



United Way
of Bemidji Area

VENTURE GRANT GUIDELINES

PURPOSE/EXPECTATIONS

The purpose of Venture Grants is to stimulate creative, collaborative solutions to new and emerging needs in order to effect change. Venture Grants are intended to provide short-term support for start up or development of new or untried programs AND/OR to enhance the capacity of existing agencies or delivery systems.

VENTURE GRANT FUNDING CRITERIA/ELIGIBILITY REQUIREMENTS

1. Bemidji area (ISD #31) non-profit 501(c) (3) health and human service organizations. Both current United Way Partner Agencies and non-United Way Partner Agencies may apply.
2. Alignment with at least one of United Way of Bemidji Area's focus areas:
Education - Helping children, youth, and adults achieve their full potential
Income - Promoting financial stability, increasing self-sufficiency and independence
Health - Improving people's health, social well-being and providing emergency services
3. Potential for success if funded, as defined by the objectives of the project itself, and as indicated by the capabilities of the agency/organization.
4. Potential for a positive impact upon identified service recipients or community population.
5. Evidence of non-duplication if other services/programs are currently available to the target population in the identified geographic area of service.
6. The innovative, creative, and/or non-traditional characteristics of the project.
7. The ability of the agency or project to attract or develop funds to continue the project after funding through the Venture Grant Program is terminated, if appropriate.
8. The relationship between the project and the need for the proposed services.

GRANT DEADLINE AND ANNOUNCEMENT OF GRANT RECIPIENTS

Venture Grants must be submitted by 5:00 p.m. on December 31 of each year and grants will be announced by March 1 of the following year.

GRANT CYCLE

Venture Grant funding is short term., 10 month cycle, March-December. Funds must be expended by the 31st of December in the year the grant was awarded.

MAXIMUM DOLLAR AMOUNT OF REQUEST

The maximum grant available through United Way Venture Grant Program is \$2,500.

GRANT SUMMARY

Organizations, as a provision of accepting grant monies, must provide a Grant Summary Report to the Venture Grant Committee demonstrating that the funds were used for their intended purpose. The Grant Summary Report is due within 30 days of conclusion of project or by December 31st of the funding year, whichever is first.

The Grant Summary Report should include the following:

- The number of people receiving services as a result of the grant award and a summary of the project outcomes.
- An itemized list of expenditures funded by the grant award, including copies of the receipts.
- Copies of any public advertising associated by the grant award.

RESTRICTIONS

Athletic teams or events, school activities for which school credit is earned, political activities, proposals to fund prior year's deficits, general operating expenses, one-time presenters/presentations, marketing expenses, previously purchased equipment or programs in progress, and/or for profit organizations.

UNITED WAY'S MISSION:

To improve people's lives by mobilizing the caring power of our community.

UNITED WAY'S VISION:

The United Way of Bemidji Area will be a recognized leader connecting people, resources and ideas to create a thriving community characterized by measurable and long-lasting improvements in education, income and health.



UNITED WAY OF BEMIDJI AREA VENTURE GRANT APPLICATION PROCEDURES

United Way
of Bemidji Area

A COMPLETE APPLICATION INCLUDES **5** PACKETS THAT CONTAIN THE FOLLOWING:

COVER SHEET

- Use the *attached* cover sheet

PROJECT BUDGET

CURRENT BOARD APPROVED LOCAL ORGANIZATION BUDGET

PROPOSAL (no more than 3 pages):

Your concise proposal must contain the following information clearly identified with headings:

- Brief history and explanation of mission of organization.
- Project description and how it aligns with at least one of United Way's focus areas-
Education - Helping children, youth, and adults achieve their full potential
Income - Promoting financial stability, increasing self-sufficiency and independence
Health - Improving people's health, social well-being and providing emergency services
- The human service need in the Bemidji area being addressed.
- Geographic area that will benefit from the project.
- Specific target population and estimate of the number of people affected.
- Expected outcomes of this project.
- Evaluation procedure description (the method for measuring expected outcomes.)
- Future funding sources for the project.
- Implementation schedule for the project (specific dates).
- Plan for acknowledging United Way as a funding source.

The following is the preferred language for press statements: "This project was made possible in part through funding from the United Way of Bemidji Area Venture Grant Program."

VERIFICATION OF 501(c)(3) or GOVERNMENT STATUS

Please include a copy of your official 501(c)(3) verification form

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UNITED WAY OF BEMIDJI AREA VENTURE GRANT APPLICATION COVER SHEET

Date of Application	
Name of Organization	
Mailing Address	
Contact Person, Title	
Phone Number	
E-mail	
Project Title	
Dollar Amount Requested from United Way	
Project Dates	
Total Project Budget Amount	
Annual Agency or Departmental Operating Budget	
Other Sources of Revenue for the Project (Please list confirmed and pending sources)	

We understand that a Grant Summary Report must be submitted to the United Way within 30 days of the conclusion of the project or by December 31st of the funding year, whichever is first.

SIGNATURES (at least two of the following are required)

Contact Person _____ Date _____

Chief Professional Officer _____ Date _____

Board President _____ Date _____