

STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
OFFICE OF THE ATTORNEY GENERAL

**FFY 2018
STOP VIOLENCE AGAINST WOMEN
GRANT PROGRAM**

APPLICATION CHECKLIST

Instructions:

The Application Checklist is a guide to submit a completed application.

- Return one (1) application with original signatures and one (1) copy.
- The below items must be submitted with the application.
- Do not staple the application.
- Only complete applications will be considered.

Application Content and Forms to be Completed and Returned:

Application Overview – Form Provided

Project Proposal

- ***Agency Background, Mission, Experience and Capability*** – Provided by Applicant
- ***Problem Statement/Needs Assessment*** – Provided by Applicant
- ***Project Description, including Goals, Objectives, and Work Plan (Action Strategy)*** – Provided by Applicant
- ***Partnership, Collaboration or Coordination of Services*** – Provided by Applicant
- ***Project Management and Staff*** – Provided by Applicant
- ***Data Collection/Performance Measures/Evaluation*** – Provided by Applicant

Project Work Plan – Form Provided

Budget Detail Worksheet – Form Provided

Application Authorization – Form Provided

Federal Single Audit Requirements Certification – Form Provided

Directions How to Submit Proof of Compliance With Federal Single Audit Requirements – Form Provided (for informational purposes only)

Proof of Compliance Federal Single Audit Requirements – Provided by Applicant

Indirect Cost Rate Fact Sheet - Form Included (for informational purposes only)

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters and Drug-Free Workplace Requirements – Form Provided

Department of Law & Public Safety Debarment and Suspension Certification – Form Provided