Welcome
GRANT SEEKER WORKSHOP
If you have questions along the way, please put them in the chat and we will answer them at the end.

Please stay on mute.
Today’s Agenda

- Welcome & Introductions
- Community Foundation Updates
- Grant Application Process
- How to Access the Letter of Intent
Introductions

January Reissman
Vice President for Community Impact

Daryl Houston
Senior Community Impact Officer

Eric Aquino
Community Impact Associate

Alexandra Boyle
Community Impact Assistant

Caitlen Macias
Community Impact Assistant
Mission: Together with our donors, serve as the leading catalyst for building vibrant communities through meaningful philanthropy.
COVID-19 Response Fund

OVER $3.5 MILLION RAISED

TOTAL GRANTS 59

TOTAL AWARDED $2,474,000

28.2% Health (PPE, testing, providing health care)

27.4% Food & Meal Distribution

22.2% Tech/Care (education, childcare, digital divide, technology)

12% Housing (mortgage, rental & utility assistance)

10.2% Food Plus (food and meal distribution coupled with housing, health or emergency assistance)

*88.4% of COVID-19 grants were awarded in Palm Beach County.

COVID-19 Resource Hub was created on our website to help quickly disseminate information about coronavirus testing, school updates, and food banks.
Racial Equity Hub

We are listening and learning together

The Community Foundation's Racial Equity Hub offers visitors access to essential resources on diversity, equity, and inclusion. We are committed to advancing racial justice and building a more equitable future for our community by using our voice, influence, programs, and initiatives to help end racial disparities. Follow our racial equity journey on our website yourcommunityfoundation.org.

FAST FACT

The Economic Council is promoting the hub as the 'official hub' for racial equity in Palm Beach County.

"Our goal was to create a space to uplift, educate, and amplify voices. A more equitable community benefits us now and in the future."

- Naki Carter, Director of Marketing & Communications
Last year, we granted $2,003,550 to 76 unique non-profit organizations.
Community Impact Grants

GRANTMAKING OVERVIEW

TOTAL FUNDS DISTRIBUTED $2,003,550
TOTAL GRANTS: 79
TOTAL ORGANIZATIONS SERVED: 76
AVERAGE AWARD: $30,748

Types of Grants

COMMUNITY IMPACT GRANTS: 86.1%
MINI-GRANTS (LESS THAN $10K): 13.9%

Give Where You Live

The Community Foundation completed its strategic plan implementation of identifying and investing in Community Revitalization, Educational Attainment, and Positive Youth Development. Over $2 million was awarded to 76 organizations in support of these three competitive grantmaking areas.

Grants by Focus Area

COMMUNITY REVITALIZATION: 45%
EDUCATIONAL ATTAINMENT: 25.2%
POSITIVE YOUTH DEVELOPMENT: 26.5%
OTHER: 3.4%
Hear from our Grantee Partners:

Suits for Seniors completed their program, hosted a drive-by graduation, and engaged the youth in community service. In total, their students served over 7,000 families during the pandemic. “This is in my top 5 best experiences of high school,” said one participating student. Suits for Seniors is proud of the success of their students during these uncertain times.

Sea Turtle Adventures has collected a total of 3,100 pounds of trash in 11 cleanups through their program Sprucing UP Sand Castle. “Successes have included the removal of a significant amount of trash from the San Castle community, engagement by residents and interested volunteers in the community, and educational awareness spread to all participants including children who have really enjoyed attending the cleanups.”
Our 3 Focus Areas

1. Community Revitalization

2. Post Secondary & Career Pathways*

3. Positive Youth Development
   a. Summer Programs

*Formerly Educational Attainment
Community Revitalization

Support to those who are enhancing communities by making them safe, vibrant, clean, and green. This includes programs or projects that are improving communities physically, socially, or economically.
Focus Area #2: Eric Aquino

**Post Secondary & Career Pathways**

Supplemental support outside the normal school day, additional support for first-generation students entering college, vocational programs, and workforce development programs leading to education beyond a high school diploma.
Focus Area #3: January Reissman

**Positive Youth Development**

Support for intentional, pro-social approach that engages youth within their communities. We want to recognize and build upon strengths, foster positive relationships, and improves leadership skills.
Positive Youth Development (PYD): Summer Programs

In order to better support summer programs, we are expediting the timeline for any PYD applicants with a program taking place in Summer 2021. You will be prompted to complete the "LOI" and the "Application" during the LOI phase.

