# Impact Grant Program
# Request for Proposals

## Overview
The Charlie Life and Leadership Academy (CLLA), through the support of the C. Charles Jackson Foundation (CCJF), invites Ignite Grant awardees to apply for the Impact Grant. This grant provides additional funding in the form of matching funds to help implement solutions developed during the Ignite Grant process. By supporting these initiatives, the Impact Grant aims to solidify the impact of leadership programs for organizations, higher education institutions, faculty, teachers, student development professionals, and administrators creating sustainable, long-term benefits for student leadership learning.

## Objective
The Impact Grant is designed to advance and implement the strategies and solutions identified through the Ignite Grant's consulting process. By offering matching funds, the grant seeks to deepen institutional commitment and ensure impactful, measurable outcomes that align with the mission of CLLA: to develop leadership capacities that equip students to navigate modern complexities.

## Eligibility
Only organizations, institutions, and individuals who have been awarded an Ignite Grant and have completed the Phase 1 process are eligible to apply for the Impact Grant (Phase 2).

## Grant Details
- Funding Amount: Matching funds based on the proposed budget and the institution's commitment, typically requiring a 50% match.
- Consultation Support: Continued support from the CLLA Solution Architects is provided at a significantly reduced rate to guide and assist with the solution implementation process.
- Duration: The grant cycle can range from 1 to 3 years, depending on the scope and complexity of the project. This flexibility allows organizations, institutions, and individuals to implement solutions effectively and achieve lasting results, with periodic reviews to assess progress and make adjustments as needed.

## Scope of Work
The Phase 2 Impact Grant funds initiatives that build upon the Ignite Grant's findings, specifically focusing on:
1. Implementation of Leadership Solutions: Bringing strategies and frameworks developed in Phase 1 into full operation.
2. Program Development: Developing or expanding curriculum, workshops, or other leadership learning initiatives.
3. Measurement and Evaluation: Establishing metrics and tools to assess program effectiveness and impact on student leadership competencies.
4. Sustainability Planning: Creating a plan to sustain and expand the initiative beyond the grant period.

**Proposal Requirements**

Applicants are required to submit the following information. Each response should be limited to 750 words unless otherwise specified.

1. Summary of Ignite Grant Outcomes: Describe the outcomes of the Ignite Grant process, including key challenges identified, solutions developed, and any progress made.
2. Project Description: Outline the specific project or initiatives that will be implemented with the Impact Grant. Describe how this project builds on the Ignite Grant findings.
3. Alignment with CLLA Mission & Vision: Explain how the proposed project aligns with CLLA's mission to develop student leadership capacities that are both impactful and sustainable.
4. Goals and Expected Impact: Define the specific, measurable goals of the initiative and how they align with your institution's broader leadership learning objectives.
5. Key Personnel (Limited to 250 words plus CVs/Resumes): List the primary individuals involved in the project, including their roles, relevant experience, and specific contributions to the initiative. Highlight any leadership, technical, or specialized skills they bring that will support the project's success. Curriculum Vitae or resumes of key personnel can be provided to supplement this section.
6. Implementation Plan and Timeline: Provide a detailed timeline for project implementation, including milestones and key activities. Identify responsible personnel and any resources required for each phase. Gantt charts are appreciated, but not required.
7. Budget and Justification: Submit a detailed budget that outlines the anticipated expenses for the project, categorized by key areas (e.g., program development, staffing, technology, evaluation). Include justifications for each expense to demonstrate how it supports the project's goals and aligns with the objectives identified in the Ignite Grant phase. The budget should include a spreadsheet reflecting the expenditures and a budget justification detailing the rationale for the projected expenditures.
8. Institutional Investment and Matching Funds: Detail the financial and non-financial resources the institution will contribute to match the Impact Grant funding. Letters of organizational/institutional support should be included to supplement this section. Letters will not impact the word count parameters.
9. Monitoring and Evaluation Plan: Describe how the impact of the project will be monitored, measured, and evaluated.
10. Sustainability Strategy: Explain the plans to ensure the program's long-term sustainability beyond the grant period.
11. Dissemination of Outcomes: Outline a plan for sharing the project's outcomes and insights with broader audiences. Describe how results will be communicated internally within the organization/institution and externally to other organizations, institutions, stakeholders, or communities interested in leadership learning. Include any proposed formats (e.g., reports, presentations, publications) and dissemination channels (e.g., conferences, academic journals, CLLA events).

