



impactpalmbeaches.org

## ABOUT IMPACT THE PALM BEACHES

Impact the Palm Beaches is a philanthropic organization where women collectively award grants to nonprofits in Central and Northern Palm Beach County to ignite transformational change in our community. Membership consists of women who annually contribute \$1,100 (\$1,000 to the Impact grant and a \$100 membership fee). Once a year, Impact members gather at our Annual Award Celebration to award \$100,000 grant(s) to local nonprofits. The exact amount of funds available to award in any given year depends on the number of women who join the organization. Since 2015, Impact has invested over \$1.1 million.

The Town of Palm Beach United Way serves as the fiscal agent for Impact the Palm Beaches.

## ABOUT THE GRANT COMMITTEE

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. Grant Committee members are responsible for carefully vetting grant applications and selecting finalists who will present in front of Impact members at the Annual Award Celebration. Committee members serve as the eyes and ears of the entire membership.

We seek projects that:

- Foster change and have long-term positive impact
- Are well-defined, studied, and deliberate
- Are new or expansions/improvements of existing projects that can change the way an organization or a community operates
- 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 AND ANIMAL WELFARE

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

Each year, Impact the Palm Beaches and its community partners send notices of the availability of our grants to hundreds of nonprofit agencies and invite them to submit grant proposals. The Impact Grant Committee (made up of members of Impact the Palm Beaches) extensively reviews and scores each proposal. Committee members also attend "site visits" at select agencies. After site visits, the Grant Committee meets to identify finalists to present at our Annual Award Celebration. Following the agency presentations, a vote is immediately taken by the Impact members and a final decision is made regarding grant recipients.

Serving on the Grant Committee of Impact the Palm Beaches is educational, engaging, and extremely rewarding. **However, it is also a significant time commitment.** To serve on the 2022-2023 Grant Committee, members should be available to score both Letter of Intent (LOI) and Request for Proposal (RFP) applications, and attend Grant Committee meetings and trainings (see the Calendar for dates). Members must be either paid in full for the year or current with their installment plan.

Aleese Kopf is the chair of the 2022-2023 Grant Committee with Kristen Perrone and Erin Standish serving as co-chairs. If you have any questions about being a member of the Grant Committee, please contact Aleese at 561-655-1919 or [aleesekopf@palmbeachunitedway.org](mailto:aleesekopf@palmbeachunitedway.org).

### STEPS IN THE PROCESS

#### STEP 1: AGENCY GRANT APPLICATION INFORMATION AND TRAINING SESSIONS

Grant training sessions for agencies will be held on July 28, August 1, August 2 and August 3, 2022 at the Town of Palm Beach United Way. These sessions will be hosted by the Impact Grant Committee chairs for the purpose of reviewing the grant process with prospective agencies.

#### STEP 2: LETTER OF INTENT

Following the training sessions, the Letter of Intent (LOI) will be available on the Impact the Palm Beaches and Town of Palm Beach United Way websites. The LOI applications will open on Friday, August 5, 2022 at 9:00am and the deadline for completion is Friday, September 16, 2022 at 12:00pm.

#### STEP 3: COMMITTEE LOI REVIEW

From Thursday, September 22, 2022 to Thursday, October 20, 2022, the Impact Grant Committee will review each Letter of Intent. On Wednesday, October 26, 2022, members will meet to select which agencies to invite to submit a Request for Proposal.

#### STEP 4: REQUEST FOR PROPOSAL

Agencies selected by the Grant Committee will be invited to submit a Request for Proposal (RFP) on Thursday, October 27, 2022. The deadline for RFP submission is Thursday, November 17, 2022 at 12:00pm.

#### STEP 5: COMMITTEE RFP REVIEW

Grant Committee members will review each Request for Proposal between Thursday, December 1, 2022 and Thursday, January 5, 2023. Members will vote on which agencies to select for site visits.

#### **STEP 6: SITE VISITS**

Grans Committee will meet Thursday, January 19, 2023 to vote on which agencies to select for a site visit. Site visits provide an opportunity for the Grant Committee to meet agency staff and board members, resolve any remaining questions and tour the facility. Site visits will be scheduled between Wednesday, February 8, 2023 and Thursday, February 16, 2023.

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

After the site visits, the Grant Committee will meet on Thursday, February 23, 2023 to perform a final review and select the finalists. Each finalist will be independently notified on Monday, February 27, 2023.

#### **STEP 8: FINALIST PRESENTATIONS**

Representatives from each finalist organization will be invited to make a presentation at the Annual Award Celebration in April 2023 (Date TBD). Summaries of the finalist proposals will be provided to all voting members of Impact the Palm Beaches prior to the Award Celebration.

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

Members of Impact the Palm Beaches will vote at the Annual Award Celebration 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.

### **GRANT ELIGIBILITY REQUIREMENTS**

- Recipients of an Impact the Palm Beaches \$100,000 grant are not eligible to receive a grant for at least 4 years from the date the grant was awarded. Organizations chosen as grant recipients in April 2022 are not eligible to receive a grant until April 2026. Merit award winners may reapply the following year. Recipients of a \$100,000 grant also cannot receive new grant funds through paid collaborations within the 4-year time period.
- The 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.

Impact the Palm Beaches reserves the right to change its eligibility criteria in future years.

## IMPACT THE PALM BEACHES WILL 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 | proposals must distinguish specific capital items that are wrapped around a program (see below)
- 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

\*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 the Palm Beaches will permit grant requests for capital projects (equipment, vehicle, etc.). The capital project must be clearly wrapped around a program or project serving the clients of the organization.

**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.**