### **ATTACHMENT B – RFA Document Checklist**

**Project Narrative Checklist:**

* Transmittal Letter and completed project and budget checklists
* Project Narrative
* Work Plan Table (see RFA Attachment C for the template)
* Work Plan Gantt Chart (see RFA Attachment D for the template)
* Letters of Commitment (if applicable)
* References
* Performance measures tables (see RFA Attachments E and F)
* IRS determination letter of non-profit status (per RFA section 2.1.2)
* Maryland Comptroller Certificate of Good Standing (per RFA section 2.1.3)
* W-9 Form (per RFA section 4.3.1.4)

**Budget Narrative Checklist:**

* Budget Forms

MDH 432A

MDH 432B

MDH 432C

MDH 432D

MDH 432E

MDH 432 F

MDH 432G

MDH 432H

* Budget Narrative *(See Exhibit C – Budget Narrative)*

Applicant can download fillable forms from the MHHD website at [MHHD Grant Documents](https://health.maryland.gov/mhhd/Pages/MHHD-Grant-Documents.aspx)