

DRAFT

Annual Pre-Qualification Check-List 2007

- ___ Articles of Incorporation
- ___ By-laws
- ___ Certificates of non-profit status (Federal and State)
- ___ Fictitious Business Name Statement
- ___ Agency Description Form
- ___ Board of Directors Form
- ___ Agency Org. Chart
- ___ Other Funding Sources Form
- ___ History of County Contracts
- ___ Description of Fiscal Management Systems
- ___ Audited Financial Statements
- ___ Copies of Recent Tax Returns
- ___ Copies of Recent Program Reviews
- ___ Pending Litigation (if any)
- ___ Description of Quality and Performance Management System
- ___ Cultural Diversity