

**2020 APPLICATION FOR FUNDING  
(Short Form)**

|  |  |  |
| --- | --- | --- |
| **Organization Name:** |  | |
| **Program Name:** |  | |
| **Executive Director:** |  | |
| **Contact Name & Title:**  **Contact Email Address:** |  | |
| **Representative from agency to be present for Grant Hearings:** |  | |
| **Website (if applicable):** |  | |
| **Telephone:** |  | |
| **Mailing Address:** |  | |
| **Org. Fiscal Year:** | Fiscal year begins on: | |
| **Program Year:** (If different from Org. Fiscal Year) |  | |
| **Fed ID#** |  | |
| **Did you receive a grant from United Way of Crookston last year?** | \_\_\_Yes \_\_\_No  **If yes, how were funds used?** | |
| **Amount requested** | $  *Amount may not exceed* $3000 | %  *Percentage of program budget requested from this United Way.* |
| **Would you like us to contact you to schedule an optional site visit? Yes\_\_\_\_\_\_ No\_\_\_\_\_\_\_\_** | | |

***\*Crookston Area includes communities in the following zip codes.***

***56523, 56716, 56723***

***This area does not include all of Polk County.***

## ORGANIZATION OVERVIEW

Limit: 1 Page

1. **Which United Way of Crookston impact area does your organization meet (mark all that apply)?** 
   * Health
   * Education
   * Finance
2. **Organization mission statement:**
3. **What is the goal of the program (that you’re requesting United Way funding for)?**

1. **Explain how your program addresses this issue impact area. (Describe the program)**

## OUTCOMES

Limit: 1 Page

1. **List the outcomes (individual and/or community) your program is working to achieve.**
2. **How will you measure your progress toward those outcomes listed in question #1?**
3. **Does your program include a component to be self-sustaining in the future? If yes, briefly explain.**

**COLLABORATION**  
Limit: ½ Page

**Describe any collaborative ventures or linkages your agency/service has with other agencies, services, cooperatives, taskforces, etc:**

**As a United Way partner, describe your organizations process for engaging employees and supporting the annual United Way fundraising campaign?**

**Annual Staffing and Volunteers**

|  |  |  |  |
| --- | --- | --- | --- |
| **Total # of Employees** |  | **Total # of Volunteers** |  |
| **Total # of Full Time Equivalents (FTE’s)** |  | **Total # of Volunteer hours** |  |

**PROGRAM POPULATION SERVED**

**Number of people served** List the approximate number of unduplicated people (clients/patients/recipients/other) served. Use Time Frame space for actual dates you use to measure a year.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Current  Grant  Year | Upcoming  Grant  Year | Population  Describe population served  (youth, adults, older adults, # males/females, ages, etc.) |
| Time Frame:  *(example Jan 1, 2019-Dec 31,*  *2019 or July 1, 2019-June 30, 2020)* | *Example: 100* | *Example: 150* | *Example: N=100*  *50 males and 50 females; 25 youth, 50 adults, 25 seniors* |

**PROGRAM BUDGET**

|  |  |  |  |
| --- | --- | --- | --- |
| **Revenue Sources** | **Last Fiscal Year**  **Specify dates:** | **This Fiscal Year**  **Specify dates:** | **Next Fiscal Year**  **Specify dates:** |
| **United Way Crookston Grants** |  |  |  |
| **Other United Ways Grants** |  |  |  |
| **Private Grants** |  |  |  |
| **Government Grants** |  |  |  |
| **Special Events- Donations/Fundraisers** |  |  |  |
| **Memberships/Dues** |  |  |  |
| **Tuition/ Payment for Program Services** |  |  |  |
| **Investment Income** |  |  |  |
| **Misc. Revenue** |  |  |  |
| **Total** |  |  |  |
| **Expenses** |  |  |  |
| **Personnel** (wages, benefits, taxes, staff development) |  |  |  |
| **Office Expenses**  Supplies, rent, technology, equipment |  |  |  |
| **Membership, Dues, Payments to Affiliates** |  |  |  |
| **Travel/Mileage** |  |  |  |
| **Other** |  |  |  |
| **Other** |  |  |  |
| **Total** |  |  |  |

**PROGRAM FINANCIAL INFORMATION**

**Explain the use of the United Way funding for this program:** (List specific expenses covered).

**MARKETING**

**Please give a brief description of your agency (approximately 15 – 25 words) and description of your program (approximately 15 – 25 words). This information may be used in UW promotional materials and referral resources.**

**To better publicize your agency and program, please explain how various dollar amounts would impact your agency. What could people expect their annual gift to buy if they donate $50, $100, $500, and an amount of your choice?**

**Do you have high-quality; high-resolution photographs available for digital submission that can be used for promotional purposes?\* YES or NO**

\*Signed releases in your records are required for all submitted photos.

**How will United Way of Crookston be included in your marketing materials?**

***\_\_\_\_\_\_ [INITIAL HERE] I attest to ensure our program services and staff are culturally competent in regards to inclusion and diversity in all its forms (****race, class, religion, gender, sexual orientation, ability, age, etc****)?***

***This is to certify that this application for membership in the United Way of Crookston was authorized by proper action of the agency governing personnel and affirms that all information accurately reflects the financial picture and needs of your organization.***

|  |  |
| --- | --- |
| **Dated** |  |
| **Agency** |  |
| **Signature** |  |
| **Title** |  |

PLEASE RETURN TO: United Way of Crookston, Inc.

P.O. Box 218

Crookston, MN 56716

Phone: 218-281-1715