

Impact Profile Instructions

To support the fundraising of local nonprofits, we love to give our donor-advised fundholders more background about your work and up to date information about what you need. To do this, we worked with donors to develop the Impact Profile as a chance to answer the questions donors are most curious to learn.

Your responses will be collected in our online Impact Profile form and made available to donors as they consider grants from their donor-advised fund. Access the Impact Profile in our online portal. We accept them on a rolling basis.

1. Login to our [online portal: www.grantinterface.com/User/Register?urlkey=cfsc2](http://www.grantinterface.com/User/Register?urlkey=cfsc2). There you can reset a password, or if your organization has never used it before, you can create a new account.
2. To the right of “Impact Profile” click the “Apply” button.
3. View the fields we’ll ask you to complete and submit.
4. OPTIONAL: If you prefer to work on your draft in Word, you can use the template below as a guide. It’s not part of what you’ll submit, just an offering to make it easier to collaborate with others as you draft. You’ll still need to submit through the portal.
5. We’ll review and offer any relevant feedback for suggested revisions. Select organizations will be offered some additional editing coaching to help you craft your final draft.
6. Once we have a final draft submitted, we’ll merge your answers into a template like the one at the end of this document. We’ll upload that one page Impact Profile to your portal’s “Documents” tab and you can use as you wish.
7. With your consent, we’ll look to privately share your Impact Profile with foundation donors throughout the year.
8. You’ll have a chance to update your Impact Profile once before the end of the calendar year.

Questions? We have answers on our [FAQ's page](#) and at grants@cfsc.org

Impact Profile Worksheet

This is an optional worksheet only, intended to help you draft and edit your responses collaboratively. The questions below are those that are asked and that you'll still be submitting through the [grants portal](#). Be mindful of the character limits, which include spaces.

Mission statement:

Website:

OUR SOLUTIONS: What is your organization trying to solve or accomplish? Your mission statement may or may not be the best expression of the problem you hope to remedy and your approach to it. Briefly tell us more about why your organization exists. Does it serve a unique role in the county? For those you serve, what is it they value about what you offer? **Character Limit: 500**

KEY ACCOMPLISHMENTS: Share what you're most proud of. What direct service, educational, or advocacy milestones are you most proud of? How long have you done this work? How has your impact grown over time? What successes are you known for? Feel free to use bullet points. **Character Limit: 750**

THE DIFFERENCE WE MAKE: Which groups benefit from your work - and how many? What do they have in common? What are the circumstances you're working to improve? How do you evaluate or judge the quality of your impact? **Character Limit: 1200**

GOALS & DREAMS: Tell us what you hope to accomplish with the requested funds. What's the most exciting opportunity your organization has in the coming year? Is there a timely or important initiative, campaign, or strategic priority you hope to complete? An emerging part of your work you hope to invest in? An organizational dream that may be in reach? **Character Limit: 1000**

BY THE NUMBERS

Budget Size: Enter your current organizational budget's total expenses.

Paid Workforce Size: Enter the current number of Full-Time Equivalent (FTE) staff. If no paid staff, enter zero.

Number served: Share how many people you estimate having served, across your programs in the last year or your prior fiscal year. If possible, include only participants from Santa Cruz County.

Share up to 3 additional statistics that are meaningful to your organization.

Key Stat #3:

Key Stat #4:

Key Stat #5:

Executive Director/CEO Ethnicity

Estimated % people served/stakeholders: Native American, American Indian, Indigenous

Estimated % people served/stakeholders: Asian or Asian American

Estimated % people served/stakeholders: Black or African American

Estimated % people served/stakeholders: Hispanic, Latina, Latino, Latinx, or Spanish Origin

Estimated % people served/stakeholders: Native Hawaiian or Other Pacific Islander

Estimated % people served/stakeholders: Middle Eastern

Estimated % people served/stakeholders: Multi-Racial

Estimated % people served/stakeholders: White

Estimated number of youth served annually: You may classify youth as under age 18 or another age. Choose what works for your organization.

Estimated number of seniors served annually: You may classify seniors as over 65 or another age. Choose what works for your organization.

UPLOADS:

- Prior Fiscal Year Income & Expenses as Compared with Agency Budget
- Most Recent Audit or IRS Form 990
- A Picture of Your Work

Impact Profile pdf

Once you submit your responses in our [online portal](#), we'll merge your answers and photo into a template so it looks like the image below. We'll upload the final pdf to your "Documents" section of the portal and you can use it as you wish.

ORGANIZATION NAME

Mission: Add your mission statement here

www.yourwebsiteurl.org

OUR SOLUTIONS

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KEY ACCOMPLISHMENTS

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THE DIFFERENCE WE MAKE

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GOALS & DREAMS

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BY THE NUMBERS

Annual Budget	\$XXX,XXX
Paid Workforce Size	XX FTE
# Served	XX /yr.
Key Stat #4	XXX
Key Stat #5	XXX
Key Stat #6	XX

This is placeholder text for your organization to replace with your own response. Quisque aliquet eros eu sem vehicula, a posuere justo pulvinar. Vestibulum aliquet placerat suscipit. Pellentesque volutpat dui sed ornare lacinia. Fusce posuere eget justo at condimentum. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Mauris ferm. Quisque aliquet eros eu sem vehicula, a posuere justo pulvinar. Quisque aliquet eros.

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