**2018**

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**United Way of Southwest New Mexico**

**2024 Funding Application**

Funding Period: July 1, 2024 through June 30, 2025

**Deadline: Friday, April 26, 2024 – 5:00PM**

Please fill out the online form and upload required attachments via the United Way of Southwest New Mexico’s website at [https://www.uwswnm.org/CIF202](https://www.uwswnm.org/CIF2023)4

**Applications will not be accepted after the deadline.**

If you are experiencing any type of technical issues, please feel free to call the UW office number at (575) 524-7561 or email Monica Whitman at monicaw@uwswnm.org.

**Section A: ORGANIZATION Information – General**

Please provide the following information about the governing organization that is/will be responsible for providing information for which funding is being requested.

1. Organization Name:

Click here to enter text.

1. Physical Address:

Click here to enter text.

1. Mailing Address:

Click here to enter text.

1. Main Office Number:

Click here to enter text.

1. Executive Director/CEO name and E-Mail Address:

Click here to enter text.

1. Program Manger name and E-Mail Address:

Click here to enter text.

1. Board Chair Name and email:

Click here to enter text.

1. Web Site:

Click here to enter text.

1. Request Amount (Typical awards granted are $2,500-$10,000):

Click here to enter text.

**Section B: ORGANIZATION Information – Governing Body**

Please provide the following information about the governing body of the organization that is/will be responsible for providing information for which funding is being requested.

1. Is the organization a 501(c)3 in good standing?

[ ] Yes [ ] No

1. How many staff members does the organization employ?

Click here to enter text.

1. Do any paid staff members of the organization sit as voting members on the governing board?

[ ] Yes [ ] No

If answered YES, please state whom?

Click here to enter text.

1. What percentage of the Board of Directors contributed financially to the organization?

Click here to enter text.

1. Please provide the following as an attachment at the end of the application:
2. Most current list of Board Officers and Directors with contact information and term limits.

**Section C: ORGANIZATION Information – Financial Management**

Please provide the following information about the financial management of the organization that is/will be responsible for funding that is being requested.

1. Was an audit or financial review completed by a Certified Public Accountant at the end of the last fiscal year?

[ ] Yes [ ] No

If no, please explain the reason for not having an audit or financial review.

Click here to enter text.

1. Has the organization had any audit exceptions in the past 3 years?

[ ] Yes [ ] No

If yes, please explain the circumstances and attach a copy of the audit exception page of the audit(s) in question.

Click here to enter text.

1. What percentage of the total organization budget is used for administrative costs and how is the administrative rate calculated?

Click here to enter text.

1. Please provide the most current version of the following financial documents as attachments at the end of the application:
2. 990 Form
3. IRS Determination Letter for 501(c)3 Status
4. Financial Review or Audit
5. Organizational Budget
6. Budget Narrative: Describe the program budget. How will allocations from the Community Impact Fund be used as part of the larger organizational budget?

**Section D: APPLICANT Information**

*Note: Only ONE application request per organization.*

Please provide the following information about the request for which the Organization is requesting funding. This information is intended to assist the Community Investment Committee in comparing programs.

1. What is your organization’s mission statement?
2. Is this program directly related to Basic Needs, Education or Financial Stability?

[ ] Yes [ ] No

1. Please check what **specific** area of Basic Needs, Education or Financial Stability priorities that directly addresses your program. **Check only ONE that best applies to the request:**

[ ]  **Basic Needs**

To improve the quality of life for children and families by linking them to vital community resources and services.

[ ]  **Education**

To decrease barriers to educational success by improving the quality of and access to supplemental supports.

[ ]  **Financial Stability**

To increase the number of opportunities for individuals and families to become economically self-sufficient.

1. Please provide a narrative explanation of the request as it directly relates to the selected area above in 500 words or less.

Click here to enter text.

1. Please share the measurable purpose of this request. How was the local need identified? (Provide any relevant statistical data/research.)

Click here to enter text.

1. What strategies will be implemented in order to accomplish desired outcomes?

Click here to enter text.

1. How are the outcomes measured?

Click here to enter text.

1. Did you receive funding in the previous cycle? If yes, please describe how the funds were used.

Click here to enter text.

1. How will your organization and project be impacted if the funds are not awarded?

Click here to enter text.

1. Use **Worksheet 1** to list **Service Recipient Demographics** related to providing this program. Be as specific as possible.
2. Use **Worksheet 2** to list **Program Budget** related to providing this program. Be as specific as possible.
3. Please complete the **Certification and Approval Signature e-sign** with the necessary signatures. Your e-signature certifies that the proposal was considered and approved for submission by the requesting organization’s Board of Directors and that all information is complete and accurate.

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| **Annual Program Grant Process Timeline** |
| **Phase 1: Grant Application** | March 18, 2024 | Grant application available |
|  | April 26, 2024 5:00 pm | **Due Date:** Completed Grants application(*late submissions are not accepted*) |
| **Phase 2: Panel Presentations** | May 10, 2024-Grant CountyMay 14, 2024-Dona Ana CountyTBD-Luna County | Grant Review Panels convene for agency presentations (All qualifying programs will be emailed regarding presentation times) Grant Review Panels score applications and recommend grantees. |
| **Phase 3: Allocations** | Week of May 20-24, 2024 | UWSNM Board reviews and approves amounts |
|  | June 3, 2024 | Award agreements are emailed via Adobe acrobat |
|  | June 21, 2024 | All agreements DUE |
|  | July 1, 2024 | 1st payment issued |
|  | January 31, 2025 | **Due Date:** Mid-Year Report/2nd payment issued |
|  | July 31,2025 | **Due Date:** Year-End Report |