

Community Impact Investment

2022-2023 Funding Cycle

Applications due before 7:30 a.m. on November 1, 2021

Funding Principles

Our United Way works for the present and future success of children, youth, and their families in Benton and Franklin Counties. Donors and partners entrust their resources to United Way to strategically invest in solutions that create long-term community change. We adhere to the following guiding principles:

1. United Way serves all of Benton and Franklin Counties, WA. United Way prioritizes support for services to the most vulnerable and underserved children, youth, and their families.
2. United Way community investments focus on programs that achieve measurable results – both at the community-level and at the program-level – as identified in the Results Framework. Organizations applying for United Way funding must ascribe to measurable results in alignment with the Results Framework.
3. United Way funds high-performing programs. To document community benefit achieved by each grant, agencies report on their results every six months. United Way funding can be reduced or discontinued should a program demonstrate insufficient outcome achievement, reporting or other noncompliance measures, or agency insolvency or closure.
4. United Way funds programs that demonstrate strong support from other funding sources.
5. Organizations must demonstrate strong financial accountability and organizational governance to ensure responsible stewardship of funds.
6. United Way has committed \$375,000 to support grants for the first 12 months; funding for months 13-18 is contingent on the result of United Way's annual fundraising campaign.

Note: *United Way typically receives four dollars in requests for funds for every dollar available. Hence, the process for funding is highly competitive. Current or past funding by United Way does not guarantee future funding.*

Areas of Community Need

United Way considers funding applications for programs that align with its funding principles and address our community's areas of greatest need. The focus areas described below can guide you as you consider your program's fit with United Way's focus on children, youth, and families:

Support for Family Systems

Examples: Housing, food, violence prevention, and basic needs for children, youth, and their parents or caregivers.

Parent Success

Examples: Job skills; health, mental health, and behavioral health; substance abuse recovery; and parenting skills development adults who parent or are caregivers for children or youth.

Student Success

Examples: Learning loss recovery, educational enrichment, support for graduation and post high school success, work skills development, and care for those in juvenile justice system and foster care.

Childhood Health and Wellness

Examples: Resiliency, social and emotional skills development; mental and behavioral health; prenatal care for teen moms; youth obesity prevention; and support for children and youth with special needs.

Applicants are required to select results measurements from those identified in the Results Framework.

Equity

United Way envisions our region as a place where everyone has an equal chance to succeed, regardless of race. We recognize that local children of color generally experience worse life outcomes than those of their white peers.

To address this challenge, we will award 10-15% of our available funding to agencies whose programs serve more than 40% people of color (a demographic target represents the current composition of the population in our bi-county region). Agencies who apply for this additional funding will be asked to project demographics for who they will serve and to describe how their program helps to close racial equity gaps in our community.

Applying for these supplemental funds is optional. Our United Way will continue consideration of all programs serving children, youth, and families in Benton and Franklin Counties. Equity funding is supplemental funding; programs will first be awarded funding through our traditional process (85-90% of available funding is targeted for grants through this process). Then, our reviewers will award supplemental equity grants with the remaining 10-15% of available funding to those programs already awarded grants through the traditional process.

Agencies can choose whether they design new programs to be considered for equity funding or may submit requests for existing programs that already meet the criteria to qualify for this supplemental

funding. To apply for this supplement, agencies will answer two extra questions on our regular, online funding application.

Funding Parameters

Funding Levels

Grants will be awarded in amounts ranging from \$10,000 to \$30,000 per program per year.

Agencies may apply for funding of up to three programs.

Agencies of all sizes are welcome to apply for grants at any level within this range. Agencies have the option of applying for an equity supplement to receive additional funds for any of their submitted programs.

As noted above, each program application must request an amount of funding between \$10,000 and \$30,000 per year; for this 18-month grant, agencies will request the amount needed for the first 12-months and will depict the budget for 18 months. For example, a program will need \$1,800 per month and request \$21,600 for year 1. The program budget will show \$21,600 for the first 12 months (January through December 2022) and \$10,800 for the last six months of the grant (January through June 2023).

United Way aims to fund applications within the range of 60% to 100% of the requested amount.

Minimum Eligibility

Organizations must meet the eligibility requirements to be considered (see [Eligibility](#)). During the online application process, an eligibility form must be completed. If eligibility is met, the organization will be permitted to access the full application. If eligibility is not met, the organization will be notified that the request to apply has been denied.

Organizations with \$250,000 or more in annual gross income will be required to submit independently audited or reviewed financial statements to be eligible for funding. Organizations with less than \$250,000 in annual gross income will be required to submit compiled, board-reviewed financial statements. United Way will provide independent review of these financial statements.

Online Submission

Applications are submitted through the e-CImpact agency portal (see [Application Instructions](#)). Only applications submitted through e-CImpact portal by the application due date will be accepted. Allow adequate time to complete the online forms and submit them well ahead of the deadline.

