

*Other Submission Requirements*

An original and two copies of the complete application are required. The original copy must include all required forms, certifications, assurances, and appendices, be signed by an authorized representative, have original signatures, and be submitted unbound. The two additional copies of the complete application must include all required forms, certifications, assurances, and

appendices and must also be submitted unbound. (*Legal authority: Sections 803(a) of the Native Americans Programs Act of 1974, as amended, 42 U.S.C. 2991b.*)

A completed application for assistance under this Program Announcement consists of Three Parts. Part One is the SF 424, Required Government Forms, and other required documentation. Part Two of the application is the project substance of

the application. This section of the application may not exceed 45 pages. Part Three of the application is the Appendix. This section of the application may not exceed 20 pages (the exception to this 20 page limit applies only to projects that require, if relevant to the project, a Business Plan or any Third-Party Agreements). (*Legal authority: Sections 803(a) of the Native Americans Programs Act of 1974, as amended, 42 U.S.C. 2991b.*)

## PART ONE—FEDERAL FORMS AND OTHER REQUIRED DOCUMENTS

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
SF 424, SF 424 A, and SF 424B .....	<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.
Table of Contents .....	Applicant must include a table of contents that accurately identifies the page number and where the information can be located. Table of Contents does not count against application page limit.	By application due date.
Project Abstract .....	ANA Form: OMB Clearance Number 09800204—On ANA Web Site <a href="http://www.acf.hhs.gov/programs/ana">http://www.acf.hhs.gov/programs/ana</a> .	By application due date.
Proof of Non-Profit Status .....	As described in this announcement under "Other Eligibility Information".	By application due date.
Resolution .....	Information for submission can be found in the Program Announcement Section "Other Eligibility Information."	By application due date.
Documentation that the Board of Directors is majority Native American, if applicant is other than a tribe or Alaska Native Village government.	As described in this announcement under "ANA Administrative Policies" section.	By application due date.
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 in-direct costs) that aligns with the approved ANA project period. The In-direct 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 an Objective Work Plan form for each year of project period.
Criteria Four .....	Organizational Capacity.