

GRANT SUBMISSION CHECKLIST

Review the following and see if you have everything to get your grant.

TUITION GRANT

- _____ Part A completed by Applicant
- _____ Part B completed by Employer by All employers
- _____ Part C completed by College - proof of Financial Aid
- _____ Enrollment in HUMAN SERVICES PROGRAM
- _____ Invoices from college showing all assistance applied
- _____ Transcript showing passing with C- or better

BOOKS / MATERIALS GRANT

- _____ Part A completed by Applicant
- _____ Part B completed by Employer by All employers
- _____ Proof of enrollment
- _____ Receipts for Books/Materials
- _____ Transcript showing passing with C- or better

Completing this checklist will help to ensure that you have submitted everything to get your grant reimbursement quickly.

Remember to submit it to:

Mid-Hudson Coalition
123 West Rd
Pleasant Valley NY 12569
ATTN: JENI RODRIGUEZ