

## Frequently Asked Questions

### **My nonprofit organization is interested in applying for funding. What should I know?**

United Way of Greenville County awards funding once every three years to programs that align with the [Cycle of Success](#) and its focus areas of Life Essentials, School Readiness, High School Graduation, and Financial Stability.

When funding is available, United Way will release a Notification of Funding Opportunity (NOFO) that outlines funding priorities and marks the beginning of the competitive application process.

The application process for organizations that provide Life Essentials services will begin summer of 2018.

The application process for organizations that provide services in the strategic areas of School Readiness, High School Graduation, and Financial Stability will begin the summer of 2019.

### **How is funding awarded?**

Funding is awarded through a competitive process that includes a prequalification application, site visit, and full application. Applicants who successfully complete the prequalification application are invited to complete a full application and site visit.

United Way volunteers and staff members review applications, attend site visits, and award funding to organizations and programs that successfully demonstrate ability to achieve outcomes and community impact.

### **What minimum requirements are necessary for my organization to be competitive for funding?**

Agencies must be able to provide the following organizational documentation to compete in the application process and receive United Way funding:

- Annual Audit, Independent Financial Review, OR Board Approved Annual
  - Organizations with annual revenue greater than \$500,000 are required to have an audit conducted by an independent Certified Public Accountant (CPA).
  - Organizations with annual revenue of \$499,999 - \$250,000 are required to have an Independent Financial Review conducted by an independent CPA firm.
  - Organizations with annual revenue of less than \$250,000 are required to provide financial statements (i.e. Budget, Balance Sheet, Profit & Loss statement, etc.) that are board-approved.
- Certificate of Insurance demonstrating General Liability and Directors and Officers coverage
- Current Organizational Strategic Plan
- Organizational Chart
- Proof of tax exempt status (i.e. IRS determination letter of 501(c)3 or 170(c) 1 or 2 status)

- Current SC Secretary of State Charitable Organization Registration, if applicable
- Current Personnel Policy or Employee Handbook
- Articles of Incorporation
- Affirmative Action Policy
- IRS Form 990, if applicable
- Organizational By-Laws which demonstrate the following:
  - a. Organization is governed by a Board of Directors/Trustees
  - b. Board members have limited tenures with a rotation plan of members and elected officers.
  - c. The board meets at least four (4) times per year.
  - d. The organization's board controls the fiscal affairs of the organization, including the development and adoption of an annual budget. The board also regularly monitors income and expenditures, and fully discloses all assets and liabilities.
  - e. The organization's board is responsible for the employment and ongoing performance evaluation (at least annually) of the executive.
- Organizational Budget

**Will my program have to collect, track, and report on client-level outcomes?**

Yes. Your organization is required to maintain an approved client management system for tracking and assessing client-level outcomes related to the Cycle of Success and based on your program's interventions or services. Organizations will be required to submit outcome data through UWGC's Apricot database, access to which will be provided.

**Is there a minimum or maximum request amount?**

While there are no parameters for funding requests, all request amounts will be assessed based on anticipated program needs and costs, program scope and scale, available funding and proposed community impact.

**What if my program cannot deliver an entire strategy but can deliver a strategy component?**

United Way encourages any organization whose program is not comprehensive enough to deliver an entire strategy to collaborate/partner with another organization in the application process to fully implement the strategy. A formal memorandum of agreement between the two organizations will act as evidence of the partnership.

**Who can address specific questions about applying for United Way funding and becoming a United Way partner?**

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