

## PART ONE—FEDERAL FORMS AND OTHER REQUIRED DOCUMENTS—Continued

Part I of the application for funding must include the following:	Content and location of part I required forms, certifications and documents	When to submit
Audit Letter .....	A Certified Public Accountant's "Independent Auditors" Report on Financial Statement." This is usually only a two to three page document. (This requirement applies only to applicants with annual expenditures of \$300,000 or more of federal funds). Applicant must also include that portion of the audit document that identifies all other federal sources of funding.	By application due date.
Indirect Cost Agreement .....	Organizations and Tribes must submit a current indirect cost agreement (if claiming indirect costs) that aligns with the approved ANA project period. The Indirect Cost Agreement must identify the individual components and percentages that make up the indirect cost rate.	By application due date.
Non-Federal Share of Waiver Request, per CFR 1336.50(b).	A request for a waiver of the non-Federal share requirement may be submitted in accordance with 45 CFR 1336.50(b) (3) of the Native American Program regulations. (if applicable).	By application due date.
Certification regarding Lobbying Disclosure of Lobbying Activities—SF LLL.	May be found at <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
Certification regarding Maintenance of Effort .....	May be found at <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
Certification Regarding Debarment, Suspension and other Responsibility Matters (Primary covered transactions and Lower Tier Transactions as appropriate).	May be found at <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
Drug-Free Workplace Certification .....	May be found at <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.
Environmental Tobacco Smoke Certification .....	May be found at <a href="http://www.acf.hhs.gov/programs/ofs/forms.htm">http://www.acf.hhs.gov/programs/ofs/forms.htm</a> .	By application due date.

## PART TWO—APPLICATION REVIEW CRITERIA

PART II—proposed project	Application review criteria—this section may not exceed 45 pages
Criteria One .....	Project Introduction and Summary.
Criteria Two .....	Objective and Need for Assistance.
Criteria Three .....	Project Approach—Include the Objective Work Plan (OWP) form for each year of project.
Criteria Four .....	Organizational Capacity.
Criteria Five .....	Results and Benefits Expected.
Criteria Six .....	Budget and Budget Justification Summary/ Cost Effectiveness.

## PART THREE—APPENDIX

PART III—support documentation	Appendix— this section may not exceed 20 pages
	Part III of the submitted application should include only supplemental information or required support documentation that addresses the applicant's capacity to carry out and fulfill the proposed project. These items include: letters of agreement with cooperating entities, in-kind commitment and support letters, business plans, and a summary of the Third Party Agreements. (Do not include books, videotapes, studies or published reports and articles, as they will not be made available to the reviewers, or be returned to the applicant.

(Legal authority: Sections 803(a) of the Native Americans Programs Act of 1974, as amended, 42 U.S.C. 2991b.)

## V. Application Review Information

### Criteria: ACF Uniform Project Description (UPD)

The UPD text should be used as general guidance in the development of projects. However, the specific ANA application submission format to be used in response to this announcement

is located in section IV Application and Submission Information.

**Purpose:** The Project Description is a major area by which an application is evaluated and ranked in competition with other applications for financial assistance. The Project Description should be concise and complete and should address the activity for which Federal funds are being requested. Supporting documents should be included if they present information clearly and succinctly. In preparing

your Project Description, all information requested through each specific evaluation criteria should be provided. ANA uses this and other information to make funding decisions. It is important, therefore, that this information be included in the application.

**General Instructions:** ANA is particularly interested in specific factual information and statements of measurable goals and performance indicators in quantitative terms. Project descriptions are evaluated on a basis of