

**UNITED WAY OF THE OZARKS  
GRANTS AND ADMISSIONS COMMITTEE**

**GUIDELINES FOR GRANT AWARDS**

Grant funds are made available to member and non-member agencies but recommendations from the Agency Relations and Allocations Committee are considered first. Grant funds are available when the annual campaign exceeds its goal, funds are unexpended for grants from the previous year, or when a donor specifies funds for that purpose.

Priorities

Although grant funds are designed to be flexible, priority is usually given to:

1. Emergencies- projects which address conditions which may impair the agency's ability to function or cause individuals or groups to be at risk. Poor management of resources would not ordinarily be considered an emergency.
2. Demonstration – the project demonstrates a new concept or method of addressing a problem.
3. Start-up – funds will enable a project to begin and may attract other resources.
4. Development – impacts a delivery system or is seen as a way to fund an agency while membership is considered.
5. Gap funding – temporary funding to meet a defined need until permanent funding is secured or the need is met.
6. Unmet need – where no resources can be identified to address the need but there is a nonprofit agency that can meet the need if funds are provided.
7. Extraordinary circumstance that requires immediate humanitarian response.

Relevant Factors

When evaluating a proposal, certain factors should be considered:

1. Need – the project must identify and address a specific human need.
2. Solution – the project must offer a solution or a partial solution.
3. Time-limited – grants are not considered long-term funding. In most cases, grant funds must be used in the calendar year that funds were approved.
4. Fiscal and Program accountability – must be addressed.

5. Multi-funded – although not required, it is better that United Way not be the sole source of funds.
6. Organizational Stability and Capacity – organizations should be professionally accredited and have the capacity to deliver services as proposed.
7. Volunteer support – an involved and knowledgeable board of directors is a highly relevant factor to providing accountability.
8. Feasibility – the need may be great but the project must also have a reasonable chance of succeeding.
9. Impact on person or system – this refers to the difference that will be made on an individual’s life or the change in a system.
10. Development – results may not be seen immediately but the project must have long-term impact on the community.

#### Exclusion Factors

1. Capital Fund Campaigns – grant funds are not used to support a capital fund campaign.
2. Allocations – funds are not used to fund projects excluded by the Allocations process unless specifically addressed by the committee.
3. Governmental funds – funds can be used for a match but under most circumstances cannot be used to replace government-funded programs.
4. Fundraising projects – funds are not used to create or enhance a fundraising project.
5. Duplication – funds are not used for a project which duplicates an existing project.
6. Inappropriate resource – if other resources are appropriate, those resources should be accessed.
7. Applicant agencies must have IRS designation such as 501 (c) (3) or public institution status.