



## HEAD, HEART AND HANDS OF INDIAN RIVER CLUB REQUEST FOR PROPOSALS (2023-24)

### **Introduction**

Thanks to the generous contributions from the residents and members of the Indian River Club, Head, Heart and Hands of Indian River Club (HHH-IRC) is issuing this Request for Proposals (RFP).

**Maximum Grant Award: \$20,000.**

**Eligibility:** Organizations classified as Section 501(c)(3) organizations serving Indian River County that meet the requirements of this RFP. The organization must have current 501(c)(3) status, must have an Audit or a Review prepared by a CPA for its most recent fiscal year, and must have a Silver Level or higher rating on the GuideStar.org Nonprofit Search.

**Proposals from organizations that do not meet these requirements will not be considered.**

The application process begins with a Letter of Idea (“LOI”) due September 15, 2023. Full applications will be invited by October 1 from those organizations that qualify and present compelling ideas.

### **Funding Goals**

The goal of HHH-IRC funding is to support projects, programs, and services in the following core subject areas:

- Education and training
- Youth activities
- Homeless & family issues
- Health (physical and mental)
- Needs of seniors
- Cultural programs
- Environmental challenges
- Scientific research

Grants will not be made for projects intended to further political or religious objectives.

### **General Types of Support**

Grant requests will be considered for:

- New program development
- Support for existing programs
- Program expansion
- Capital grants for specific capital projects not part of a capital campaign

### **Grant requests will NOT be considered for:**

- Programs that are managed by or applications submitted from organizations without 501(c)(3) status.
- Programs that are outside the core areas.
- Capital campaigns, endowment campaigns, or grants to individuals.
- Programs that have already been completed.



### **Proposal Evaluation**

Proposals will be evaluated on a competitive basis. The evaluation will include these factors:

- The proposal demonstrates it is an efficient way to address an unmet need of a targeted population, resulting in clear community betterment. Such a proposal should reference the most recent [Indian River County Community Needs Assessment](#).
  - “Efficiency” includes cost-benefit analyses, use of volunteers, collaboration with other agencies where appropriate, and the potential for sustainability. Identification of “unmet needs” and “targeted populations” should be supported by data and cite sources relied upon.
- The proposal demonstrates the applicant has the organizational ability to implement the project as proposed.
  - “Organizational ability” includes documented expertise, strong agency leadership, and a record of success with projects in the same or a related area.
- Special consideration will be given to programs targeting south Indian River County (generally, zip codes 32962 and 32968).
- The extent to which the proposal describes a framework and processes—reviewable by HHH-IRC—that would track and assess the project according to budget detail, timelines, milestones, and measurable and meaningful outcomes.

### **Impact Reports**

Grantees will be required to submit an interim report and a final report describing how the grant funds were expended and the measurable outcomes resulting from the funding.

### **Certification**

Applicants’ Executive Officers must agree in writing to conditions concerning updating information between submission of the application and award decisions; use of the funds only as specified in the proposal and consistent with the charitable status, and timely compliance with all reporting requirements.

### **Proposal Submission**

The deadline for submitting an LOI is September 15, 2023.

Invited applications will be due by November 30, 2023.

LOIs and applications must be submitted electronically using the HHH-IRC Grant Application form through the Indian River Community Foundation’s website: [ircommunityfoundation.org](http://ircommunityfoundation.org)

**LOIs and applications received after the deadline will not be considered.**

Applicants may be asked to make oral presentations of their proposals, and/or allow site visits, as part of the evaluation process. Successful applicants will be notified no later than mid-March 2024.

### **Questions?**

Questions about the application process or the eligibility of the grant program may be addressed to Mr. Paul Pronskey of HHH-IRC at [pronskypaul@gmail.com](mailto:pronskypaul@gmail.com). HHH-IRC will conduct a brief information session on Thursday, October 19, 2023 at 2 pm at the IRC Clubhouse, 800 Carolina Circle, SW, Vero Beach, Florida, 32962.