



COMMUNITY
FOUNDATION

Capital Region Community Foundation

2026 IMPACT GRANT – FINAL APPLICATION **SAMPLE**

Available only to approved preliminary applicants who have been invited to submit a full application.

Impact Grants requests range from \$10,000 to \$75,000. Impact grants do require the applicant to secure a dollar-for-dollar cash match equal to the amount granted, before the grant can be paid.

Here's what we ask on our Impact Grant Full Application (due July 22, 2026 at 5 p.m.):

If invited to submit a Full Application, you will be asked to expand on questions from the Preliminary application, and answer some additional questions. Additional attachments are also required.

IMPACT PROJECT INFORMATION

Project Title: *(6 words or less)* Amount Requested: \$ _____ Total Project Cost: \$ _____

Is this request for a capital project? Examples include the repair, refurbishment or building of a facility; installation of equipment or art; or other similar tangible activities. (YES/NO)

Some of the following questions are populated with answers which you provided on the preliminary application. Please expand on these responses (an additional 600 characters including spaces) to include more detail about your project.

1. Please describe in greater detail the community need you are trying to address with this proposal. How have you determined this is a need? (1,400 characters)
2. Please expand on what your project is, and how specifically it will address the community need described above? (1,400 characters)
3. What will be the direct benefit to the people impacted by this project once it is completed? (1,400 char)
4. What metrics will you use to measure your project/program's success? (For example, number of services provided, client satisfaction ratings, level of participation, etc.) (400 characters including spaces)
5. Timetable for implementation (400 characters): Please note that final Impact decisions will be made mid-Sept.
6. Please update us on your plans to seek input from those who will be served by this project. (1,400 char.)
7. List any existing projects or programs in the community similar to yours. How is your project different? Do you plan to collaborate, and how? (800 characters)

8. Please update us on any organizations that are partnering with you on this project, which people you are working with and what their role is. (400 characters max including spaces)
9. Explain your strategy for long-term financial sustainability of this project. (400 characters)
10. Please update us on the projected number of people in each area that will be served by this project.
Ingham____ Eaton____ Clinton____ Other Counties ____
11. How much of the required dollar-for-dollar cash matching funds have been secured thus far? \$_____
12. If the match has not yet been secured, tell us about your plan to secure it, or your plan to leverage this grant to secure the match? (400 characters)
13. Any additional comments? (400 characters)

REQUIRED ATTACHMENTS FOR FULL APPLICATION:

PLEASE NOTE: The financial documents you provided in your Preliminary application (Balance sheet, Operating Budget and two previous years of revenue and expenses) will be used in the review of your final application. The final application provides optional attachment fields if you wish to upload a more recent version of any of these documents.

Please include the following attachments. To ensure fairness, no other materials will be viewed or considered. The Foundation will request your most recent audit if needed.

1. Project Budget worksheet (please use our template.) Remember that an Impact Grant may not be used for Operational Expenses such as occupancy, administration, current staff positions, supplies, debts or expenses incurred before October 2026, etc.
2. Roster of your board or council members, with their professional positions.
3. Your organization's logo for our publications - in a high-definition format (.pdf, .jpg, .png, or .ai)
4. If you are using a Fiscal Agent or Fiduciary, please upload a letter of endorsement from the fiduciary, accepting all responsibility for administering this grant.
5. Letters of Support: At least one, but no more than three, letters of support for your application from other organizations or stakeholders in your project. Examples: Board chair, collaborators, end users, other funders. We especially encourage letters from any partnering organizations listed on your application.
6. If you are applying for a capital purchase or construction project – please provide at least one construction bid or quote from a contractor that confirms the dollar amount in your project budget worksheet. You may also provide up to three photos that may help the committee to understand the scope of the project (Optional but helpful).
7. Provide a link to any updated online promotional materials or a video about your project. (Optional)

Questions? LaToya Turner, ltturner@ourcommunity.org or 517-282-1809.