



## **United Way of the Flint Hills Emerging Needs Grant Guidelines and Procedures**

Emerging Needs Grant funding requests should present innovative approaches to meeting the health and human services needs of our community that are time sensitive. Funding is specifically reserved as short-term funding for start-up costs associated with bringing a new program to our community or to an organization that provides a vital program that addresses our priority areas of Education, Income, and Health. Other factors for funding consideration include measurable outcomes, programs that meet currently unmet needs, and the organization's ability to secure funds to continue the project.

### **Objectives:**

United Way of the Flint Hills will provide a mechanism for funding outside its existing grant making in order to remain responsive to community needs during ongoing funding cycles. An Emerging Needs Grant is:

- a one-time grant, not an allocation
- one-time funding for health and human service providers
- for emerging needs within the community
- for emergency and unforeseen circumstances that have an immediate impact on service delivery focused on education, income and health

### **Eligibility:**

Grants are made only to nonprofit organizations that have federal tax exempt status as a section 501(c)(3) public charity or to government agencies. The nonprofit or government agency must operate and provide service within Chase, Coffey, Greenwood, Lyon, Morris, Osage, Wabaunsee, and Woodson counties. No grants are made to individuals.

If the organization is not currently recognized by the Internal Revenue Service as a 501(c)(3) tax-exempt not-for-profit, they may identify a 501(c)(3) sponsor to act as their organization's fiscal agent. The fiscal agent must be recognized as a publicly supported, charitable organization under section 501(c)(3) of the Internal Revenue Service Code.

Organizations must comply with all regulations of the state, county and federal government pertaining to proper licensing, health and safety requirements and operation within the State of Kansas and certify they are in compliance with the USA Patriot Act and other counterterrorism laws. Organizations receiving this grant must also abide by an Affiliate Partner Agreement, which outlines responsibilities and reporting requirements related to grant funds.

### **Funding Considerations:**

United Way will consider funding in the following areas and preference is given to projects or programs that:

- are collaborative projects or programs
- are focused on Education, Income and/or Health, with special emphasis on the following focus areas:
  - strengthening and supporting families
  - supporting vulnerable and aging populations
  - promoting self-sufficiency

- helping children and youth succeed
- building vital and safe neighborhoods
- address priority community issues and demonstrate measurable outcomes
- encourage more effective/innovative use of limited community resources
- demonstrate new approaches and techniques to the solution of community problems
- are intended to strengthen the management capabilities of agencies and/or promote volunteer participation and citizen involvement in community affairs

### **Limitations**

United Way cannot meet every community need. We do not fund for the following: annual fund drives, building funds, operating deficits or after the fact support, direct or grass roots lobbying, religious purposes, hospitals, medical research, academic research, or events sponsorships.

An organization may only receive this grant once within a 12 month period unless it is an emergency. Supporting documentation of the emergency must accompany the request. Other exceptions may be made in cases when the organization requesting funding serves as the fiscal agent for another organization. Due to limited funding, partial grants may be awarded. United Way does not expect to make recurring or multiple-year grants to the same organization or program, and the maximum grant award normally does not exceed \$1,000. It is suggested that requests not exceed these guidelines.

### **Reporting Requirements**

United Way of the Flint Hills requires accountability and transparency in all aspects of our operations. Organizations receiving Emerging Needs Grants may be required to complete an outcome report form no later than one month after the completion of the program or activity outlined in the grant requests. In addition to the requested information please consider including any additional information or material that you feel is relevant to the project.

### **Timeframe**

United Way is required to fully review and evaluate all funding requests, resulting in a decision-making and approval process that normally takes at least 30 days. A lack of requested information or an incomplete application would delay the decision-making and approval process. Deadlines for the Emerging Needs Grant are: March 1, June 1, September 1, and December 1.

### **Contact**

Jami Reeve, Executive Director  
United Way of the Flint Hills  
702 Commercial Street  
Emporia, KS 66801  
620.342.7564  
jamir@uwfh.org