



## United Way of Rockland 2023-2024 Community Impact Grant Application

- Date Issued: Tuesday, May 9, 2023
- Due Date for Application: Friday, June 9, 2023 by 5:00 p.m. Late applications will not be considered.
- Grant Cycle: Grants will be accepted for a one-year cycle beginning July 1, 2023 and ending June 30, 2024.
- Eligible Applicants: Non-profit organizations that have provided services in Rockland County for at least three years and are financially responsible. Currently, maintain a 211 profile that has been updated within the last 365 days. Visit <https://www.211hudsonvalley.org/contact-us/> in order to get listed in 211 or update your profile.
- Application and Submission Information: Organizations may only submit one application for the 2023-2024 grant cycle. Partners of an application may not submit a separate application for the same project. Only one application will be accepted per project.
- Applications must be a typed Word document that is double spaced, printed on only one side, with 1-inch margins, using Times New Roman 12-Point font on 8 ½ x 11 pages. All pages must be numbered. Grant requests may not exceed \$25,000.
- Submit:
- ✓ One e-mail grant application with attachments to:  
spapas@uwrc.org
- Questions Questions about the grant application should be submitted via email to spapas@uwrc.org

## **Background**

The United Way of Rockland County increases the value and impact of community support and resources through collaborations that advance the common good for people who live and work in Rockland County. *The United Way of Rockland envisions a community where individuals and families have the skills to achieve a quality education, economic security and a healthy lifestyle.* In support of this vision, the United Way of Rockland offers Community Impact Grants.

## **Purpose**

The purpose of the Community Impact Grants is to provide Rockland non-profits an opportunity to seek funds for programs that service Rockland residents in need. In the 2023-2024 grant cycle, the United Way of Rockland County (UWRC) will be focusing on agencies and program that increase their impact through collaboration and innovative programs. The application must demonstrate the program's significant impact on a population that can directly be correlated with the funding request.

Applications must the needs of ALICE (Asset Limited, Income Constrained, Employed) households. The ALICE report can be found at <https://www.unitedforalice.org/state-overview/new-york>. Once on the website click on the County Profiles tab and then Rockland County.

## **Program Funding**

The Community Impact Grants are funded from the dollars raised through fundraising by the United Way of Rockland. Each year's funding is dependent on the success of fundraising efforts and are not guaranteed.

## **Eligibility and Expectations**

Organizations applying must meet the following requirements:

- ✓ Be a 501(c)3
- ✓ Provided services in Rockland County for the past three years
- ✓ Be governed by a Board of Directors
- ✓ Be up-to-date with all IRS filings
- ✓ Be up-to-date with all NYS filings (CHAR 500)
- ✓ Have a 2022/2023 budget with Board approval
- ✓ Be fiscally sound
- ✓ Have a Non-discrimination Policy
- ✓ Have a Conflict of Interest Policy
- ✓ Maintain program records for the purpose of an audit
- ✓ Publicize UWRC funding on all program materials and website
- ✓ Submit quarterly reports, as well as be available for on-site visits
- ✓ Memorandum of Understanding between collaborating organizations will be required

**United Way of Rockland Community Impact Grant Application**

Amount of Grant Request \$ \_\_\_\_\_

Grant Cycles/Years Program Previously Funded by United Way of Rockland (if applicable)

\_\_\_\_\_

**Section I: Organization Information**

Name of Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone # \_\_\_\_\_ Fax# \_\_\_\_\_ Website: \_\_\_\_\_

Executive Director \_\_\_\_\_ E-mail Address \_\_\_\_\_

Year Incorporated \_\_\_\_\_ EIN # \_\_\_\_\_

How many full-time/part-time staff do you have? \_\_\_\_\_ How many Board Members? \_\_\_\_\_

How many volunteers? \_\_\_\_\_ Organization's Annual Budget \_\_\_\_\_

Mission of Organization \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section II: Program Information**

Name of Program \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address of Program(s) \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Program Contact \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Year Initiated \_\_\_\_\_ Program Annual Budget \_\_\_\_\_

### Section III: Program Narrative

Answer all the questions in this section in a narrative format in **no more than 4 pages**.

#### **Need for the program**

Include what need(s) the program addresses, what steps the organization has already taken to address this need, what data (in addition to ALICE data) indicates this is a need, and how does the program align with the ALICE report.

#### **Describe the program**

Include the purpose of the program, goals and objectives, staffing and other resources needed, specific program activities along with timeline, population served, collaborative partners, how the program addresses the need, unduplicated children/adults to be served, and sustainability.

#### **Impact of the program**

Describe the impact the program has on participant in the short-term and long-term. How will you measure the impact? How will you know that the program is successful? How will the program impact the community it serves?

### Section IV. Funding Impact

Answer all the questions in the section in a narrative format in **no more than 1 page**.

#### **Financial Health**

Describe the fiscal health and wellness of your organization and the program you are applying for funding. Describe whether the program will have sustainable funding after the United Way funding period ends. Additionally, outline what steps your agency would take to fund the program if unsuccessful in securing funding from this application.

### Section V. Program Budget

Include the complete program cost for the year, breakdown of the all expenses with a description, other funding sources, and in-kind donations. An agency-wide budget is not sufficient for this if your agency conducts multiple programs.

**Section VI. Required Signatures**

Our organization and any collaborative organization named in this application, understand the eligibility and expectations as set forth in this Request for Proposal and if awarded a grant agrees to enter into a partnership with the United Way of Rockland. By signing below all parties certify that they have reviewed and approved this grant application.

\_\_\_\_\_  
Executive Director Date

\_\_\_\_\_  
Board Chairperson Date

\_\_\_\_\_  
Executive Director Date  
Collaborative Organization

\_\_\_\_\_  
Board Chairperson Date  
Collaborative Organization

# United Way of Rockland Grant Application Checklist

To be submitted with the grant application

Organization \_\_\_\_\_

Program Name \_\_\_\_\_

1. Completed Original Grant Application \_\_\_\_\_
  - Section I: Organization Information \_\_\_\_\_
  - Section II: Program Information \_\_\_\_\_
  - Section III: Program Narrative \_\_\_\_\_
  - Section IV: Funding Impact \_\_\_\_\_
  - Section V: Program Budget \_\_\_\_\_
  - Section VI: Required Signatures \_\_\_\_\_
2. E-mailed Grant Application \_\_\_\_\_
  - Date E-mailed \_\_\_\_\_
3. Incorporation Letter \_\_\_\_\_
4. IRS 501c(3) letter \_\_\_\_\_
5. Most recent IRS Form 990 \_\_\_\_\_
6. Most recent NYS CHAR 500 Form \_\_\_\_\_
7. List of Board of Directors \_\_\_\_\_
8. Non-discrimination Policy \_\_\_\_\_
9. Conflict of Interest Policy \_\_\_\_\_
10. Most recent Annual Certified Audit \_\_\_\_\_
11. 2022/2023 Organization Budget approved by the Board \_\_\_\_\_