

United Way of Salt Lake Fiscal Year 2019-2020 Community Support Grant Eligibility Requirements

Thank you for your interest in receiving a grant from United Way of Salt Lake. In order for an organization to be eligible to be considered for a grant, it must meet certain standard eligibility criteria.

Please use the checklist below to determine if your organization is eligible for consideration.

- Qualify under the IRS Code as a non-profit 501(c)3 organization or be a legally established public entity
- Be governed or advised by a volunteer Board
- Provide services in United Way of Salt Lake's service area of Davis, Salt Lake, Summit and/or Tooele Counties
- Have an annual independent audit or review completed by an independent Certified Public Accountant. (If the operating budget is under \$250,000, certified year-end financials approved by Board Chair and Executive Director may be substituted. If the organization is a public entity, year-end program financial statements, certified by Board Chair, Program Director and/or Department Director, or equivalent, may be substituted)
- Have overhead expenses under 25% of total agency or program budget
- Have accounting and financial reporting standards that are relevant Financial Accounting Standards Board (FASB) or Government Accounting Standards Board (GASB) requirements
- Have a non-discrimination policy in place
- Certify that organization complies with the USA Patriot Act
- Demonstrate that organization has been operating for five or more years

After being approved for a grant, the organization must agree to the following:

- Submit signed contracts by deadline date or face possible loss of grant funding
- Complete and submit mid-year and year-end outcome reports by required dates
- Provide copies of independent audit, review, and management letter, IRS Form 990 and Utah State Charitable Solicitations Permit by required dates
- Support UWSL's volunteer engagement efforts, including identification and support of ongoing corporate, affinity group and other donor volunteer opportunities
- Agree to acknowledge and identify UWSL as a funder in all published materials, on website and any other places where funders are listed
- Agree to include UWSL's logo and follow UWSL's branding guidelines in all appropriate materials related to programs and activities funded by the grant
- Recipients of Collective Impact grants must also agree to the terms and conditions within the Partnership Agreement
- Agree to designate two employees, board members, or other volunteers to become part of the Disaster Volunteer Corps.¹ The Disaster Volunteer Corps will be activated during a widespread incident when the call volume to the United Way 2-1-1 call center exceeds the capacity of internal resources. These designated individuals will be required to participate in an annual training, which will familiarize them with United Way 2-1-1 protocol, expectations, and software.

United Way of Salt Lake reserves the right to make exceptions to these requirements, which were approved and adopted by the Board of Directors of United Way of Salt Lake on February 13, 2014.

¹ State legislation establishing the Utah 2-1-1 Information and Referral Network and the Disaster Volunteer Corps requires UWSL to respond to the information needs of Utahns during times of disaster. In order to meet this commitment, United Way of Salt Lake 2-1-1 must enable staff from other agencies to use the 2-1-1 resource database to provide service delivery and/or resource database maintenance support. This process will safeguard continuity of services during a disaster.