



TGD Wellness and Equity NOFO

Submission Checklist

Please note, PHIMC is providing this submission checklist as a resource to assist NOFO applicants in ensuring submission requirements are met before submission. Applicants are responsible for ensuring their submitted application meets all the requirements set forth in the NOFO. PHIMC is **not** responsible for any omissions to this checklist or subsequent omissions in applications due to its use. Applicants are encouraged to ensure this checklist meets all requirements of the NOFO before use.

Check Box	Requirement	Section of NOFO
	1.0 line spacing	12. Formatting and Submission
	11 point font	12. Formatting and Submission
	Times New Roman Font	12. Formatting and Submission
	1" Margins on all sides	12. Formatting and Submission
	Page numbers are included	12. Formatting and Submission
	Start each application section on a separate page	12. Formatting and Submission
	Include the application section at the beginning of each section	12. Formatting and Submission
	Include the question being answered followed by the response	12. Formatting and Submission
	Includes completed cover page	10. Proposal Narrative
	Includes organizational overview section	10. Proposal Narrative
	Includes project proposal, design, and implementation section	10. Proposal Narrative
	Includes health and racial equity section	10. Proposal Narrative
	Includes proposal budget section	10. Proposal Narrative
	Includes Attachment 1: Staff Resumes	11. Supporting Documents
	Includes Attachment 2: Proposed Budget	11. Supporting Documents
	Includes Attachment 3: Most Recent Financial Audits + Findings	11. Supporting Documents
	Includes Attachment 4: IRS 501(c)(3) Tax Exempt Determination	11. Supporting Documents



	Includes Attachment 5: Certificate of Good Standing from Illinois Secretary of State	11. Supporting Documents
	Includes Attachment 6: Completed GATA Internal Controls Questionnaire.	11. Supporting Documents