



**Florida Financial Literacy Initiative**  
**A statewide initiative managed by the Florida Literacy Coalition**  
**And sponsored by Wells Fargo**

## APPLICATION CHECKLIST

The Florida Financial Literacy Initiative consists of the following components, which should be submitted online at xxxx. Please make sure you submit all documents by **August 24<sup>th</sup>, 2018**. This checklist is provided to help ensure 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 and save as a PDF)**

- 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.