



Impact100 Westchester

100+ women...one goal

November 9, 2022

www.Impact100Westchester.org

grants@impact100westchester.org



Our Mission

- Award *high-impact* Transformational Project Grants and Core Mission Grants to nonprofits serving Westchester
- Reach under-resourced populations and highlight unmet needs
- Educate Impact100 members on the nonprofit sector
- Provide volunteer opportunities to our members through our Hands-On Impact Projects
- Raise awareness of lesser-known nonprofits within Westchester County



Who We Are

- **A 501(c)(3) women's collective giving organization**
 - Each Impact100 member contributes \$1,150: \$1,000 goes directly to our grant awards and \$150 supports our operational costs
- **100% volunteer led and run organization**
- A member of Philanos, Nonprofit Westchester and the Business Council of Westchester (BCW)




Our Members

- Last year we had **287 members**
- Our members are philanthropic women from across the county hoping **to make a difference** in the lives of others within Westchester
- Comprised of women from a variety of professional backgrounds with diverse skill sets and life experiences
- This year's membership drive ends on December 31, 2022

Our Membership Model

Our grants are determined by the number of members we have each year...


$$\text{Number of Members} \times \$1,000 = \text{Total Funds to be Distributed to NFPs in a Given Year}$$



Types of Grants

Transformational Project Grants

- New program, expansion of an existing program, or a capital project
- Has the power to dramatically address an unmet need
- Requires a Grant Agreement and periodic reporting

Core Mission Grants (cannot be applied for directly)

- Smaller grants of unrestricted funds
- No Grant Agreement or ongoing reporting obligations

Special 10th Anniversary Grant

- New grant geared toward smaller nonprofits with revenue less than \$250k
- ***Details to be provided***



Our History

- 2023 marks our **10th grant cycle**
- Since 2014, we have awarded **68 grants**, totaling almost **\$2.5 million**
- In 2022 we awarded:
 - 2 Transformational Project Grants of \$85,000 each
 - 3 Core Mission Grants of \$30,000 each
 - 3 Focus Area Grants totalling \$27,000
- In 2021 we awarded:
 - 2 Transformational Project Grants of \$85,000 each
 - 4 Core Mission Grants of \$26,500 each
 - 4 Focus Area Grants totalling \$30,000



2023 Grant Cycle

If we meet our 2023 Membership goals, Impact100 expects to award:

- Two \$50,000-\$85,000 Transformational Project Grants
- Three \$20,000-\$25,000 Core Mission Grants to be awarded to the three finalists who do not receive the Transformational Project Grants



Our Impact: Transformational Project Grants

Recipient	Grant Type	Population Served
Spectrum Designs (2022)	Capital Project	Individuals with autism
Community Resource Center (2022)	Capital Project	Immigrant and low income families in Mamaroneck and Westchester County
Hudson Link for Higher Education In Prison (2021)	Program Expansion	Incarcerated women
YWCA of Yonkers (2021)	Capital Project	Youth and adults in Yonkers and Westchester County
Gilda's Club of Westchester (2019)	Capital Project	Individuals and families living with cancer
Make the Road New York (2019)	Program Expansion/ Capital Project	Immigrants and working class communities
Westchester Jewish Community Services (2019)	New Program/ Program Expansion	LGBTQ+ youth and adults who serve the LGBTQ+ youth community
Westchester School for Special Children (2018)	Capital Project	Individuals with autism and multiple handicaps
Westchester Parks Foundation (2018)	Capital Project	Socially and economically disadvantaged children



Our Impact: Transformational Project Grants

Recipient	Grant Type	Population Served
Youth Shelter Program of Westchester (2018)	Capital Project	Young men awaiting disposition of various criminal charges
Community Based Services (2017)	Program Expansion	People with autism / disabilities
My Sisters' Place (2017)	New Program	Victims of domestic violence
Yonkers Partners in Education (2017)	Program Expansion/ Capital Project	Underserved high school students
Latino U College Access (2016)	New Program	1 st Generation College students
Pace Women's Justice Center (2016)	Capital Project	Victims of domestic and elder abuse
Family Ties of Westchester (2015)	New Program	Young adults aging out of foster care
Groundwork Hudson Valley (2015)	Capital Project	Children and families in urban neighborhoods
Furniture Sharehouse (2014)	Capital Project	Adults & families with low income



