

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

FFY 2017
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