FY25 Technical Assistance Grant (TAG)
Documents Application Checklist

FOR ALL APPLICANTS

All applicants must upload the following documents in the **Application Attachments and Authorization section** of the application under DHCD Program Application Supplemental Forms:

- [Debarment Affidavit](#): a completed, signed, and dated document
- **Project Location Map**: a screenshot of the map can be obtained using the [DHCD Neighborhood Revitalization Mapper Tool](#). Input the project location address to verify that it is in and/or serves a designated Sustainable Community area.
- **Applicant and/or Other Funds Letter(s) of Commitment (required only if the budget lists other funds – including those provided by the applicant)**: letters must be on organizational or company letterhead and include the dollar amount of contribution, reference the proposed or related project/activity and be signed.

FOR NON-PROFIT APPLICANTS

In addition to the items listed under "all applicants" above, **nonprofit applicants must also** submit the following documents in the **additional upload section** within the application:

- [**Corporate Resolution/Authorized Officers**](#): completed, signed, and dated

Under the organizational documents upload section associated with the organization's profile in the DHCD Project Portal, **nonprofit applicants must** verify and upload the most recent organizational documents:

- **Bylaws** – including any amendments
- **Articles of Incorporation** – including any amendments
- **Internal Revenue Service Letter of Determination**
- Screenshot of Online Verification of [**Certificate of Good Standing**](#)
- **Charitable Registration Letter**
- **Current List of Board of Directors/Trustees**: list should include board member's name, position on the board, term, affiliation, and contact information. The list should be on the organization's letterhead and be titled.