Fiscal Year 2018

Application Checklist for Crop Insurance Education in Targeted States RFA

The application checklist's sole purpose is to help the applicant include all of the documentation requested by the Request for Applications. Incomplete application packages will not be considered for award. Applications must be submitted electronically through the Results Verification System at https://rvs.umn.edu/Home.aspx. The required documents listed below can be downloaded from the RVS to be completed and uploaded prior to submission of the application.

- A completed OMB Standard Form 424, "Application for Federal Assistance."
- A completed OMB Standard Form 424-A, "Budget Information – Non-construction Programs."
- A completed OMB Standard Form 424-B, "Assurances, Non-constructive Programs."
- A completed and signed OMB Standard Form LLL, Disclosure of Lobbying Activities.
- A completed and signed AD-1049, Certification Regarding Drug-Free Workplace
- A completed Current and Pending Report.
- Letter(s) of Commitment. A scanned copy of the signed/dated letter from each partner, consultant, or collaborator named as Key Personnel that is uploaded to the system as part of the application.
- Prior to submission, applicants must have a DUNS number (www.whitehouse.gov)
- Prior to submission, applicants must be registered in SAM (www.sam.gov)

  You must submit a notarized letter appointing the authorized Entity Administrator before your SAM.gov registration will be activated.