



## **ABOUT IMPACT THE PALM BEACHES**

IMPACT THE PALM BEACHES empowers women to dramatically improve lives by collectively funding significant grants that make a lasting impact in our community. Impact pulls together donations from individual women to advance high impact philanthropy, which will in turn be transformational in the community.

The Town of Palm Beach United Way serves as our fiscal agent. The exact amount of funds available for award in any given year depends upon the number of women who join the organization.

**IMPACT THE PALM BEACHES** seeks to fund projects that are truly transformational, address unmet needs through an innovative approach, greatly impact the beneficiaries, and are sustainable for years to come.

We seek projects that:

- Foster change and have a long-term positive impact
- Are well defined and thought out
- Are new or expansions/improvements of existing projects that can change the way an organization or a community operates
- Can demonstrate specific measurable goals

## **GRANT FOCUS AREAS**

IMPACT THE PALM BEACHES has identified the following five focus areas:

### **ARTS AND CULTURE**

Projects that cultivate, develop, educate, or enhance cultural and artistic climate.

### **EDUCATION**

Projects that further the ability to educate and improve education.

### **ENVIRONMENT**

Projects that improve, enhance or restore the surroundings and promote conservation of natural resources; promote the protection and welfare of animals; and encourage research, public awareness and education relating to the environment and animals.

### **FAMILY**

Projects that strengthen and enhance the lives of children and families living in our community.

### **HEALTH AND WELLNESS**

Projects that positively impact the physical and/or mental health and wellness of the members of our community.

## A QUICK LOOK AT THE GRANT CYCLE

### OVERVIEW OF THE GRANT PROCESS

Through our 2019 partners, the Town of Palm Beach United Way and the Community Foundation for Palm Beach and Martin Counties, IMPACT THE PALM BEACHES sends notices of the availability of our grants to hundreds of nonprofit agencies and invites them to submit grant proposals. IMPACT THE PALM BEACHES Grants Committee (made up of members of IMPACT THE PALM BEACHES) extensively reviews and rates each proposal. Site visits are conducted as needed. Based upon final recommendations of the Grants Committee, Impact the Palm Beaches will invite the finalists to the annual meeting. At the annual meeting, finalists make a brief presentation about their project. A vote is then taken by the Impact members and a final decision is made immediately following the presentation. That decision is final.

### STEPS IN THE PROCESS

IMPACT THE PALM BEACHES considers grant requests in the amount of \$100,000. If the organization has not already done so, a “profile” must be created through the Community Foundation for Palm Beach and Martin Counties' online grant center which, when available, can be found at [account.yourcommunityfoundation.org](http://account.yourcommunityfoundation.org). For instructions on setting up your Organization Profile for the first time, please visit [How to Create Your Organization Profile](#).

A complete Grant Calendar of dates is listed below.

#### STEP 1: GRANT APPLICANT INFORMATION AND TRAINING SESSIONS

Grant training sessions will be held in July. Attendance is highly recommended and registration is required.

#### STEP 2: LETTER OF INTENT

Following the training session, the Letter of Intent (LOI) will be available on the Community Foundation website. The LOI with required attachments will be due in August.

#### STEP 3: INVITATION TO SUBMIT FULL PROPOSAL

IMPACT THE PALM BEACHES Grants Committee will review each LOI. If selected, organizations submitting an LOI will be invited to submit a full proposal.

#### STEP 4: FULL PROPOSAL

Following review and scoring of each LOI, the invited organizations submit a complete proposal.

#### STEP 5: INVITATION FOR SITE VISIT

IMPACT THE PALM BEACHES Grants Committee will review each proposal and schedule site visits to those organizations selected.

#### STEP 6: SITE VISITS

IMPACT THE PALM BEACHES Grants Committee will visit selected organizations. Site visits provide an opportunity for the Grants Committee to meet the people behind the organization. The objective of the site visits is to complete a due diligence review and to resolve any remaining questions regarding the

organization, its proposed project, and/or budget. Site visits necessitate approximately one hour of time, and the required participation of the Executive Director, project manager, and if possible, a board member.