Expedited timeline:
• LOI/Application opens December 7, 2020
• LOI/Application closes January 6, 2021
• Grant Notifications March 19, 2021
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>Dec 7, 2020</td>
<td>Letter of Intent (LOI) opens</td>
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<tr>
<td>Jan 6, 2021</td>
<td>Letter of Intent (LOI) due at 5pm</td>
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<tr>
<td>Feb 8, 2021</td>
<td>Full Proposals invited</td>
</tr>
<tr>
<td>Mar 1, 2021</td>
<td>Full Proposals due at 5pm</td>
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<tr>
<td>Mar 19, 2021</td>
<td>Summer Programs Notified</td>
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<tr>
<td>Mar-Apr 2021</td>
<td>Site Visits every Tues, Wed, and Fri</td>
</tr>
<tr>
<td>May 21, 2021</td>
<td>Grants awarded</td>
</tr>
<tr>
<td>May-June 2021</td>
<td>Measurement calls w/ Program Officers</td>
</tr>
<tr>
<td>July 1, 2021</td>
<td>Grant period begins</td>
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</table>
Grantee Eligibility

• You must be **tax exempt** under Internal Revenue Code (IRC) Section 501(c)(3) organization and public charities under IRS Section 509 (a). Organizations operating under a fiscal sponsor with tax exempt status under IRS Section 501(c)(3) may also be considered.

• You must be **located within Palm Beach and Martin Counties** or be proposing a program that directly benefit residents of Palm Beach and Martin Counties.

• The request must be for a **new program/project or an expansion** of an existing one.
We will **not** consider competitive grant requests for any of the following:

- annual appeal
- capital campaigns or capital projects
- deficit financing
- for-profit, parochial, charter, private, or individual public schools
- fundraising event
- open space purchase
- nonprofit endowments
- requests for a specific individual
- requests to support religious or political causes

*The Community Foundation for Palm Beach and Martin Counties (CFPBMC) does not discriminate on the basis of race, religion, national origin, disability, gender, veteran status, sexual orientation, or age. Grantees of the CFPBMC must hold similar standards. CFPBMC requires that all Grantees have anti-discrimination and/or anti-harassment policies and reserves the right to revoke this agreement if the policies are not adhered to.*


Grantee Eligibility

• You may only complete **ONE** LOI.

• You *can* apply if you have a fiscal agent.

• You *can* write proposals for multiple non-profits, but you must create separate accounts with separate email addresses.
Funding will be provided in two categories:

- **Mini-grants**
  - $500 to $10,000
  - For newer organizations or those who have an annual budget of $250,000 or less
  - Final report only

- **Impact grants**
  - $10,001 to $55,000
  - Mid and Final Report
Tips for a Good Proposal

Good proposals…

• Are concise and clear in what the program is trying to achieve
• Generate visible results within the grant period
• Have a concrete plan for measuring outputs and outcomes
• Have a completed and well-thought out budget
• Explain why your non-profit is the right one for the job
• Explain how your non-profit will leverage our grant dollars
• Value collaboration, learned and lived experience, and best practices
Community Revitalization Funding Criteria

Priority will be given to programs or projects that incorporate **best practices** of community revitalization work such as:

- Addressing needs identified by local residents
- Involving community members that represent the targeted population
- Leveraging the existing strengths and assets of the community
- Collaborating with other neighborhood efforts or organizations
- Building leadership within the community
Post Secondary and Career Pathways Funding Criteria

Priority will be given to programs or projects that incorporate best practices of post secondary and career pathways work such as:

- Programs that help re-train people to learn new and/or more relevant skills
- Programs that help connect communities to geographically significant opportunities for job placement
- Programs that provide training for "middle skills" jobs
- Programs that have direct links to academic/post-secondary attainment
- Programs that provide "wrap-around" support for post-secondary persistence/completion

2. https://www.pbcskills.org/
Positive Youth Development Funding Criteria

Priority will be given to programs or projects that incorporate **best practices** of positive youth development work such as:

- Input, feedback loops or co-creation by youth is a part of program
- Physical and psychological safety for youth
- Measurable objectives and appropriate structure
- Supportive relationships
- Opportunities to belong
- Positive social norms
- Opportunities for skill-building
- Integrate family, school and community efforts
Questions from the chat box
How to Access the Letter of Intent:
Visit yourcommunityfoundation.org
Looking for a Grant?

The Letter of Intent for our 2020-2021 Grant Cycle opens on December 7, 2020. We are hosting a virtual Grant Seeker Workshop on Thursday, December 10, 2020 from 1:00pm-2:00pm. Nonprofits can register at the link below. Please see the timeline below for an overview of our cycle, and please read through the Frequently Asked Question section on the right.

