in the application in the order outlined below and include a completed checklist. Standard Forms and required certification are found in the General Section of the SuperNOFA, program specific forms are found at the end of this NOFA in Appendix A-C.

I. PART A

- ☐ HUD 424 "Application For Federal Assistance"
- ☐ Transmittal Letter
- ☐ Application Checklist
- ☐ Abstract
- ☐ Narrative Statement Addressing the Factors for Award (Must not exceed 75 pages, double-spaced on one side, printed in standard Times Roman 12 point font).
- ☐ Statement of Work
- ☐ HUD-96010-1 "Logic Model"
- ☐ HUD-40076 "Response Sheet-Performance Narrative" -only (**Previously Funded HBCU Applicants Only**)
- ☐ Budget
 - ☐ HUD 424-C " Budget Summary for Competitive Grants Program"
 - ☐ HUD 424-CB" Grant Application Detailed Budget"
 - ☐ Budget Narrative (No form provided)
 - ☐ Indirect Cost Rate

Community Outreach Partnership Center Applicants Only

- ☐ HUD-30001 "Community Outreach Partnership Center Program Matching Requirements"
- ☐ HUD 30002"Community Outreach Partnership Center Program Breakdown of Outreach and Research Activities"
- ☐ HUD-30011 or HUD 30012 "Verification of Match"