

United Way of Southwest Minnesota Community Impact Grant Guidelines

Statement of Purpose:

Community Impact Grants are one of the ways United Way of Southwest Minnesota (hereafter UWSWMN) invests local dollars back into our communities. United Way fights for the health, education and financial stability of every person in every community. LIVE UNITED. In southwest Minnesota, we focus on health, education, financial stability, hunger and safety & well-being.

Programs awarded funding must work to improve the lives of local people in Lincoln, Lyon, Murray, Yellow Medicine and portions of Cottonwood, Lac qui Parle, Nobles and Redwood counties in Minnesota. Trained community volunteers work together to review and score grant proposals, including conducting interviews of program representative(s), reviewing program goals and anticipated results, and then making recommendations to the UWSWMN Board of Directors for final approval.

Eligibility Requirements:

- Operate as a non-profit 501(c)(3) health and human services organization, a public school, a unit of government and/or have a fiscal sponsor with an organization that meets one of these requirements.
- Operate under written Articles of Incorporation and By-Laws or other written documents or statutes that define the applicant's purposes, membership, management and operation.
- Operate on a non-discriminatory basis in employment, recruitment of volunteers and delivery of services.
- Demonstrate effective program performances and financial responsibility and accountability, including the following:
 - For applicants with total budgets of **\$350,000 or more**, UWSWMN requires submission of an independently conducted audit and the accompanying IRS form 990.
 - For applicants with total budgets of **less than \$350,000**, UWSWMN requires an Independent Review. An Independent Review is conducted by someone with financial expertise, not necessarily a CPA, and not associated with the organization and/or UWSWMN. It is recommended that the Independent Review should be signed by the organization board chair, organization executive director, organization board treasurer and financial representative conducting the review. In some cases, appropriate signers may be board/foundation/committee officers. Recommended documentation should include: a statement of activities (profit and loss statement), statement of financial position (balance sheet as of the end of the organization's fiscal year) and accompanying IRS form 990. If this is considered a hardship for small organizations, please contact the UWSWMN office to discuss special accommodations.
- Operate or provide service within Lincoln, Lyon, Murray, Yellow Medicine or portions of Cottonwood, Lac qui Parle, Nobles and/or Redwood counties of Minnesota served by UWSWMN. Grant funding is only for programs that serve individuals living within the UWSWMN service area.
- Certify that all UWSWMN granted funds and donations will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes and executive orders.
- Use grant funding exclusively for services or activities that align with the UWSWMN Priorities.

The following basic operating guidelines shall apply:

- Funds can be requested on an annual basis and shall be used solely for the granted purpose.
- Funded activities shall commence in a timely manner.
- No UWSWMN funding will be given for any purpose that would knowingly jeopardize the tax-exempt status of UWSWMN or the applicant organization.
- Grant applications will be reviewed by a team of community volunteers who will make a recommendation on proposed funding to the UWSWMN Board of Directors.
- All grants shall be approved by the Board of Directors of UWSWMN upon recommendations from the Community Investment Committee following a review/formal hearing. The amount of any grant will depend upon individual program requests and the need as determined by the Board of Directors of UWSWMN. Funding requests may be denied without a hearing or onsite visit.
- Each program applying for funding will receive written notification of the Board's decision by July 1, whether funding is granted or not.
- Grant recipients are expected to communicate with UWSWMN regarding any changes/updates in the funded program.
- Grant funds not expended within the grant timeline shall be returned to UWSWMN.
- Grant recipients shall sign and follow the UWSWMN Community Partner Agreement.
- Grant recipients shall conspicuously acknowledge UWSWMN in all promotional materials, activities and programs funded with UWSWMN grants. It is recommended that, when possible, the grant recipient shall share digital pictures and/or copies of news releases with UWSWMN.
- Submit a final report and financial statement to UWSWMN on or before determined deadlines. Failure to do so may result in removal from consideration of future grant opportunities.