



Connecticut Health and Educational Facilities Authority

10 Columbus Boulevard, 7th FL
Hartford, CT 06106-1978
www.chefa.com

Nonprofit Grant Program Application

Entity Legal Name _____

Address _____

City _____

Zip+4 _____

Phone _____

Fax _____

CEO Name _____

CEO Title _____

Grant Contact Name _____

Grant Contact Title _____

Grant Contact Email _____

Please remember to include the following required undertakings in your response:

(a) The information provided herein is submitted by the undersigned firm under penalty of false statement as provided in the Connecticut General Statutes, Section 53a-157b.

(b) With regard to a State contract as defined in P.A. 07-1 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to the submission in response to the Authority's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's notice, Exhibit B, advising prospective State contractors of State campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice.

In addition, please include the affidavit required by Exhibit C – page 1 only.

Legal Statement

Notice is hereby given that false statements intentionally given herein are subject to section 53a-157b of the Connecticut General Statutes governing the penalty for written statements not believed to be true that are intended to mislead a public servant in the performance of his or her official duties.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.	Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.
_____	_____
CEO Signature & Date	Contact Signature & Date
Printed name:	Printed name:

For sections A through G, do not reference other areas of your application. Type your responses in the spaces provided and expand them to use space as needed. Do not make changes to the formatting, font or question text.

Your application, without the required exhibits, must not exceed five pages.

(Signature page and Sections A through G below)

A. Description of your organization (provide a BRIEF history). Description of community needs/issues to be addressed; description and # of target population to benefit:
B. Description of the project goals for which funds are being requested:
C. Project description, including objectives, activities, timeframe, and benefits:
D. Description of how to plan to evaluate this project, including outcomes and results:
E. List of key individuals involved in the project; BRIEF summary of their qualifications:
F. How evaluation results will be used for project/program planning – both for this organization and others doing similar work:
G. Long-term strategies for funding this program/project beyond the grant period: (if this is a capital request, explain how the organization will plan for capital expenditures in the future)
H. Please attach the following exhibits to this application: <ul style="list-style-type: none">(1) Budget for this grant request showing income and expenses (indirect costs are not allowed).(2) List of funding sources (corporations, foundations) solicited for this grant and includes amount and status.(3) Copy of IRS 501(c)(3) determination letter.(4) Copy of most recent annual financial statement (audited, if available) and management letter (if available).(5) Copy of your organization's most recently filed IRS Form 990.
The following pages may be obtained at www.chefa.com : Exhibits A, B, and C. <u>ONLY Exhibit C – page 1</u> must be included as part of your application. PLEASE email us your application and materials. Send your completed application, Exhibits 1-5 and Exhibit C- page 1 as scanned documents to kfontaine@chefa.com . Do not include any other materials (news clippings, CDs or DVDs, annual reports, etc.) If you are unable to email the application and materials, you may fax to 860-520-4706, but please confirm receipt with us via email at kfontaine@chefa.com or by calling 860-761-8428. <u>Do not deliver or mail your application.</u> If you are unable to email or fax, please contact us so that we may assist you with your application.

State of Connecticut Public Acts Governing Contractual Relationships with Quasi-State Agencies

1. Public Act No. 01-184 AN ACT CONCERNING THE PENALTY FOR FALSE STATEMENTS ON APPLICATIONS FOR FINANCIAL ASSISTANCE FROM QUASI-PUBLIC AGENCIES. Any quasi-public agency, as defined in Section 1-120 of the General Statutes, shall require any application, agreement, financial statement, certificate or other writing submitted to such quasi-public agency with respect to any loan, mortgage, guarantee, investment, grant, lease, tax relief, bond financing or other extension of credit or financial assistance made or provided by such quasi-public agency and that provides information on which the decision of such quasi-public agency was based, to be signed under penalty of false statement as provided in Section 53a-157b of the General Statutes.

2. State of Connecticut Office of State Ethics (“OSE”) Requirements Attached is the OSE “2010 Guide to the Code of Ethics for Current or Potential State Contractors” ([Exhibit A](#)). This document and the revised statutes effective January 1, 2010 (available on the OSE website) provide your company with a guide to your financial relationship and statutory requirements for conducting business with a quasi-public agency. ***By submitting a response to this request for proposal, your entity acknowledges receipt of this information and acceptance of the provisions applicable to organizations doing business with the Authority.***

3. State Election Enforcement Commission Campaign Contribution and Solicitation Ban The State of Connecticut General Assembly enacted campaign reform with the legislation contained in Public Act 05-05 and amended by Public Act 06-137 and 07-1. Effective on and after December 31, 2006, the Act prohibits “principals” (AND FAMILY MEMBERS) of State contractors and prospective State contractors from donating and soliciting certain campaign contributions. *The Authority is required to provide all prospective State contractors with a copy of SEEC Form which has been included as [Exhibit B](#).*

4. Public Act No. 09-158 AN ACT CONCERNING CERTAIN STATE CONTRACTING NONDISCRIMINATION REQUIREMENTS Connecticut General Statutes Sections 4a-60(a)(1) and 4a-60a(a)(1), as amended, require an entity or individual entering into a contract having a value of in a calendar year of \$50,000 or more with the State or certain political subdivisions of the State, including quasi-public agencies, to provide the contracting agency with a written affidavit or other acceptable documentation that certifies the contractor compliance with the State's nondiscrimination agreements and warranties. *Please refer to the form of the required certification attached to a copy of the act in [Exhibit C](#)*