



Florida Health Literacy Initiative
A statewide initiative managed by the Florida Literacy Coalition
and sponsored by Florida Blue Foundation

APPLICATION CHECKLIST

The Florida Health Literacy Initiative grant application consists of the components listed below, which should be submitted online at <https://www.tfaforms.com/4649769>

This checklist is provided to ensure that you have all the documents required for a complete proposal. It does not need to be submitted with the proposal.

Part 1: Project Narrative and Project Budget

(Please limit narrative and budget to 5 pages)

- Project Abstract/Summary
- History and Accomplishments
- Needs Statement
- Objectives
- Project Description
- Collaboration and Partnerships
- Recognition
- Timeline
- Evaluation

Part 2: Supporting Documents

- Profit and Loss Statement or Year End Financial Statement
- Current Operating Budget (School districts and state/community colleges please provide adult education program budget only.)
- For non-profit organizations, provide proof of IRS federal tax-exempt status
- Optional attachments (e.g. – letters of support, articles, etc.) Limit to 2 pages.