#### **STEP 7: ANNOUNCEMENT OF FINALISTS**

After the sites visits, the grant committee will perform a final review and select the finalists. Grant finalists will be notified at that time.

#### **STEP 8: FINALIST PRESENTATION**

Summaries of the finalist proposals will be provided to voting members of IMPACT THE PALM BEACHES. Representatives from each finalist organization will be invited to make a presentation at the annual meeting.

#### **STEP 9: SELECTION OF GRANTEE(S)**

IMPACT THE PALM BEACHES will vote by individual ballot at the annual meeting and the winning project(s) will be selected by majority vote.

#### **STEP 10: REPORTS AND EVALUATION**

Grantees must submit periodic reports on implementation and projects to IMPACT THE PALM BEACHES, as requested.

### **2019 GRANT CALENDAR**

AGENCY: Grant Applicant Information and Training: Location: Central – Town of Palm Beach United Way Location: North – Northern Trust, North Palm Beach	Central: Tuesday, July 9 @ 10 AM Thursday, July 11 @ 4PM North: Tuesday, July 16 @ 10 AM Thursday, July 18 @ 4 PM
AGENCY: Letters of Intent (LOI) Applications Open	Thursday, July 18, 2019
AGENCY: Letter of Intent (LOI) Submission Deadline	Wednesday, August 14, 2019@ 5PM
AGENCY: Invitation to Submit Full Proposal	Friday, September 13, 2019
AGENCY: Full Proposal Submission Deadline	Monday, September 30, 2019 @ 5PM
Site Visits Scheduled	Thursday, October 24, 2019
Grants Committee: Site Visits	Nov 4 through November 15, 2019
Finalists Notified	TO BE DETERMINED
Finalist Presentations and Grants Awards	TO BE DETERMINED

## ELIGIBILITY

- To qualify for an IMPACT THE PALM BEACHES grant, an applicant must be a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and designated as such for at least 19 months.
- The project must serve the residents of Palm Beach County within the boundaries of Lake Worth Road north to the Martin County line and east from the ocean and west to the Palm Beach County line. The entire \$100,000 grant must be utilized within those geographical boundaries.
- The project may be new, an expansion of an existing project, or may be a collaborative effort of several agencies; and the project must have a high impact and transformative effect on the organization and the community it serves.
- The organization(s) must use the full amount of the grant within two years of the award date.
- The recipient of an IMPACT THE PALM BEACHES \$100,000 grant will not be eligible to reapply for another IMPACT THE PALM BEACHES grant for at least three 3 years (i.e. the organization selected in 2019 may not reapply until 2022).

## IMPACT THE PALM BEACHES DOES NOT ACCEPT APPLICATIONS TO SUPPORT

- Activities outside our 5 focus areas
- Programs that take place outside of our geographic area
- Debt reduction or operational deficits
- Fundraising campaigns or events
- Capital campaigns\*
- Endowments or memorials
- Bridge funding or interim financing
- Partisan or political activities
- Legal expenses
- Travel expenses
- Loans
- Grants to individuals
- Grants to private foundations
- Religious organizations for religious purposes

IMPACT THE PALM BEACHES does not discriminate on the basis of race, religion, age, sexual preference, or national origin. Applicants for grants from IMPACT THE PALM BEACHES must hold similar standards. Therefore, competitive grant applications from organizations known to have discriminatory policies will not be considered.

IMPACT THE PALM BEACHES, reserves the right to change its eligibility criteria in future years.

\*A *capital campaign* is defined as an effort to raise significant funds for a specific project including, but not limited to, the acquisition, construction, or renovation of a building, or for the purchase of essential equipment. Any grant requests for funding the strategic planning, fundraising and marketing efforts of a capital project will not be allowed. Impact 100 Palm Beach County *will* permit grant requests for capital projects that meet the following criteria: the specific use of grant funds for a capital project are clearly identified and itemized in the LOI; the grant funds will not go toward any marketing and/or fundraising efforts of the capital project; the capital project specified in the Letter of Inquiry must be scheduled for completion within 18 months of receiving the grant; and the grant request meets all current and standard

ITPB grant criteria.