



*The Wabash Valley is made up of problem solvers, difference makers, and opportunity creators.*

**Together, we're on a mission to change lives forever in our community by investing in programs focused on our BOLD GOAL!**

## **United Way of the Wabash Valley**



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### **United Way of the Wabash Valley, Inc. 2022 Safety Net Investment Announcement *Request for Proposals***

Issuing From: **UWWV Community Impact Committee**

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<b>Grant Title:</b>	<b><i>2022 Safety Net Investment</i></b>
<b>Announcement Date:</b>	<b>December 14, 2021</b>
<b>Deadline:</b>	<b>February 4, 2022</b>
<b>Fiscal Year Funding:</b>	<b>2022</b>

*Contained in this document is the grant overview, schedule, application requirements, and instructions to provide a proposal to United Way of the Wabash Valley, Inc.*

#### **Overview of Funding Opportunity**

##### **Community Impact Goal**

United Way of the Wabash Valley (UWWV) works with and for our community to create lasting solutions to our greatest challenges. We envision a thriving, inspired community focused on care and collaboration. We pursue this by convening the community to address key issues, collaborating to achieve a measurable impact, and connecting human and financial resources to improve lives.

In the United Way service area (Clay, Parke, Sullivan, Vermillion and Vigo Counties in Indiana and Clark County in Illinois), more than 33,000 households live below a bare bones financial income referred to as ALICE (see [www.uwv.org/ALICE](http://www.uwv.org/ALICE)). *UWV is working toward a long-term bold goal for the community of moving 10,000 households out of financial struggles and into stability.* We invite applicants to propose initiatives that will help us reach that goal.

### **Definition of Safety Net**

Supporting emergency services vital to the basic needs of food, shelter & clothing.

#### **Strategies:**

- Disaster response; programs that help individuals prepare for, protect against, respond to and recover from natural or man-made disasters.
- Low income assistance; programs that aid vulnerable, elderly or disabled individuals to help meet the basic needs of life and avoid hunger, homelessness and medical crisis.
- Information and referral; programs that link existing community services to those in need.

### **Grant Offering**

The United Way of the Wabash Valley (UWV) is soliciting proposals that will serve those in need in our community of safety net or vital emergency assistance. While the UWV focus is based on addressing the long-term root causes of generational poverty, we understand the basic need today to help our community. Our commitment to safety net program funding is intended to help bridge the gap for families who are struggling while we work to create lasting solutions.

### **Grant Funding Available**

This Safety Net open grant opportunity is open to any organization providing immediate and emergency assistance of vital needs such as food, shelter, and clothing in the United Way's 6-county service area of Clay, Parke, Sullivan, Vermillion and Vigo in Indiana, and Clark in Illinois. UWV is making approximately \$100,000 available for these 1-year grants.

### **Project Impact**

Applicants must provide detail in the form of a program/project description that aligns with the Definition of Safety net provided as well as project outputs that will demonstrate the impact that the project will have on safety net. Awarded applicants will be required to provide reporting on the following:

1. Outputs – An output is something produced by the grant. Examples of outputs include: Number of people served; Lbs. of food distributed; Number of meals delivered; Number of clothing items distributed; Amount of financial assistance provided.
2. Success Stories along with Photos of the Program. The success story will show how a person has overcome some kind of obstacle. It will discuss the situation the person was facing, how they overcame the challenge with the organization's help and the positive outcome they achieved. Written success stories should follow the guidelines provided at <https://www.nonprofitpro.com/post/creating-compelling-success-stories-nonprofit/>

## Grant Timeline

There are no exceptions to any deadlines for the applicant; however, UWWV reserves the right to change the dates, with proper communication to potential applicants. All times provided below are in Eastern time.

Milestone Activity	Date
Grant announcement.	12.14.21
Application meeting at 12:00 PM. On-line application orientation and training to submit electronically through United Way's e-CImpact system. <b>REQUIRED MEETING. Please RSVP to Mark Johnson @ 812.235.6287 or mjohnson@uwwv.org.</b>	1.11.22
Grant application period	12.14.21-2.4.22
Full application electronic submission due to the UWWV by 4:00 PM	2.4.22
Review of applications	2.9.22 – 3.9.22
Notification of awards	By 3.31.22
Funding period begins	4.1.22
Progress report due per grant agreement	9.30.22

## Eligibility

UWWV's Safety Net Investment invites applications from any interested group or organization in the six-county service area (Vigo, Vermillion, Clay, Parke, and Sullivan counties in Indiana; Clark County in Illinois) and that meet UWWV's definition of Safety Net.

