Grants Process
- All interested, eligible nonprofit organizations must submit a Letter of Intent (LOI) that clearly articulates the proposed program/project.
- The Grants Committee reviews the LOIs and invites selected organizations to submit a full grant application.
- The Committee reviews the full grant applications, may conduct site visits, and selects the finalists.
- The finalists present their Impact program/project during the Grant Award Celebration on April 4, 2020 at the Port St. Lucie Civic Center for an Awards Celebration Brunch. Finalists have 7 minutes to make a presentation without props or visual aids. Information about the finalists will be available online to all members prior to the event.
- The Impact 100 St. Lucie members who are present at the Grant Awards Celebration will cast their votes immediately following the presentations. Other members may vote online prior to the event. The finalist with the most votes wins the Impact Grant for 2020!
- The grant recipient is expected to sign a contract defining deliverables for the program/project and timing for grant distribution.
- The Impact 100 St. Lucie grant is not intended to be a multi-year grant opportunity.

Program/Project Proposal
- Letters of Intent will be accepted for all fields of interest.
- Request can be made for a new program/project, expansion of an existing proven program, or collaborative effort between two or more organizations to address a broader spectrum of the community.
- Proposal should identify the opportunity for a significant, lasting change in one or more of the following areas: a service delivery model, the broader service delivery network, or a specific targeted critical problem or need in St. Lucie County.
- Program/project may include funding of program expenses, capital expenditures/improvements, or a combination thereof if it contributes to the success of the proposed program/project.
- Applicant must demonstrate a meaningful and verifiable need for the program/project as well as its feasibility and sustainability. Outcomes should be quantifiable and measurable.

Preferences
While Letters of Intent are being accepted for all fields of interest, preference will be given to projects or programs that address the following gaps in service:
-Disconnected Youth (At Risk / At Promise)
- Mental health and wellness
- Homelessness
- Transportation

Eligibility Criteria
- Applicant must be incorporated and approved by the IRS as a 501(c)(3).
- Government entities, private foundations, and community foundations are not eligible to apply.
- Previous $100,000 grant recipients may not reapply for a period of 3 years.
**Geographic Limitations**
- St. Lucie County only.
- Applicant does not have to be located in St. Lucie County, but the program/project must be used solely to have an impact in St. Lucie County.

**Prohibited Expenses**
- A grant to an individual
- Pass through funds
- Partisan, legislative or political activities
- Projects of an individual church, religious organization for its own benefit
- Endowments
- Debt reduction
- Existing operating expenses
- Reimbursement for previous incurred expenses or completed projects
- Fundraising activities and/or events
- Salaries for fundraising or development positions
- Salaries of staff not specific to the proposed program/project
- Equipment not specific to proposed program/project
- Travel grants for agency employees
- Procurement of consumables (food and beverages)
- Land or building purchases

*LOI Submissions are due by January 28, 2020.*

**IMPACT 100 ST. LUCIE - GRANT PROCESS TIMELINE**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 14, 2020</td>
<td>Impact 100 St. Lucie Letter of Intent workshop &amp; grant announcement. IRSC, Treasure Coast Public Safety Training Complex</td>
</tr>
<tr>
<td>January 28, 2020</td>
<td>LOIs due to TCFMSL through Foundant online platform.</td>
</tr>
<tr>
<td>February 12 - 13, 2020</td>
<td>Nonprofits invited to submit full applications.</td>
</tr>
<tr>
<td>March 4, 2020</td>
<td>Grant applications due.</td>
</tr>
<tr>
<td>March 18 – March 25, 2020</td>
<td>Impact 100 St. Lucie site visits.</td>
</tr>
<tr>
<td>March 26 - 27, 2020</td>
<td>Finalists notified.</td>
</tr>
<tr>
<td>April 4, 2020</td>
<td>Impact 100 St. Lucie Grant Award Celebration Port St. Lucie Civic Center</td>
</tr>
</tbody>
</table>

*The Community Foundation Martin - St. Lucie is proud to be Impact 100 St. Lucie’s partner in philanthropy.*
FREQUENTLY ASKED QUESTIONS

Will start up organizations be considered?
Startup organizations will be considered but will not have preference.

Will applications for innovation projects/programs presented by unincorporated groups be entertained?
No, these applications will not be considered or entertained.

Will multi-year funding requests be considered?
Impact 100 St. Lucie is unable to award multi-year grants.

Do we need to show we have matching funds for a new project?
Matching funds will be viewed favorably but are not necessary.

May funds be used for equipment?
Yes, as long as the equipment is directly connected to the proposed project/program.

May funds be used for salaries?
Yes, as long as the salary is directly connected to the proposed project/program.

May funds be used to offset administrative costs? If yes, what is the acceptable percentage of the grant that may be used?
Yes, it is permissible to use up to 10% to 12% of the funds requested for costs related to administrative expenses directly connected to the proposed project/program.

May applicants submit multiple letters of intent?
Organizations may submit one LOI as a lead entity. However, an organization may be listed as a partner or collaborator on another LOI. A collaborator is defined as a partner that will receive grant funding. Please note, an organization would not be invited to participate as a grant applicant or finalist for more than one project regardless if they are a lead entity or collaborator. NOTE: Foundant will advise you if you have an LOI in process.

Who should I call with questions about the LOI or the grant application?
All questions and concerns regarding the LOI, grant application, or Foundant should be directed to Robin Cartwright at The Community Foundation Martin - St. Lucie at Robin@tcfmsl.org or 772-288-3795.