



*Mission: Women creating positive, lasting change in our community through collective giving.*

### **IMPACT 100 MARTIN GRANTS GUIDELINES**

Impact 100 Martin is pleased to announce its 2019 \$100,000 Impact Grant. We recognize the important work being done by nonprofit organizations in improving the lives of people in our community. To support this work and encourage organizations to "THINK BIG," Impact 100 Martin annually awards a grant of \$100,000 to a nonprofit that provides services for Martin County.

Consistent with our mission, Impact 100 Martin 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 Martin. There are no restrictions on focus areas this year. Grant applications will be accepted for all fields of interest.

#### **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 Awards Celebration on April 11, 2019 at 9 a.m. at Piper's Landing. Finalists have 7 minutes to make a presentation without props or visual aids. Information about the finalists is available online to all members prior to the event.
- The Impact 100 Martin 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 2019!
- The grant recipient is expected to sign a contract defining deliverables for the program/project and timing for grant distribution.





### **Award Amount**

- Grant request amount must be \$100,000 and may not exceed that amount.
- If more than \$100,000 is needed, the portion to be funded by Impact 100 Martin must be clearly defined.

### **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**

- Martin County only.
- Applicant does not have to be located in Martin County, but the proposed program/project must be used solely to have an impact in Martin County.

### **Program/Project Proposal**

- Grant application will be accepted for all fields of interest. While there are no restrictions on focus areas, each organization may only submit one proposal.
- Grant 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 Martin 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 remaining as of July 1 of the Impact Award year.
- 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.
- Program/project may be phased (up to 3 years) for completion if necessary. Full amount of the grant must be used within 1-3 years.



### **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 of previously incurred expenses, completed projects
- Fundraising activities and/or events
- Salaries for fundraising or development positions
- Salaries of staff not specific to proposed program/project
- Equipment not specific to proposed program/project
- Travel grants for agency employees
- Procurement of consumables (food)
- Land or building purchases

### **Letter of Intent (LOI) Instructions**

The Letter of Intent should be no more than 2 pages in length plus the cover page. The LOI must be single spaced and written in 12-point font.

The LOI cover page and content format are provided at the end of this document. A copy can also be printed from the Impact 100 Martin website: [impact100martin.org](http://impact100martin.org).

LOI content should include the following sections:

1. Overview of request in one or two sentences.
2. Compelling Need/Purpose
  - Description of the compelling organizational or community need that the proposal is addressing.
3. Proposed Program/Project
  - Description of the proposed program/project and how it will address the stated need and intended impact. Include target population, geographic area impacted/served.
  - If the program/project is new to Martin County but exists elsewhere, please indicate where it exists. If the program/project currently exists in your organization, include how long it's been in existence and how it's funded.
4. Collaboration
  - If the proposed program/project involves collaboration to achieve the stated goal, identify partner organization(s) and roles of each.