Our Grant Cycle

- **Calendar**
- **Eligibility**
- **Evaluation**
- **Process**

2023 Grant Cycle Calendar

November 14 – SlideRoom opens to submit Initial Proposal

December 2 & December 7 - Project Pitch/Initial Proposal Workshops

December 13 - Grant Writer Conference Calls

December 31 - Membership Drive Completed

January 3 - Grant Amounts Announced on our Website

January 13 - Initial Proposal Submission Deadline

February 13 - Invitation to Submit Full Proposals

February 15 & 16 - Full Proposal Workshop

March 3 - Full Proposals Submission Deadline

April 14 - Invitation to host Virtual Site Visit

April 24 through April 28 - Virtual Site Visits

May 8- Finalists Announced

June 6 - Finalists Present at the Annual Meeting and Grants Awarded



Nonprofit Organization Eligibility

- Tax exempt 501(c)(3) operating, or proposing to operate, programs for the benefit of Westchester residents and communities
- Operating for at least 36 months prior to applying for a grant
- 2 years of CPA-audited or reviewed financial statements
- Revenues between \$250,000- \$25,000,000 (excluding Medicaid/Medicare reimbursements*)
- Not received an Impact100 Westchester Transformational Project Grant payment within the past 36 months
- Not a town or village

*We will review other government funds on a case by case basis



Project/Program Eligibility

- Serves residents of and expends funds in Westchester
- A **new program**, an **expansion of an existing program** or a **capital project** – cannot subsidize current operations
- Total project budget equal to or greater than the Transformational Project Grant amount (will be announced in early January 2023)
- Expends funds on the project within 18 months of the initial Grant installment
- Overhead does not exceed 15% of the Project Grant amount (Overhead defined as expenses which will be incurred by your organization ***whether or not*** the project goes forward)



Proposal Evaluation Criteria

Criteria	Definition	Questions to Consider
Transformational	New program, expansion of an existing program, or a capital project that has the power to dramatically address an unmet need	Is the proposal transformational for both the population served and the nonprofit organization? Does the proposal address an unmet need?
Impactful	Program or project goals are designed to create meaningful and lasting change for under-resourced individuals / communities	Will the impact be broad, deep, or both? Who does the proposal serve? What is the size of the population served?
Implementation	High likelihood of project completion or program implementation	Is the organization and its leadership well positioned to implement the proposal?
Assessment	Evaluation plan outlines how project or program goals will be measured and outlines outputs and outcomes	Outputs: measurable results of the project / program's work Outcomes: the change that results directly from the project / program
Sustainability	Continuing funding plans following grant period are articulated	For capital projects: ongoing maintenance or other needs For programs: future funding sources



Things We Do NOT Fund

- Activities that are: partisan, religion-based, annual or political appeals, or in support of any political party
- Loans or Debt reduction, interim/bridge financing
- Operating Funds
- Endowments
- Research
- Projects benefiting a for-profit organization, private foundation or individual
- General capital campaigns or fund drives

Please ensure that **none** of the activities in your proposed project/program incorporate these items. This includes all application descriptions and your Project Budget Worksheet.



Documents Required for Initial Proposal

- 501(c)(3) Letter
- Most recently filed IRS Form 990 (with supporting schedules)
- Project Budget Worksheet
- Current Fiscal Year Operating Budget
- Audited or Reviewed Financial Statements for the last 2 years, including CPA audited/reviewed accountant's report



Project Budget Worksheet

- Our Initial Proposal contains a section titled the Project Budget Worksheet (PBW)
- The PBW is an Excel file that you should download from the Impact100 website, under 'Apply for a Grant/Grant Application Resources'
- You will be asked to complete an INPUT worksheet which asks for a breakdown of project expenditures (i.e., how you would spend the grant funds)
- Please follow all instructions within the sheet, and keep an eye out for error and/or caution messages
- Please note that written instructions are available on our website which you can reference as you work through the PBW



Project Budget Worksheet

- The PBW contains the following expenditure categories:
 - Facilities Construction/Renovation
 - Supplies/Services
 - Transportation
 - Technology
 - Incremental Staff & Consultants
 - Existing Staff
 - Organizational Overhead
 - Other
- Total project cost must be **greater than OR equal to** the Transformational Project Grant amount
- After completing the spreadsheet, save in Excel using your organization name in the file name and upload it to SlideRoom; you will also be asked to enter summary information from the PBW into SlideRoom



Using SlideRoom

- **SlideRoom** is our Grant Application Tool, available on our website, through which all Initial Proposals and Full Proposals must be submitted
- On our website:
 - Apply for a Grant -> Grant Application Resources -> Grant Application Portal Button
- To use **SlideRoom**, each organization must register with a unique email and set up an account and password
- Please enter/use your Organization's name during account setup, and not your own name
- Only one application can be submitted per individual email address. The registered email is where all automated emails and information about the Initial Proposal will be sent
- **SlideRoom** offers excellent technical support; applicants can reach customer service at support@slideroom.com



