



## **Impact 100 St. Lucie is pleased to announce its 2021 grant for \$70,000.**

We recognize the important work being done by nonprofit organizations in improving the lives of people in our community. It was never more evident than during COVID. We cannot thank the nonprofit community enough for their tireless effort to continue to help those who are most vulnerable in our community.

This year, Impact 100 St. Lucie will award a grant of \$70,000 to a nonprofit that provides services for St. Lucie County. This grant opportunity is open to everyone.

Consistent with our mission, Impact 100 St. Lucie funds grants that have a profound and transformative effect on the receiving organizations and the populations they serve. Grant requests may be made for: a new program/project; expansion of an existing proven program; or a collaborative effort between two or more organizations to address a broader spectrum of the community.

*The grant parameters are determined yearly by the Grants Committee, which consists of volunteer members of Impact 100 St. Lucie. There are no restrictions on focus areas this year. Grant applications will be accepted for all fields of interest.*

### **Award Amount**

- Grant request amount must be \$70,000 and may not exceed that amount.
- If more than \$70,000 is needed, the portion to be funded by Impact 100 St. Lucie must be clearly defined. Also, the organization must identify from where the additional necessary funds will be secured.

### **Geographic Area**

- Does not need to be physically located in St. Lucie County but program/project must be specific to St. Lucie County.

### **Grants Process**

- All interested, eligible nonprofit organizations may submit an application for consideration.
- This year, the LOI portion of the grant has been removed, allowing for a more streamlined process.
- **Applications must demonstrate verifiable need and organizational sustainability. Applications should highlight collective impact possibilities where outcomes will benefit multiple organizations, a broader population, or the community at large. An ideal request will leverage relationships and resources with other entities to make, amplify, and/or magnify change.**
- 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 will receive the Impact 100 St. Lucie Grant for 2021.

### **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 but may be part of a collaboration with another non-profit entity.

### **Program/Project Proposal**

- Open to all fields of interest. Each organization may only submit one proposal.
- Grant request can be 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. For a program/project involving capital expenditures or improvements, the applicant must own the property or have a long-term lease with a minimum of 5 years.
- 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.
- **Up to 20% may be used for expenses related to general operations/administrative expenses.**

### **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)

**Grant submissions are due by Tuesday 09/07/2021.**

### **Process Timeline**

- Monday, August 9, 2021 - Grant Announcement - email & website
- Tuesday, September 7, 2021 - Grant applications and site visit videos due via Foundant
- Wednesday, October 13, 2021 - Invitations to finalists to give presentations at Grant Awards Celebration - instructions and guidance will be provided by TCFMSL staff
- Saturday, October 23, 2021 - Grant Award Celebration



# 2021 GRANT APPLICATION

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## SECTION 1: ORGANIZATION PROFILE & INFORMATION

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**Primary Organization Name\***

**Name of Program / Project\***

**Program / Project Description**

Please select one:

**Choices**

- New Program or Project
- Expansion of Existing Program or Project
- Collaborative Program or Project

**Organization History\***

- Provide a brief overview of the organization and its unique role in meeting the needs of the population served.
- List the organization's current key projects and activities.

**What percentage of the Board contributed financially in the most recent fiscal year?\***

**If the Board does not have 100% participation, please explain why.**

**Please select the skill sets or attributes represented on the organization's Board.\***

**Choices**

- |   |  |
|---|--|
| <input type="checkbox"/> Business Development       | <input type="checkbox"/> Insurance                 |
| <input type="checkbox"/> Compliance                 | <input type="checkbox"/> Investment                |
| <input type="checkbox"/> Computers & IT Engineering | <input type="checkbox"/> Legal                     |
| <input type="checkbox"/> Finance & Accounting       | <input type="checkbox"/> Marketing & PR            |
| <input type="checkbox"/> Fundraising                | <input type="checkbox"/> Medical                   |
| <input type="checkbox"/> Governance & Bylaws        | <input type="checkbox"/> Policies & Procedures     |
| <input type="checkbox"/> Grantwriting               | <input type="checkbox"/> Social Work               |
| <input type="checkbox"/> Graphic Design             | <input type="checkbox"/> Web Design & Social Media |
| <input type="checkbox"/> Human Resources            |  |

**Please provide a list of the Board of Directors. This answer requires a document upload.\***

## SECTION 2: INFORMATION ON PROPOSED PROGRAM / PROJECT

### **Overview of Request**

Overview should be one to two sentences.

