

United Way of the New River Valley

Grant Funding Process

I. Program Funding Overview:

United Way of the New River Valley (UWNRV) chooses to fund specific programs to address community needs. A program is a service or group of related and supportive services that work together to accomplish specific outcomes. A program has one budget and is typically one of several ways an agency operates to fulfill its mission. To ensure accountability, outcomes must be measurable.

UWNRV encourages all funded partner agencies to examine and seek more than one income source, such as: grants, government funding, direct mail campaigns, membership drives, fees for services they provide, and special events. UWNRV should not make up more than 10% of a partner agency's funding.

II. Community Investment Process and Timeline:

A. Overview:

All UWNRV funding to our partner agencies happens through our Community Investment process. Community Investment teams of 4 – 6 volunteers come together to review applications, interview agencies, and decide on funding based on their findings. UWNRV Board has final approval.

B. General Community Investment Timeline:

MARCH

- Applications available online to partner agencies/programs
- Funding/Finance Applications Due from ALL Agencies/Programs
- Governance/Partnership/Program Information due from Impact Study Partner Agencies

APRIL – MAY

- Committee Conferences (mandatory for all partner agencies & Programs)
- Discussions, funding rationales, recommendations, and ratings developed

MAY

- Designation/Funding Information Provided to CI Volunteers/Teams

JUNE

- FINAL Panel funding recommendations, summaries, scores completed
- CI Team meeting to determine final awards, recommendations, etc.
- CI Chair presents award recommendations to Executive Committee
- *If necessary, 2nd CI Team meeting to determine final Recommendations*
- Award Recommendations & written summaries presented to Board of Directors

JULY

- Electronic notification of total award to partner agencies (budget purposes)

III. Distribution Process

- A. United Way distributes funds on a quarterly basis based on monies received.
- B. Other United Way grant opportunities may become available throughout the year. When this occurs, this policy and previously mentioned procedures will be followed.

IV. Incomplete Submissions

If any organization develops a pattern and practice of incomplete submissions, the UWNRV Board of Directors reserves the right to reduce/terminate funding to the organization and request a meeting with the organization's Board of Directors.

V. Appeals Process

If an agency wishes to appeal the UWNRV Board's decision as it pertains to the agency's grant funding, agency officials must adhere to the following steps to be considered by the Board:

- A. Submit your appeal along with supporting documentation for the basis of the appeal, no later than 30 days after receipt of your funding letter.
- B. Attend a called UWNRV Board meeting to present the agency's case for the appeal. Every effort will be made to have this meeting within 90 days of receipt of your request and supporting documentation. All appeal decisions are final.

VI. Cancellation Policy

The Board of Directors of the UWNRV can suspend/terminate payments to the agency with a 30-day notice. Causes for cancellation will include, but are not limited to, a failure of the agency to satisfactorily achieve grant outcomes; loss of agency nonprofit status or dissolution of agency; dramatic reduction in UWNRV revenue due to unforeseen events; or an emergency that necessitates a re-allocation of UWNRV resources to address community needs.