

QUESTIONS ABOUT GRANT APPLICATION

Impact100 Hunterdon

2024 Grants Cycle



The Grants Team tried to make the application robust enough for committee members to be able to gain an understanding of the organization and the project and assign a grade. But, we also tried to make the application simple enough for that process to be reasonable enough for busy nonprofits to complete it. We tried to frame the questions such that they encouraged quality information. All this is to say that we are hoping to make this reasonable for both the applicant and the reviewer but a few questions have come up and we will answer them here.

- **Can animal welfare agencies apply? Does the project/program need to be animal or human focused?**

Yes, animal welfare agencies would qualify if other criteria is met. We're not asking every project to benefit humans and we value the work done by animal welfare charities. You should choose which category most closely aligns with your project.

- **Would preservation, historical projects be considered?**

Yes, we encourage these projects assuming they meet the other criteria.

- **Is there a preference for women led/ women focused organizations?**

Although Impact100 Hunterdon is a woman-led organization, we do not have a preference for women focused organizations or nonprofits led by women.

- **Can you clarify the first 2 bullets under fatal criteria?**

We are guilty of a double-negative on this and will correct it in future versions! To be clear, this grant is not for general operating or administrative expenses. Funding is to be for a capital project, expansion of an existing program, or new initiatives in Hunterdon.

- **Does the agency's budget need to be included?**

We request that all applicants include their financials as of 6/30/24, including performance against budget. That would be year-to-date or full year depending on your fiscal year end.

- **Can we (Impact100) share the rubric?**

We do not intend to share the grading rubric. However, it may be helpful to know that each score is tied to each question asked on the application. The reviewer will then be asked to give an overall score to the application. We encourage everyone to be as clear as possible and show compelling impact and outcomes in Hunterdon County. Data referenced should, to every extent possible, be local. Using state or national data will not be helpful to the reviewer.

- **Can Impact100 Hunterdon share the Grant Overview document?**

The Grant Overview document was shared to all potential applicants. If you did not receive it, please e-mail lbrooks@binnaclehouse.org for a copy.

- **Can requested funds be used for a capital campaign?**

If the capital campaign is focused on a transformative project or program, it would qualify. Funds cannot be used for operating expenses or to create or build an endowment.

- **Is there a preference for the project to go deeper (fewer individuals but deeper impact) vs wide swept impact (many people served)**

We do not have a preference for high volume projects. We know that many of you do work that is intensive and resource-heavy with fewer recipients. Your application should reflect your impact as such.

- **Is there a preference for collaborative projects with one or more partners?**

Collaborations are welcome, but we do not have a preference for collaborative applications. In the case of a collaborative application, only one agency can be the lead.

- **If the nonprofit is volunteer driven and is global can we apply?**

Yes, however, it is unlikely that an application for an organization that is doing work outside of Hunterdon would score highly. Impact100 Hunterdon was created to fill what we perceive to be a gap in funding for work done in Hunterdon County.

- **Does the rubric include if the proposed service is a duplication of what is already provided?**

We have included this as a question on the grant application and the scoring rubric. We understand that multiple agencies do similar work in our county. Our intent with this question is to understand what makes this project or program better, more impactful, or improve outcomes for those that it benefits. Please be clear on the need for the program and what outcomes will come from it. Is this a brand-new initiative in Hunterdon – tell us! If it isn't, how is it unique and needed?

- **Can you confirm that the entire grant application is just a template and not a fillable form?**

That is correct, our intent was to make the application accessible to everyone. In the future, this may become an online application but for 2024 we request responses be e-mail in either word or pdf form.

- **Our organization is exempt from filing a 990, what should we do?**

Our intent with requesting 990's was for reviewers to be able to review financial information in similar formats. If you do not have a 990, please provide an audit. We simply want to ensure that the organization is financially solvent now and in the future. We also want to confirm that the program/project budget presented is realistic and

executable within the three-year timeframe. Finally, the organization should be able to demonstrate that they can successfully manage a program or project of this size and dedicate it to Hunterdon County.

- **With regards to the required org budget and the YTD financials - is that our projected 2024 budget and does it include the project or not?**

This would be your projected 2024 budget and your actuals against that. This may or may not include the project. We understand that some of these projects are in the dreaming phase or may not appear on your regular budget. The project budget is separate from your organizational budget.

- **We only have 990's from 2021 and 2022 as our 2023 990 is not completed yet, is that acceptable?**

Yes, we are simply requesting the two most recently filed 990's.

- **You require no more than 25 % administrative expenses, does that include personnel?**

It is up to you to decide what is included in administrative expenses. We know that many staff are considered program, in whole or in part. We are using the administrative expense number from your 990 as that is our best way to score everyone as equally as possible. We encourage you to clarify administrative expenses with a financial professional to best represent your organization. If your percentage is over 25% please provide an explanation.

- **Can you please elaborate on allowable expenses for the Impact 100 Hunterdon grant application?**

Any reasonable expense related to the delivery and execution of this program would likely be allowable. Please keep in mind that the reviewer will be looking at the program budget and the program narrative to give a score on it. The narrative is your opportunity to give a brief explanation of an expense. For example, if an organization wants to buy a vehicle but lists the expense at \$10,000 they can explain that they have a unique opportunity to get it at that price. Or if they list it at \$100,000 they can explain that it has to be outfitted in a way that makes it very pricey. If you are looking to hire staff, this is the chance to explain what positions you are looking to fill. The narrative gives perspective to the numbers.

Let us also add that there will be reporting requirements after the grant is awarded to make sure that funds are being spent as stated in your budget over the three-year life span of the grant. Ultimately, we're looking for expenses that are reasonable, defensible, critical to the administration of the program, and able to be reported out to the grant administration team during the life of the grant.