

ELIGIBILITY

Based upon the charitable structure of the United Way of Freeborn County, grants are limited to 501c3 non-profit organizations, or other charitable organizations able to receive a tax-deductible contribution, such as schools, faith-based organizations, and other public entities.

Sponsoring Agencies of programs awarded funding will need to comply with Partner Agency Agreement terms. The completed Partner Agency Agreement form is due back within one month of the grant award notification.

2023 GRANT Highlights

- Grant proposals describe programmatic costs for one year.
- Funds may be used for past program expenses, starting 1/1/23 with documentation showing programming costs.
- Applications are for programs with specified outcomes, not for the agency/organization/nonprofit
- The maximum any program may apply for is \$10,000
- One application **per agency** may be submitted
- Priority consideration is given to program applicants requesting reimbursement.
- Grant awards are for the 2023 Calendar Year and must be spent by 12/31/23.
- Programs applying for program reimbursement costs are prioritized.
- Reimbursement awards are completed quarterly with Q1 & Q2 combined. After submission of the reimbursement invoice request, review panels have approximately 6-8 weeks to review and approve the allocation.

2023 Grant Timeline & Awards Info

- Applications due on March 2nd at Noon
- Panel Presentations will occur the week of March 6th or week of March 23rd. Presentations will be in the evening.
- Award Letters & 2023 Partner Agency Gathering: April/May
- Grant Funds Allocated: allocation timelines are noted in your grant award letter. For reimbursement grants, the following timeline is established. This timeline is subject to change but will be noted in award letters.
 - Q1 & Q2 Reimbursements will be due on July 14th, 2023
 - Review panels have approximately 6-8 weeks to review and approve the allocation.
 - Q3 Reimbursement will be due on October 13th
 - Q4 Reimbursement will be due on January 12th

PANEL PRESENTATIONS

In previous years, site visits were a grant requirement. In keeping with equitable best practices, UWFC will now require applicants to present to the Community Investment Committee. Panel presentations are designed to showcase your program and community impact. It is also an opportunity to answer questions from the Community Investment Committee to clarify or expand answers on the application.

Applicants will be notified of presentation details the week following the application deadline. Presentations will occur the weeks of March 6th and March 20th. No panel presentations will be scheduled the week of March 13th. All presentations will be between 4:00 pm to 8:00 p.m. Applicants should plan for a 10-20 minute presentation, including Q&A. The presentation may occur in person or via zoom. Due to challenges of audio, there will be no hybrid option.

Executive Directors are encouraged to ask a board member or program staff be at the presentation. If more than two people plan to attend, please notify UWFC staff.

GRANT GUIDANCE SUPPORT

UWFC will host office hours on the following dates:

- February 9th at 10:00 am
- February 13th at 1:00 pm
- February 16th at 2:30
- March 1st at 11:00 am

All office hours will start with a presentation to review the grant application with time for a Q&A session to ask clarifying questions about grant guidelines. Applicants should have logged into the grant portal, reviewed the grant application and fully reviewed the Grant Guidelines, Shared Outcomes and supporting documents. These can be reviewed at <http://unitedwayfc.org/communityimpactgrant> Please bookmark this page, as many questions can be answered by reviewing the materials provided here.

TECHNICAL GRANT SUPPORT

Support for the grant application process is handled in two ways: clarification on the grant questions and technical support.

All applicants are highly encouraged to log in and review the grant materials within the first two weeks of the grant cycle.

- It is best practice to answer your questions in a word document to ensure work is not lost due to technical issues.
- Technical assistance will be provided as needed through February 16th. **There will be no assistance available February 20th through 27th.**
- Limited technical assistance will be available February 28th to March 2nd.
- If technical difficulties are unable to be resolved, please notify UWFC staff and an alternate method of submitting the grant will be provided.

