



2024 / 2025 Grant Timeline for Agencies

Letter of Intent Open Date	Sep 29, 2024
Letter of Intent Deadline	Oct 25, 2024
Invitation to Submit Request for Proposal	Dec 13, 2024
Request for Proposal Deadline	Jan 16, 2025
Invitation to Site Visits	Feb 28, 2025
Invitation to Finalists	Mar 26, 2025
Annual Awards Celebration	Apr 30, 2025

STEPS

Step 1 Letter of Intent	Applicants submit a Letter of Intent providing an overview of their program/project, community need, target population and success measurements along with a financial budget. Grant Committee members evaluate and vote to determine which applications move forward to the next step.
Step 2 Request for Proposal	Applicants are notified whether they have been selected to submit a Request for Proposal providing additional details about the agency and proposed program/project. Grant Committee members evaluate and vote to determine which applications move forward to the next step.
Step 3 Site Visits	For the selected applicants, Grant Committee members meet with agency leadership, tour facilities and resolve any remaining questions. Grant Committee members evaluate and vote to determine which applications move forward to the next step.
Step 4 Final Decision	Finalists present their proposed project to all Impact members at the Annual Award Celebration and grant awards are determined by vote of the members.
Step 5 Report	Grantees will be required to submit periodic reports to Impact the Palm Beaches on the progress of the relevant project or program.