V:	Department of	of Veterans A	Affairs CHECK			REMENTS FOR S QUISITION GRAN		TE HOME
LOC	CATION		DESCRIPTIO					
FAI	NUMBER	DUNS	DATE AND T	IME SUBMITTED		VA COST		
			ТО	BE FILLED OUT E	BY VA			
SECTION A - INITIAL APPLICATION PHASE (Deadline is APRIL 15 Each Year for VA R						Each Year for VA Re	ceip	•
	QUIREMENT			<u> </u>			]	DATE
			(includes description	<u> </u>				
			orized state official and					
			0-0388-1, Section II p					
4.	State Clearinghor	use Comments	s (E.O. 12372) single	point of contact an	d compliance st	atement.		
5.	Schematics for th	e proposed pr	oject.					
6.	State Application	Identifier Num	nber (if applicable).					
7.	Signed initial app	lication certific	ation (VA Form 10-03	88-1).				
8.	Documentation the occupied.	nat there is a re	easonable basis to co	nclude that the fac	ility when compl	ete will be fully		
9.	Space program a	nalysis (see V	'A Community Living (	Center Design Guid	de).			
10.	Five-year capital	plan for state's	s entire state home pro	ogram.				
11.	Financial plan for	state facility's	first three years of op	eration.				
12.	Authorized state of beds and occupa		cation of the total num	ber of state-operat	ted nursing hom	e and domiciliary		
13.			cation that the number r number of state hom			eed the requirement in pased on travel		
				BE FILLED OUT E				
SECTION B - APPLICATION PHASE								BATE
1.	The following is	roquired by Al	UGUST 1 for consider	ration for priority ar	oup 1:			DATE
					оир т. 			
			C, 424D (for revised b		et (not to exce	ed 10 percent of the	]	
	construction c	osts).					Ш	
			project (copy of the leg rce of funding).	jislation appropriat	ing the funds or	statement from state		
	D. Certificate of	State matchin	g funds (VA Form 10-	0388-6).				
2.	Environmental S	urvey/Assessr	nent					
	A. Phase I Enviro	onment Survey	/: site plan/map, site s	urvey, and soil inv	estigation (if app	olicable).		
			sessment (if outside tate official that outsid			oss square feet) or a 00 GSF.		
3.	Letter from state	historical pres	ervation officer.					
4	Design developm	nent drawings	and specifications (35	nercent)				

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RE	REQUIREMENT							
5.	Required certifications from the authorizing state official is required for grant award:							
Α	Compliance Regarding Debarment, Suspension, And Other Responsibility Matters For Primary Covered Transactions (VA Form 10-0388-7).							
В	Compliance with Drug-Free Workplace (VA Form 10-0388-8).							
С	Compliance with Lobbying Act (VA Form 10-0388-9).							
D	Compliance with The Davis-Bacon Act (VA Form 10-0388-2).							
6.	<b>Conditional Approval:</b> If aforementioned requirements are substantially met, and federal funds are available, then a request for conditional approval may be submitted to VA with written assurance State will meet remaining requirements within 180 days. The following items are needed for final grant award.							
Α	Final drawings and specifications (100 percent).							
В	Advertise for bids.							
С	Bid tabulations. (Attach excluded parties list system search results.)							
D	Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion From Contractor(s) (VA Form 10-0388-12).							
Ε	Revised budget page (SF 424c) based on bids (Including FAI number, Project Description, and Date).							
F	Final application - SF 424, based on bids and consistent with SF 424c.							
G	Certification of Compliance with Federal Regulations (VA Form 10-0388-10).							
Н	Budget Summary Narrative (review all 424c)							
I.	Three (3) signed copies of Memorandum of Agreement. (Delivered by Overnight Mail)							
J.	Reasonable assurance of title to State Home.							
K	Signed Application Certification (VA Form 10-0388-5).							
	TO BE FILLED OUT BY VA							
SECTION C - POST GRANT AWARD (Required Prior to Final Payment)								
RE	QUIREMENT		DATE					
1.	Final grant program review (requested by state official in writing prior to completion of construction).							
2.	Project Photos (JPG format) and Equipment List.							
3.	Single Audit Act of 1984. State audit report and resolution of audit findings (if applicable).							
4.	Final Payment Request (VA Form SF271).							
5.	Signed Post-Grant Requirements Certification (VA Form 10-0388-13)							

\*Note: Unless otherwise indicated scan and e-mail documents to SHCGP.

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