
Appendix D Application Checklist

The following checklist outlines all items to be provided in response to the RFP. This is meant to be used as a tool to support you in the process. This checklist does not need to be submitted.

- Online Application
- HIPAA Compliant Certification (no page limit)
- Proposed Project Plan (10-page maximum)
- Qualifications and Relevant Experience Narrative (8-page maximum)
- Project Organizational Chart (2-page maximum)
- Resumes (3-page maximum per team member)
- Work Samples (Appendix F; 10-page maximum per sample)
- Budget and Budget Narrative (Appendix G; 4-page maximum)
- Litigation and Contract Compliance Form (Appendix H)
- Business License (If applicable)