COVID-19 Vaccine Outreach & Education Grant Checklist

This application checklist is provided for your use to ensure your application is completed. You do not need to submit this checklist as part of your application.

☐ Application, Section I – Applicant Information, II – Funding Request Information is complete

☐ Application, Section II – Scope of Work: Project Narrative & Budget – description should identify and describe each staff assigned to this project and for which funding is requested is included

☐ Application, Section III – Certifications and Authorizing Official Signature – application is signed by an Authorized Official of the RHC Applicant

☐ Budget Templates (form) is complete

☐ Subaward Agreement is signed by an Authorized Official of the RHC Applicant (note: award is not executed/made effective until approved by Department of State Health Services (DSHS) and signed by TORCH Foundation)

☐ Attachment 7 to Subaward Agreement – Subcontractor Agreement Form – Data Use Agreement (DUA) Subaward Agreement is signed by an Authorized Official of the RHC Applicant