### Stewardship Package Requirements

Minimum criteria for organizations to apply for grant funding will be included on this checklist and include, but are not limited to the following:

For 501c3 organizations:

- Prior fiscal year organizational/department budget for the applying organization
- Board of Directors roster
- Proof of financial oversight
- Stated policies of nondiscrimination and compliance with all the requirements of state and federal laws and regulation on nondiscrimination and equal opportunity
- Certified compliance with U.S. Patriot Act including recommended counterterrorism measures
- IRS determination letter

For organizations that are *not* 501c3:

- Prior fiscal year organizational/department budget for the applying organization
- Proof of financial oversight
- Stated policies of nondiscrimination and compliance with all the requirements of state and federal laws and regulation on nondiscrimination and equal opportunity
- Certified compliance with U.S. Patriot Act including recommended counterterrorism measures

## Application Content

### Application Overview

UWWV uses Seabrook's e-Clmact™ Grant Management Community Impact Software system for submittal and review of issued funding opportunities. The grant application will require the following content to be completed and submitted online by the applicant.

- a. Applicant Organization General Information
- b. Applicant Organization Counter-Terrorism Compliance Certification
- c. Program/Initiative Proposal General Information
- d. Program Narratives
- e. Output Narratives
- f. FTE: Paid Program Staffing
- g. Organization & Program Budget and Budget Narrative (see explanation below)
- h. Additional Documents (*at discretion of applicant*)

Items *a - f* will be a series of online forms and text boxes; items *g* and *h* will be PDF attachments to be uploaded to the online application.

## Selection Criteria

UWWV's *Investment Strategies and Partnership Requirements Manual* provides a description and additional insight to the Standardized Grant Process. The manual is available at [www.uwwv.org/how-we-invest](http://www.uwwv.org/how-we-invest).

UWWV staff members do not make selection decisions for grant applications. Rather, UWWV recruits volunteers to participate in the evaluation process. As the manual describes, volunteers are trained to use the "Best Investment Criteria" as they review applications and make their decisions. "Best Investment Criteria" refer to the programs that most clearly demonstrate:

- **ALIGNMENT:** Connection between program goals, UWWV Safety Net definition, and the Bold Goal for our community.
- **IMPACT:** Effectiveness of programming as reflected by evaluation efforts and outputs.
- **RESOURCES:** Access to the resources (staff, experience, financial, etc.) to successfully implement the program

## Application Instructions and Guidance

All applicants are encouraged to review the "Standardized Grant Process" section (p. 19) of the *UWWV Investment Strategies and Partnership Requirements Manual* ([www.uwwv.org/how-we-invest](http://www.uwwv.org/how-we-invest)). The manual provides key details on selection criteria for submitted applications.

**IMPORTANT:** UWWV awards full requests only; partial funding will not be considered. Because of this, it is important that applicants request exactly what is needed. For example, applicants should not request \$25,000, expecting to receive \$15,000 in funding; this could disqualify a proposal from consideration.

The UWWV Community Impact Staff is the primary point of contact during the application process, from the issue date of the RFP until selection of the successful applicant(s). The Community Impact Staff for this RFP is:

Mark Johnson  
100 S. 7th Street, Terre Haute, IN 47807  
812.235.6287  
[mjohnson@uwwv.org](mailto:mjohnson@uwwv.org)

From the issue date of this investment until announcement of the successful applicant(s), all questions, requests for clarification, and suggested changes may be addressed only to UWWV staff. UWWV assumes no responsibility for verbal representations made by its officers or employees unless such representations are confirmed in writing (electronic accepted). In addition, the UWWV written responses to questions will not be considered part of the RFP.

UWWV reserves the right to amend or provide clarifications to the RFP at any time. If the amendment occurs after the closing date for receipt of applications, UWWV may, in its sole discretion, allow applicants to amend their applications.

UWWV may request clarification from applicants in order to resolve ambiguities or question information presented in the applications. Clarifications may occur throughout the application review process. Clarification responses shall be in writing (electronic accepted) and shall address only the information requested. Responses shall be submitted to UWWV within the time stipulated with the request.

UWWV acknowledges that selected applicant(s) may contract with third parties for the performance of any of the applicant's obligations. The UWWV reserves the right to provide prior approval for any subcontractor used to perform services under any contract that may result from this RFP.

The application shall be received by the UWWV Community Impact Staff by the time and date specified in the grant timeline. The UWWV will not waive this requirement. Any application received after this deadline will not be considered. Applications must be submitted online through e-CImpact. It is the applicant's responsibility to ensure that the application is received online prior to the deadline.

All programs that are awarded funding through any grant issued from the UWWV will be required to sign a grant recipient agreement. This agreement will confirm that grant recipients understand all stipulations of the grant and all requirements for abiding by them, in order to receive the full designated funding over the grant period. Failure to abide by the stipulations of the grant recipient agreement will result in forfeiture of remaining funds and may prevent the organization from applying for future funds. An example of a grant recipient agreement is included as Attachment E in the *UWWV Investment Strategies and Partnership Requirements Manual*.