**Department of Conservation**

**Resource Conservation District**

**Financial Assistance Program**

**Funding Request Checklist**

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The Funding Request must contain all required forms and attachments. Submit documents in the order as listed below.

 [ ]  Application Cover Page, signed by the District President – Exhibit F

 [ ]  Funding Request Checklist, signed by the request preparer and the District President – Exhibit G

 [ ]  Work Plan Narrative Form – Exhibit A (maximum 7 pages)

 [ ]  Work Plan Form(s) – Exhibit B

 [ ]  Budget Form – Exhibit C (with footnotes)

 [ ]  Proof of Local Match (PRC Section 9084 requirement)

 [ ]  Agendas for the previous six RCD Board meetings (PRC Section 9084 requirement)

By checking the boxes below, the applicant certifies that the RCD has adopted the following plans in compliance with PRC Section 9413.

 [ ]  Current District Annual Work Plan (PRC Section 9084 requirement)

 [ ]  Current District Long Range Work Plan (PRC Section 9084 requirement)

For RCDs requesting funding in REV Category:

[ ]  REV Eligibility Form –Exhibit D (with required supporting documentation)

I have read the attached application and I am authorized to submit it on behalf of the Resource Conservation District.

Request Preparer Date Signed

Resource Conservation District President Date Signed