



Frequently Asked Questions

Q. What is the deadline for the grant application?

- *The deadline for the 2018 Grant is June 5, 2018.*

Q. Do I have to submit a letter of intent in order to file a grant application? What is the deadline for the letter of intent?

- *Yes, we require a letter of intent (LOI) so we may check the eligibility of agencies intending to apply for a grant prior to the grant application deadline. All LOI's must be submitted online. The deadline for the 2018 letter of intent is May 1, 2018.*

Q. What if our organization is smaller and may not need the full amount of the grant?

- *This is a transformational grant opportunity. An organization must decide if they have a need or a program that meets the criteria for the full grant. Perhaps a collaboration with another agency who has a similar program will work. Try to think outside the box and dream large. Then put those dreams to work for you.*

Q. What are some of the reasons applications are rejected?

- *Agency requested less than the full grant amount.*
- *More than one application came from an organization.*
- *Financial information is missing.*
- *Organization is not yet a 501(c)3 or cannot prove their 501(c)3 status.*
- *Grant project does not benefit residents of Baldwin County.*
- *Grant project funds general operating expenses of the organization.*
- *Grant organization does not demonstrate sustainability.*

Q. What are some of the reasons applications may not be selected as a finalist?

- *Grant project may not demonstrate ability to fully expend the grant funds or complete the project within the twenty-five month timeframe.*
- *Grant project, if designed to be ongoing, does not show how it will be funded at the end of the grant.*
- *Application is unclear or project is not well-defined.*
- *The project budget is not specific or inaccurate.*
- *The grant project does not fall within the scope of the focus area as defined on the application.*
- *Oftentimes, worthy applications are not chosen because a competing proposal was ranked slightly higher in the evaluation process by the members of the focus group.*

Q. Can our organization submit different grant applications in different categories?

- *No, each organization may submit only one grant application each year.*

Q. If we submit a proposal this year that is not funded, how soon can we resubmit the proposal?

- *You may apply again the following year.*

Q. If we submit a proposal and are awarded a grant, how soon can we apply again?

- *An organization may re-apply in the grant cycle that commences 2 years after it was awarded a grant. In other words, a 2016 recipient may re-apply in the 2018 cycle.*

Q. Which focus area gets the most applications?

- *Our prior winners have come from all focus areas. The numbers change each year, and we do not know how many will apply in any area from year to year. We believe you are the best judge of which focus area your project best fits. Equal consideration is given to each area.*

Q. Can we include our brochures, annual reports and videos about our organization?

- *No, we do not accept these types of materials with the application, but we do request you submit photos of your organizational activities with your application that we may use on our website and in other publicity.*

Q. How does Impact 100 Baldwin County pay out the grant money?

- *Impact 100 pays out the money on an as needed basis. Some projects use the entire grant for one large purchase and the funds are granted at the time of the purchase. Many projects, however, expend the funds over the life of the grant and submit purchase orders as funds are needed. All funds must be expended within the twenty-five month time period mentioned below.*

Q. What is the period of time the money must be spent?

- *A project must expend the funding within twenty-five months, beginning December 1st following award of the grant. Ideally, projects should be completed in one year.*
- *For the 2018 grant, the recipient organizations have through December 31, 2020 to expend the funds.*

Q. What is the difference between a collaborating agency and a partner agency?

When two or more agencies join together to submit a proposal for an Impact 100 grant and all agencies will be jointly responsible for the execution of the project and the expenditure of the funds, then that is considered a collaborative grant proposal. All agencies must be designated 501(c)3 under IRS guidelines, and all agencies must submit copies of their financial statements and any other data detailed in the grant application. Collaborating agencies have the same 2 year waiting period restriction as the lead agency regarding when they may apply for another grant.

When a 501(c)3 agency needs the cooperation of other agencies to execute its project, but those

agencies do not have any control of the monies, the agencies are considered Partners. Partner agencies may or may not be 501(c)3 agencies. The agency submitting the proposal should document it has the cooperation and approval of the required partners, but does not have to submit any further data relating to the partners. The two-year waiting period does not apply to partner agencies.

Q. Does a collaborative grant application have a better chance of being awarded than an application submitted by a single nonprofit organization?

- *No, Impact 100 Baldwin County encourages collaborative efforts when the project or program warrants such an approach. Each grant application will be evaluated based on its own merits as it relates to the overall criteria for the IMPACT 100 grant program.*

Q. If the project is a multi-agency collaboration, do we submit the financial information from all the collaborating partners?

- *If a project is a multi-agency collaboration, Impact 100 requires financial information from all collaborating partners.*

Q. Can a nonprofit organization apply for the grant as part of collaborative effort and then separately as an individual organization?

- *NO. Each organization can apply for one (1) grant either as an individual organization or as part of a collaborative effort.*

Q: How many finalists will be selected to make presentations to the IMPACT 100 membership? Who will determine the finalists? Will at least one of each of the five categories be represented equally among the finalists?

- *As long as we have a grant proposal meeting our Eligibility and Grant Guideline Requirements submitted for a focus area, there will be at least one finalist brought forward for that focus area. When we achieve a level of funding to allow us to award 4 or more grants, two finalists may be named for each focus area. (See Section III, B of our Policies and Procedures available online at our website. Please review this section carefully.)*
- *The focus group committee members for each focus area will determine the finalist(s) for their area. This is accomplished by following a rigorous review of each application and a site visit to each non-profit organization.*
- *Each finalist will be represented equally to our members. This will happen in two ways. Each focus group bringing forth a finalist will write an executive summary which will be sent to each Impact 100 member. Each of these summaries will follow the same format. Each finalist will also be asked to make a short presentation at our Annual Meeting.*

Q. Can I be a member of IMPACT 100 if I am the CEO or a member of the Board of an agency?

- *Yes! You can even sit on a Grant Review Committee, but not in the category that an application from your agency has been submitted.*

Q. Who can I contact for more information?

- *Please contact Barbara Levitt, Grants Chair, with any questions regarding the grant application process. She can be contacted by email: impact100baldwincounty@gmail.com.*