



CATALYST GRANT GUIDELINES

OVERVIEW

Impact Austin is a community of women that seeks to transform lives in the Austin area through high-impact and life-long giving. Impact Austin combines annual \$1250 donations from members and gives multiple high-impact grants each June to local, worthy causes selected by our members.

Since 2003 Impact Austin has been providing program grants to nonprofits in the Greater Austin area to fund direct service activities that produce measurable evidence of results for clients and that directly align with the mission of the organization.

Since 2015, we have awarded a catalyst grant to a nonprofit in the Greater Austin area to strengthen or grow its organization.

WHAT WILL WE FUND?

In the application you will be asked to identify the one or two broad categories (bold text in the list below) under which your request falls. As we seek to fund what you identify as your capacity needs, there also will be an option to list “other” should your project fall outside of these broad categories.

Mission, Vision, and Strategy

- Strategic Planning
- Organizational Assessment

Governance and Leadership

- Leadership Development
- Board Development
- Executive Transition
- Restructuring

Program Delivery and Impact

- Program Design and Development
- Program Evaluation

Strategic Relationships

- Collaborative Capacity Building
- Strategic Partnerships

Resource Development

Fund Development
Earned Revenue Development

Internal Operations and Management

General Management
Human Resources Management and Training
Employee Retention
Financial Management
Operations
Marketing and Communications
Technology and Information Systems
Volunteer Recruitment & Management
Facility Planning & Improvements
Capital Improvements

RESTRICTIONS

Impact Austin will not fund the following:

- Debt reduction
- Endowments or memorials
- Bridge funding or interim financing
- Operational deficits
- Political lobbying or legislative activities
- General fund drives, annual appeals, or fundraising events
- Fraternal, sectarian or religious organizations where the grant is intended to principally benefit members/adherents or to fund inherently religious activities
- Private foundations
- Litigation/legal expenses in actions by or against the organization
- Sports teams, activities or competitions

Our guidelines are continuing to evolve, and Impact Austin reserves the right to change its criteria without prior notice at any time.

CATALYST GRANT DEFINED

A *catalyst grant* provides funding for the purpose of strengthening or growing a nonprofit organization in order to improve its future performance, impact and sustainability, all in support of its mission and vision.

- Must produce measurable results for the organization by the end of the grant period
- Term: Up to two years

WHO CAN APPLY?

All past Impact Austin finalists and community partners are eligible to apply for Catalyst grants.

In addition, all other nonprofits are eligible to apply for a catalyst grant, if they meet the following criteria:

- The organization has an annual operating budget of \$250,000 or greater.
- The organization has at least two full time equivalent staff.
- The organization has been in continuous operation as an independent entity for at least five years.

The following rules apply to all catalyst grant applications:

- The organization has tax-exempt status under Sections 501(c)(3) or 509(a) of the U.S. Internal Revenue Code.
- The organization can produce an audited financial statement prepared within the last 24 months.
- The organization meets all eligibility requirements for an Impact Austin program grant, including geographic area served and intention to spend all grant funds within the designated period of the grant.
- A nonprofit organization cannot apply for both a program grant and a catalyst grant in the same year. They may submit only one proposal each year.
- An organization that has received a grant from Impact Austin may not reapply in the following two years.
- Collaborations must identify one lead organization to submit the application.

REVIEW PROCESS

Impact Austin has a three-part Catalyst Grant Application process:

1. **Grant Application:** Each eligible organization submits a Catalyst Grant Application utilizing the online form provided by Impact Austin. You also will be asked to submit various scanned documents to accompany the form. Grant applications must be received by the submission deadline. Impact Austin members will review all Grant Applications and select semifinalists to participate in Site Visits. *Unlike our program grants, there is no letter of inquiry stage for Catalyst Grant Awards.*
2. **Site Visit:** Impact Austin will conduct a site visit with 3-5 semifinalists for the Catalyst Grant Award. Site visits provide an opportunity for Impact Austin members to meet the people behind the organization requesting funding. Site visits include interviews with selected representatives from the organization. Following the site visit, Impact Austin members will select two finalists for the Catalyst Grant Award.

3. **Annual Meeting:** Information about each finalist will be mailed to all of Impact Austin's members. In addition, representatives from each of the finalists will be invited to attend Impact Austin's annual meeting to participate in informal dialogue with our members and present their request. At the meeting Impact Austin's members will then vote on the finalist, with each member casting one vote and the majority deciding the grant recipients.

Impact Austin reserves the right to reject a Grant Application for any reason; including a missed deadline or missing required documentation. For more detailed instructions, see the Catalyst Grant Application Overview on our website at www.impactaustin.org.

Terms of Grant: Prior to receiving the grant money, the grant recipient must execute Impact Austin's Terms of Grant. A sample of the Terms of Grant can be found on our website at www.impactaustin.org/.

Evaluations: Impact Austin requires that our Community Partners submit periodic progress reports. Impact Austin emphasizes the use of evaluation to measure program progress and outcomes, promote learning from experience, improve program performance and encourage our Community Partners to build effective self-evaluation plans into their projects. Copies of the interim and final report forms can be found on our website at www.impactaustin.org/.

QUESTIONS?

If you have any questions regarding the catalyst grant application process, please check the FAQ's on our website or email us at grants@impactaustin.org.