### **Detail Regarding the Proposed Program / Project\***

Please provide any relevant additional information or detail related to the proposed program / project.

### **How does the program / project support and align with the organization's mission or strategic plan?\***

### **What other organization(s) is(are) working to address or have(has) worked to address a similar need?\***

How is the proposed program / project unique or different?

### **What key factors or ingredients are in place to make the program / project a success?\***

### **What challenges may the proposed program / project face?\***

### **How will the organization work to overcome those challenges?\***

### **COVID-19 related service delivery changes and/or enhancements.\***

Did the organization have to redesign and/or enhance the method of service delivery as a result of COVID-19? If yes, please describe.

### **Collaboration\***

Please indicate which partner organization(s) are co-applicants in this proposed program / project. Please provide their relationship to the program / project and the primary contact. Please advise if they are a co-applicant and/or have consented to supporting this endeavor.

Are there other partner organizations (private or government organizations) with whom you'll be working to successfully implement this program / project?

### **Key Staff & Job Descriptions Related to Program / Project\***

Please provide the title and minimum qualifications for the key positions that will be responsible for the successful implementation of the program / project.

*If these key staff are already part of your organization, please state as such. Example:  
Social Worker - MSW required with a minimum 5 years of work experience in a social or human service organization.*

## SECTION 3: OUTCOMES & MEASUREMENTS

### **Outcomes**

Identify the impact this program / project will have on the identified population, organization, and/or service delivery model.

### **Measurement**

Please answer the following specific to the proposed outcome measurements.

- How will the impact of the proposed program / project be measured?
- What tool(s) will be used to measure the success?
- Include frequency of measurement, who will be responsible for measuring, and how information will be used and shared.
- If the outcomes are experiential, please indicate how the organization will capture and share that information.

### **Implementation Timeline**

Provide a general timeline for the program / project during the grant period (in months). Include any benchmarks that are important to the success of the program / project.

## SECTION 4: ORGANIZATION'S QUESTIONS & SITE VISIT INFO

**Questions specific to the organization's proposed program / project.**

**Please answer these questions specific to the proposed program / project in detail.**

**Please upload the site visit video to <http://tcfmsl.memfox.io/impactslc>.**

Please see below for notes regarding this year's virtual site visit. The video should be no more than 10 minutes and will be viewed by the committee in concert with the application.

- In years past, we have asked that a board member and other individuals present. This year, please ask the CEO to be present and the person best equipped to speak to the project or program.
- This year, it is not necessary for a tour of the facility unless it is part of and integral to the application.
- The organization may put together a power point as the video if that is easiest for you.
- We are asking the organization to focus the majority of its time providing detail specific to the program or project as there will be no opportunity for questions and answers.
- It does not need to be professionally produced or any specific format. We have had great success with videos being recorded and uploaded directly from a phone.

### **Site Visit URL**

*This will be uploaded by The Community Foundation upon receipt to the application. There is nothing the organization needs to do other than upload the site visit video.*

## ***SECTION 5: REQUIRED FINANCIAL INFORMATION***

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### **How will the \$70,000 be used?\***

Even though a program / project budget will be uploaded, please state specifically as to how this \$70,000 grant will be used and over what time period.

For example, "We will use this grant to support salaries for therapists who will manage this program's pilot and implementation for the next 12 months."

### **Proposed Program / Project Operating Budget\***

#### **Sustainability**

- How will the proposed program / project be sustainable beyond the Impact 100 St. Lucie non-recurring grant?
- List other sources of revenue for the program / project (committed and pending) and note any matching grant opportunities.

### **Audited Financials (Income Statement and Balance Sheet)\***

#### **Current Year Operating Budget\***

#### **Most Recent Financial Statement\***

If available to the most recent month, please provide. If not, please provide to the most recent quarter.

#### **Most Recent Balance Sheet\***

If available to the most recent month, please provide. If not, please provide to the most recent quarter.

#### **Key Sources of Funding for the Organization\***

Identify the key sources of funding for the organization. Include the percentage for each (i.e., government grants, individual donors, special events, etc.).

#### **If capital request, provide proof of ownership deed or lease contract (5-year minimum).**

#### **Long-Term Debt**

Explanation of long-term debt amount and / or operating deficit in last two years, if applicable.

#### **Additional Documents**

Please upload additional documents if needed.