



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 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

Through our 2021 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 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 scores each proposal. Site visits are conducted as requested by the Grants Committee. After site visits, the Grants Committee meets to invite finalists to attend our Finalist Presentation and Grant Awards. There, finalists will make a brief presentation about the project. A vote is immediately taken by the Impact members and a final decision is made immediately following the presentation; that decision is final.

Serving on the Grants Committee of Impact the Palm Beaches is a significant time commitment. Nonetheless, it is educational and engaging, and it is rewarding to choose finalists for the Impact membership to vote on. In order to serve on the 2021-2022 Grants Committee, a member must attend a Grants Committee Scoring Review/Training and a Financial Training session (see the Calendar for dates). Members must be either paid in full for the year or current with their installment plan, available to score both rounds of applications, and to attend most if not all of the committee scoring meetings.

Lisa LaFrance and Jacquie Stephens are co-chairs of the 2021-2022 Grants Committee for Impact the Palm Beaches. The Kickoff is September 29, 2021 at 5 p.m. at the Kelsey Gallery; if you want to learn more about the Committee please RSVP on the events section of the website and app.

If you have any questions about being a member of the Grants Committee, please contact Jacquie Stephens at jstephens@eddiestephens.com.

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. For instructions on setting up your Organization Profile for the first time, please visit [How to Create Your Organization Profile](#).

A complete Calendar of dates and deadlines is found under the Calendar tab.

STEP 1: GRANT APPLICANT INFORMATION AND TRAINING SESSIONS

Grant training sessions for Agencies will be held on Thursday, September 9, 2021 at 4 p.m. and Tuesday, September 14, 2021 at 10 a.m. These sessions will be held via Zoom and further information will be made available closer to those dates.

STEP 2: LETTER OF INTENT

Following the training sessions, the Letter of Intent (LOI) will be available on the Community Foundation website. The LOI applications will open on Friday, September 17, 2021 and the hard deadline for completion is Friday, October 15, 2021 at 5:00 p.m.

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, on December 3, 2021, agencies chosen by the Grants Committee will be invited to submit a full proposal (RFP). The hard deadline for RFP submission is Wednesday, December 22, 2021 at 5:00 p.m.

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 each organization's Executive Director, project manager, and if possible, a board member.

STEP 7: ANNOUNCEMENT OF FINALISTS

After the site visits, the Grants Committee will meet to perform a final review and select the finalists. Each finalist will be notified personally on Friday, March 3, 2022.

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 Awards Event.

STEP 9: SELECTION OF GRANTEE(S)

IMPACT THE PALM BEACHES will vote by individual ballot at the Annual Awards Event 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.

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.
- Recipients of an Impact the Palm Beaches \$100,000 grant are not eligible to reapply for a grant for at least 36 months from the date the grant was awarded. Organizations chosen as grants recipients in April 2021 are not eligible to reapply until after April 2024. Merit award winners may reapply the following year.

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 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 THE PALM BEACHES *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 Intent must be scheduled for completion within 18 months of receiving the grant; and the grant request meets all current and standard IMPACT THE PALM BEACHES grant criteria.

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.