Application Process for Transformational Project Grants

Stage 1: Initial Proposal

- A link to SlideRoom will be available after **November 14th** at www.Impact100westchester.org, under 'Apply For a Grant'
- Grant amounts will be announced **January 3rd**; the Initial Proposal, plus attachments, are due **January 13th**
- You will receive a confirmation email after you submit the Initial Proposals with required attachments
- Grant Review Committees will evaluate the Initial Proposals assigned to each committee
- Finance Committee will also conduct a cursory review of all Initial Proposals



Application Process: Transformational Project Grants

Stage 2: Invitation to Submit a Full Proposal

- Our Grant Review Committees will review all Initial Proposals and invite approximately 20 applicants to submit Full Proposals
- All applicants will be notified via email by **February 13th**. At that time, instructions will be emailed to those invited to submit Full Proposals
- Information entered for the Initial Proposal will be available to use for updating the Full Proposal
- All Full Proposals must be submitted by **March 3, 2023**



Application Process: Transformational Project Grants

Stage 3: Virtual Site Visit

- Grant Review and Finance Committees will assess Full Proposals and notify applicants if they have been selected for a Site Visit
- Each of the Grant Review Committees will invite 2 NPs for Site Visits
- Site visits will take place from **April 24 through April 29**



Application Process: Transformational Project Grants

Stage 4: Selection of Finalists and Annual Meeting

- One finalist will be selected by each Grant Review Committee and will be notified on **May 8, 2023**
- The Annual Meeting will take place on **June 6, 2023**
- Each finalist will make a short presentation at the Annual Meeting (guidelines will be provided at that time). Impact100 members will then vote to award two Transformational Project Grants; the other three finalists be awarded Core Mission grants.
- Members of Impact100 Westchester may not make the finalist presentation on behalf of an organization



Payment of Grant Awards

- Payment of each Transformational Project Grant requires a signed Grant Agreement which will detail specific terms (Project specifics, payment schedule, reporting requirements, etc.)
- Core Mission Grants will be paid out shortly after the Annual Meeting; these funds can be spent in any manner the Awardee chooses to support the Core Mission of the Organization



Before You Apply

- Check the 2023 Grant Cycle Calendar for submission deadlines – **Initial Proposals are due January 13th**
- Review updated *sample* Initial Proposals and Full Proposals on our website – note that applications must be filled out in SlideRoom, our Grant Application portal
- Review updated Project Budget Worksheet on our website – completed worksheet must be saved and uploaded as an attachment to the Initial Proposal
- Review the list of questions and necessary documents to upload
- Work on your Initial Proposal in advance– SlideRoom, our Grant Application portal, will open **November 14th**

Helpful Hints

- Read all Eligibility Guidelines carefully to be sure your Proposal qualifies
- Triple check the accuracy of all numbers on the Project Budget Worksheet
- Ensure Application is complete - comprehensive - clear – concise - compelling
- All attachments should be included
- Confirm that the timing of the Project will fit within the 18 month parameter
- Grant writers cannot submit multiple proposals under the same user id (email address)
- There are no stupid questions! Please email us at: grants@impact100westchester.org



Nonprofit Advisors

Comprised of our most experienced Impact members, Nonprofit Advisors provide the following support to NPs:

- Project Pitch/Initial Proposal Workshops:
 - Listen to project pitches, ideas and review questions on the Initial Proposals
 - Help to explain Impact100's grant process, including eligibility and guidelines
 - *December 2nd or December 7th via Zoom*
- Full Proposal Workshops:
 - Communicate feedback/questions from Grant Review Committees to help NPs refine Full Proposals
 - *February 15th and 16th via Zoom*
- Individualized Site Visit Prep and Presentation Support for Annual Meeting (*as needed/TBD*)

*Invites for these events will be sent to NPs at a later date and participation is **optional!***



Impact100 Westchester

Thank you and Good Luck!

Questions about our grant process?
email: grants@impact100westchester.org



Grant Professionals of Lower Hudson is hosting a Zoom workshop to discuss the mechanics and actual writing of the Impact100 Westchester Initial Proposal application. Initial Proposals are due 1/13/23.

GPLH is providing these sessions as a free community service to Westchester County nonprofits. Part of our mission is to help increase the likelihood of grants being funded. These sessions are being held independently of Impact100 Westchester. The sessions are not “mandatory” and participation will not influence Impact100 Westchester’s review of your application.

The session will be held on:

Tuesday, December 13 at 8:30 AM

To register, please email Joanne Stewart, at jstewart@goodworksadvisorygroup.com with your name, agency, and email address. A Zoom link and a copy of the questions will be sent to you prior to the session.