

ORLP Application Checklist (Round 8)

- Project Narrative – See Project Narrative Guide
- Project Budget – See Project Budget Guide
- Project Abstract Summary
 - The project abstract must succinctly describe the project in plain language that the public can understand and use without the full proposal.
 - 1 Page Limit
- Timeline
 - The timeline must show all project milestones, and measures that will provide quantifiable progress towards reaching the project’s milestones. Each planned contract must be listed with an expected date for bidding.
 - 1 Page Limit
- Site Photos
- Boundary & Location Maps – See Boundary Map Checklist
- Letter of Commitment
 - A statement of the amount and type of contribution committed to this project. Must be on County or City (Town) letterhead.
 - 1 Page Limit
- Statement of Duplicate Effort/Overlap (if applicable)
 - A statement explaining if the activities, costs, or time commitments of key personnel propose in this application overlap with those in any other Federal proposal or award. A description and/or copy of overlapping activities, costs, time commitments, applications, awards, or proposals must be included.

Optional Documents To Include

- General Letters of Support
- Conflict of Interest/Unresolved Matters
 - If any actual or potential conflict of interest exists related to this project at the time of application, the applicant must provide sufficient information.
 - 1 Page Limit
- Uniform Audit Reporting Statement
 - If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the Federal Audit Clearinghouse website.