

**Checklist of documents
for Rural Business Enterprise Grant (RBEG) applications
Federal Catalog # 10.769**

*Projects can be for 1 of 3 purposes:
___ Revolving Loan Fund ___ Technical Assistance ___ Construction*

	SF 424 Application for Federal Assistance	SF-424
	DUNS #: _____ <i>Click here for more information on how to obtain a DUNS #.</i>	SF-424
	For non-construction projects	SF-424a & SF 424b
	For construction projects	SF 424c & SF 424d
	Current Financial Statement or Audit	Document
	Organizational Documents and Certificate of Incorporation for a Non-Profit	Articles/ Certification
	Resolution authorizing application/project	Board Of Directors' Resolution
	List of Members, Board of Directors, officers and terms of service	Document
	Opinion from Applicant's attorney showing the organization is duly incorporated, has continued legal existence, and legal capacity and authority to administer the grant	Attorney Opinion
	RD 400-1, Equal Opportunity Agreement	400-1
	RD 400-4, Assurance Agreement	400-4
	AD-1047, Certification Regarding Debarment	AD 1047
	AD-1049, Certification Regarding Drug Free Workplace	AD 1049
	RD Inst.1940-Q Exh A-1. Certification for Contracts, Grants & Loans	1940-Q, Exh A-1
	Survey on Ensuring Equal Opportunity for Applicants	OMB No. 1890- 0014
	Request for Environmental Information	RD 1940-20
	Third-party documentation to support Project Selection Criteria	Letters from businesses to be assisted
	Scope of Work (applications for a purpose other than construction)	SOW
	Revolving Loan Fund Plan (only for RLF apps)	RLFP
	<i>For RLF Applicants, click here to go to templates for the scope of work and the revolving loan fund plan.</i>	
	<i>For technical assistance and other non-RLF applicants, click here to go to template for the Scope of Work.</i>	
	<i>Click here to go to the review and approval checklist that RD uses for an RBEG Revolving Loan Fund Plan.</i>	
	<i>Click here to go to the review and approval checklist that RD uses for an RBEG Scope of Work.</i>	
	Preliminary Engineering or Architectural Report	Construction projects only
	Appraisal to establish fair market value of property to be purchased	Construction only
	Development Cost Summary (for construction projects only)	Iowa Guide 19a
	<i>Click here to go to the RBEG Review Guide on Scoring</i>	