**Review Process**

The selection committee from CCJF and CLLA will evaluate proposals based on the following criteria:

1. Alignment with Ignite Grant Findings: How well does the proposed project build on and implement the solutions identified during the Ignite Grant phase?
2. Commitment to CLLA's Mission and Vision: Does the project align with CLLA's focus on creating next-generation leaders equipped with essential competencies?

3. Institutional Investment: Is there clear evidence of institutional commitment through matching funds and engagement in the project?
4. Feasibility and Impact: How likely is the project to achieve its goals and have a meaningful, sustainable impact on student leadership learning?
5. Evaluation and Sustainability: Are there clear metrics and strategies for assessing impact and sustaining the initiative?

**Allowable Expenses**
The following are allowable expenses for the Phase 2 Impact Grant aligning with the goal of building sustainable, impactful leadership initiatives and programs. Please contact Tony Andenoro, Ph.D., Chief Strategist, at strategist@charlieacademy.org to inquire about expenses not listed in the following categories.

1. Program Development and Implementation
   - Curriculum Design and Development: Creating new leadership-focused courses, workshops, or modules.
   - Program Materials: Purchasing books, software, tools, or other resources directly used in program delivery.
   - Online Course Development: Building digital content for online leadership courses, including video production, instructional design, and hosting fees.

2. Staffing and Professional Development
   - Temporary Staffing or Consultant Fees: Hiring subject-matter experts, organizational/institutional facilitators, instructors, or support staff needed to implement the program.
   - Professional Development: Training for faculty and staff involved in the program, including workshops, certifications, or conferences.
   - Leadership Coaches and Mentors: Funding for certified leadership coaches or mentors who can work directly with students.

3. Technology and Infrastructure
   - Software and Tools: Leadership assessment tools, engagement software, or learning management systems (LMS) specific to leadership training.
   - Equipment: Purchasing or upgrading technology such as computers, cameras, and audio equipment for virtual program delivery.
   - Facilities and Space: Renting or enhancing spaces for leadership events, workshops, or labs, if necessary for the program's success.

4. Measurement and Evaluation
   - Evaluation Tools and Software: Tools for tracking and analyzing program outcomes, including surveys, data analysis software, or assessment tools.
   - Impact Assessment Services: Contracting with third-party evaluators or experts to measure program effectiveness.
   - Reporting and Publication: Costs related to compiling and disseminating findings, such as creating reports, infographics, or publications.

5. Outreach and Marketing

- Student Recruitment: Efforts to attract students to the program, including outreach events, informational sessions, and promotional materials.
- Marketing and Communication: Developing materials to publicize the program to internal and external stakeholders, such as brochures, social media campaigns, and website updates.

6. Community and Industry Partnerships
   - Collaborative Initiatives: Joint projects with community organizations, businesses, or other institutions that enhance the program's offerings or impact.
   - Guest Speakers and Industry Experts: Stipends for guest lecturers, speakers, or industry leaders who can provide unique insights and connections for students.

7. Student Engagement and Support
   - Scholarships or Stipends: Financial support for students participating in intensive, unpaid leadership training or internships as part of the program.
   - Student Projects and Field Experiences: Funding for students to participate in practical leadership experiences, such as fieldwork or applied projects.
   - Supplies and Resources for Student-Led Initiatives: Funding for student-run initiatives or projects that promote leadership skills and community engagement.

**Guidelines for Requests**
When requesting funding, organizations, institutions, and individuals should:
1. Justify Alignment with Grant Goals: Show how each expense supports the program's implementation and aligns with the goals identified in the Ignite Grant phase.
2. Demonstrate Sustainability: Describe how the requested funds will contribute to a long-lasting impact, with a plan for sustaining efforts beyond the grant period.
3. Provide Detailed Budgets: Include a breakdown of costs for each requested item, along with a rationale for its necessity in achieving the project's objectives.

These categories provide structure for meaningful, impactful expenditures that contribute to the sustainability and success of leadership programs in alignment with CLLA's mission.

**Submission Instructions**
Please submit your completed proposal in a single combined PDF document addressing all required sections via email to programs@charlieacademy.org with the subject line: "Phase 2 Impact Grant Application – [Your Institution's Name]." **Proposals are due by April 18, 2025, at 11:59 PM CST.**

For further information or questions regarding the Phase 2 Impact Grant, please contact:
- Tony Andenoro, Ph.D., Chief Strategist, strategist@charlieacademy.org
- Corina McBride, Program Director, programs@charlieacademy.org