NEW APPLICATION CHECKLIST

(Revised 03/2023)

GOVERNMENT AND SPECIAL DISTRICTS

- State Agency
- City
- County
- Special District (Water Districts, Cemeteries, Utilities)
- Public School/District (Colleges, Universities)

Name of Organization	Contact Name	Phone Number	Email

DGS OFAM 201 – Federal Surplus Property Program Eligibility Application

DGS OFAM 202 – Resolution with Board Minutes (When applicable)

DGS OFAM 203 – Non-Discrimination Certification

DGS OFAM 204 – Racial Demographic and National Origins of all Persons within your Service Area. Please visit <u>U.S. Census website</u>

(https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml) to determine the racial makeup of your service area.

Sign and Date Debarment Form

Sign and Date Donee Terms and Conditions

Proof of State/Public Agency Status (Listing in State Directory, etc.)

Current CBEDS or WASC (If applicable). Please refer to <u>California Department of Education</u> website (https://dq.cde.ca.gov/dataquest/).

Return Completed Original Application to: (Please maintain a copy for your records.)

Federal Surplus Property Program 1700 National Drive Sacramento, CA 95834

NOTES

^{*} Eligibility is limited to the period covered by the certification. Certifications are generally issued on an annual basis; therefore, the provider must update annually or as required by the approval on their certification.

OFFICE USE ONLY

Reviewed By	Date	Approval Status Yes No New Renewal	Expiration Date
Donee Number	Billing Code		