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| **U.S. DEPARTMENT OF STATE**  **NOFO APPLICATION PACKAGE CHECKLIST - OVERSEAS** | |  | |
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| **NOFO APPLICATION PACKAGE CHECKLIST - OVERSEAS** | | |
|  | SF-424 | |
|  | SF-424A | |
|  | SF-424B | |
|  | SF-LLL (if applicable) | |
|  | Cover Page/Executive Summary | |
|  | Table of Contents | |
|  | Proposal Narrative | |
|  | Scope of Work (required template provided as attachment) | |
|  | Performance Monitoring & Evaluation Narrative and Plan (sample template provided as attachment) | |
|  | Timeline | |
|  | Gender and Inclusion Analysis (only if applicable) | |
|  | Detailed Budget (sample template provided as attachment) | |
|  | Budget Narrative (sample template provided as attachment) | |
|  | If the budget includes subawards, please include a separate Budget Narrative for each organization. | |
|  | NICRA Letter | |
|  | Single Audit or recent independent financial audit | |
|  | Key Personnel Summary | |
|  | CV or Resume of Key Personnel | |
|  | Security Plan (only if applicable) | |
|  | Contingency Plan (only if applicable) | |
|  | COVID Contingency Plan | |
|  | Burma Due Diligence Assessment (only if applicable) | |
|  | Letters of support from program partners | |
|  | Official permission letters, if required for project activities | |
|  | Letter of Disclosure for proposed consultants/personnel of potential conflicts of interest (if applicable) | |
|  | Letter(s) of Institutional Support to indicate that organization’s leadership supports application | |
|  | EIN (organizations based in the U.S.) or NATO CAGE (organizations based outside of the U.S.) | |
|  | SAM.gov Entity Registration | |