



## **IMPACT & INSPIRE Grant Guidelines**

### **Overview**

Impact Central Illinois is a collective giving organization for women looking to educate and transform themselves and our community through philanthropy. We combine the annual donations of our membership into transformational grants that are awarded to local non-profit organizations. Grant proposals for 501(c)3 organizations with gross revenue greater than \$250,000 may be submitted for our IMPACT grant and are evaluated in one of three focus areas: Education & Community Development, Health & Well Being and Social Services & Basic Needs. It is our goal that these IMPACT grants be at least \$100,000 each. Grant proposals for 501(c)3 organizations with gross revenue less than \$250,000 may be submitted for our INSPIRE grant where all focus areas are evaluated together. It is our goal that these INSPIRE grants reserved for smaller nonprofits be at least \$20,000 each.

The Impact Central Illinois funding cycle runs from July 1<sup>st</sup> of one calendar year through June 30<sup>th</sup> of the following calendar year. In each funding cycle membership donations are collected from July 1<sup>st</sup> through December 31<sup>st</sup>, grant amounts are announced by mid-December, and grant proposals are solicited per our published Nonprofit Grant Timeline at the time grant amounts are publicly announced. From January through May, Impact Central Illinois members who choose to be involved on a Grant Review Committee (GRC), review grant proposals and select the two (2) strongest finalists from their respective committee. These finalists present to the entire Impact Central Illinois membership at our Annual Meeting in June where all members vote and choose the grant recipients.

Specific grant amounts in any given funding year are based on our membership and are announced in mid-December.

It is our goal to be able to fund three (3) annual IMPACT grants of \$100,000 each, one in each of the three (3) focus areas: Education & Community Development, Health & Community Wellbeing, and Social Services & Basic Needs. The IMPACT grants are reserved for organizations operating with greater than \$250,000 in gross receipts in the previous fiscal year.

We also hope to fund one (1) annual INSPIRE grant of \$20,000 to be awarded at the same time as the IMPACT grants. The INSPIRE grant is reserved solely for smaller organizations operating with less than \$250,000 in gross receipts in the previous fiscal year. Organizations are eligible for only the IMPACT grant OR the INSPIRE grant based on their gross receipts as stated above. Incorrect submissions will be removed from consideration.

The IMPACT grant timeline and the INSPIRE grant timeline follow the same timeline and are identical in the phases required.



### **IMPACT GRANT Eligibility**

An IMPACT Grant eligible non-profit organization must have annual gross receipts of at least \$250,000 in the previous fiscal year, and have held 501(c)(3) classification for a minimum of 3 years. (Private foundations are not eligible for any Impact Central Illinois grant.)

- As part of our grant application process organizations will be asked to provide:
  - An IRS 501(c)(3) status approval letter
  - A CO-1 registration form (Required to register a charity with the Illinois Attorney General's office)
  - Plus Organizational Financial Documents including:
    - Last three (3) fiscal years of 990 tax filings
    - Previous fiscal year end Income Statement and Balance Sheet (These are sometimes titled Statement of Financial Activity and Statement of Financial Position.)
    - Current fiscal year budget and YTD actuals
    - Three full years of audit reports (if audit eligible and available)
    - If no 990s are available to submit, applicants must submit the last three AG990-IL Charitable Organization Annual Reports filed with the state of Illinois.

### **INSPIRE GRANT Eligibility**

An INSPIRE Grant eligible non-profit organization must have annual gross receipts of less than \$250,000 in the previous fiscal year, and have held 501(c)(3) classification for a minimum of 3 years. (Private foundations are not eligible for any Impact Central Illinois grant.)

- As part of our grant application process organizations will be asked to provide:
  - An IRS 501(c)(3) status approval letter
  - A CO-1 registration form (Required to register a charity with the Illinois Attorney General's office)
  - Plus Organizational Financial Documents including:
    - Last three (3) fiscal years of 990 tax filings (will accept 990 or 990 EZ; 990-N or 990-PF will not be accepted)
    - Previous fiscal year end Income Statement and Balance Sheet (These are sometimes titled Statement of Financial Activity and Statement of Financial Position.)
    - Current fiscal year budget and YTD actuals
    - Three full years of audit reports (if available)
    - If no 990s are available to submit, applicants must submit the last three AG990-IL Charitable Organization Annual Reports filed with the state of Illinois.



All applicants must:

- Outline a proposed project/program which supports social outreach and/or charitable service which benefits the community at large
- Provide services in Peoria, Tazewell and/or Woodford counties, Illinois.
- Detail use of the full amount of the grant with provided budget template found at [https://www.impactcentralillinois.org/apply\\_for\\_a\\_grant.php](https://www.impactcentralillinois.org/apply_for_a_grant.php)
- Expend the awarded grant funds within a 24-month time period.
  - Any unused grant funds will be forfeited after 24 months.

Other stipulations:

- An organization that has received any Impact Central Illinois grant may not reapply in the following two years. (Two (2) full grant cycles)
- Collaborations among two (or more) nonprofits must identify one lead organization to submit a grant application. The leading non-profit organization must demonstrate a significant role in the execution of the program and is responsible for submission of all required documentation, including all financial documentation.

