



United Way  
of Frederick County

## United Way of Frederick County Live United Grants 2018-2019 Criteria and Guidelines

These guidelines offer general guidance and are not a guarantee for success in obtaining a grant. Each proposal is evaluated on its potential value to Frederick County; the quality of planning, leadership, support and vision expressed; the relative need for the program proposed and the current funds available for distribution. Due to the large number of funding requests, United Way of Frederick County is able to fund only a small portion of the requests received. An unsuccessful application does not reflect the worthiness of a particular project.

### **Objectives:**

United Way of Frederick County will provide a mechanism for funding outside its existing Community Impact grant making in order to remain responsive to community needs during ongoing funding cycles. A Live United Grant is a one-time grant focused on education, financial stability, and health. Grants must be aligned with [our Community Impact Strategy Map for Frederick County](#).

### **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. An organization not currently recognized by the Internal Revenue Service as a 501(c)(3) tax-exempt not-for-profit may identify a 501(c)(3) sponsor to act as their organization's fiscal agent. The nonprofit or government agency must have an address and provide service within Frederick County.

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 Maryland and certify they are in compliance with the USA Patriot Act and other counterterrorism laws. Organizations receiving a grant must also abide by a memorandum of understanding, which outlines responsibilities and reporting requirements related to grant funds.

Organizations must agree to future involvement with United Way including but not limited to participation in Day of Action, Workplace Giving Campaigns, Summer Serve, Impact Councils, Special Event Fundraisers and/or co-marketing of United Way events. Organizations actively engaged with United Way will be given priority.

### **Funding Considerations:**

The minimum grant award is \$500 and average award will be \$2,500. Grants will not exceed \$10,000. Permissible funding includes direct service staff costs and/or staff costs associated with a project, current projects, or expansion of projects.



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### **Funding Priorities:**

Live United Grants must directly meet the goals detailed in the [United Way of Frederick County Community Impact Strategy Map](#). This includes the following:

- Helping children and youth achieve their potential through education.
- Helping families become financially stable and independent.
- Improving people's health.

Applications that do not specifically address the outcomes in the Strategy Map will not be considered.

Applications that request funding for equipment that is priced at \$500 or more must include the expected lifespan of the equipment and any projected maintenance costs. The application should also include multiple quotes (three is recommended) for each piece of equipment priced at \$500 or more. If multiple quotes are not included an explanation of why must be included.

Preference is given to projects or programs that:

- Leverage funds in addition to any United Way grants
- Are collaborative projects
- Demonstrate measureable outcomes
- Encourage more effective/innovate use of limited community resources
- Utilize volunteers

### **Limitations:**

United Way cannot meet every community need. Live United Grants are not for the following:

- After-the-fact support
- operating deficits

An organization may only receive a Live United Grant once within a 12-month period. Due to limited funding, partial grants may be awarded.

### **Confidentiality:**

Although the deliberations and discussions of the committee are strictly confidential, United Way staff will share information with other individuals and agencies as needed. To assist the grant seeker, United Way staff may discuss general concerns and questions with the grant seeker.



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### **Decision-Making and Grant Review Process:**

Upon receipt of the completed applications, the requests will go through a competitive grant review process by United Way of Frederick County. The Live United Grants Review Committee is comprised of United Way Board Members and community leaders who volunteer their time to review grant applications on a continual basis and make recommendations to the full board of directors. As a steward of community dollars, United Way requires thorough evaluations of all requests received. The evaluation process may include requests for additional information. Final decisions on all grant requests rest with the United Way of Frederick County Board of Directors.

### **Conflict of Interest Policy:**

United Way of Frederick County maintains a strict conflict of interest policy for its Board, staff and volunteers to ensure independence and integrity in its recommendations. Staff and volunteers may not accept any form of compensation, gifts or favors from any organization or representative that anticipates submitting a grant proposal to United Way or that has already submitted a proposal or has received a Live United Grant in the past.

### **Reporting Requirements:**

United Way of Frederick County requires accountability and transparency in all aspects of our operations. Organizations receiving Live United Grants will 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 request. In addition to the requested information please consider including any additional information or material that you feel is relevant to the project. Consider including pictures of the event, news or media coverage and testimonials from participants. Completed reports will be submitted electronically to United Way.

### **Diversity, Equity and Inclusion:**

United Way of Frederick County strives to be a model of diversity, equity and inclusion. Our Board of Directors, staff, volunteers and programs proudly reflect the Frederick County community, its many faces, cultures and walks of life without regard to social or economic status, gender, ethnicity, religion, age, sexual orientation, and physical or mental disabilities.

**LIVE UNITED**



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**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. Agencies will be notified of the funding decision made by United Way during the following months. A lack of requested information or an incomplete application would delay the decision-making and approval process.

*Fall Grants*

October 1 – Applications Available  
October 31 – Applications Due  
December – Funds Awarded

*Winter Grants*

January 1 – Applications Available  
January 31 – Applications Due  
March – Funds Awarded

*Spring Grants*

April 1 – Applications Available  
April 30 – Applications Due  
June – Funds Awarded

**Please contact Malcolm Furgol for additional information:**

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