

REVISE AS NECESSARY

Checklist

This checklist is provided to aid both the proposer and the reviewer in determining that all necessary information is included in the proposal package. In the blanks next to each item, please denote the page number(s) in the proposal where that information can be found. The completed checklist should be submitted as the first item in the proposal.

<u>Item</u>	<u>Page</u>
<b>REQUIRED SIGNATURE FORMS:</b>	
Bidder's Signature Form (Form A)	
Contractor Certification Sheet (Form C)	
Statement of Compliance (Form D) Financial Practices Self Report Form (Appendix F) Non-Collusion Statement (Form G)	
<b>TECHNICAL PROPOSAL</b>	
A. Provision of Alcohol and other Drug Prevention Services for Adults	
1. Organizational Information	
Priorities	
a. Statewide	
b. Secondary	
2. Criteria	
• ASSESSMENT	
• Capacity	
• Planning	
• Implementation	
• Evaluation	
<b>BUSINESS PROPOSAL REQUIREMENT</b>	
1. OPERATING BUDGET	
• NOVEMBER 7, 2011 – JUNE 30, 2012	
• JULY 1, 2012 – JUNE 30, 2013	