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# Application Checklist

<b>1. Application Questions</b>	PDF Form Fill Can submit a separate signature page
<b>2. Budget Narrative</b>	Can be Word, PDF or Excel documents
<b>3. Gap Analysis</b>	Excel Form  Can be Word, PDF or Excel documents Must be a single document under 100 MB) containing the following program operations elements for each program site included in the application for school year and summer programming:
<b>4. Program Site Information</b>	<ul style="list-style-type: none"><li>● Program Site Name</li><li>● Cost Per Student - amount of funding requested for this site/number of students to be served per year</li><li>● Proposed Average Daily Attendance</li><li>● Grades to Be Served</li><li>● Number of Hours Per Week</li><li>● Number of Weeks</li><li>● Weekly Schedule (M-Th. 2:30 to 5:30 &amp; Fri. 2:30 to 5:00)</li></ul>
<b>5. Up to 7 Optional Chart or Graphs</b>	Not required - Can be Word, PDF or Excel documents