

FY18 Tribal Programmatic Review Checklist

Reviewer:

Applicant:

Date:

Section I: All Grant Requirements

A. Program Assurances

1. Did the applicant provide a narrative explaining if fees are assessed/collected for the transportation of hazardous materials?	Yes	No	N/A
2. Did the applicant provide a certification of aggregate expenditures?			
3. Did the applicant provide a statement certifying that 75% of funds will be spent on programmatic activities?			
4. Did the applicant submit a statement that all members of the SERC or TERC have been given an opportunity to review the grant application?			

Section II: Application Review

A. Project Narrative

1. Did the applicant sufficiently state the need for HMEP training and planning grant funding?	Yes	No	N/A
2. Did the applicant adequately describe the proposed activities to be undertaken?			
3. Did the applicant adequately provide goals/objectives and measurable outputs for the grant period?			
4. Did the applicant provide a reasonable timeline of grant activities, including a schedule for implementing activities?			
5. Did the applicant address how the project would be monitored and evaluated to ensure the project is successfully completed within the period of performance?			
6. Were there any unallowable costs identified in the review? (If so, list under Section III and IV)			

Section III: Summary Recommendation

Exceptional	Acceptable	Unacceptable

Section IV: Outstanding Issues

Section IV: Recommended Special Terms and Conditions

List any recommended special terms and conditions for the Remarks section of the NGA

Section V: Update

List any update that resulted from correspondence with the grantee