

Exhibit A

Application Checklist

#	Document	Page Limit	Format	Completed
	Proposal Overview	Use Template in <u>Exhibit B</u>	PDF	<input type="checkbox"/>
	Proposal (including Executive Summary)	50	MS Word or PDF	<input type="checkbox"/>
1	Applicant Group Resumes	None	MS Word or PDF	<input type="checkbox"/>
2	Board Member Information Form (completed by each proposed board member)	Use Template in <u>Exhibit C</u>	PDF	<input type="checkbox"/>
3	Decision-Making Authority	Use Template in <u>Exhibit D</u>	PDF	<input type="checkbox"/>
4	Course Scope and Sequence	30 pages	MS Word or PDF	<input type="checkbox"/>
5	Academic and Exit Standards	15 pages	MS Word or PDF	<input type="checkbox"/>
6	School Calendar and Schedule	10 pages	MS Word or PDF	<input type="checkbox"/>
7	Enrollment Policy	10 pages	MS Word or PDF	<input type="checkbox"/>
8	Student Discipline Policy	10 pages	MS Word or PDF	<input type="checkbox"/>
9	Evidence of Support from Community Partners	None	MS Word or PDF	<input type="checkbox"/>
10	Governance Documents	None	MS Word or PDF	<input type="checkbox"/>
11	Statement of Assurances (only one form required)	Use Template in <u>Exhibit E</u>	PDF	<input type="checkbox"/>
12	Organizational Chart	5 pages	MS Word or PDF	<input type="checkbox"/>
13	Start-Up Plan	10 pages	MS Word, Excel, or PDF	<input type="checkbox"/>
14	Insurance Coverage	None	MS Word or PDF	<input type="checkbox"/>
15	Budget and Staffing Workbook	Use required template	MS Excel (no PDF submissions)	<input type="checkbox"/>

#	Document	Page Limit	Format	Completed
16	Budget Narrative	5 pages	MS Word or PDF	<input type="checkbox"/>
17	Existing Non-Profit Entity Financials (if applicable)	None	MS Excel, Word, or PDF	<input type="checkbox"/>
18	Entire Application (excluding items exempt from Indiana's Public Access Laws assuming prior written approval from Indiana's Public Access Counselor)		PDF	<input type="checkbox"/>