



Based on 2024\* Information

## Classic and GEMS Programs 2025 Annual Assessment Affidavit and Check List

**Program’s Dropbox folder contains the following required documents uploaded to corresponding folder:**

- Completed Self Assessment Document and Signed Annual Assessment Checklist (Uploaded to Annual Assessment Folder)
- Current 2024-2025 Signed MOU
- Annual Work Plan using DCA or approved template
- Completed and Updated DCA Board Roster template
- All Board Meeting Agendas
- All Board Meeting Minutes
  - Total number of board meetings held during year:
- Training Log for Manager
  - Total number of training hours completed:
- Annual budget(s), showing program revenue / expenses
- Main Street Program’s Organizational Chart
- Main Street Program Bylaws
- Mission and Vision statement
- Map of Main Street Program’s District Boundaries

I here-by certify that all the above documentation has been uploaded to \_\_\_\_\_’s shared Dropbox folder and is, to my knowledge, an accurate portrayal of our local program.

Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Board Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_