



United Way  
of the Flint Hills

## Application to Become a Community Partner Due Date: August 8, 2022

1. In a letter, briefly describe your organization's mission and the program(s) for which you wish to seek United Way funding. Please include the amount you plan to request in the first year. Explain why your organization is seeking to be a Community Partner at this time and how your program(s) aligns with United Way of the Flint Hill's mission and focus areas:

**Mission:** Building a vibrant community by focusing on education, income and health.

### Focus Areas

*Education:* Helping Children and Youth Succeed, and Strengthening and Supporting Families

*Income:* Promoting Self-Sufficiency, and Building Vital and Safe Neighborhoods

*Health:* Supporting Vulnerable and Aging Populations

2. Attach a list of names and addresses of the governing body.
3. Attach a list of names and titles of Administrative Officers if different from contact person.
4. Attach a copy of a Letter of Determination from the Internal Revenue Service indicating your organization's tax-exempt status under Section 501(c)3.
5. Attach a copy of your organization's most recent annual audit report (or a financial review from an independent CPA) and your annual Form 990 Return of Organization Exempt from Income Tax. These must be from the same year.
6. Attach a copy of your organization's Anti-Discrimination policy ratified by your Board of Directors. If you do not have one, a policy must be adopted.
7. Attach a copy of your organization's Racial Equity statement or policy that has been adopted by your Board of Directors. If you do not have one, a policy must be adopted.
8. Please submit two letters of reference. One must be from a funder and the second must be from a community collaborator. The letters may be sent via postal service or scanned and emailed to [mickey@uwfh.org](mailto:mickey@uwfh.org), and must be received no later than one week following the due date of the application.

Please send one copy of the above information via email to [mickey@uwfh.org](mailto:mickey@uwfh.org) or to the United Way of the Flint Hills at 702 Commercial Street, Emporia, KS 66801.

Once the United Way receives a membership application, the Board of Trustees will appoint a committee to hold a membership interview. Applicants may be asked to make a presentation to the committee. The committee will recommend to the full Board of Trustees acceptance or denial of the applicant. The applicant will be notified of the Board's decision. Please note that being approved as a United Way Community Partner will move you forward in the application process, but it is not a guarantee of funding.