FY2020 Juvenile Justice Councils
Appendix 5- Application Checklist

**ALL Applications MUST include the following mandatory forms/attachments in the order identified below.**

 [ ] Uniform State Grant Application

[ ] A screenshot or statement indicating the applicants has completed Pre-Qualification steps and is currently Pre-Qualified

[ ] Statement indicating the ICQ & PRA have been completed

[ ] Application Checklist *(****This Form)***

Proposal Narrative

[ ] Executive Summary

[ ] Council Qualifications

[ ] Quality - Description of Program/Services

[ ] Racial and Ethnic Disparities

[ ] Budget Narrative (if not completed on Uniform Budget Template)

Attachments to Your Application

[ ] Attachment 1: Juvenile Justice Council Roster.

[ ] Attachment 2: JJC Meeting Minutes. (Existing Councils only)

[ ] Attachment 3: Juvenile Justice Council Coordinator Resume/Job Description

[ ] Attachment 4: Analysis of Juvenile Delinquency Problems and Needs

[ ] Attachment 5: Timeline to Access and Report Data.

[ ] Attachment 6: Local Council System Map.

[ ] Attachment 7: County Juvenile Justice Plan.

[ ] Attachment 8: Racial and Ethnic Disparity Reduction Plan.

[ ] Attachment 9: Applicant Budget.

[ ] Attachment 10: Applicant Federal Form W9.

[ ] Attachment 11: Applicant NICRA (If applicable)

If Subcontractors will be used to deliver proposed activities, include:

[ ] Attachment 12: Subcontractor Agreement

[ ] Attachment 13: Subcontractor Budget and Narrative

[ ] Attachment 14: Subcontractor Federal Form W9

[ ] Attachment 15: Subcontractor NICRA (If applicable)

[ ] \*Uniform Grant Budget: The proposed budget had been entered, signed and submitted in CSA and is required for the application to be considered complete. A hard copy of this signed and submitted budget must be included with the application as Attachment 9.