

CHE Application

Project Cost

Project Name*

Character Limit: 75

Total Requested from CHE*

Character Limit: 20

Amount Requested Year 1*

Character Limit: 20

Amount Requested Year 2*

Character Limit: 20

Amount Requested Year 3*

Character Limit: 20

Total Project Cost*

*Including funds from other sources

Character Limit: 20

Project Narrative and Details

Helpful Tip!

The blue "Collaborate" button at the top right-hand side of the page can be used to invite others to work on this request. Please [click here](#) for a tutorial on how to use this feature.

Glossary of Terms

Download this Glossary of Terms for helpful information. [Glossary of Terms](#)

Applications must address one or more priorities. Visit the CHE website to learn more about each priority [HERE](#).

Download Place Matters maps here:

First Trimester Prenatal Care

Healthy Food Access

Youth Fitness

If your application includes fitness or wellness activities, please review these [best practices](#) https://www.chelincoln.org/file_download/32926879-5700-48fa-beea-047935941eca and provide information about how you will incorporate these practices.

CHE FUND PRIORITIES*

Place Matters: First Trimester Prenatal Care
Place Matters: Healthy Food Access
Place Matters: Youth Fitness
Mental Wellness and Human Connection

Character count limits are noted under each question and include spaces.

Executive Summary*

This is a concise synopsis of your application.

Character Limit: 500

Impact*

Clearly describe the intended impact of your project, including the issue(s) to be addressed, the action(s) you will take, and who will be impacted by your work. Provide Lincoln-specific data that supports this focus. Sources of Lincoln-specific data are available [here](#).

Character Limit: 3500

Health Equity*

How will this project contribute to health equity in Lincoln?

Character Limit: 1500

Collaborations and Partnerships*

Who are your partners in this project? What is their role? Include letters of commitment (see below).

Character Limit: 1000

Expected Barriers and Challenges*

What are the unique characteristics of your focus population that could impact what you are trying to accomplish? How will you alleviate barriers and challenges?

Character Limit: 1000

Mission Alignment*

Clearly describe how this project aligns with your organization's mission.

Character Limit: 1000

Outcomes, Activities and Timeline*

Provide specific details regarding the intended impact of your project. Download the blank form [here](#). Upload the completed form using the button below.

File Size Limit: 1 MB

Letters of Commitment

If applicable, attach up to three letters of **COMMITMENT** using the template provided. Letter of Commitment Template

Letter #1

File Size Limit: 1 MB

Letter #2

File Size Limit: 1 MB

Letter #3

File Size Limit: 1 MB

Project Budget

Budget Items

Submit on the Excel form(s) provided.

1. Download a [budget template](#). You must submit budgets on the CHE form.
2. Complete both the Support tab and Expenses tabs for **each** year of funding requested.
3. Save the completed budgets to your computer.
4. Upload the budgets using the buttons below.

Year 1 Budget*

File Size Limit: 1 MB

Year 2 Budget

File Size Limit: 1 MB

Year 3 Budget

File Size Limit: 1 MB

Budget Explanation*

- What calculations did you use to determine line item requests (e.g. mileage, benefits)?
- If line 67 on the Expense tab of the Budget Form is not \$0, please explain the difference.
- Please provide any additional information regarding your budget that CHE may find useful.

Character Limit: 1000

Sustainability*

What criteria will you use to determine if the project will continue beyond the CHE grant term?
How will financial sustainability be achieved?

Character Limit: 1000

Applicant Financials

Upload documents in PDF format.

Financial Statement*

Attach your organization's most recent financial statement and balance sheet.

Not Applicable/Not Available

Yes, upload file.

File Size Limit: 6 MB

Audited Financial Statements*

Provide the highest level financial statement review available for the most recently completed fiscal year, unless you are a government agency. (If your statements are not audited or reviewed, submit a balance sheet and income/expense statement for your organization's most recently completed fiscal year.)

Not Applicable/Not Available

Yes, upload file.

File Size Limit: 5 MB

Operating Budget*

Attach your organization's operating budget for the current year.

File Size Limit: 3 MB

Board Composition

Board Roster*

Attach a roster of your Board of Directors or governing body including names, affiliations, and city of residence.

File Size Limit: 1 MB

Please report your organization's board composition by typing the corresponding number next to each demographic. If none, please type "0".

Total Board Members*

Character Limit: 3

Male*

Character Limit: 2

Female*

Character Limit: 2

Other:*

Character Limit: 2

RACE

White/Caucasian*

Character Limit: 2

Black or African-American*

Character Limit: 2

Asian American or Pacific Islander*

Character Limit: 2

Hispanic/Latino/Latina/Latinx*

Character Limit: 2

American Indian or Alaskan Native*

Character Limit: 2

Multi-Racial*

Character Limit: 2

Other*

Character Limit: 2

ETHNICITY

Hispanic or Latino*

Character Limit: 2

Non-Hispanic or Latino*

Character Limit: 2

Applicant Status

Applicant Status*

Has your organization violated state or federal law in the past three years?

Yes

No

Explanation

Explanation*

Please explain the circumstances of your organization violating state or federal law in the last three years.

Character Limit: 500

Signature

AUTHORIZED OFFICER SIGNATURE*

Enter your full name, title, and the date of submission, (e.g.; Erin Smith, Executive Director, July 15, 2022)

Character Limit: 100

By entering your signature and clicking "I Agree," you certify that the statements contained in this application are true and correct to the best of your knowledge and belief, and you are authorized to sign official documents on behalf of your organization.

I Agree