



Finish Line Grant Student Checklist

- ☐ Complete and sign Finish Line Grant Application
- ☐ Return the completed application to your College Representative
- ☐ Register in NCWorks.gov and upload the following documents:
 - ☐ Birth certificate
 - ☐ Driver's license or photo ID card
 - ☐ Proof of address (if address is different from Photo ID)
 - ☐ Social security card
 - ☐ DD214 (if a Veteran)

Note: You will be required to provide other documentation such as proof of household income for the last 6 months OR layoff letter/proof of unemployment once you meet with a Career Advisor.

If you apply for the following grants, please see additional documentation you will need to present:

- ☐ **Auto repairs:** Itemized statement from the vendor on what repairs need to be completed and the car title or a statement from the registered owner that his/her is your primary mode of transportation.
Normal vehicle maintenance or purchase of a vehicle is not an allowable expense.
- ☐ **Child care:** A copy of your child(ren)'s birth certificate(s) and verification from the Day Care Facility.
- ☐ **Dependent Care:** Verification from the facility.
- ☐ **Housing:** A copy of your Rental Agreement along with a statement from your landlord verifying the amount of rent due/past due. If you are more than 2 months behind in your rent, the verification from the landlord must also include an agreed upon payment plan to bring the account current and avoid eviction.
Rental deposits, mortgage payments, property taxes, fines and late fees are not an allowable expense.
- ☐ **Accommodations for Individuals with Disabilities:** Verification of the accommodation needed and an estimated cost.
- ☐ **Utility Bills:** A copy of the utility bill(s) – water, gas or electric indicating a cut off/termination date for your place of residence. If you are more than 2 months behind on any utility bill, you must submit a copy of the payment plan established between you and the provider to avoid shutoff of services.
Internet or phone service bills, including prepaid services, are not an allowable expense.