To facilitate drafting of responses, a Microsoft Word version of the application is available for download in the e-CImpact agency portal Resource Center. The Word application will not be accepted as a form of submission. All materials must be submitted through the online application.

Reporting

Grantees are required to report the results of each program grant every six months via the e-CImpact agency portal.

- **Mid-year:** Short status update comprised of narrative responses only. The intent of this report is to briefly update United Way on progress, changes, and success stories.
- **Year-end:** Comprehensive report for year-end performance evaluation. In addition to narrative responses, agencies will report actual performance numbers and client demographic data. The year-end reports are evaluated by United Way board members and volunteers. Continued funding is contingent on the results of these evaluations.

Funds Disbursement

Approved first year funds will be disbursed on a monthly basis from January through December 2022. Approved second year funds will be disbursed January through June 2023. Second year funding is contingent on the result of United Way's annual fundraising campaign and satisfactory performance on mid-year and year-end reports. Grant funds are disbursed monthly.

Eligibility

Eligibility

To be eligible for funding, an organization must meet the following criteria:

1. Provides health or human services to children, youth, and/or their families in Benton and/or Franklin County, Washington, USA;
2. Is registered 501(c)(3) not-for-profit organization in good standing with the IRS;
3. Is registered with the Washington State Secretary of State as a charitable organization;
4. Complies annually with the USA PATRIOT Act;
5. Does not engage in discrimination because of race, color, national or ethnic origin, age, religion or creed, disability, sex, sexual orientation, gender identity or expression, veteran status, or any other characteristic protected under applicable federal or state law in the delivery of services;
6. Has an active board of directors that meets with a quorum at least quarterly;
7. Prepares financial statements, at least quarterly, which are reviewed and approved by the board of directors;
8. Files a Form 990 or 990-EZ with the Internal Revenue Service annually if gross receipts exceed \$50,000, or files a Form 990-N Electronic Notice (e-Postcard) if gross receipts are at or below \$50,000; and
9. Submits to United Way an audited or reviewed financial statement for the 2019 fiscal year or more recent, following the [BBB Wise Giving Alliance guidelines](#) for audit reports (Standard #11). When total annual gross income exceeds \$1,000,000 this statement should be [audited](#) in accordance with generally accepted auditing standards by an independent certified public accountant who is licensed in Washington State. When total annual gross income is less than \$1,000,000 it is sufficient for this statement to be [reviewed](#) by an independent certified public accountant who is licensed in Washington State. For organizations with less than \$250,000 total annual gross income, it is

sufficient for this statement to be internally produced. In this case, the statement should include a balance sheet, statement of support, revenue and expenses, notes, and any other appropriate schedules.

Application Schedule

APPLY

- Application available on e-CImpact agency portal September 27
- Information meeting (optional) October 4, 3:00 – 4:00 pm ([Microsoft Teams](#))
- Information meeting (optional, a repeat of previous session).. October 5, 8:00-9:00am ([Microsoft Teams](#))
- Grant application deadline November 1, by 7:30 am**

REVIEW

- United Way staff review applications and verify eligibility November 1 - 8
- Volunteers evaluate applications November 8 - 29
- Volunteers meet to determine finalists and awards November 29 – December 3
- Conversations with finalist agencies..... December 6 - 10

APPROVAL

- United Way Community Impact Committee approves funding recommendation December 16
- United Way Board of Directors approves funding recommendation..... December 17

AWARD

- Award letters and funding agreements issued..... December 20
- Payments begin.....January 2022

Application Instructions

Apply Online

Only applications submitted through the e-CImpact agency portal by the due date will be accepted.

1. Go to the agency portal at <https://agency.e-cimpact.com/login.aspx?org=51090U>
2. If you already have an e-CImpact account:
 - a. Sign into your account
 - b. Review and update your agency profile
 - c. Click **Request Grant Application** in the left-side navigation
 - d. Select from the list of grants
 - e. Complete the **Eligibility Screening** to access the application

3. If you do not already have an e-CImpact account:
 - a. Click the button to create a new account
 - b. Follow the steps to create your agency profile
 - c. Select from the list of grants
 - d. Complete the **Eligibility Screening** form to access the application
4. Follow the on-screen instructions to submit up to three program proposals
5. See the **Resource Center** in e-CImpact for a detailed training manual and application resources

Required Attachments

In addition to the application forms, the following attachments are required:

- Most recent IRS Form 990
- Most recent balance sheet and statement of revenue and expenses, reviewed by the board
- Most recent annual financial statement, including a balance sheet, statement of support, revenue and expenses, notes, appropriate schedules, and any Required Communication to the Board
- Organization's statement or policy of non-discrimination for delivery of client services

Contact Us

If you have any questions, we're here to help!

Email grants@uwbfco.org or call 509-581-3947 to request technical assistance or get answers to questions about the application.