STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY

OFFICE OF THE ATTORNEY GENERAL

# FFY 2020

**STOP VIOLENCE AGAINST WOMEN GRANT PROGRAM**

**APPLICATION CHECKLIST**

## Instructions:

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

* Return one (1) complete application to [**grants@njoag.gov**.](mailto:grants@njoag.gov)
* The below items must be submitted with 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

Job Descriptions **(for any position to be funded under this budget)**

Current Resumes **(staff currently employed and funded under this budget)**

* + ***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

Proof of SAM Registration – Provided by Applicant

Certified Standard Assurances – Form Provided