

Application Overview

The following section provides an application checklist and lists each question by Questionnaire in Bonfire. The guidance provides clarification and insight for each question; how many points are available for each question and scoring guidance provided to the scoring committee.

APPLICATION CHECKLIST

Submit via Bonfire no later than **11:30 PM** on **September 17, 2025**.

Required documents for all entities:

- ☐ Program presentation (slide deck) for each individual program proposal (5 maximum)
- ☐ Completed Questionnaire
 - Includes Tab 1 'Core' to be completed one time per agency
 - Includes category specific tab for each program type (only complete tabs 2-6 as appropriate, leave tabs blank if not applying for that specific funding category identified)
- ☐ Proposed Budget Table for each program type (5 maximum)
- ☐ Anti-Lobbying certification
- ☐ Conflict of Interest and Debarment Certification Form
- ☐ E-Verify MOU (E-Verify information and enrollment is available at the Department of Homeland Security web page: <https://www.e-verify.gov/>)
- ☐ Signed HCRS Severe Weather Response RFA Guidance Form
- ☐ Letter(s) of collaboration (relevant to the proposed program(s))
- ☐ Proof of insurance

Additional documents required for Nonprofits:

- ☐ Copy of IRS 501(c)(3), Certification of Good Standing with Washington Secretary, or State Corp Papers.

Additional documents required for public agencies:

- ☐ Documentation confirming governmental status, such as a signed resolution or letter from executive or legal counsel.

Additional documents required for Tribal Governments:

- ☐ Letter of intent or designation, resolution or letter of authorization, or a tribal tax ID or DUNS/UEI number.

Optional documents

- ☐ In-kind Match Valuation form – *required* if using in-kind funding sources (template available in Bonfire)
- ☐ Additional Documentation