APPLY FOR A GRANT

Questions?
We’re happy to help.
Creating Your Online Account

www.grantinterface.com/Home/Logon?urlkey=cfpbmc
Creating Your Online Account

Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page.

⚠️ Using the browser’s back button will delete your registration information.

1. This registration process has multiple steps you must complete before you can apply.
   Fields with an asterisk (*) are required.

<table>
<thead>
<tr>
<th>Organization information</th>
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<tbody>
<tr>
<td>Organization Name*</td>
<td>EIN / Tax ID (#-####)</td>
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<tr>
<td>Web Site</td>
<td>Telephone Number (#-###-###-####)</td>
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<tr>
<td>Address 1*</td>
<td>Address 2</td>
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<tr>
<td>City*</td>
<td>State*</td>
</tr>
<tr>
<td>Postal Code*</td>
<td>Country</td>
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Next >
Creating Your Online Account

Duplicate Tax ID

ATTENTION! The Tax ID number you have entered is already registered in our system. DO NOT create a duplicate account for your organization as it can lead to many issues. Please contact aboyle@ctfpmc.org to get added to your existing organization.
Creating Your Online Account

Using the browser’s back button will delete your registration information.

This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (*) are required.

Organization Information

User Information

Copy Address from Organization

Prefix (Mr, Mrs, Ms, etc.)*

First Name*

Middle Name

Last Name*

Suffix (Sr, Jr, III, etc.)

Business Title*

Email / Username*

Email / Username Confirmation*

Telephone Number (###-###-####)*

Mobile Number (###-###-####)

Previous

Next
Creating Your Online Account

<table>
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<tr>
<th>Organization Information</th>
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<tr>
<td>User Information</td>
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<tr>
<td>Executive Officer Question</td>
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<tr>
<td>Additional Executive Officer Information</td>
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<tr>
<td>Password</td>
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Passwords must be at least six characters long and may contain capital or lowercase letters, numbers, or any of the following special characters: !@#$%^&*()_+

<table>
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<th>Password*</th>
<th>Confirm Password*</th>
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Previous  Create Account

Email Confirmation

- You will be receiving emails from this system about your request.
- To ensure you receive emails from this system, we have sent you an email to confirm your account was created successfully. If you do not see an email from Community Foundation for Palm Beach and Martin Counties <administrator@grantinterface.com>, look in your junk or spam folder.
- To remove Community Foundation for Palm Beach and Martin Counties <administrator@grantinterface.com> from your spam filter, see the link below.
- Click here for a tutorial about removing email addresses from spam filters.

- I have received the email
- I have not received the email
- Continue without checking
- I have not received the email

Send Email Again  Continue
Impact 100 Men is a grant provider for education, personal and social services for children. Our goal is to fund new, innovative activities that transform the community. We facilitate this by awarding up to a $100,000 high impact grant to a nonprofit focused on innovative programs addressing needs of the most vulnerable children in our community in South Palm Beach County. **Your project must serve children of southern Palm Beach County within the boundaries of Lake Worth Road south to the Broward County line, and from the Atlantic Ocean west to the Palm Beach County line. The entire grant must be used in this geographic area.**

Continue to the Eligibility Quiz to determine if your organization's project meets the rest of the criteria.

Should you have questions about your organization's or project's eligibility before submitting your answers, please email us!

Since inception, the Community Foundation has awarded more than $150 million in grants through the generosity of donors. Together with our donors, our mission is to serve as the leading catalyst for building vibrant communities through meaningful philanthropy. We believe that all of our residents should have the same opportunities to thrive and succeed in life. We do this by supporting and partnering with exceptional nonprofit organizations that address our most pressing needs and bring positive change to our communities.

The 2020-2021 Grant Cycle Letter of Intent opens on Monday, December 7th and closes on Wednesday, January 6th. Full Proposals are invited early to mid-February, and site visits are conducted during March and April.

**Organizations are only allowed to apply once under one Focus Area.**
Welcome to the Community Foundation for Palm Beach and Martin Counties' 2021 Letter of Intent (LOI).

Thank you for taking the time to share your organization and program with us. We look forward to learning about all the good work you do in our community!

Please complete this LOI by Wednesday, January 6th at 5pm. Everyone must complete this LOI no matter if you are applying for a mini grant or an impact grant. Organizations are only allowed to apply once under a specific Focus Area.

