



## **2024-2025 Women's Impact Fund ("WIF") Grant Application Outline**

### **2024-2025 Application Basic Information**

#### **1. Name of Organization**

Give the legal name of the organization for which you are requesting funding.

#### **2. Executive Director Name, Email Address, and Telephone Number**

Enter the name, email address, and telephone number of your executive director or equivalent

#### **3. Financial Contact Name, Email Address, and Telephone Number**

Enter the name, email, and telephone number of a person connected to your organization that may serve as a financial contact for your organization with WIF (could be Executive Director, CFO, Board Treasurer, third-party accountant, etc.). For those selected as finalists, a WIF representative may communicate with your financial contact in early December to request financial information, such as prior year audits or third-party financial reviews, internal financial statements (e.g., historical, year-to-date, budgets), or requests for clarifications or explanations.

#### **4. Organization Website**

Enter the web URL of your organization.

#### **5. Employer Identification Number (EIN)**

Enter your IRS tax identification number. If you are fiscally sponsored by another organization, you may enter their number here.

#### **6. Year Organization Founded**

Give the year that the organization was founded and incorporated.

#### **7. Organization Mission**

Enter the stated mission of your organization as appears on your website, etc.

#### **8. Confirm:**

##### **a. Nonprofit Eligibility**

Confirm your organization qualifies as tax-exempt under Section 501(c)(3) of the Internal Revenue Code, either individually or under the auspices of a qualified fiscal agent or sponsor. If relevant, please attach a letter of agreement indicating your fiscal sponsorship agreement as an optional attachment.

##### **b. Mecklenburg County Eligibility**

Confirm your organization is located in Mecklenburg County, NC or the majority of the clients you serve are located in Mecklenburg County. If you are a local chapter of a national or regional organization, please explain more in the optional attachment section below (e.g., please share your local budget, and other metrics related to your provision of services specifically in Mecklenburg County).



### **c. Organizational Eligibility**

Confirm your organization is not a fraternal organization, capital or endowment campaign, or organization that requires or teaches particular religious beliefs in order to receive services. If clarity is needed, please share a short statement in the optional attachment section below (i.e., if your organization is primarily funded through or part of a religious organization, explain how you separate service delivery from religious teaching).

#### **2024-2025 Application Detailed Information** *(Responses should be 1,500 characters or less.)*

##### **1. Organization Overview**

Who is your target population? What challenges does this population face that you seek to address? Help us understand WHY your organization is important to our community.

##### **2. Core Services**

Describe your work. What is your organization's approach to supporting the population described above? What information did you rely upon to develop your approach to serving this population? Help us understand HOW you achieve your mission.

##### **3. Continuum of Community Services**

Describe where your organization fits within the continuum of organizations working in a similar space. This could include how you collaborate with other organizations and/or fill a gap that other organizations do not.

##### **4. Women's Impact Fund Funding Principles**

Please refer to WIF's funding principles on our website ([womensimpactfund.org/what-we-fund/](http://womensimpactfund.org/what-we-fund/)). Share how your organization responds to or works toward one or more of these principles.

##### **5. Measures of Success**

How do you know you are successful? What qualitative or quantitative data do you collect to help you assess successful outcomes? Please explain how your organization's efforts and operations directly contribute to the measures of success that you cite.

##### **6. Sustainability**

Describe your ongoing ability to deliver on your mission including your plans for long-term sustainability (i.e., succession planning, board development, etc.). How have you worked to diversify and grow your revenue streams?

##### **7. Leadership**

Describe your leadership model. Help us understand who the primary decision makers are for your organization and the relevant skill set or experience they have. How has the organization demonstrated an active commitment to diversity and inclusion in leadership? How does your organization seek input from the community it serves? As is applicable, consider your executive director, senior leadership, board of directors, and/or other community leaders in your response.



**8. Impact of WIF Grant**

Unlike prior years, WIF is not asking applicants to request a specific funding amount. For the 2024-2025 cycle, WIF intends to award one larger grant to each of its five focus areas, and smaller awards to other finalists. Grant funds may be distributed over one or more years.

2024-2025 grants will be for unrestricted operating support. WIF understands that nonprofit needs change thus we do not seek a commitment with respect to how grant dollars would be spent. However, we would like to better understand how a WIF grant might enable and/or expand your organization’s mission and impact. We invite you to share any comments related to your impact here.

**2024-2025 Application Financial Information**

**1. Fiscal Year End**

Please check which fiscal year end is observed by your organization below.

Calendar Year (Jan-Dec)     Academic Year (Jul-Jun)     Other (Please specify) \_\_\_\_\_

For the sake of clarity, please provide the date of your last fiscal year-end: MM/DD/YY

**2. Financial Overview**

Please provide the following financial information to the best of your ability, as defined by your organization’s fiscal year. If there were any exceptional circumstances, provide brief details in the last column. Provide actual dollars – for example \$10,000 instead of \$10k.

	<b>Total Revenue (Actual)</b>	<b>Total Revenue (Budget)</b>	<b>Total Expenses (Actual)</b>	<b>Total Expenses (Budget)</b>	<b>Total Administrative Expenses</b>	<b>Explain Outliers / Key Drivers</b>
FY24 (YTD as of MM/DD/YY if FY24 is not complete)	\$	\$	\$	\$	\$	
FY23	\$	\$	\$	\$	\$	
FY22	\$	\$	\$	\$	\$	
FY21	\$	\$	\$	\$	\$	



### 3. Additional Financial Information (Optional)

The following areas may be considered by WIF as part of an organization’s financial review. You are not required to complete this section. However, if there is any information that will help provide context to our review in these areas, or explain anything that may appear out of the ordinary, we invite you to include brief notes as needed.

Topic	Response and/or Brief Notes
Most recent audit or <u>third-party</u> financial review date and findings (date and brief high-level findings)	
Net worth (assets minus liabilities). Include the “as of” date (MM/DD/YY)	
Working capital for daily operations (current assets minus current liabilities). Include the “as of” date (MM/DD/YY)	
Operating reserve or cash on hand for emergency needs (often held as an asset, provide total dollars). Include the “as of” date (MM/DD/YY)	
Long-term debt or other items that could impact your organization’s financial health	
Top 3-5 funding sources, including estimated percentage of your overall funding	
Financial risk mitigation plans, if applicable (i.e., loss of a primary funding source, recent changes in regulation, etc.)	

### Attachments

#### 1. IRS Form 990

Please attach your organization’s most recently-filed Form 990. If your Form 990 for the most current year has not yet been filed but is in final form, you may also attach it. If your organization is not required to file an IRS Form 990, please write and attach an explanation.

#### 2. Optional Attachments

You may attach anything else that you think would be helpful to our review of your application. This could include an annual report, strategic plan, letter from clients, etc. This can also be a place to share additional clarifying information such as fiscal sponsor information, local chapter details if you are part of a national organization, or anything related to your organization's relation to a particular religious tradition.

#### 3. Optional Financial Attachments

You may choose to attach any financial documents that support the information in the Additional Financial Information section above. Note that financial documents may be requested by WIF if your organization is selected as a finalist.