

2018 Client Grant Program



CHEFA

CONNECTICUT HEALTH & EDUCATIONAL FACILITIES AUTHORITY

10 Columbus Boulevard, 7th Floor, Hartford, Connecticut 06106

Request for Proposals

RFP Release Date: September 20, 2017

Application Deadline: October 20, 2017

Awards Announcement: January 18, 2018

Contact: Betty Sugerman Weintraub, Grant Program Manager

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The **Connecticut Health and Educational Facilities Authority (CHEFA)** established the Client Grant Program to provide financial assistance to CHEFA clients that serve Connecticut citizens. This program was made possible through the fiscally responsible management of the Authority by CHEFA executive staff and Board of Directors, and involves no State funds. We thank our Board members for their thoughtful stewardship of CHEFA resources and continuing efforts to assist nonprofits in our state.

Awards

Grant requests must range from **\$5,000 up to a maximum of \$75,000** for capital projects/ purchases and programs that begin on **February 14, 2018 and end on or before March 1, 2019**. The CHEFA Board of Directors reserves the right to award less than any applicant's requested amount. Grant funds are subject to funding availability.

Projected Timeline

RFP Released	September 20, 2017
Application Deadline	October 20, 2017
Awards announcement	January 18, 2018
Payment of grants	Approximately February 14, 2018
Grant periods	February 14, 2018-March 1, 2019



Focus Areas for This Program

Applications will be accepted for **capital projects/ purchases** or programs (CHEFA funds must be the only or final funds) directly related to the following sectors: **Childcare, Cultural, Educational, and Healthcare.**

Selection Criteria

Grantees will be selected based on criteria that includes but is not limited to the: alignment with Authority focus areas for this program, need for the capital project/purchase or program, projected impact on the target population from the grant, applicant organization's need for support, budget information provided, and evidence of effective organizational management.

Eligibility

- **Applicant organizations must have current IRS 501(c)(3) tax-exempt designation, or be public educational institutions that are constituent units as defined in C.G.S. §10a-1**
- The scope of work for which the grant is requested must be limited to the focus areas defined herein.
- Applicant organizations must not have received a CHEFA Client Grant award in the last three consecutive years.
- **Funding is restricted to CAPITAL PROJECTS/PURCHASES OR PROGRAMS within Connecticut.**
- Clients will have had an outstanding bond issue with the Authority during the fiscal year ending June 30, 2017; and only those entities which are substantially in compliance with all the Authority bond issuance documents and are current in any payment due the Authority shall be deemed eligible to participate.

Other Requirements

- Only one application will be accepted from any organization.
- The award of any funding is subject to the discretion of the CHEFA Board of Directors.
- For a period of five years, the capital purchases obtained with CHEFA grant funds may not be transferred, sold, or disposed of without CHEFA consent, and must remain in Connecticut.
- Applicants must fully disclose all pending mergers and acquisitions, state or federal investigations, litigation and executive management changes to the Authority during both the application process and the grant period. During the Statement of Interest process, this information must be included.
- Funds not expended in accordance with the approved budget or subsequent modification during the grant period must be returned to the Authority.
- Modification requests must be made in writing to CHEFA staff at philanthropy@chefa.com, and should not be requested during the final 60 days of the grant period.



- Interim and Final project reports will be required of each grantee, the form and substance to be fully described upon award notification.
- The grantee must acknowledge the Authority funding support in all press releases, media interviews, and reports on the funded project/program.

What CHEFA Will Not Fund

- Indirect costs, consultants, benefits or scholarships
- Annual giving, fundraising, or capital campaigns (defined as large campaigns or a portion thereof)
- Debt reduction, endowment funding, fiscal agent proposals, conferences, trips or other one-time events
- Religious institutions other than for their provision of non-sectarian services; and
- Organizations which cannot comply with the provisions of the State of Connecticut General Statutes Sections 4a-60(a) and 4a-60a(a) nondiscrimination requirements applicable to all contracts with Connecticut quasi-public agencies.

How to Apply

Access to the APPLICATION form is available from the link at the CHEFA website at www.chefa.com or directly at the submission area of the [CHEFA portal download site](#) (CTRL+Click to follow this link). Do not include cover letters, letters of support, website screenshots, press clippings, annual reports, CDs or DVDs or any other materials not specifically requested.

The deadline to submit your application is 5:00 PM EST on October 20, 2017.

Please do not personally deliver, fax or mail your application to us, or call or email for confirmation of receipt; however, if you experience difficulty with the form or with the submission of your materials, please call Betty Sugerman Weintraub at 860-761-8428. Hard copies of the application materials should not be sent to the Authority.

Materials submitted to the Authority are subject to public disclosure under the Connecticut Freedom of Information Act, unless an exception applies, and should not include information prohibited by HIPAA or in violation of other applicable laws or regulations.

The Staff and Board of Directors reserve the right to request additional information as may be required during the grant program application and review process. The Authority reserves its sole right to modify these guidelines and the program at any time.

