Proposer:     \_\_\_\_\_\_\_\_\_

ATTACHMENT 10 PROPOSAL SUBMISSION

REMINDER CHECKLIST

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| **Please ensure the following items are included in your proposal and are submitted as specified in the RFP:**  **Technical Proposal Items**  Title Page  Description of Services to be Provided  Competency & Experience Requirements  Resumé  Method for Improving Child Welfare Outcomes  Attachment 3: Acceptance of Terms & Conditions  Attachment 5: Payee Data Record Form  Attachment 6: Darfur Certification  Attachment 7: General Certification Form  Attachment 8: Statement of Financial Capability  Attachment 9: Proposed Caseload and Business Designation  Business License, Professional Certifications, Other Credentials  Proof of Financial Solvency or Stability  **Cost Proposal Items**  Budget Template in Excel  Printed Budget  Budget Justification Narrative  **Submission of Proposal**  1 Original; 5 Copies of both Technical and Cost Proposals  1 CD ROM containing the entire proposal |