



Impact100 Westchester

100+ women...one goal

November 1, 2023

www.Impact100Westchester.org
grants@impact100westchester.org



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 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
- Raise awareness of lesser-known nonprofits within Westchester County
- Provide volunteer opportunities to our members through our Hands-On Impact Projects

Our Membership Model

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


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



Our Members

- Last year we had **267 members**
- Our members are philanthropic women 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 January 15, 2024

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

Boost Award

- \$5,000 grants awarded to smaller nonprofits with revenue less than \$250k
- Information distributed in early January
- Simpler application and process starting in early February
- Awards announced in mid-May
- ***Further details to be provided***

Our History

- 2024 marks our **11th grant cycle**
- Since 2014, we have awarded **81 grants**, totaling almost **\$3 million**
- In 2023 we awarded:
 - 2 Transformational Project Grants of \$80,000 each
 - 3 Core Mission Grants of \$29,000 each
 - 4 Boost Awards totaling \$20,000
- In 2022 we awarded:
 - 2 Transformational Project Grants of \$85,000 each
 - 3 Core Mission Grants of \$30,000 each
 - 3 Focus Area Grants totaling \$27,000

2024 Grant Cycle

If we meet our 2024 Membership goals, Impact100 expects to award:

- Two \$50,000-\$85,000 Transformational Project Grants
- Two \$20,000-\$30,000 Core Mission Grants to be awarded to the two finalists who do not receive the Transformational Project Grants
- Four Site Visit Awards of \$5,000 each
- Four Boost Awards of \$5,000 each

Our Impact: Transformational Project Grants

Recipient	Grant Type	Population Served
Meals on Main Street (2023)	Capital Project	Low-income children and teens
The Sharing Shelf (2023)	Program Expansion	Food insecure individuals throughout Westchester
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



Our Impact: Transformational Project Grants

Recipient	Grant Type	Population Served
Westchester Parks Foundation (2018)	Capital Project	Socially and economically disadvantaged children
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**



2024 Grant Cycle Calendar

November 13 – SlideRoom opens to submit Grant Application

December 5 & December 7 - Project Pitch Workshops

December 13 - Grant Writer Conference Call

January 12 - Membership Drive Completed

January 15 - Grant Amounts Announced on our Website

January 26 – Grant Application Submission Deadline

March 1 - Invitation to Virtual Interviews

March 4 – Specific Follow Up Questions Emailed to Invitees

March 11 - Deadline to Submit Responses to Questions

March 25 Through April 5 – Virtual Interviews

April 12 - Invitation to host Virtual Site Visit

April 22 Through May 3 – Virtual Site Visits

May 10 – Finalists Announced

June 4 - 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 mid-January 2024)
- Expend funds on the project within 18 months of the initial Grant installment
- ***NEW THIS CYCLE***- Operating expenses (referred to as Core Operating Expenses) does not exceed 30% of the Project Grant amount. Operating expenses defined as expenses which will be incurred by your organization ***whether or not*** the project goes forward)

Proposal Evaluation 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	<p>Is the proposal transformational for the population served and/or the nonprofit organization?</p> <p>Does the proposal address an unmet need?</p>
Impactful	Program or project goals are designed to create meaningful and lasting change for under-resourced individuals / communities	<p>Will the impact be broad, deep, or both?</p> <p>Who does the proposal serve?</p> <p>What is the size of the population served?</p>
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	<p>Outputs: measurable results of the project / program's work</p> <p>Outcomes: the change that results directly from the project / program</p>
Sustainability	Continuing funding plans following grant period are articulated	<p>For capital projects: ongoing maintenance or other needs</p> <p>For programs: future funding sources</p>

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
- Exclusively 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 Grant Application

- 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

Using SlideRoom

- **SlideRoom** is our Grant Application Tool, available on our website, through which all Grant Applications 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

Project Budget Worksheet

- Our Grant Application 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
 - Core Operating Expenses
 - Other
- Total project cost must be **equal to OR greater than** 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



Application Process for Transformational Project Grants

Stage 1: Online Grant Application

- A link to SlideRoom will be available after **November 13th** at www.Impact100westchester.org, under 'Apply For a Grant'
- Grant amounts will be announced **January 15th**; the Grant Application, plus attachments, are due **January 26th**
- You will receive a confirmation email after you submit your Grant Application with required attachments
- Grant Review Committees will evaluate the Grant Applications assigned to each committee
- Finance Committee will also conduct a cursory review of all Grant Applications

Application Process: Transformational Project Grants

Stage 2: **NEW THIS CYCLE** Invitation to Virtual Interviews

- Our Grant Review Committees will review all Grant Applications and invite approximately 16 applicants to participate in a virtual interview.
- On March 4th all applicants will receive follow up questions from the Grant Review Committee discussions.
- Responses to questions must be emailed to your assigned Nonprofit Advisor by March 11th.
- Virtual Recorded Discussion will be scheduled sometime during March 25 – April 5 to discuss responses.



Application Process: Transformational Project Grants

Stage 3: Virtual Site Visit

- Our Grant Review Committees will review each recorded virtual interview and will invite approximately 8 Applicants for Virtual Site Visits
- Site visits will take place from **April 22 through MAY 3**
- **NEW THIS CYCLE-** Applicants invited to a Virtual Site Visit will be guaranteed a grant award



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 10, 2024**
- The Annual Meeting will take place on **June 4, 2024**
- 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 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 2024 Grant Cycle Calendar for submission deadlines – **Grant Applications are due January 26th**
- Review PDF of the updated Grant Application 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 Grant Application
- Review the list of questions and necessary documents to upload
- Work on your grant application in advance– SlideRoom, our Grant Application portal, will open **November 13th**

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)
- Any questions please email us at:
grants@impact100westchester.org

Nonprofit Advisors

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

- Project Pitch Workshops:
 - Listen to project pitches, ideas and review questions on the Grant Application
 - Help to explain Impact100's grant process, including eligibility and guidelines
 - *December 5th or December 7th via Zoom*
- Individualized Site Visit Prep and Presentation Support for Annual Meeting (*as needed/TBD*)

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



Grant Professionals of Lower Hudson is hosting a Zoom workshop to discuss the mechanics and actual writing of the Impact100 Westchester Grant Application.

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.



Impact100 Westchester

Thank you and Good Luck!

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