



SECTION 1: ORGANIZATION OVERVIEW (20 POINTS)

Organization Information					
Organization:					
Address:		City:		State:	Zip:
Website:					
Grant Request Information					
Focus Area in which organization is applying (only choose 1, see section 2 for focus area definitions)	School Readiness School Success Crisis Stabilization Senior Independence				
Program Title:					
UWYC Funds Requested (funding period July 1, 2024 – June 30, 2025):					
1-2 sentences of what funding will directly be use for:					
Contacts					
CEO or Executive Director:					
Phone Number:		e-mail:			
Program Contact Name & Title (if not CEO or Executive Director):					
Phone Number:		e-mail:			
Financial Contact (who will handle allocation?) Name & Title:					
Phone Number:		e-mail:			
This submission was considered and approved by:					
_____	_____	_____			
Agency Board President Signature	(please print name)	Date			
_____	_____	_____			
Agency President/CEO Signature	(please print name)	Date			

1. **Agency Overview:** Provide a brief overview of your organization’s history, mission, and programs. (200 Word Limit)

2. **Partner Expectations:** When an agency partners with United Way, the agency connects their brand to the trusted United Way brand. Therefore, we strive to assure all grant awardees share core values and practices that support long-term success. Below are specific expectations.

2.A - Values: explain your organization’s position on the following (250 word limit):

Collaboration – to ensure financial and human resources are used effectively, UWYC encourages collaboration among public and private human service providers, including coalition work as appropriate.

Reducing duplication - while the demand for human services in Yellowstone County is greater than the current system can meet, UWYC shares a community desire to reduce duplication of effort among service providers when possible.

Preventing root causes of issues - Programs that are preventive in nature will receive priority consideration, but we will continue to ensure that demands for basic needs in our community are met.

2.B - DEI Commitment: United Way of Yellowstone County has always stood for coming together to support one another in their time of need. Now, more than ever, we stand together for equity, strengthening, and healing for all in our community. As such, UWYC, with the support of United Way Worldwide, is working to ensure all partnerships reflect this commitment to actively serving all populations, particularly the historically disadvantaged and underserved. A link to the UWYC DEI statement can be found [here](#).

Provide a brief overview of your organization and the Board’s commitment to incorporating the values of Diversity, Equity, Inclusion (DEI) and social justice in your governance and operations. (250 word limit)

- Describe how your organization is working to promote and advance equity in Yellowstone County.
- Describe how the organization strives to be inclusive in its programs, staff, board, and volunteers. Please include how the people that you serve are included in your decision-making processes.

2.C – Further expectations for funded agencies are listed below. Please verify your acceptance by checking the items below:

- Agency is committed to the United Way mission.
- Agency will maintain an updated 211 profile.
- United Way brand logo will be displayed on the agency website, brochures and promotional materials that relate to funding.
- Agency will run a United Way internal workplace giving campaign to provide employees with the opportunity to give to the causes they care about. Employee participation is always voluntary.
- Agency will complete a minimum of **one** of the following activities annually:
 - Send an email to your agency listserv promoting UWYC.
 - Post on social media, follow UWYC on Twitter and like UWYC on Facebook.
 - Open your doors to corporate volunteer groups who want to lend a hand with your organization.
 - Share your success stories with United Way. We want to know about your outcomes and hear from the people who have benefitted from your services.

3. Organizational Capacity: Explain how your agency has the capacity to successfully manage and implement potential grant funding. (200 word limit)

SECTION 2: PROGRAM OVERVIEW (50 POINTS)

4. Focus Areas: Below are prioritized focus areas for UWYC funding. Please check the focus area your project will most address (Choose Only One).

School Readiness: Support and empower young children, parents, and/or the community to provide a foundation for success in school.

School Success: Give students the skills and support needed to remain on track, meet transitional milestones and graduate on time.

Crisis Stabilization: Prevent individuals and families from entering crisis when possible and get them back on track quickly when needed.

Senior Independence: Support and empower senior citizens to remain independent and/or increase quality of life.

5. Need: Qualifying programs will address a pressing, unmet need that can demonstrate a significant, measurable impact in one of United Way's focus areas above. Briefly describe the existing demand and need for your project and/or services. (150 word limit)

6. Target Population: Please describe who you will serve. In addition to answering this question, please also fill out the **Target Population form**. (link to attachment) (150 word limit)

7. Project Description: Briefly describe your program and activities or services you will provide to address the focus area and needs discussed above. (400 word limit)

SECTION 3: EVALUATION (20 POINTS)

8. Monitoring and Evaluation Approach: Please set a minimum of two measurable targets for your project. Describe, including how many clients will receive how many services; what the outcome of those services will be; and how these targets will be measured. Examples are given below.
The application is requesting at least two (2) activity targets for the period July 1, 2023 to June 30, 2024.

Required for ALL Applicants		
Activity: What are you doing?	Outcomes: What do you think will happen as a result of your activity?	Measurement Tool: How will you measure the outcomes?
<i>Eg. 100% (82) of children enrolled in our program will receive one hour of mentoring per week for nine months.</i>	<i>50% (41) of children who receive mentoring will report increased self-esteem, sense of purpose, and positive view of personal future.</i>	<i>Developmental Assets child assessment.</i>
<i>Eg. 50% (30) of applicants will receive \$500 of transportation assistance annually.</i>	<i>87% (26) of clients who receive assistance improve their ability to get to work and maintained employment.</i>	<i>Client follow up survey.</i>

9. Quality Improvement: Describe how your organization learns from and incorporates performance measurement findings to improve planning, strategy, and service delivery. (300 word limit).

SECTION 4: BUDGET & FINANCIAL OVERVIEW (10 POINTS)

10. Project Budget: Please provide a budget using the **required project budget form** (link to form) of proposed expenses for your request, including the amount being requested and any match from other funding sources. No specific match amount is required.

Funding Request Range: \$10,000 - \$40,000

Project Budget Form				
	UWYC Grant Request	Agency Match	Total Budget	Description
Personnel (Salary & Fringe)				
Supplies				
Equipment				
Travel				
Contracts				
Building Costs (can include rent,				

maintenance, new costs, etc.)				
Other				
Admin. - Indirect				
Total				

11. Financial Assessment: The items below provide insights into the financial capacity of each applicant to successfully implement programs.

11.A - Fundraising and Administration:

The percent of fundraising and administration must be computed from information on the IRS Form 990 by adding the amount spent on “management and general” (Part IX, Column C, Line 25) to the amount spent on fund-raising” (Part IX, Column D, Line 25) and dividing the resulting total by “total revenue” (Part 1, line 12).

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 \text{C, Line 25} & & \text{D, Line 25} & & & & & & \text{administration and} \\
 & & & & & & & & \text{fund-raising}
 \end{array}$$

If percent of fund-raising and administration is over 25% please explain:

11.B – Financial Diversity: If UWYC grants make up more than 50% of your program or organization budget, how are you working to diversify funding sources? (300 word limit)

11.C – Financial Information - Attachments

All agencies must attach:	
	Organizational Budget: Include revenues and expenses for the organization’s current fiscal year.

	Financial Statements: Include a most current Statement of Financial Position (Balance Sheet) and Statement of Activities (Income and Expense Statement).
Agencies with gross revenue of \$250,000 or more must attach:	
	Audit and IRS Form 990 for your most recently completed fiscal year.
Agencies with gross revenue less than \$250,000 must attach:	
	Form 990 or 990-EZ for your most recently completed fiscal year.