



**Fresh Ideas to Strengthen Opportunities  
for People to Live Healthier Lives**

## **C.H.E.F.<sup>®</sup> Grants Program Questions and Answers**

### **Question**

What is the goal of C.H.E.F.'s Grants Program?

### **Answer**

The goal of C.H.E.F.'s grant program is to make it easier for people who are most deeply affected by health and environmental inequities to move more and eat healthier, particularly people living in poverty and people of color.

### **Question**

Does C.H.E.F. have geographical funding priorities?

### **Answer**

Yes, C.H.E.F. currently provides grants in Clark, Spokane, and Pierce Counties. For additional information you may call C.H.E.F. at 800-323-2433.

### **Question**

Are Seed Grants the only grants C.H.E.F. provides?

### **Answer**

C.H.E.F. provides one-year, competitive, Seed Grants and after one year, C.H.E.F. selects promising Seed Grant recipients to apply for noncompetitive Continuation Grants (1, 2, or 3 additional years of funding).

### **Question**

What is C.H.E.F.'s current funding cycle?

### **Answer**

Competitive Seed Grants: September 30, 2008 – September 29, 2009  
Noncompetitive Continuation Grants: Contact program officer

## **Collaboration**

### **Question**

How will C.H.E.F. facilitate collaboration within Clark, Pierce, and Spokane counties?

### **Answer**

June 18, 2008

This will occur in several ways:

- During our annual conference
- We will highlight grantee's work on our Web site
- Information will be shared via e-mail updates
- Our staff will participate in community meetings and events.

### **Budget/Funding**

#### **Question**

What percentage of organizational indirect costs (costs for administration/overhead to do business) will C.H.E.F. accept in the application?

#### **Answer**

Up to 15% for indirect costs (e.g., for a grant application of \$20,000, up to \$3,000 for indirect costs is acceptable).

#### **Question**

Does C.H.E.F. need to know the projected staff hours and salary for the project budget?

#### **Answer**

Yes.

### **Application/Programming**

#### **Question**

Can I fax my application to C.H.E.F.?

#### **Answer**

C.H.E.F. accepts an electronic or a hard copy application submission.

#### **Question**

Can community organizations and groups prepare an integrated Seed Grant application for more than their original Seed Grant amount?

#### **Answer**

C.H.E.F. accepts proposals from individual lead organizations. Two lead organizations may decide to focus on one population group and provide integrated programming. In this case, each organization would submit a Seed Grant application. The applications would need to be stand-alone, yet they could also be integrated (e.g., both focusing on serving Russian Immigrants, one on increasing physical activity and the other on improving nutrition).

**Question**

Can an organization be a fiscal agent for one or more applications?

**Answer**

No. The applying organization must serve as its own fiscal agent.

**Question**

Can our organization's skills and/or staff be integrated into more than one application (e.g., Parks and Recreation providing physical activity services in multiple applications)?

**Answer**

Yes.

**Question**

Is C.H.E.F. looking for brand new ideas or can this grant support our current efforts?

**Answer**

The "Fresh Idea" could be a new idea or an enhancement to a current effort that makes it easier for people most deeply affected by health inequities in your community to move more and eat healthier; it is not replacement funding.

**Question**

How important is it to reach large numbers of people?

**Answer**

It is more important to reach people who experience health inequities (e.g., people who are poor, people of color, immigrant populations) and outline the strategies to reach them, than it is to focus on reaching large numbers of people.

**Question**

What criteria will be used to critique applications?

**Answer**

The criteria will fall within four broad categories:

- 1) **Eligibility** (e.g., focus on physical activity/nutrition, not replacement funding, lead organization is a 501(c)3, a public agency, or tribal government, only one application per lead organization)
- 2) **Project** (e.g., target population clearly identified, grassroots driven, realistic plan that includes an educational component, collaborative)

3) **Organization's Credibility** (e.g., positive reputation, demonstrated experience/knowledge to implement programs and services and experience/knowledge of the cultural and ethnic traditions of the community being served)

4) **Lead Organization's Management and Finances** (e.g., capacity to carry out the plan, program sustainability)

**Question**

How can we write C.H.E.F.'s philanthropic staff into our grant application?

**Answer**

Think of C.H.E.F.'s philanthropic staff as "free" consultants to support you with your project. Our philanthropic staff can provide consultation in a variety of areas (e.g., evaluation, program development, policy, advocacy, community mobilization, and health promotion programs and services for children, adolescents, and older adults).

**Question**

Will the grants have an evaluation component?

**Answer**

Yes, there will be an evaluation component for each grant. C.H.E.F. staff will work with you to determine what information needs to be gathered in order for you to make informed decisions about the program's future.