



## **IMPACT & INSPIRE Grant Guidelines 2022-2023 Grant Cycle**

### **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. Our grants are awarded in one of three focus areas: Education, Health & Well Being or Family & Social Services.

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> and grant proposals are solicited per our published Non-Profit Grant Timeline. The members of Impact Central Illinois choose grant recipients each June at our annual meeting.

Specific grant amounts in any given funding year are based on our membership and are announced after December 31<sup>st</sup>. IMPACT grants will be a minimum of \$100,000 and are reserved for organizations operating with greater than \$250,000 in gross receipts in the previous fiscal year. INSPIRE grants will be approximately \$20,000 and are reserved 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 solely on the definition 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:

- Be classified as a public charity under Section 501(c)(3) of the Internal Revenue Service Code
  - 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.

- Current and two previous years of financial statements including:
    - Last three (3) fiscal years of tax filings (annual filings made to IRS)
    - Income Statement and Balance Sheet, or
    - Statement of Financial Position (Balance Sheet) and Statement of Financial Activity (Income Statement)
  - Three full years of audit reports (if available)
    - Organizations must have held 501(c)(3) classification for a minimum of 3 years.
- Have annual gross receipts of **at least \$250,000**.
- Organizations are eligible

### **INSPIRE GRANT Eligibility**

An INSPIRE Grant eligible non-profit organization must:

- Be classified as a public charity under Section 501(c)(3) of the Internal Revenue Service Code
  - Private foundations are not eligible for any Impact Central Illinois grant.
  - As part of our INSPIRE 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.
    - Current and two previous years of financial statements including:
      - Last three (3) fiscal years of tax filings (annual filings made to IRS)
      - Profit and Loss (Income Statement) and Balance Sheet, or
      - Statement of Financial Position and Statement of Financial Activity
    - Organizations must have held 501(c)(3) classification for a minimum of 3 years.
- Have annual gross receipts of **less than \$250,000**

Additionally, an organization's proposal must:

- Outline a project/program that targets a specific population for a specific duration with specific measurable goals to be monitored and achieved.
- Provide services in Peoria, Tazewell or Woodford counties, Illinois.
- Detail use of the full amount of the Impact Central Illinois' Grant on submitted project budget
- 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) non-profits 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.

### **Disclosures**

Any 501(c)3 organization satisfying the grant guidelines and with a program within the scope of our funding guidelines may apply for 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 on the Letter of Inquiry.

- 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 the following:

- Debt reduction
- Endowments/memorials
- Bridge funding or interim financing
- Operational deficits
- Partisan, political lobbying or legislative activities
- Fundraising activities or events (where the sole purpose of the activity or event is to raise additional operating funds for the organization)
- Private Foundations
- Advertising (where the sole purpose of the advertising is to raise the profile of the organization within the community for the primary)
- Litigation/legal expenses

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 grant applications in the following three (3) focus areas:

- *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 talent 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

A grant applicant must select ONE appropriate focus area under which to submit their proposal.

### **Review Process**

Impact Central Illinois utilizes a 5-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:

**Phase 1 - Letter of Inquiry (LOI):** All interested organizations must submit a Letter of Inquiry along with a completed Program/Project Budget and provide a copy of the organization's IRS Charitable Status (501(c)3) Determination Letter by the LOI deadline communicated on the Grant Timeline. Impact Central Illinois Financial Review Committee and Grant Review Committee members will evaluate all LOIs and supporting documents and invite selected organizations to submit further financial documentation and a Full Grant Application for Phases 2 & 3.

**Phase 2 - Financial Integrity** - All invited organizations must submit the required financial documents that are outlined in the Grant Guidelines, along with the Full Grant Application by the

Full Grant Application deadline communicated on the Grant Timeline. Impact Central Illinois' Financial Review Committee will evaluate the financial integrity of all organizations invited to this phase. Organizations who have demonstrated financial integrity will immediately move on to Phase 3 for Grant Application Review.

**Phase 3 – Grant Application:** Organizations that proceed to this phase will have already completed a Full Grant Application. Impact Central Illinois Grant Review Committee members will evaluate all Grant Applications and select organizations to move onto 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 organizations to move onto Phase 5 – Annual Meeting as finalists.

**Phase 5 – Annual Meeting:** Information (Executive Summary) about each finalist organization that advances to the Annual Meeting will be provided in advance to all of the members of Impact Central Illinois. In addition, representatives from each finalist organization will be invited to the meeting and given 6 minutes to present on their organization and its project/program. 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 Letter of Inquiry or Grant Application for any reason.

### **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.

### **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 Impact Grant application process email us at [grants@impactcentralillinois.org](mailto:grants@impactcentralillinois.org).