

**MONTEREY COUNTY EMERGENCY FOOD AND SHELTER (EFS)
LOCAL BOARD 077600**

REQUEST FOR PROPOSALS: PHASE 40

CHECK LIST

Your application package must include the following items in the following order and will be pre-screened for completeness: (check off these items as you assemble your application). Label each attachment as indicated below. **Applications should be sent in as one PDF file.**

- Program Narrative**
- Program Budget:** Please include the completed budget template for each EFS activity for which you are requesting funding.
- Agency Financials:** Your most recent audit report, current fiscal year budget, your most recent unaudited financial statement (revenue and expenses), OR other proof of financial accountability and stability
- Certification signature**

APPLICATION CERTIFICATION

I certify that the information submitted in this request is accurate and correct and that I have included with this application all appropriate documentation.

Print: Agency's Chief Executive Officer _____
Signature – Agency's Chief Executive Officer _____
Date