

**NEK Prosper! Healthy Cents Fund**

**FULL PROPOSAL APPLICATION**

**Application (*invited proposals only*) Deadline: June 2, 2023 at 5:00 p.m.**

Submit to Diana Gibbs at d.gibbs@nvrh.org

1. **Type of Applicant:**

**\_\_\_Non-profit Organization \_\_\_Group/Association^ \_\_\_Individual\* \_\_\_Other** (please describe):

1. **For organizations or businesses, how many staff do you employ (both part-time and full-time):**
2. **For organizations or businesses, what is your current organizational operating budget:**
3. **Name of Applicant** (organization, group, individual, business)**:**

**^If you operate under the umbrella of a larger organization** (for example, [the Hub](https://www.stjcommunityhub.org/) operates under Umbrella)**, please provide the name of the organization:**

**\*If an individual, please provide the name of your fiscal sponsor organization**

 **5. Organization or Fiscal Sponsor Street Address** (Street/Road, City, State, Zip Code)**:**

1. **Primary Contact Person Name** (for project):
2. **Primary Contact Person** (for project) **Email Address:**
3. **Primary Contact Person** (for project) **Preferred Phone Number:**
4. **Tax Identification Number** (organization, business or fiscal sponsor as applicable):
5. **Amount Requested** (no more than $25,000):
6. **Schedule of Work:**
* Start Date (no earlier than July 1, 2023):
* End Date (no later than June 30, 2024):
1. **Project Name/Title** – Provide a one-line name for your project:
2. **Project Purpose Summary** – Provide a short three to four sentence summary of the purpose of your project:
3. **What Vermont town(s) will be directly served by your project?**
4. **Describe the Project -** the work you’ll do, the overall timeline and how you’ll use the requested funds (will also need to attach a Project Budget – see example) (no more than 1,500 characters):
5. **Describe the Focus Population** (who will benefit?) (no more than 500 characters)**:**
6. **Describe how this project was identified or designed by the intended beneficiaries** (no more than 500 characters)**:**
7. **Describe the project goals and desired results in alignment with NEK Prosper! Collaborative Action Networks (CAN) outcomes** (what will success look like?) (no more than 500 characters)**:**
8. **Identifying milestones provides a way to monitor the progress of your project and make course corrections, if needed. When and how will you identify milestones for this project, ensuring alignment with NEK Prosper! CANs?** (no more than 1,500 characters)**:**
9. **Describe your team** (the project champions and any community partners you are working with / intend to work with to achieve these results**). If not yet working with these partners, please describe your plan to outreach and engage these partners** (no more than 1,500 characters)**:**
10. **Please explain how the intended work may positively impact and/or help advance the work of NEK Prosper!, including the desired outcomes areas** (no more than 1,500 characters)**:**
11. **Optional) Feel free to provide additional information you think may be useful to the reviewers in evaluating this application. What else should we know about the project that we didn't ask?** (no more than 1,500 characters):

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| **NEK Prosper! Healthy Cents Fund Budget Template:** |
| **Organization/Group/Business/Individual Name (same as Question 4):** |
| **Project Name/Title (same as Question 12):** |
| **Project Expense Category\*(list by line item):** | **Description:** | **Healthy Cents Fund Request Amount:** | **Please describe and provide amount for any other secured funding or in-kind donation toward expenses for Project:** | **Total Project Costs:** |
| **Staffing**  |  | **$** |  | $ |
| **Consultants** (legal fees, trainers, graphic design, etc.) |  | **$** |  | $ |
| **Materials & Supplies** (printing, books, art supplies, building materials, etc.) |  | **$** |  | $ |
| **Travel**  |  | **$** |  | $ |
| **Other** (fees for conferences, trainings, etc.) |  | **$** |  | $ |
| **Total:** |  | **$** | $ | $ |

\*If a category is not applicable, please leave it blank