

From: [Kathrine Stohr](#)
To: [Colin Murphy](#)
Cc: [Gerry Cobb](#)
Subject: community innovation grant
Date: Friday, June 12, 2020 3:42:50 PM
Attachments: [SAMPLE BUDGET for CIG.xlsx](#)
[CIG Alachua Cty ImpactPlan061220.xlsx](#)

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Dear Colin,

Thank you so much for taking the time to re-work (and re-work) your estimates for impact over the next three years. We are happy to see that you were able to bring in those all-important indicators of service expansion as a result of your systemic efforts to connect families to resources. We would like to move forward with a grant, but need to get a few things squared away before final approval and confirmation of a grant.

1. **Impact Estimates.**

We'll need to see how you are estimating impact in line 7 (quality improvement efforts in the 32609 zip code), but other than that, no changes needed. I did want to let you know that since one of our guidelines for this grant has been that the community has a plan to get to 50% of its population, we are building in development of that target in as a deliverable during year 2—projecting impact beyond the grant period as you work towards that bigger goal.

2. **Workplan:** I've added a column to your workplan for you to indicate the Year 1 milestones that will tell you if you are on track for success towards your big goals. These are the big markers for each **strategy**, not necessary every **activity**. What are the outcomes you are expecting to achieve by the end of Year 1 if your strategies are on track to get you to your goals for impact? Towards the close of Year 1, we will ask you to update your workplan for Year 2, and similarly, think about those big milestones for what you need to accomplish. You have already provided a number of good milestones, so it may be as simple as pulling the milestones you expect to hit before 6/30/21 into the new column. As with your impact estimates, this is the time to make modifications to your timelines and strategies, based on current realities.

3. **Budget:** We need the budget in a slightly different format-based on advice from our legal counsel. I've attached a sample budget you can use as your guide for what we are looking for in a project-based budget (which this will be). In this project-based budget for your overall workplan, we will assume there will be lobbying expenses included in the budget given the description of some of your activities. You do NOT need to call out any lobbying expenses in your line items or narrative but do provide a subtotal of lobbying and non-lobbying expenses for your overall project budget and include that below the budget. We'll also need you to include a certification related to the budget and your use of PCI funds. The attached example provides the structure we need and specifically the certification language and the non-lobbying/lobbying breakout. The green highlighted areas in the example are the

parts that we specifically need you to include in your version of the budget. Be aware with this project budget that we actually will NOT be asking you to report to us on your spending of PCI funds. We'll just be asking for a report on your overall spending on your project and any additional revenues generated to support the work. So, under this structure, you will not ever need to separate our funds out or report on your specific PCI expenditures.

I also have two questions on your budget; they're in the comments section.

The Impact Estimates, Workplan and Budget will become part of the grant agreement, so do take the time to get them right. As I take these to our leadership for review, there will undoubtedly be some back and forth before we can finalize. We'll try and make it as painless as possible!

We look forward to working through all these questions and officially confirming soon a grant for your work from the Pritzker Children's Initiative.

Thanks for all the great work you are doing; we are truly looking forward to this partnership!

Kathy

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Check out the [National Collaborative for Infants and Toddlers Online Solution Center!](http://www.thencit.org)

www.thencit.org

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