SUBMITTAL CHECKLIST

**STEP ONE – PROJECT PROPOSAL**

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| **The following is entered directly into SOAR:** | |
| * Project Proposal Form |  |
| * Project Questions |  |
| **The following will be uploaded into SOAR as attachments:** | |
| * Project Proposal Form Signature Page (print signature page and upload) |  |
| * Cost Estimate |  |
| * Non-Profit Questionnaire **(Non-Profit Applicants Only)** |  |
| * Supporting Documents |  |
| * Site Plan **(Development Projects Only, e.g., construction)** |  |