



Impact100 Metro Denver is pleased to invite you to submit a \$100,000 grant application for transformational change.

Impact100 Metro Denver, a 501(c)(3) founded in 2015, is pleased to announce its fifth round of funding. In 2020, Impact100 Metro Denver (Impact100) will issue a \$100,000 grant to support a transformational change for a nonprofit organization.

Impact100 works to harnesses the power of collective decision-making and collective grant-making. As a grant-making organization, Impact100 brings together women in our community to do something truly remarkable: give a gift of \$100,000 to a nonprofit organization in our local area that has a big idea and great potential yet may have little access to large-scale funds.

The mission of Impact100 is to inspire and empower a community of women to be intentional and informed philanthropists, collectively funding transformational grants to Metro Denver nonprofits. Each of our members gives \$1,000 annually and has one vote towards the annual grant.

A Grant For Transformational Change

The Impact100 Metro Denver 2020 grant is for transformational change. **Impact100 defines “transformational change” as that which will create sustained and significant improvement in an organization’s ability to serve its mission and constituents.** Transformational change could include changes in the structure or composition of an existing program/project or the addition of a new program/project which has a significant impact on the organization or constituents served by the organization. We encourage nonprofits to think about transformational change as more than incremental change. Additionally, we expect organizations to have a detailed plan to address how the impact of the transformative change will be sustained in future years. Please see our website, Impact100MetroDenver.org for examples of prior winners.



SECTION I: WHO IS ELIGIBLE TO APPLY FOR A 2020 IMPACT100 METRO DENVER GRANT?

- A. Organizations with a focused mission addressing one or more of the following areas of need (See Appendix A for definitions):
 - a. Economic Opportunity and Self Sufficiency.
 - b. Environmental Conservation.
 - c. Health and Wellness.

- B. Organizations with:
 - a. 501(c)(3) status.
 - b. Annual operating expenses of \$1 million to \$5 million during the most recently completed fiscal year.
 - c. At least 65% of programming emphasis directed towards constituents in all or some of the seven Metro Denver counties: Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and Jefferson.
 - d. Ability to complete the application process described herein with required Executive Summary, Colorado Common Grant Application, and attachments.
 - e. A well-thought-out plan for a transformational and sustainable program/project within their organization.

- C. Organizations who collaborate with other nonprofits to develop a transformational and sustainable program/project as long as the primary grant applicant and the collaborating nonprofits meet all criteria of Section I. A. and B.

SECTION II. INELIGIBLE ORGANIZATIONS FOR AN IMPACT100 METRO DENVER GRANT ARE:

- A. Private foundations or individuals.

- B. Organizations that discriminate in any way.

- C. A subsidiary of a national/international nonprofit, unless the local chapter has a local board or advisory committee, receives 20% or less of total operating budget from the national/international organization, and the local chapter's total funding is less than \$5 million annually.

- D. Previous Impact100 grant recipients with these criteria:
 - a. \$100,000 grant winners may not reapply for a period of seven years.



- b. \$25,000 to \$99,999 grant winners may not reapply for a period of three years.

SECTION III: IMPACT100 METRO DENVER WILL NOT FUND:

- A. General operating expenses.
- B. Debt reduction, operating deficits, bridge funding.
- C. Endowment funding.
- D. Capital campaigns (buildings, land acquisition).
- E. Fundraising events or activities.
- F. Activities that are religious, partisan, or political in nature.
- G. Litigation or legal expenses for the applying nonprofit.
- H. Pass through funds or regranting.
- I. Proposals which require additional funds beyond Impact100's \$100,000 grant unless these requirements are met:
 - a. Impact100's \$100,000 grant must be 51% or more of the total proposed program/ project budget.
 - b. Impact100 must have the primary role in working with the grantee towards an agreed timeline and process for the program/project implementation.

SECTION IV: APPLICATION PROCESS

STEP ONE:

Complete an **Executive Summary** narrative of no more than two-pages (1" margins, no smaller than 12-point font, single-spaced) that includes:

- A. A brief statement describing the focus/mission of the organization and the population served.
- B. The Impact100 focus area(s) your proposal will address.
- C. The geographic areas you serve – including what percentage is in the Metro Denver area (see Section I, B. c.).



