PCAFPD Human Development Grant

Application Checklist

Please refer to this list in order to make sure you have collected all required materials for your application. **Incomplete applications will not be considered.**

Required Materials:

* [Grant Application Form](https://forms.gle/zRYSei2zwDvBCNXy8) (must be completed online)
* Project Overview Document (not to exceed 3 pages)
* Grant Application Worksheets (Excel File):
  + Budget Worksheet
  + Risk Assessment Worksheet
  + Monitoring and Evaluation Plan
* Demonstration of past history with grants -or- completing projects (these artifacts can be attached to your email when you submit your documents)
* 2 letters of references demonstrating community support for your project

Optional Materials:

* Documentation of income/financial need (ex. Proof of income, tax return, Certificate of Indigency)
* Organizational Documentation (ex. Student ID, PRC License, SEC certification, organization charter, etc.)
* Documentation of other funding sources (ex. promises for matching funds, proof of academic scholarships, proof of other grants awarded, MOAs, etc.)