

# 2024 United Way of Bemidji Area Annual Grant (Beltrami County)

## Frequently Asked Questions

**1) Can I complete the grant application on paper and submit it over email?**

No, you must submit the grant through our grant application portal. You may work on the grant in a Word document and then copy and paste into the online grant application.

**2) I can't find the budget to complete. Where is it?**

There is no official budget for you to fill out. Please upload your own board-approved budget.

**3) Do I need to upload my 501c3 and bylaws if I've been a partner agency before?**

If you are a current partner agency and there have been no changes to these two documents, there is no need to upload them, as we already have them on file. If you are not a current partner agency, we ask that you upload both your 501c3 and bylaws.

**4) What are operating reserves?**

Operating reserves are unrestricted funds that you have on hand to provide a cushion against unexpected events and expenses and losses of income (such as losing a grant).

**5) What is the funding cycle for a United Way grant?**

Grants are awarded in June, with funds being distributed quarterly in July, October, January, and April. The funding cycle is July 2024-June 2025.

**6) What is the range of grant awards?**

While there is no minimum or maximum on our annual grants, typically agencies receive grants in amounts between \$2,000 and \$40,000. Agencies who received funding in a prior year are never guaranteed to receive the same dollar amount, as the investment cabinet allocates based on agency and community needs.

**7) Who reviews the grant applications?**

United Way's Community Investment Cabinet is a committee of 16 community volunteers who: (1) follow and implement policies and procedures consistently and equitably regarding all agency funding requests; (2) review all applications for funding; (3) make assigned site visits to agencies applying to receive funding; and (4) work as a team to come to a consensus for recommending funding amounts for applying agencies.

The United Way of Bemidji Area Board of Directors makes the final approval for recommended funding to partner agencies and programs.

**8) Who is eligible to apply for a United Way annual grant?**

Agencies seeking partner funding from the United Way of Bemidji Area MUST meet the "Basic Conditions of Funding," which are listed on the Grant Opportunities page of our website.

**9) Are United Way partner agencies required to provide Diversity, Equity, and Inclusion (DEI) training for their staff and board?**

While providing DEI training is strongly recommended, it is not yet a requirement of United Way partner agencies.

**10) How do I get a copy of my completed grant application?**

When you submit your application, both UWBA and your agency receives a submission/confirmation email with the completed application attached. We encourage you to save that file for your records.