

USDA-RURAL DEVELOPMENT REAP GRANT APPLICANT CHECKLIST (For applications under \$200k)

1. Copy of Bids or Estimates for work or equipment to be purchased
2. Copy of latest Federal Tax Return
3. Proof of ownership or control of site. You can provide a copy of your real estate tax statement or a written long term lease that is the same length as the useful life of the equipment.
4. Energy Audit
5. Proof of Matching Funds – You will need a copy of your bank statement or a letter from your bank showing you have the match funds for the grant.
6. Organizational Documents. This will only be needed if you are a corporation or partnership. Then you will need to supply copies of your Articles of Incorporation and Bylaws or Partnership Agreement.
7. Copy of Warranty Information – provide a copy of any warranty you get with the equipment being installed. You may get an extra 5 points if it is over 5 years.
8. Copy of Brochure on equipment showing it is commercially available.
9. Complete Operation Description