



Application to Become a Community Partner Due Date: August 1, 2023

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, Safety Net, Strengthening and Supporting Families, and Supporting Vulnerable and Aging Populations

2. In your letter, list and answer the following questions:
 - a. What steps do you take to ensure minority populations and diverse racial and ethnic groups are aware of your services?
 - b. How is your organization reducing racial disparity and increasing inclusion?
 - c. How does your agency handle potential language barriers?
 - d. What measures, if any, are you using to foster diversity within your organization or client base?
3. Ensure your letter is signed by your organization's chief executive/executive director or board of director's president or the president's appointee.
4. Attach the following:
 - a. list of names and addresses of the governing body; include officer titles and terms
 - b. copy of a Letter of Determination from the Internal Revenue Service indicating your organization's tax-exempt status under Section 501(c)3
 - c. copy of your organization's most recent annual audit report or financial review from an independent CPA, and your most recent IRS Form 990. These must be from the same year.
 - d. copy of your organization's Anti-Discrimination policy, adopted by your Board of Directors prior to submitting your Community Partner application
 - e. copy of your organization's Diversity, Equity and Inclusion statement or policy, adopted by your Board of Directors prior to submitting your Community Partner application.
 - f. two letters of reference; one must be from a funder and the second must be from a community collaborator.

Please send one copy of the above information via email to mickey@uwfh.org or to the United Way of the Flint Hills at 702 Commercial Street, Emporia, KS 66801. Applications received after August 1, 2023 will not be considered.

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 following its August 25th board meeting. 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.