

IJA Section 40502 Application Checklist

- Prime awardees (states)¹ must update their System for Award Management (SAM) registration annually. (ALRD, page 2)

- Register in FedConnect to receive and acknowledge your award. (ALRD, page 2)

- Establish a Performance and Accountability for Grants in Energy (PAGE) System account. (ALRD, page 2)

- In PAGE, select 'Create A New Application next to your EE RLF BIL award number.'

- Update the following forms in PAGE: (6.3)
 - a. Application for Federal Assistance Standard Form 424. (6.3.A)
 - i. Ensure Section 18 and 19 are updated. (6.3.A)
 - 1. 18 = New funds only
 - ii. Attach letter identifying Principal Investigator and Business Officer
 - iii. Attach Indirect Rate Agreement or Rate Proposal (if applicable), (6.3.F)
 - 1. "Other Direct Costs" Attach a statement that charges to the project are not duplicated in indirect costs (overhead cost).
 - iv. Attach Environmental Questionnaire, (EQ-1) (if applicable). (6.3.H)
 - b. Budget Information, Standard Form 424-A (6.3.B.1)
 - c. Budget Justification (6.3.B.2)
 - d. Master File (6.3.C)
 - i. Address each mandatory question within the Master File
 - e. Annual File (6.3.D)

- Submit the State Plan application via PAGE, (6.4.A)

¹ Per 10 CFR 420.2, "State" means a State, the District of Columbia, Puerto Rico, or any territory or possession of the United States.