



North Carolina Department of Administration

Beverly Eaves Perdue, Governor
Moses Carey, Jr., Secretary

John A. Campbell, Executive Director
N.C. Human Relations Commission

FY2010-11 Martin Luther King Jr. Commission Grant Checklist

This checklist is strongly encouraged to be submitted with your grant applications. Incomplete applications will not be processed.

- _____ 5 COPIES OF COMPLETED APPLICATION FORM
- _____ 5 COPIES OF NARRATIVE PROPOSAL
- _____ FEDERAL ID # (must be listed on the application)
- _____ 5 COPIES OF BUDGET FOR YOUR PROJECT **AND** DETAILS OF HOW THE ENTIRE FUNDS FOR GRANT WILL BE EXPENDED

Are you a governmental entity? Yes _____ No _____

If you are a governmental entity, you are not required to submit any additional information.

If you are not a governmental entity, then you must also submit the following documentation. Please check all items to ensure that you have included all required documentation:

- _____ CERTIFIED COPY OF ARTICLES OF INCORPORATION (includes NC Secretary of State's official seal)
- _____ BYLAWS OF YOUR ORGANIZATION
- _____ LETTER OF TAX EXEMPT STATUS FROM THE IRS
- _____ LIST OF BOARD OF DIRECTORS/TRUSTEES
- _____ IF YOU RECEIVED A GRANT IN THE 2009-2010 CYCLE, ATTACH 2 COPIES OF THE PROGRESS REPORTS

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