- D. Summary of the proposed program or project for which the Impact100 Grant will be used including:
- a. Define the need for your program or project in the community.
 - b. Describe how the program or project will be transformational and create sustained and significant improvement in an organization's ability to serve its mission and constituents.
 - c. Describe how the program or project will be sustained in future.
 - d. Complete this statement: "Total projected program or project expenses are \$_____." Then briefly explain the major components of the budget. And if needed, include this statement: "In addition to the Impact100 grant request of \$100,000, funds from other sources are projected to be \$_____." If funds from other sources are required, describe those other funding sources or potential sources and the use of those funds.

Please note: An edited Executive Summary of the finalists will be distributed to all Impact100 members before presentations are made at our annual June Awards Program.

STEP TWO:

- A. Complete the **Colorado Common Grant Application (CGA)**:

<https://crcamerica.org/resources/common-grant-forms/>

- B. Include all of the required attachments with **two exceptions listed below.**

Exception 1: Replace the Cover Letter (CGA: Section I, page 1) with your Impact100 Executive Summary (See Step One).

Exception 2: Include **two** years of audited financial statements. (rather than 1-year specified in the CGA, Section IV, 3.).

- C. Additional CGA notes:

- a. Keep overall narrative response to no more than 5 pages, 12-point font, 1" margins, single spaced.
- b. Narrative Question 4, about program and project requests, should be used to add additional information that is not included in the Impact100 Executive Summary.
- c. Include a detailed summary budget of the proposed project/program for the program period (CGA, Attachments, 1b).

STEP THREE:

Include a one-page timeline of the proposed program/project implementation.



STEP FOUR:

Complete and sign Impact100 Grant Application Checklist (See Section X).

STEP FIVE:

Submit entire proposal as a single .pdf file by 5 pm, FRIDAY, JANUARY 17, 2020 via email to Grants@impact100metrodenver.org.

SECTION V: ADDITIONAL REQUIREMENTS

- A. If chosen as a semi-finalist, be available for a 2-hour Site Visit from two to four members of the Impact100 Grants Committee during March or April 2020 to further discuss the organization's submission in detail.
- B. If chosen as a finalist, agree to make a ten-minute presentation to the Impact100 membership at a live event in early June 2020.
- C. Agree to recognize Impact100 in all communications, interviews, and PR (to stakeholders and media) related to the funded project and to work with Impact100 to seek joint opportunities for awareness building for both organizations.

SECTION VI: IMPACT100 METRO DENVER DECISION MAKING PROCESS

The Grants Committee will review all proposals between late January and May 2020. After all proposals have been reviewed, the committee will determine which organizations will be chosen for Site Visits.

Those organizations chosen for Site Visits will be contacted in mid-March 2020 to determine a mutually agreeable date for the Site Visit. Participation in the Site Visit should include a board member, Executive Director (or equivalent), and any other persons the organization feels will be responsible for implementing the program or project.

Those organizations not selected for a Site Visit or for further consideration in 2020 will be notified in April.

After the Site Visits, finalists will be chosen and will be informed by May 10, 2020.

Finalists will be asked to make a ten-minute presentation to the Impact100 membership meeting in early June 2020. The membership will vote and the \$100,000 grant will be awarded



to one of the finalists at that meeting. Additional funds may be awarded to the other finalists, as available.

SECTION VII: PRIMARY EVALUATION CRITERIA

Competitive applications will clearly:

- A. Meet the criteria listed above in Section I.
- B. Demonstrate how a one-time grant of \$100,000 will make a TRANSFORMATIONAL CHANGE in the organization's ability to serve its mission and constituents. *(Include in Executive Summary).*
- C. Describe how this transformational change will be sustained in future years. *(Include in Executive Summary).*
- D. Demonstrate that the program/project budget is consistent with and adequate for the program/project goals and activities. *(Include in CGA Attachment 1b).*
- E. Demonstrate how the results of this specific program/project will be measured. *(Include in CGA Section III, Question 5a, b, and d.).*
- F. Include a well-thought-out timeline for implementation and completion of the program/project. *(Include as attachment).*
- G. The organization is financially sound.



