**NEG Flood Grant Checklist – Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Application
  + Signed by applicant
  + Signed by Career Specialist
* Authorized to Work
* Confidentiality Waiver
* EO Form
* Photo Release
* Selective Service
* Eligibility Self-Attestation form Documenting Category of Eligibility
  + Veteran (DD214)
  + Cat 1 Result of Flood
  + Cat 2 Dislocated Worker (WIA)
  + Cat 3 Long Term Unemployed
* Notification of Worksite Form
  + Signed by Participant
  + Worksite Listed
  + Position Listed
  + Start Date \_\_\_\_\_\_\_\_\_\_\_

**PRE-EMPLOYMENT SERVICES**

* Print Screen of four questions
* Personal Information Form
  + Physical Completed
    - Yes
    - No
    - N/A
  + Tetanus Shot
    - Yes
    - No
    - Proof of Shot within previous 12 mos
    - N/A
  + Background Check Completed
    - Yes
    - No
    - N/A
  + Drug Test Completed
    - Yes
    - No
    - N/A
* NEG Certification \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Work Clothing and Safety Gear Issues \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* First Day Worked/Enroll in Work Experience \_\_\_\_\_\_\_\_\_\_\_\_
* Case Management Core Service (Date will be prior to First Day of Work) \_\_\_\_\_\_\_\_\_\_\_\_\_
* Supportive Services Intensive (Date will be prior to First Day of Work) \_\_\_\_\_\_\_\_\_\_\_\_\_