



CO L O R A D O

**Department of Health Care
Policy & Financing**

COLORADO NO WRONG DOOR REGIONAL PILOTS REQUEST FOR APPLICATIONS CHECKLIST

An application that is missing any of the items below will be considered incomplete. A complete proposal will contain the following documents in the order listed below:

- Table of Contents
- Request for Application Response
 - Description of the Applicant
 - Proposal
- Budget Narrative and Justification
- Appendices A – G

Proposals should not exceed 25 pages, double spaced with 1-inch margin and a font of 11 point (the page limit does not include the table of contents, description of the applicant, budget narrative and justification or the appendices).

Applications shall be submitted via email or regular U.S. mail. Emailed submissions are preferred. The proposal should be submitted as a PDF file or a Microsoft Word document. One electronic file is preferred but a separate file(s) for the letters of commitment, description of the applicant, appendices and the budget narrative is acceptable.

Applications must be received by the Department no later than March 14, 2016. Postmark dates will not be considered and no proposals will be accepted after this stated due date and time.

Email the proposal to: NoWrongDoor_RFA@state.co.us

Send by regular mail or deliver the proposal to:

Aron Snyder
Colorado Department of Health Care Policy and Financing
Office of Community Living
1570 Grant Street
Denver, CO 80203