

2020 Community Investment Allocation Application Checklist

Applications due by 3pm on February 21st 2020

- Each organization must fill out the “Cover Sheet”
- Each organization must fill out the “Program Application” for **each** program you are applying for a grant
- While filling out the Cover Sheets and Program Applications for your organization, do not change or modify font sizes and formats

Items to Submit via hard copy to UWWCE office (all hard copy items must be double sided): **NO STAPLES**

- 1 Copy of each program application with all items listed below that are being submitted via online portal
- Most recent annual report (hard copy only)

Items to Submit via online application portal at uwwce.org/apply-for-funding

- Organizational Cover Sheet (1 cover sheet per organization)
- Program Application (1 application per program)
- Your most recent IRS Form 990
- Your most recent audited financial statement OR most recent year-end financial statement (if an audit is not required by law)
- Current year unaudited financial statement with one-page summary of category details
- List of Board of Directors and their affiliations and a brief description of key staff members
- Your IRS 501(c)3 determination letter or statement of status as a unit of government or tax exempt charitable organization

**** A quarterly grant impact report is due to the UWWCE (email lois@uwwce.org) on the following dates: April 30th 2020 (2019 funding grantees), July 31st 2020 (2019 funding grantees), October 30th 2020 (all grantees),**

Timeline for Community Investment Allocation Announcements

February 21st 2020: Program applications due no later than 3pm

Mar 3rd: Community Investment meeting #1 (no agency presentation)

Mar 4th – April 3rd : Agency and program visits by Panel members

April 7th: Community Investment meeting #2 (no agency presentation)

By June 18: Agency notification of funding allocations and “estimated future funding”

United Way of Washington County-East

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