

**CHECKLIST OF MINIMUM REQUIREMENTS FOR THE PREPARATION OF
FEDERAL REGISTER NOTICES ANNOUNCING THE AVAILABILITY OF
FINANCIAL ASSISTANCE FUNDS - REQUESTS FOR APPLICATIONS (RFAs)**

Page # Program Requirements

- _____ Authority
- _____ CFDA No. and Title
- _____ Program Description
- _____ Funding Availability
- _____ Matching Requirements
- _____ Type of Funding Instrument
(If cooperative agreement, explain substantial involvement.)
- _____ Eligibility Criteria
- _____ Award Period
- _____ Evaluation Criteria
- _____ Funding Priorities, if any
- _____ Selection Procedures
- _____ Applicability of EO 12372
- _____ Information about Application Forms
- _____ Disposition of Unsuccessful Applications
- _____ Citation to Regulations or Pre-Award Requirements Notice
- _____ Citation to Program Regulations, if Applicable
- _____ Program-Specific Requirements

SIGNATURE _____

DOC-Wide Requirements

Federal Policies and Procedures
Debarment, Suspension, Drug-Free Workplace, and Lobbying
Pre-Award Screening
Past Performance
Credit Checks
Delinquent Federal Debts
Name Check Review
List of Parties Excluded from Procurement & Nonprocurement Programs
Pre-Award Accounting System Surveys
No Obligation for Future Funding
Pre-Award Activities
FOIA Disclosure
False Statements
Application Forms

Administrative Requirements and Cost Principles
Award Payments
Federal and Non-Federal Sharing
Budget Changes
Indirect Costs
Tax Refunds
Other Federal Awards with Similar Programmatic Activities
Non-Compliance with Award Provisions
Prohibition against Assignment
Non-Discrimination Requirements
Audits of For-Profit Recipients
Policies & Procedures for Resolution of Audit-Related Debt
Debts
Post-Award Discovery of Adverse Information
Competition and Codes of Conduct
Minority Owned Business Enterprise
Subaward and/or Contract to a Federal Agency
Foreign Travel
Purchase of American-Made Equipment and Products
Intellectual Property Rights
Seat Belt Use
Research Involving Human Subjects
Federal Employee Expenses
Preservation of Open Competition and Gov t Neutrality (EO 13202)
MSI Initiative
Access to Records