

Application Checklist

Register in Financial Assistance Systems

- ☐ Active registration in System for Award Management (Initiate at least 30 days before the submission deadline)
- ☐ Registration in GrantSolutions (New registrants)

Complete Required Forms

- ☐ SF-424 - Application for Federal Assistance form (authorized representative signature must match first and last name)
- ☐ Project Abstract Summary
- ☐ SF 424A (Non-construction)

Content of Application

- ☐ Project Narrative (Items 1-12)
- ☐ Government Letter of Endorsement or statement on the status of the letter
- ☐ Itemized Budget
- ☐ Budget Narrative
- ☐ Conflict of interest disclosure (If applicable)
- ☐ Overlap/Duplication Statement
- ☐ Indirect Cost Statement
 - Negotiated Indirect Cost Rate Agreement (NICRA) if claiming more than 10% de minimis of MDTC

Domestic Applicants Only

- ☐ Uniform Audit Reporting Statement (Domestic applicants)
- ☐ SF-LLL form (If applicable)