

## CHECKLIST

### APPLICATION ITEMS TO BE SUBMITTED

- SF-424 -- APPLICATION FOR FEDERAL ASSISTANCE
- SF-424A -- BUDGET INFORMATION
- SF-424B -- ASSURANCES
- EPA FORM 6600-06 -- CERTIFICATION REGARDING LOBBYING
- SF-LLL -- DISCLOSURE OF LOBBYING ACTIVITIES
- EPA FORM 4700-4 -- PREAWARD COMPLIANCE REVIEW REPORT
- PROJECT NARRATIVE STATEMENT (WORKPLAN)
- NONPROFIT IRS TAX STATUS LETTER (IF APPLICABLE)
- EPA FORM 5700-54 -- KEY CONTACTS FORM

Do not mail with application packet:

- Complete the SYSTEM FOR AWARD MANAGEMENT Registration (SAM) – [www.sam.gov](http://www.sam.gov)

**EMAIL COMPLETED APPLICATION no later than JULY 8, 2016 to**

YOUR ASSIGNED PROJECT OFFICER with Subject Line:

Brownfields Application – Name of your organization – 1 of X

**Send all documents in ONE email, if possible**