



**UNITED WAY OF MORGAN COUNTY'S  
POLICYS FOR VENTURE GRANTS AND EMERGENCY GRANTS**

**OBJECTIVES:**

The United Way of Morgan County has established grant funding to encourage and promote innovative, non-duplicating and/or collaborative programs that meet identified needs in Morgan County. There is a one-time funding of \$5,000 per year. Grants are time limited and are intended to:

- Provide short time support for program planning, start up or development to meet emerging or escalating county needs in the areas of health and human services.
- Provide funds for development of new or expanded services in Morgan County for United Way of Morgan County Partner Agencies or non-profits that are restricted from becoming partner agencies.
- Respond to emergency needs of Morgan County which could halt or curtail delivery of human services.
- Provide funding for one-time projects within Morgan County that do not duplicate existing services already provided by another agency and work to cooperate with other agencies providing services of a similar need or population.

**ELIGIBILITY REQUIREMENTS:**

- Agency/organization must have, or have applied for, Federal Tax Exempt (501 C 3) status. This is in addition to a Certificate of Good Standing in the State of Colorado for a non-profit Tax Exempt Agency/Organization and provide proof of current registration under the Charitable Solicitation Law with the Colorado Secretary of State's office.
- Agency/organization shall be established and operated as a non-profit agency/organization and have a volunteer Board of Directors
- The agency/organization must be able to demonstrate that it is organized to provide services by its' charter and/or by-laws.
- Programs must meet a clearly demonstrated need not presently met in the county or represent a major expansion or development within the framework of existing services.
- Long term continued funding after the grant must be demonstrated.
- Attainment of goals must be realistic and a plan for qualifying results is required.
- Agency/organization must have management capabilities to administer funds in a cost effective manner.
- Agency/organization shall exist to serve people generally and should not alter the availability of services because of any discriminatory practices.
- Agency/organization shall agree to full financial disclosure on the necessity for funds requested and the disposition of the funds awarded.

### **SUBMISSION OF GRANT APPLICATIONS AND TIMEFRAMES:**

All United Way of Morgan County Partner Agencies and non-profit agencies/organizations shall be notified at the Annual meeting of Grant funding available.

Venture Grants can be submitted once a year between February 1 and April 1. (Emergency Grants may be submitted at any time during the year.) All submitted Grant Applications will be reviewed in a timely manner by the Venture Grant Committee (s) and then recommendations from the committee (s) to the full Board of Directors for final disposition. The Agency/organization will be given a formal response by June 1. (Emergency applicants will be notified within 30 days of United Way of Morgan County receiving the application.)

Written reports documenting progress in meeting goals will be due within 6 months and a final report when the project is completed. The Grant Committee will review the reports and notify the full Board of Directors of the progress.

If the agency/organization is eligible to become a Partner Agency, they must seek Partner Agency status within 1 year after receiving funding.

Should additional funding become available there will be a month window beginning August 1 and ending September 1 for Grant **Applications** to be submitted. There will be a formal response by October 30.

### **NOT ELIGIBLE FOR FUNDING:**

- Capital Campaigns/restoration
- Salaries/benefits
- Duplication of program (s) currently in place
- A volunteer Board of Directors with less than 5 members
- Funding for programs/services outside of Morgan County

### **NOTE:**

Should a need arise out of an emergency situation, the United Way of Morgan County Board of Directors reserves the right to make any amendments to the Venture Grant requirements in order to best deliver a request evidenced by need.

## GRANT APPLICATION

### APPLICATION

- **Heading:** Include organization name/address/phone and contact person/title/address/phone
  
- **Narrative:** Briefly give us an overview of your agency and its services. Next, tell us about the program or project you wish funded. Include the dollar amount being requested, the population that will benefit from the program or services, what those benefits are and the timetable for the program's implementation.

Tell if other agencies in Morgan County offer similar or parallel services. If yes, how is your program different and why it is important?

If the program or services for which you are requesting funding is one that will need ongoing funding to sustain itself, what are your future plans to secure this funding.
  
- **Budget:** Submit budget costs for the proposed program or services.
  
- **Board of Directors:** List the names of the present Board of Directors, their business addresses and phone numbers.
  
- **Volunteers:** Tell if your organization uses volunteers; how many you have and in what capacity they serve.
  
- **Federal, State of CO, UW MC Requirements:**
  1. A copy of the letter granting you Federal Tax Exempt Status 501 (c) 3
  2. A copy of the State of CO Certificate of Good Standing
  3. A copy of the State of CO Charitable Solicitations Act with the current number
  4. A copy of your agency's/organization's Non-Discrimination Policy
  5. A copy of your Anti-terroism policy
  
- **Requirement:** Include a statement that acknowledges that the President of the Board of Directors and the Executive Director (CEO) have read and agree that your organization will comply with the requirements as stated on page one (1) of this Application Form.