

**United Way of Parker County
New Programs/Venture Grant Policy**

Purpose: this fund has been established for special needs requests that can be made by both United Way and non-United Way agencies. This fund is not to be used to make current year allocations that have already been budgeted. The United Way intends to use these monies for one-time-only allocations to fund new and innovative programs that seek to meet high priority needs of the community. In addition, the Board with a majority vote at a regular or called meeting, may direct money be given towards key one-time community projects that are consistent with the goals and mission of the United Way.

Funding Level: The level of funding available for Venture Grants shall be determined annually by the Board of Directors of the United Way of Parker County.

Eligibility Requirements: All organizations applying for Venture Grant funds must meet the following minimum requirements:

- Operate as nonprofit charitable, educational, civic, scientific, social welfare, religious, hospital, health care or health service organization, or as a governmental or quasi-governmental unit.
- Operate under written Articles of Incorporations and By-laws or other written documents or statutes that define the applicant's purposes, membership, management and operation.
- Operate on a non-discriminatory basis in employment, recruitment of volunteers and delivery of services.
- Demonstrate effective program performance and financial responsibility and accountability.
- Operate or provide service within Parker County.
- Grants must provide funding for services or activities that align with the United Way of Parker County priority issues.

Operating Guidelines: The following basic operating guidelines shall apply:

- Funds shall be used solely for the granted purpose.
- Funded activities shall commence in a timely manner and expenditures shall cease within one year after receipt of the grant unless an extension is granted by the Board of Directors of the United Way of Parker County. Grant funds not expended shall be returned to United Way.
- All Venture Grants shall be approved by the Board of Directors of the United Way of Parker County. The amount of any grant will depend upon individual program requests and the need as determined by the Board of Directors of the United Way of Parker County.
- No Venture Grant will be given for any purpose that would jeopardize the tax-exempt status of the United Way of Parker County or the applicant organization.
- Grant recipients shall conspicuously acknowledge United Way of Parker County in all promotional materials, activities and programs funded with United Way monies.
- Grant recipients shall submit a project performance report and financial statement indicating actual use and the results of venture grant funds. If grant is used for a program quarterly reports are required. If grant is used for a project, report and financial statement must be submitted within 30 days of completion.

Application and Funding Procedure: The following general procedure shall apply.

- Organizations must submit applications for funding to the United Way office. Grants are usually considered on a quarterly basis.
- The Allocations Committee will make a preliminary review of each request and determine if a formal hearing and/or onsite visit with applicant organization is needed. Funding requests may be denied without a hearing or onsite visit.
- The Allocation Committee will submit a recommendation for funding recipients and amounts to the Board of Directors of the United Way of Parker County at the next regular meeting. Organizations will receive written notification of the Board's decision immediately following this meeting.

**United Way of Parker County
2022 Venture Grant Application (Please attach proposal)**

Amount Requested from United Way of Parker County _____

General Information:

Applicant _____

Address _____

Contact _____ Telephone _____

List other co-sponsors of this proposal: (organization, contact person and telephone)

Proposal:

On a maximum of two additional pages, describe the proposed project using the following format. Please number each section.

1. Describe the proposal and how it meets the purpose of the Venture Grant Policy.
2. Expected results of the project.
3. What is the documented need for the proposal?
4. Specific objectives timetable and details.
5. Specifically, how will the United Way of Parker County funds be used?
6. If the project is to continue after the grant period, how will it be funded?
7. Budget (form attached).

Submit 18 copies of the completed application and 1 copy of the following:

(Note: Organizations that are currently member agencies of United Way of Parker County do not need to resubmit the following materials.)

1. Names and address of the applicant's officers and member of its board of directors or governing body.
2. Statute, regulation or the applicant's Internal Revenue Service letter which establishes that the applicant is exempt from Federal income taxes, is not a private foundation and that donors may deduct contributions to the applicant as provided in Section 170 of the Internal Revenue Code.

UNITED WAY'S MISSION: To improve lives and build a stronger, healthier community.

UNITED WAY'S STATEMENT OF BASIC BELIEFS, VALUES & DIRECTION:

- All actions of the organization must be without bias.
- Provide funds to agencies that provide health and human service programs in Parker County.
- To be proactive in addressing unmet human service needs and in addressing ways of preventing social problems.

"NEW PROGRAMS/VENTURE GRANT" COMMITTEE GUIDELINES: Grants are intended as one-time special project grants that enhance the mission of the recipient human-service organization.

**United Way of Parker County
New Program/Venture Grant Budget Form**

Describe budget for this proposal, not sponsoring organization(s)

Revenue:

1. United Way of Parker County	\$
2. In-kind support from:	\$
(other)	\$
3.	\$
(other)	\$
4.	\$
(other)	\$
5.	\$
(other)	\$
6.	\$
Total	\$

Expenses:

1. Personnel	\$
2. Administration (specific to this program or project)	\$
3. Office supplies	\$
4. Advertising and printing	\$
5. Travel	\$
6. Dues and subscriptions	\$
7. Occupancy/utilities	\$
8. Professional fees	\$
9. Equipment, etc. (specific to this program or project)	\$
(other)	\$
10.	\$
(other)	\$
11.	\$
Total	\$

Is there a charge for service provided by this project or activity? Please explain.

Prepared by _____ Title _____ Date _____