



# CHEFA

Connecticut Health & Educational  
Facilities Authority

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## **FY 2022 CHEFA Nonprofit Grant Program**

### **Request for Proposals (RFP) for Letter of Interest (LOI)**

RFP Letter of Interest Release Date: October 27, 2021

Letter of Interest Due: December 3, 2021, 1:00 p.m.

Notification to Apply for Selected Applicants: February 1, 2022

Awards Announcement: By May 20, 2022

Payment of Grants: By June 30, 2022

Grant Period: Date that Financial Assistance Agreement is Fully Executed –  
June 30, 2023

Contact: Betty Sugerman Weintraub, Grant Program Manager

[philanthropy@chefa.com](mailto:philanthropy@chefa.com)

Phone: 860-761-8428

The **Connecticut Health and Educational Facilities Authority (CHEFA or Authority)** provides access to tax-exempt financing and other financial assistance to educational institutions, healthcare providers, childcare providers and other eligible not-for-profit entities.

CHEFA established the Nonprofit Grant Program to provide nonprofit organizations in Connecticut with the opportunity to access funding through competitive grants. This program was made possible through the fiscally responsible management of the Authority by CHEFA Officers and Board of Directors, and utilizes no State of Connecticut funds. We thank our Board members for their thoughtful stewardship of CHEFA resources and continuing efforts to assist nonprofits in our state.

The Authority is accepting proposals for:

- **Capital Projects/Purchases**
- **Programs**

**from organizations whose mission statement AND the capital project/purchase, or program, are related** to any of the following focus areas, **as determined by CHEFA in its sole discretion**:

- **Childcare (including before and after-school programming)**
- **Cultural (including museums, theaters, etc.)**
- **Education (including workforce/vocational training and youth summer jobs)**
- **Healthcare (including wellness and senior living)**

Grant requests must range from **\$5,000 up to a maximum of \$75,000**

**Please Note: CHEFA does not award grants for Basic Human Needs (i.e. food/pantries/soup kitchens; housing/shelter; etc.)**

### **Awards**

- For capital projects/purchases acquired during, or programs effective during, the time period of the date the Financial Assistance Agreement is fully executed through June 30, 2023.
- The CHEFA Board of Directors reserves the right to award less than any applicant's requested amount.
- Grant awards are subject to funding availability.

### **Selection Criteria**

Grants will be awarded based on criteria that include, but are not limited to:

- Project need
- Target population impact
- Likelihood of success
- Diversity, Equity, and Inclusion

- Innovation
- Organizational financial and managerial strength

## Eligibility

- Applicant organizations must have current IRS 501(c)(3) tax-exempt designation.
- There is a separate grant program for CHEFA clients, this grant cycle is for nonprofit organizations that are NOT CHEFA clients. (If you have a question about whether you are a CHEFA client, please call Betty Sugerman Weintraub, Grant Program Manager at 860.761.8428).
- Funding is restricted to CAPITAL PROJECTS/PURCHASES or PROGRAMS within Connecticut.
- If an organization was **AWARDED** a grant in **EACH** of the past three fiscal years (i.e. FY 2019, 2020, 2021), the organization must take one year off from applying, and can thereafter apply in the following fiscal year (i.e. FY 2023).

## What CHEFA Will Not Fund

- CHEFA will not contribute to: annual giving or fundraising for non-specific projects or programs (i.e. annual Giving Day or Holiday appeal letters), or capital campaigns (defined as multi-million dollar, multiple year, brick and mortar campaigns)
- Debt reduction, endowment funding, conferences, trips or other one-time events
- Religiously sectarian services
- Scholarships/Financial Aid
- Indirect costs will be funded on a limited basis

## Other Requirements

- The award of any funding is subject to the discretion of the CHEFA Board of Directors.
- Only one application will be accepted from any organization.
- 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.
- Funds not expended in accordance with the approved budget or any 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](mailto: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.
- Demonstrate, with the inclusion of CHEFA funding, the organization's ability to fully fund the proposed project or program within the specified timeframe.

- State of Connecticut Nondiscrimination Requirements: Connecticut General Statutes Sections 4a-60(a) and 4a-60a, as amended by Public Act 21-76, require (i) any entity or individual entering into a contract with the state or certain political subdivisions of the state, including quasi-public agencies, to comply with the provisions of these statutes and (ii) the inclusion of the provisions set forth in Connecticut General Statutes Sections 4a-60(a)(1)-(4), 4a-60(c)(1), 4a-60(1)-(5), and 4a-60a(b)(1) in any such contract. The Financial Assistance Agreement that must be executed in connection with a Grant award will include the provisions required by the above referenced statutes.
- SEEC Notice: The Financial Assistance Agreement for a Grant award of \$50,000 or more, that must be entered into upon the award of a grant, constitutes a “State contract” as defined in Connecticut General Statutes Section 9-612(f)(1)(C). The authorized signatory to the Letter of Interest must expressly acknowledge receipt and review of the State Elections Enforcement Commission’s “Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations” and must agree to inform the applicant’s principals of the contents of the notice. Such notice is available at: [https://seec.ct.gov/Portal/data/forms/ContrForms/seec\\_form\\_11\\_notice\\_only.pdf](https://seec.ct.gov/Portal/data/forms/ContrForms/seec_form_11_notice_only.pdf).
- Campaign Contribution Certification: Connecticut General Statutes Section 9-612(f)(2)(F) requires a principal of a state contractor or prospective state contractor to make the disclosures and certifications set forth on the Campaign Contribution Certification form available at <https://portal.ct.gov/-/media/OPM/Fin-General/OPM-Form1-GiftandCampaignContributionCertificationRev-07222021-FINAL--GDB.pdf>. Each applicant, submitting a Letter of Interest for a grant in the amount of \$50,000 or more, must complete and submit the Campaign Contribution Certification form with their Letter of Interest.

## How to Apply

**CHEFA utilizes the online Foundant Technologies Grant Management System. For optimal utilization please update your browser to the most recent version or utilize Google Chrome or Firefox.**

Access to the LETTER OF INTEREST (LOI) form is now available at:

<https://www.grantinterface.com/Home/Logon?urlkey=CHEFA>

**The deadline to submit your Letter of Interest is 1:00 PM on December 3, 2021**

- Incomplete LOIs may be deemed ineligible at CHEFA’s discretion.
- Do not include cover letters, letters of support, website screenshots, press clippings, annual reports, CDs or DVDs or any other materials.
- Please do not personally deliver, fax or mail your Letter of Interest; it must be completed online. Hard copies of the Letter of Interest will not be accepted.
- 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 LOI/application and review process. The Authority reserves its sole right to modify these guidelines and the program at any time.
- Please note: future correspondence regarding your LOI will come from The Connecticut Health and Educational Facilities Authority with the email of “[administrator@grantinterface.com](mailto:administrator@grantinterface.com)” Please allow this email in your “Safe Sender” addresses.