Impact100 Metro Denver
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SECTION VIII: APPLICATION QUESTIONS

Grant application webinar - Questions about the Request for Proposal and Impact100 grant application process will be answered during a webinar to be held on **NOVEMBER 6, 2019, 3:30 to 4:30 PM.**

To participate, follow the below instructions:

1. If calling in, dial in to 1-800-216-0770, use passcode 282321.
2. If participating online, login to this link, <https://thedenverfoundation.globalmeet.com/PSGDepartment> (you can use the Firefox browser or download the app).
3. You will be prompted to enter your email address. Click continue.
4. You will be prompted to enter your first and last name. Click continue. Follow instructions for audio permissions. Questions can be entered on the bottom left side.

If you cannot attend the webinar, you may email a question in advance of the webinar. The question will be answered during the webinar. Afterwards, a recording of the webinar will be posted at: <https://www.impact100metrodenver.org>. No phone calls please. Email questions to: Grants@impact100metrodenver.com

SECTION IX: GRANT TERM

The grant term is 12 to 18 months. Funds will be dispersed in incremental payments during the Grant Term based upon meeting mutually agreed upon benchmarks by the winner(s) of the grant(s) and Impact100 Metro Denver.



SECTION X:

IMPACT100 METRO DENVER GRANT APPLICATION CHECKLIST

Please complete, sign, and date the following Checklist, and include it with the final submission.

This organization:

- Is a 501 (c)(3)
- Has annual operating expenses of at least \$1 million, but no more than \$5 million
- Has at least 65% of programming emphasis directed towards constituents in all or some of the seven Metro Denver counties: Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and Jefferson
- Focuses on one or more of these areas: Economic Opportunity and Self Sufficiency, Environmental Conservation or Health and Wellness

This submission includes:

- An Executive Summary of no more than 2-pages addressing questions from the Impact100 Grant Application (SECTION IV, Step One)
- A one-page Program/Project Timeline (SECTION IV, Step Two)
- The Colorado Common Grant Application and attachments ***including a detailed program/project budget***
- This page, Section X, Impact100 Grant Application Checklist

Signed: _____

Date: _____

Print Name: _____

Print Organization Name: _____



Attachment A



2020 GRANT-MAKING FOCUS AREAS

ECONOMIC OPPORTUNITY AND SELF SUFFICIENCY

The ability to independently succeed in life is squarely rooted in economic opportunity. Barriers such as systemic oppression and racism, intergenerational cycles of poverty, inequitable educational opportunity, and disabilities prevent individuals and families from experiencing economic independence.

Programs typically address economic opportunity and self-sufficiency and focus on economic independence and self-sufficiency in housing, training, post-secondary education, or life skills. Additional examples include programs that lay a path for career development, advancement, and provide opportunities for increased earning capacity. Also included are programs that address and nurture the family unit as a whole. In the case of elderly or disabled residents, programs work to improve programs work to improve living conditions or enable residents to age-in-place.

ENVIRONMENTAL CONSERVATION

Conserving our natural resources is fundamental to our quality of life. A strong environment supports vibrant communities now and in the future.

Examples of programming that promotes environmental conservation include those that address consequences to health and economic stability; public awareness and education regarding environmental conditions; protection and preservation of natural areas and resources; and the expansion of, or access to, outdoor recreation.

HEALTH AND WELLNESS

Improving our community's overall health advances individual and community prosperity. We all benefit when everyone has the opportunity to both access healthcare and can live where conditions promote health and well-being.

Examples of programming that strives to improve health and wellness include those that address access to physical, mental, or behavioral health services; preventative care, wellness or education services; risk awareness and social determinants; education and support; equity in health care; endeavors focused on overall wellness; and physical education.



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