

CFA 2014-0500-1849

APPLICATION CHECKLIST

A complete proposal will contain the following items:

- ☐ Application Cover Sheet (CFA §7.01 Attachment 1)
- ☐ Any affidavits required for applicable preferences (CFA §2.13 through §2.15, and §2.17)
- ☐ Application cover letter
- ☐ Current curriculum vitae or resume (CFA §5.03)
- ☐ Three (3) professional letters of support that speak to your qualifications for the project (CFA §5.04);
- ☐ Three (3) contact names and current phone numbers to serve as professional references (CFA §5.05);
- ☐ Written responses that are no longer than 1-page each to the following questions (CFA §5.06):
 1. What experience do you have working with adults in an education setting?
 2. How have you addressed issues of diversity in your classroom? Please provide an example.
 3. What would you hope to gain from your experience as an Alaska Statewide Mentor?
- ☐ CD with electronic copies of application materials
- ☐ Signed copies of any mandatory amendments

Consult CFA for detailed information concerning each item.