### **Disclosures**

All 501(c)3 organizations satisfying the grant guidelines and with a program within the scope of our funding guidelines may apply for our grant funding **to support social outreach and charitable service programs that benefit the community at large**. Impact Central Illinois does not require the organization to refrain from incorporating its foundational ideology of justice and charity in its program methodology, activities, or facilities which serve the community at large. However, as a collective giving organization, Impact Central Illinois reserves the right to determine the finalists and grant recipients based upon full disclosure of that ideology.

All organizations will be asked to disclose the following information in the proposal submitted.

- Is participation in the program restricted to certain individuals in any way? This may include restricting participation in the program/project to adherents/members of a particular community, race, color, ethnicity, nationality, political orientation, religious affiliation, marital status, age, gender, or other designation. Please explain.
- Does the program require a written or signed document stating belief of a particular ideology in order to participate in the proposed program/project? Please explain.
- Does the program require the participants to join a particular community, political party, or religious affiliation prior to receiving the benefits of the program? Please explain.
- Does the program require the participants to actively engage in public displays of support or worship as a condition of receiving the benefits of the program? Does the program provide an option for those participants who wish to refrain? Please explain.



### **Restrictions**

Impact Central Illinois will NOT fund grant proposals containing the following:

- Debt reduction
- Endowments/memorials
- Bridge funding or interim financing
- Operational deficits
- Partisan, political lobbying or legislative activities
- General fund drives, annual appeals, or explicit fundraising events
- Private Foundations
- Advertising (where the sole purpose of the advertising is to raise the profile of the organization for general awareness)
- Litigation/legal expenses for the organization

Our Grant Guidelines continue to evolve and as such Impact Central Illinois reserves the right to change criteria without prior notice and at any time.

### **Focus Areas**

Impact Central Illinois will accept IMPACT grant proposals in the following three (3) focus areas. Please note INSPIRE grant proposals from smaller nonprofit organizations are not split into focus areas for review.

- *Health & Community Wellbeing*- caring for the holistic health of the people in our community through projects which address mental & physical health, environmental health, therapeutic animal programs, addiction & recovery, healthcare access & advocacy, recreational opportunities and public safety in our community.
- *Education & Community Development* - supporting the development of talents within our community through projects which address educational outcomes, youth development, early childhood development & childcare, career development, job readiness, community leadership, cultural and arts advancement and civic engagement.
- *Social Services & Basic Needs* - caring for basic needs within our community through projects which address adequate and affordable housing, eviction & homelessness prevention & support, recidivism prevention & support, domestic violence case management & family support, child abuse, foster care & adoptive services, crisis intervention, and hunger & food security

An IMPACT grant applicant must select ONE appropriate focus area under which to submit their

proposal.

4 | Page



### **Five Phase Funnel Review Process**

Impact Central Illinois utilizes a Five Phase Funnel grant review process for both our IMPACT grant and our INSPIRE Grant. This process will be used to evaluate applicants in each of the three focus areas or the Inspire grant category:

**Phase 1 - Financial Review:** All interested organizations must submit the required financial documents that are outlined in the grant guidelines for review by Impact Central Illinois' Financial Review Committee (FRC) by the deadline communicated on the grant timeline. ICI's FRC evaluates the financial integrity and compliance of all organizations prior to any proposal submission. Organizations demonstrating financial integrity will be sent an invitation along with a link to submit proposals and budgets to be considered and reviewed by the Grant Review Committees (GRCs).

**Phase 2 & Phase 3 - Proposal Reviews** - All approved organizations from Phase 1 are invited to submit a grant proposal along with a completed Program/Project Budget by the proposal deadline communicated on the Grants Timeline. Impact Central Illinois' GRC members evaluate proposals through two separate reviews and invite three (3) organizations forward to Phase 4 - Site Visit.

**Phase 4 - Site Visit:** Impact Central Illinois committee members will conduct on site visits to organizations that advance to this phase. Site visits will include one-on-one interviews with selected organization leaders such as the Executive Director and the Chief Financial Officer. Following the completion of all Site Visits, Impact Central Illinois Grant Review Committee members will select two (2) organizations from each review committee as finalists to present at Phase 5 – Annual Meeting.

**Phase 5 – Annual Meeting:** Executive Summaries about each finalist organization and their submitted proposal and budget will be provided in advance to all members of Impact Central Illinois. In addition, representatives from each finalist organization will be invited to the Annual Meeting in June and given 6 minutes to present on their grant proposal. At this meeting, Impact Central Illinois members will vote on a grant recipient – with each member casting one ballot – and the winner (or winners) being announced that evening.

Impact Central Illinois reserves the right to reject any proposal for any reason.

5 | Page



### **Key Criteria for Grant Review**

It is Impact Central Illinois' desire to fund programs or projects proposed by **Highly Capable** organizations to address **Measurable Needs** within our community with **Innovative Solutions**. These 3 key criteria will be used to guide discussion during all grant reviews. All proposal questions are aligned to one of these three key criteria.

### **Questions?**

More details about Impact Central Illinois are available on our website at [www.impactcentralillinois.org](http://www.impactcentralillinois.org). If you have any questions about the Impact Central Illinois Grant Cycle, email us at [grants@impactcentralillinois.org](mailto:grants@impactcentralillinois.org).