



Live United Grants 2018-19 Criteria and Guidelines

These guidelines offer general direction and are not a guarantee for success in obtaining a grant. Each proposal is evaluated on its potential value-add to Lebanon 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 Lebanon 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.

Objective:

The Live United Grant is an opportunity to partner with United Way of Lebanon County in the delivery of a program or service with benefit to Lebanon County residents. These semiannual grants allow United Way to remain responsive to ongoing community needs and encourage partnership development between two or more organizations.

Eligibility:

Grants are made only to nonprofit organizations that have federal tax-exempt status as a section 501(c)(3) public charity and have been operating as such for a minimum of one (1) year. The nonprofit agency must have an address and provide service within Lebanon County. The minimum grant award is \$500 with an average award of \$2,500. Grants will not exceed \$5,000.

Funding requests will be considered for the following types of projects:

- One-time project: Immediate response to emerging community need
- On-going project: Funding to continue/support/grow an already established project
- Entrepreneurial/Incubator Funds: Funding for new ventures and initiatives

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 Pennsylvania and certify they 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 Caring, Workplace Giving Campaigns, attending United Way events or trainings, and/or co-marketing of programming supported by United Way funds.

Funding Priorities:

Grant applicants must demonstrate how they will collaborate to address one of the following funding priorities:

- Building and strengthening neighborhoods and sense of community
- Providing children safe places to learn and play
- Supporting seniors and healthy aging
- Addressing barriers for the growing diverse population in Lebanon County
- Promoting public health, healthy lifestyles, and wellness
- Supporting advocacy, community awareness and education campaigns

Preference is given to projects or programs that:

- Leverage funds in addition to any United Way grants
- Demonstrate collaboration
- Produce measurable results
- Encourage more effective/innovative use of limited community resources
- Utilize volunteers
- Demonstrate innovative and “outside the box” thinking

Limitations:

Live United grants are not for the after-the-fact support or operating deficits. An organization or collaborative 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.

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 Lebanon County. The United Way Community Impact Committee will review the grant applications on a semi-annual basis. This committee is comprised of United Way Board Members and community leaders who volunteer their time. 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 Lebanon County Board of Directors.

Conflict of Interest Policy:

United Way of Lebanon 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 Lebanon 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 UnitedWay.

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.

Spring Grants:

- March 1 – Grant application opens
- March 31 – Grant application closes
- April – Community Impact Committee will review grants and make award determinations
- May – Applicants will be notified regarding their grant request and funding will be dispersed in alignment with committee recommendations

Please contact Sugra Bibi for additional information:

Sugra Bibi, Director of Community Impact
United Way of Lebanon County
801 Cumberland St., Lebanon, PA 17042
(717) 273-8144
sugra@unitedwaylebco.org