

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