



Impact100 Martin Grant Guidelines

Impact100 Martin annually awards grants of \$100,000 to nonprofit organizations that provide services in Martin County for programs or projects that will have a major impact on the community. We encourage nonprofits to “think big,” that is, to propose projects that will have a transformative effect on both the organization receiving the grant and those benefiting from the project.

Grant Process

- **Phase 1** - All nonprofit organizations serving Martin County are invited to submit a letter of intent (LOI) clearly articulating a compelling project addressing a critical problem and clearly outlining the intended/envisioned impact.
- **Phase 2** - Once the LOI’s are evaluated, organizations are selected to submit full grant applications and videos. Additional information may be requested, if needed.
- **Phase 3** - Finalists are selected to present their proposals to the entire membership to vote at its Grant Awards Celebration. The organizations with the most votes receive the Impact Grants.

Eligible Organizations

- Must be incorporated and approved by the IRS as a 501(c)(3).
- Must serve Martin County. The organization does not have to be located in Martin County, but the proposed program/project must be for the Martin County community and its residents.
- Previous grant finalists who have not received a \$100,000 Impact Grant.

Organizations Not Eligible

- Government entities, private foundations and community foundations.
- Those that have received a \$100,000 Impact Grant within the last 3 years.

Grant Eligibility and Fundable Expenses

- An organization may submit only one proposal annually.
- Grant requests may be made for a new program or project; an expansion of an existing program; or a collaborative effort between two or more organizations.

- Parameters of these grants are determined yearly by the Grants Committee; currently there are no restrictions on focus areas and grant applications will be accepted for all fields of interest.
- The program/project must request exactly \$100,000. If the project requires more than \$100,000, the proposal must clearly outline the portion to be funded by Impact100 Martin and must identify the sources for the additional needed funding.
- The program/project, if necessary, can be phased up to three years for completion.
- The program/project must identify a meaningful, verifiable need.
- The program/project should detail a significant impactful change it hopes to make in a service delivery model, the broader service delivery network, or to address a specific targeted critical problem within Martin County.
- The program/project must demonstrate its feasibility and sustainability.
- The program/project must outline quantifiable, measurable outcomes.
- The program/project may include funding of program expenses such as equipment, salaries, operating expenses and overhead directly related and necessary to its implementation.
- If funding for capital expenditures or improvement necessary for the implementation of the program/project are included in the proposal, the organization must either own the property or have a lease with a minimum of five years remaining on the lease, as of July 1st of the grant award year.

Grant Expenses Not Funded

- Debt reduction, operating deficits, interim/bridge funding or endowment funding.
- Fund drives, annual appeals, fundraising events or general capital campaigns.
- Reimbursement of previously incurred expenses completed project.
- General existing operating expenses, equipment, staff salaries and other overhead not specific to the proposed program/project.
- Land or building purchases.
- Pass through funds.
- Grant to an individual.
- Partisan, legislative, or political activities.
- Projects of an individual church or religious organization for its own benefit or the sole benefit of its members.

Helpful Hints When Preparing your LOI

- Pay attention to length. If you go over the character limit in a section, the letters over the limit turn red and your LOI will not be submitted. In general, "Less is best."
- Answer questions specifically. Avoid extraneous information.

- Avoid jargon and acronyms. If you use an acronym, identify its meaning the first time you use it.
- Avoid cutting and pasting from other applications and documents as the LOI loses its voice and flow.
- Before submitting, check for accuracy, check for adherence to guidelines, and check for spelling errors. These kinds of errors make the LOI appear less professional.

2023 – 2024 Grant Process Timeline	
November 2, 2023, 9:30AM IRSC Chastain Campus, Wolf Technology Center	Grant Writing Workshop presented by Impact100 Martin and The Community Foundation of Martin-St Lucie (TCFMSL)
November 28, 2023	Grant process officially opens to nonprofits (Phase 1)
January 10, 2024	LOI 's due to TCFMSL
February 1, 2024	TCFMSL notifies semifinalists to submit full applications & videos (Phase 2)
February 29, 2024	Full applications & videos due to TCFMSL
March 28, 2024	Invitations extended to finalists to give presentations for the Grant Awards Celebration (Phase 3)
April 18, 2024	Grant Awards Celebration