**EXHIBIT 2:** APPLICATION CHECKLIST

|  |  |  |
| --- | --- | --- |
| Yes | No |  |
|  |  | **Application for Maryland 21st Century Community Learning Centers Form** (Exhibit 3) |
|  |  | **Project Narrative (25-page limit)** |
|  |  | Extent of Need for Project |
|  |  | Project Design |
|  |  | Performance Measures and Indicators |
|  |  | Alignment with SEA Goals |
|  |  | Implementation and Governance Plan |
|  |  | Evaluation and Dissemination |
|  |  | Coordinating with Other Programs |
|  |  | Partners |
|  |  | Sustainability |
|  |  | The General Education Provisions Act (GEPA) |
|  |  | **Budget and Adequacy of Resources** |
|  |  | Budget Narrative |
|  |  | C-1-25 |
|  |  | **Exhibits** |
|  |  | Exhibit 4 - Performance Measures and Indicators |
|  |  | Exhibit 5 - Management Plan Worksheet |
|  |  | Exhibit 6 - Partners Plan Worksheet |
|  |  | Exhibit 8 - Budget Worksheet |
|  |  | Exhibit 9 - LEA/School Participation Agreement |
|  |  | Exhibit 10 - Private School Consultation Form |
|  |  | Exhibit 11 - Recipient Assurances |
|  |  | **Appendices** |
|  |  | Key Personnel Description and Qualifications |
|  |  | Evaluation and Dissemination: Evaluator Position Description |
|  |  | Partners Letters of Commitment |
|  |  | Contracted Services MOU |
|  |  | Subgrantee Audit Requirements   1. Single Audit Report and Financial Statement; or 2. Certificate of Exemption Certification Form |
|  |  | Works Cited |
|  |  | Compliance with Federal, State, and Local Health and Safety Standards  1. Current Fire Inspection Report(s); and 2. Use of Occupancy Permit(s) |
|  |  | The Wallace Calculator Output Form (Application, Section II. Grant Program, a.ii) |
|  |  | Joint Applicant Information (Page 7 of the Application) |