

2018 – 2019 Grant Application



Your completed application should include the following components:

- A. The 16 questions of the Seward County United Way application form totally completed and placed on top of your packet.
- B. 2018 Projected Budget, Profit & Loss Statement and Balance Sheet as of Dec. 31, 2017.
- C. 2016 or 2017 Actual Expenses, based on your fiscal year. (We would prefer audit, financial reports, etc.)
- D. A list of your current board of directors with telephone numbers & emails.
- E. A copy of your brochure or primary promotional material. (If you do not have an item that qualifies, you may substitute a short but complete description of your agency and its primary activities.)
- F. Any additional information you would like the SCUW board to review about your agency and your work.
- G. Please make **15 copies** of your application for the Board of Directors. Only 1 copy of Audit needed. Application & copies must be delivered no later than January 17, 2018 to the SCUW office, 1701 N Kansas 67901.

Please include the question with your answer. Please submit on your letterhead.

1. Agency name, primary contact, address, email, telephone number and federal ID number
2. Agency's purpose, goal, or service provided
3. Describe the agency's partnerships and collaborations with others in the community.
4. Number of years in existence and number of years as a Seward County United Way Agency
5. Funding Request
 - A. 2018 Request
 - B. 2019 Request (please explain any increase from 2018 request)
6. List of all funding sources, amounts and percentage of income they represent
7. Percentage of your budget that Seward County United Way provided in 2017
8. List of counties where your agency provides services
9. Total (unduplicated) cases directly served by your agency

10. Total (unduplicated) cases directly served in Seward County
11. Estimate the ethnic breakdown of the clients served (percentage of white, African American, Hispanic, etc.)
12. Number of paid or salaried employees
 - A. Number of employees that live in Seward County
 - B. Total payroll cost estimates for 2017
 - C. Total payroll cost for 2017 fiscal year and percentage this Represents of your total budget
13. Total amount of your funding that will be spent directly in Seward County and the percentage this represents of your total 2018 budget
14. List all professional accreditations
15. Describe your evaluation process for your program(s) or provide a copy of your evaluation form.
16. Please list any Seward County United Way events or presentations you have volunteered at during the 2017 year.

This form is available electronically by email (contact me at scunitedway@sbcglobal.net, or on our web site, scunitedway.com).

**DUE WEDNESDAY
JANUARY 17 2018**