

Conservation Agronomist Request for Applications: Submission Checklist

Technical Application

File type: merge files into a single PDF or Word document

File name: Technical Application – *Retailer Name**

- Cover sheet (RFA Section D.3.a)
- Technical Narrative (RFA Section D.3.c)
- Essential staff details and org chart
- Minimum of two letters of support (Examples include: 4H, FFA, commodity group, conservation group, industry partner, etc.)

Milestone and Budget Workbook (RFA Section D.3.b)

File type: Excel

File name: Milestones - *Retailer Name**

**Save and submit each file to reflect the name of the ag retailer completing the application.*