Impact100 Mobile:
Grant Application Questions

Printed applications will not be accepted.

Impact100 Mobile reserves the right to alter and/or request additional information from the applicant during the grant application evaluation.

EVERY QUESTION MUST BE ANSWERED. Your application will be considered incomplete and ineligible for review if you do not answer all questions. If there is a question that is not applicable to your organization, type "not applicable". EVERY QUESTION MUST BE ANSWERED.

What is the name of the Lead Agency?
List the legal name of the agency. Include DBA if applicable.

If your agency is operating under a parent organization, please list the name of that organization. We must have the name registered with the IRS as a 501(c)3.

Share your Mission Statement and brief history of your organization, including notable successes.

Describe your current programs and projects.

Federal Tax ID Number

Physical Address of Lead Agency

Mailing Address of Lead Agency (If different)

Primary Contact- Name

Primary Contact- Position or Title in Agency

Primary Contact- Phone Number

Primary Contact- Email Address

Secondary Contact- Name

Secondary Contact- Position or Title in Agency

Secondary Contact-- Phone Number

Secondary Contact- Email Address

Designate the Focus Area for your project. ***Care should be taken to apply in the most appropriate focus area. An application may be disqualified by a focus group if it does not fall within the scope of the focus areas as defined below.***

- **Arts, Culture and Recreation: Initiatives that cultivate, develop, and enhance the cultural, artistic and recreational climate of Mobile County.**
- **Education: Initiatives that further the educational process or improve access to education for children and/or adults in Mobile County.**
- **Environment and Preservation: Initiatives that restore, preserve, revitalize or enhance the natural resources, facilities and surroundings in Mobile County.**
- **Family: Initiatives that strengthen and enhance the lives of children and families living in Mobile County.**
- **Health and Wellness: Initiatives that improve the mental and/or physical well-being of people living in Mobile County.**

What is the program/project title?

What is the total budget for this project?
Your project budget must equal or exceed the 2022 Impact100 grant amount of $102,000. If the requested amount is less than the grant amount by more than $500, the application will be considered ineligible.

List the specific items requested in the budget for the Impact100 grant. Example: 12 Passenger Van $12,345, Commercial Washer/Dryer $1,234, ABC Equipment $12,345, 10 Double Beds $5,678

List all other organizations (if any) collaborating on this project.
A collaborative grant proposal is one where two or more agencies join together to submit a proposal for an Impact100 grant and all agencies will be jointly responsible for the execution of the project and the expenditure of the funds. All agencies must be designated a 501(c)3 public charity under IRS guidelines and provide copies of their IRS letter affirming their status.

Upload required 501(c)(3) public charity tax determination letter, in PDF format.
You must provide a copy of the IRS letter affirming 501(c)(3) public charity status for EACH collaborating agency.

Summary of project: Give a brief summary of your project as related to the funding request.
Include an estimated duration of project, with expected start and end date.

Describe the target population of the project and the specific need in the community. Also estimate the number of direct and indirect recipients that this project will serve. What percentage of this population resides in Mobile County (estimate)?

Describe the goals of your project. What do you hope to accomplish? What is the expected impact on the target population and the overall community?

Describe the specific activities that will be used to accomplish the program objective.

Why is your organization qualified and appropriate to address this need or benefit?

Describe how or why you selected this project. Include how the project fits into your organization's mission.

Describe how you will know when you have accomplished your goals and how you plan to measure impact and results.

How will you sustain this project after the Impact100 Mobile grant fund has been exhausted?

If your program is a collaborative effort, please describe the collaboration and list all partners and their roles.
Each collaborating agency must be designated as a 501(c)3 public charity by the IRS.

If you have other funding sources for this project, please list and describe. Include funders and amounts. Include copy of lender approval letter, if applicable,

Does this project require any certification or license?

Will this project involve making physical improvements to any property?

If you DO NOT own the property AND the project includes physical improvements to the property, please describe the legal relationship between your agency and the owner of the property in question.

Be prepared to share documentation of the described relationship with your site visit team. This should be a written agreement such as a contract, lease, or some other document that would indicate a specific time period where the agency's use of the property has been granted by the owner of the property. i.e. the owner may have donated the property or building to your agency or has intended it for long term use by your agency. Impact100 Mobile requires a minimum of a 5 (five) year contract, lease or agreement.

Agencies must use the budget template provided by Impact100 Mobile.

Grant funds will be disbursed according to your budgeted expenses, so this is a very important component in your application. Any variance of more than $5,000 from the submitted budget must be approved in advance by the Impact100 Mobile Board.

If your project budget is more than the Impact100 grant, you must explain how you will obtain the additional funds to execute the project. List, in detail, the source of these additional funds. Impact100 Mobile reserves the right to request proof of additional funds for the project stated in this application.

Project Budget
Agencies must use the budget template provided by Impact100 Mobile.
Provide a detailed budget and insert additional rows as needed.

Executive Director- Information
Provide legal name.
Include title, phone number, and email address if different from information listed in Primary/Secondary contact section.

Board Members

List each member's legal name, board position, profession/affiliation, county/state of residence, and years served.

Percentage of board members that have contributed financially to the organization within the last year.

Of your organization's total contributions received within the last year, approximately what percentage was comprised of donations from board members?
List key staff members: include qualifications and years served.

Describe how your organization utilizes volunteers.

Agency Website

Social Media Accounts: List platform and handle/name of account.
Example: Facebook, Impact100 Mobile

May we recognize your organization as an applicant at the end of the awards process?

Please upload no more than 3 photos of your organization that we can use on our website and in other publicity.
Include your agency's name in the filename.
Examples: YourOrganization1.jpg, YourOrganization2.png.

Upload Financial Statements for the most recently completed fiscal/calendar year for your organization and any collaborating agency. Include: 1. Balance Sheet, 2. Income Statement, 3. Current Operating Budget, 4. Audited financial statements including auditor's notes. If the organization does not have audited financial

statements prepared, then upload the three most recently completed IRS Form 990's.

Upload one document containing the requested information for all agencies. Name the document YourOrganizationFinancial.pdf

Our tax-exempt status under IRS section 501(c)(3) has not been revoked or modified. Yes No

We understand, if this proposal is chosen for funding, funds will only be released in accordance with the budget we supplied, and only after submission of appropriate invoices.

We understand we are required to notify Impact100 Mobile immediately of any material change that could affect our ability to execute the planned project, or our need for the funds as stated in our project budget.
This includes an obligation to notify Impact100 if you receive funding for this proposal from other sources at any time prior to Impact100 awarding its grants.

I certify, by typing my name and position below, that I hold the position so stated; that to the best of my knowledge, the information and statements contained in this application are true, correct and complete; that our organization and its board of directors authorize submission of this funding proposal.

First Signee: Legal Name, Position in Organization

I certify, by typing my name and position below, that I hold the position so stated; that to the best of my knowledge, the information and statements contained in this application are true, correct and complete; that our organization and its board of directors authorize submission of this funding proposal.

Second Signee: Legal Name, Position in Organization

Certification: Collaborating Agency

If this project involves two or more agencies, the name of the Executive Director and Chair of the Board for each non-profit organization must be typed below.

By authorizing their names to be typed below, each individual certifies their role within their organization and that to the best of their knowledge, the information and statements contained in this application are true, correct and complete.

Verify that all questions are answered and that all required documents are uploaded before submitting your application.

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