

## 2024 CERTS SEED GRANT APPLICATION QUESTIONS

Please use these questions to prepare your application answers before filling out the application.

– *Section 1 of 6* –

**To which CERT Region are you applying?**

See a map of CERTs regions: <https://www.cleanenergyresourceteams.org/certs-map>

Central, Metro, Northeast, Northwest, Southeast, Southwest, West Central

**If you are applying to more than one region, you must complete a Multiple-Regions Application Addendum.** Request the addendum by emailing [grants@cleanenergyresourceteams.org](mailto:grants@cleanenergyresourceteams.org)

– *Section 2 of 6: GENERAL INFORMATION* –

**Project Name**

**Project Location (city)**

**Applicant Organization**

**Organization's Street Address**

**Organization's City**

**Organization's Zip Code**

**Organization's Website**

**Name of Primary Project Contact at Organization**

**Primary Contact Phone**

**Primary Contact Email**

**Name of Alternate Project Contact**

**Alternate Contact Phone**

**Alternate Contact Email**

**Has your organization ever applied for a CERTs Seed Grant?**

**Has your organization ever received a CERTs Seed Grant?**

# 2024 CERTS SEED GRANT APPLICATION QUESTIONS

## – Section 3 of 6: PROJECT DESCRIPTION AND WORK PLAN –

### **Project Summary and Primary Objective (up to 100 words)**

Briefly summarize your project and the primary objective you hope to achieve. This is how your project will be shared and described to others.

### **Project Goals (up to 200 words)**

Describe the key goals of your project, including the type(s) of clean energy focus, project size and scope, and how the project removes barriers or makes clean energy more accessible in your community.

### **Project Activities (up to 200 words)**

Describe the activities and outcomes of your project. Describe how you will measure success.

### **Estimated Project Work Plan/Timeline**

Describe your planned approach. Provide an estimated work plan with schedule for project implementation, including the names of those individuals responsible for each step.

#### **Date(s), Action description, Individual(s) responsible**

*Note: The seed grant funding timeline is December 1, 2023-January 13, 2025.*

# 2024 CERTS SEED GRANT APPLICATION QUESTIONS

## – Section 4 of 6: COMMUNITY ENGAGEMENT & COLLABORATION –

### **Why does this project matter to your community? (up to 200 words)**

What are the benefits of this project to your community? What community need does it meet?

How will the project be visible in your community?

### **Serving Underserved Populations (up to 200 words)**

As described in the Request for Proposals

(<https://www.cleanenergyresourceteams.org/certs-seed-grants#request-for-proposals>), preference will be given to projects that are “from, led by, and/or include meaningful participation by historically underserved populations.” If your project fits this preference, please describe how it does so.

### **Project Partners**

How does your project involve and/or include the community?

List schools, organizations, and other institutions involved in the project. (List funders in Section 5: Project Funding.)

#### **Name of organization: Description of project role**

- Note: We request documentation from partners about their involvement (may be in the form of an email or brief letter).

### **Estimated number of people involved in this project:**

- Include people actively engaged in the project (not including core project team members).

- Examples include: volunteers, advisory boards, consultants, elected officials, outreach helpers, partner organization members.

#### **Adults (18 years and older) involved:**

#### **Youth (less than 18 years old) involved:**

### **Regional Criteria and Preferences (up to 100 words)**

Speak to how your project fits with the regional criteria and preferences explained in the Request for Proposals

(<https://www.cleanenergyresourceteams.org/certs-seed-grants#request-for-proposals>).

# 2024 CERTS SEED GRANT APPLICATION QUESTIONS

## – Section 5 of 6: PROJECT FUNDING –

### How will you use CERTs funds?

List the items below to show the estimated breakdown of anticipated CERTs-eligible expenses.

- Type of Labor or Materials and Supplies (for example: consulting, student internship, printing)
- Type of Activity (for example: construction, research, outreach)
- Anticipated Cost (Note: Should add up to Funding Request)

**Labor/Materials/Supplies, Activity Type, Cost**

**Total Funding Requested from CERTs:**

### Other Funding Support

List other funding sources identified for completing the project.

**Amount, Secured or pending, Funding source, Purpose**

### Additional Information

If there is anything else you'd like us to know about you, your organization, or your project, please include it here.

## 2024 CERTS SEED GRANT APPLICATION QUESTIONS

### – Section 6 of 6: File Uploads –

**Complete proposals include a submitted complete application form and the following documents (if applicable) by the October 10 deadline.**

If you have documentation from your project partner(s), from your secured funding source(s), or if you are applying for multiple regions, please upload those documents in the sections below.

**Documentation from any project partner (email, letter of support), if applicable**

**Documentation of secured funding from other source (award letter, email), if applicable**

**Multiple-Region Application Addendum, if applying to more than one region**

If you have any questions please email [grants@cleanenergyresourceteams.org](mailto:grants@cleanenergyresourceteams.org).

**End of Application**