North Texas Area United Way

Applicant Information Session

NTAUW GRANT CYCLE

◦ Annual application

◦ Funding year is April 1 – March 31.

◦ Open to any 501 C 3 organization in our service area who serve the community in the areas of education, financial stability and health

Timeline

◦ Applications are due Nov. 15, 2023 at 5:00 p.m.

◦ Committees will meet to evaluate applications between Thanksgiving and Christmas

◦ NTAUW Board will approve applications and applicants will be notified in February for April funding.

How are funding decisions made?

◦ A committee made up of NTAUW board members and community members reads and evaluates each application.

◦ A rubric is used to ensure continuity.

◦ Committees are divided into education, financial stability and health.

◦ The committee recommends whether or not an agency is funded.

◦ The NTAUW board determines the amount.

A few tips about the application

○**Due Date:** <mark>**November 15, 2023 at 5:00 pm**</mark>

○**Submit via email:** <mark>**funding@ntauw.org**</mark>
○**For questions, contact cmarlar@ntauw.org.**

In addition …

○ **In addition, applications must address one of the following United Way impact areas.**

○ **Please select only one category for each program or your agency**

○ _____ Education –Programs in this category promote learning in an effort to support children and adults, both in and out of the classroom. Programs or agencies that help children/adults learn and grow should be designated in this category.

○ _____ Income Stability –Programs in this category promote the development of financial literacy and employment skills necessary for adults to achieve stability, safe housing, and overall security for themselves and/or their families. Programs or agencies that rehouse families, provide financial assistance for payment of bills/deposits/rent, provide legal assistance, provide job training/employment assistance, provide financial education, and non-traditional homeless shelters should be designated in this category.

○ _____Health - Programs in this category promote healthy lives by providing access to affordable healthcare, mental health care, and healthy living. Programs or agencies that provide physical activity, protection/advocacy efforts, counseling, rehabilitation, and healthcare should be designated in this category.

And …

◦Which of the following are you applying for?

◦_____General operating expenses

◦_____A particular program at the agency

Name of Program:

◦If you are applying for funding for a program, please answer the following questions.

a. Is this a new or existing program?

b. If existing, please list outcomes for the prior year below.

Eligibility …

◦ **What are the eligibility criteria that a client must meet in order to receive services from your organization or program? Describe any circumstances in which clients would be refused services. On average, how often does refusal of service occur?**

◦ **Please provide 3 specific examples of how your organization/funded program uses NTAUW donations to impact the community**

Projected Program Outcomes

◦ Briefly describe the projected program outcomes directly relating to 3 of the Program Goals you identified. Be as specific as possible about what your organization hopes to accomplish and clearly identify the segment of the population to be served by the program.

◦ **Desired outcomes** are the results you intend to achieve as a direct result of each identified goal. These may relate to knowledge, skills, attitudes, values, behaviors, condition, or status.

◦ **Targets** are outcome goals for the program's upcoming fiscal year.

◦ **Indicators** are specific items of information that will track the program's success on the stated outcome.

◦ **Data source** is what will be used to track and measure your data. Examples include, but are not limited to; surveys, written staff observations, data by reliable outside sources, etc.

Projected Outcomes (continued)

Desired Outcome	Target	Indicator	Data Source
Example: Students will improve their academic achievement	Of the 100 third grade students served by the ABC program, 80 students/ 80% will show improvement in state mandated test scores	4. Number and percentage of students that will show improvement in state mandated test scores	5. State mandated test scores 6. Teacher surveys and written observations 7. Student survey

Funding and Sustainability

◦**Funding Request Rationale**

◦Explain why you need NTAUW investment for this program. What service(s) does this investment make possible that would otherwise not happen? What would happen if you did not receive NTAUW funds?

◦Please be specific as possible about the actual impact of a NTAUW investment and, if applicable, include a description of matching resources that you anticipate acquiring from other sources because of this investment.

◦**SUSTAINABILTY**

◦ Describe your plans for support in the future. What other investments will be needed from your organization to expand or continue existing services beyond the grant period? Are the requested funds going to be used to leverage resources from another funding source(s)?

Proposed Organizational Budget

			AMOUNT
	Name of Organization	_____	
	Project Title/Program Name		
Or General Agency Support			
	Start and End Date		
Project/Program Revenue			
Allocation from NTAUW if Funded Partner in prior fiscal year			
Contributions			
Fundraisers/Special Events			
Fees and Grants			
Membership Dues			
Sales to the Public			
Investment Income			
All other Income			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
	Subtotal		$0

Grant Program/Project Budget

Name of Organization _____

Project Title/Program Name

Or General Operating <mark>Expenses</mark>

Start and End Date

	TOTAL REQUESTED FROM NTAUW	TOTAL PROJECTED PROJECT/PROGRAM BUDGET
Project/Program Expenses		
Salaries and Wages		
Employee Benefits		
Supplies		
Utilities		
Conferences, Meetings, Etc.		
Assistance to Individuals		
Membership Dues		
Insurance		
Equipment	$ -	
Cell phone Expense	$ -	$ -
Miscellaneous Expenses	$ -	$ -
	$ -	$ -
	$ -	$ -
	$ -	$ -
	$ -	$ -
Subtotal	$0	$0

Questions

◦ Frequently Asked Questions

  ◦ If I am requesting funding for a program (rather than general operating expenses), do I need to include my organization's full budget?

    ◦ No. Please just include the revenue and expected expenses for the program on the revenue worksheet.

  ◦ What is expected as far as cobranding?

    ◦ Cobranding should be used, when appropriate. Examples: on the partner's website; on the flyer advertising a program or event if NTAUW funds were used for it

  ◦ Can I request more funding than I received last year?

    ◦ Yes, although funding is based on the amount received in the campaign so requested amounts are not guaranteed.

  ◦ Do agencies ever receive more funding during the year?

    ◦ Yes, if additional funds are raised during Texoma Gives or other fundraisers, that money is distributed.

  ◦ If I don't know the answer to a question, should I leave it blank?

    ◦ No. If it doesn't pertain to your program or organization, mark it N/A. If you aren't sure what the question is asking, contact Carol at cmarlar@ntauw.org or 940-322-8638.

  ◦ My organization isn't required to do an annual audit. What do I send?

    ◦ Send the most recent financial statement.

Other Questions About the Application

Tips for Writing a Good Grant Application

- ◦ Application Checklist
- ◦ Reminders

Grant Application Checklist

- ___All information is current (*Copy/cut/paste edits)
- ___All questions answered
- ___Funding Information (Check figures)
- ___Total budget
- ___Amount requested
- ___% of total budget
- ___501(c)3 Determination Letter
- ___Current Board Roster
- ___Most Recent Audited Financial Statements/YTD/Budget
- ___Current Financial Statement
- ___Most recent 990
- ___Revenue Worksheet
- ___Project/Program Revenue
- ___Project/Program Expenses
- ___Required Signatures
- ___Executive Director
- ___Board Chair/President

Contact Information

- Carol Marlar: cmarlar@ntauw.org
- Marvin Peevey: mpeevey@ntauw.org
- Phone: 940-322-8638