

Contribution Agreements Handbook

610.93 Application for Assistance: Checklist

U. S. DEPARTMENT OF AGRICULTURE  
Natural Resources Conservation Service

NRCS-ADS-400  
2/2004

1. DATE SUBMITTED \_\_\_\_\_

2. APPLICANT INFORMATION

Legal Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

3. TYPE OF APPLICANT: (Enter Appropriate Letter in Box)

- A. State
- B. Political Subdivision, or Agency There Of
- C. Public or private agency, organization, or any other person

4. EMPLOYER IDENTIFICATION NUMBER (EIN): or

TAX IDENTIFICATION NUMBER (TIN)  
(COLLECT AFTER AWARD)

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5. TYPE OF APPLICATION:  New  Continuation  Revision

If Revision, enter appropriate letter(s) in box(es)

- A. Increase Award
- B. Decrease Award
- C. Increase Duration
- D. Decrease Duration
- E. Other (specify):

6. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:  
PROGRAM:

7. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

8. ESTIMATED FUNDING:

	Non-Fed Entity	NRCS
A. Salaries	_____	_____
B. Benefits	_____	_____
C. Travel	_____	_____
D. Office Space	_____	_____
E. General Office Supplies	_____	_____
F. Program Income	_____	_____
G. Contracting	_____	_____
H. Equipment	_____	_____
I. Other (List as attachment)	_____	_____
J. Non-Cash Contribution (List as attachment)	_____	_____
Grand Total	_____	_____

9. Name of Authorized Representative of Applicant or Contact Person

\_\_\_\_\_  
Title \_\_\_\_\_  
Telephone Number \_\_\_\_\_

NOTE: NRCS's Contribution is not to exceed 50 percent of the total cost of the agreement. In cases where there are more than two parties to the agreement, all parties will contribute their equal share. Exceptions to the 50 percent contribution is delegated to the State conservationist only.

Approval of Application by NRCS

\_\_\_\_\_  
Authorized Agency Official

\_\_\_\_\_  
Date