Please email aboyle@cfpbmc.org with any questions.
The LOI

Eligibility Confirmation
Do you understand and certify that you meet all the eligibility requirements as stated above?
- Yes
- No

Fiscal Agent
Are you working with a fiscal agent?
- Yes
- No

Organization Information
Year Founded
#

Mission and Vision
Please provide a brief summary of your organization's mission and vision.

1,500 characters left of 1,500
Recent Accomplishments
The LOI

### Program Finances

**Program Budget**

Please download [this program budget template](#), complete, and upload.

Do not edit this sheet in your browser; click the “Download” button on the upper right corner, complete the sheet, and upload it below.

Upload a file [5 MiB allowed]

**Budget Narrative**

Please describe how funds will be allocated and managed.

1,500 characters left of 1,500

**Amount requested from the CFPBMC**

This will determine whether you apply for a mini-grant (Up to $10,000) or an impact grant ($10,001-$50,000).

$ 

**Estimated annual cost of the program**

$ 

**Amount of funds secured, funding sources, and whether they are approved/pending**

Please use bullet points.
## The LOI

**File > Save As > Download a Copy**

![Excel Sheet](image-url)

<table>
<thead>
<tr>
<th>Organization Name:</th>
<th>Community Foundation for Palm Beach and Martin Counties</th>
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<tbody>
<tr>
<td>Project Name:</td>
<td>Proposed Project Budget for LOI</td>
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<tr>
<td>Date:</td>
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***Greyed boxes do not require input. Formulas automatically update totals.***

### PROJECT INCOME

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<tr>
<th>Contributed Income</th>
<th>CFPBMC REQUEST</th>
<th>OTHER FUNDING</th>
<th>TOTAL</th>
<th>% of Total</th>
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<tr>
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<td>Individual</td>
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<td>Total Contributed</td>
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<td>$</td>
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**Earned Income**

|                  |                |               |       |            |
| Service Fees     | $              | $             | $     | $/Div/01   |
| Membership Dues  | $              | $             | $     | $/Div/01   |
| Events           | $              | $             | $     | $/Div/01   |

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**Original Request for LOI**

**Updated Request for APP**

**For Interim Report**

**For Final Report**

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**Community Foundation**

*Your Philanthropy, Our Community, Better Together*
The LOI

Target Population
Where do your program participants live? How have residents within the target populations/neighborhood(s) been involved in identifying the need, and planning for this program? How many residents participated? How will they be involved in the implementation? How did this process include diverse perspectives and participation by residents of all ages and backgrounds?

Upload Documents
- Roster of Board of Directors
- Most Recent Audited Financials
- Applicant or Fiscal Sponsor IRS Tax-Exempt Letter

Due on 01/10/2020 05:00 PM EST.
Submitting the LOI

Confirmation Page

Your LOI has been submitted.

Reply To: aboyte@cfpbrnc.org

Subject: Thank you for your LOI submission to the Community Foundation

Body:
Thank you so much for your Letter of Intent submission to the Community Foundation for Palm Beach and Martin Counties. Those invited to submit a full application will be notified early/mid-February. Thank you for your work in our community!

Applicant Information
First Name Last Name
Address
City, State Zip
Phone Number
Email

Form Name:
Process Name:
Project Name:
Last Chance for Questions in the chat!
THANK YOU!!

OVER $15 MILLION awarded in total
Helped 2400+ students go to college since 1983

“This scholarship is a tremendous help. My experience working at Publix during a pandemic while trying to finish high school was tough at first. We’ve never had an experience like this, but the support and recognition that the Class of 2020 and front line employees have received is heartwarming and makes it all worth it. Thank you to your amazing foundation!”

-Shanice Lodge, a 2020 recipient from Jupiter High School will be majoring in Biology at the University of Central Florida.

“While graduating from high school during these unprecedented times has had both its highs and lows, I am especially thankful for this scholarship because it will help me throughout my four years of college to limit my student debt. This will allow me to focus on my academics at Florida College as I learn more about marketing and finance in order to succeed in my future career.”

-Paige Kercheville
Graduate: Seminole Ridge College
College: Florida College
Major: Marketing

Scholarships
Amplifying the impact of future leaders
The Community Foundation is one of the largest providers of scholarship grants in our area thanks to more than 100 scholarship funds.

Last Year
88 students received more than $1,000,000 in awards
63% of Scholarship Recipients stayed in-state for secondary education.
84% of South PBC recipients showed significant financial need.

Race
Black or African-American: 33%
White: 27.3%
Hispanic or Latino: 22.7%
Asian-American: 10.2%
Other: 6.8%

Gender
Female: 70.5%
Male: 28.4%
Gender Non-Conforming: 1.1%