

United Way of South Mississippi
Request for Proposals
2019-2021



United Way of South Mississippi is pleased to announce the availability of grant funding for the funding cycle beginning July 1, 2019. This packet provides information about applying for United Way Community Impact Grants *to support programs that help achieve specific community objectives in the areas of Education, Health and Financial Stability.*

United Way is committed to working closely with a broad range of partners to achieve lasting change and to find and implement solutions that will positively impact lives today and for the next several generations.

We thank you for your interest in working with United Way of South Mississippi. As you consider the development of a proposal in response to the RFP, please do not hesitate to contact Shannon Schultz with any questions you may have.

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Overview

United Way of South Mississippi's mission is to rally resources, collaboratives and leadership to improve the quality of life in South Mississippi.

The Community Impact Grants program is designed to invest in priority projects that further the UWSM mission and strategic community goals. Programs providing services apply for funding on the basis of real need, quality management practices, collaborative efforts, and evidence of measurable results.

United Way of South Mississippi (UWSM) is committed to community improvement and seeks to fund programs that make a difference. Applicant agencies are asked to provide measurable outcomes that result in changes in participant knowledge, attitude, behavior, skills, values, condition or status. Funded programs must also have effective tools and methods in place, addressing both the quantity and quality of services provided that enable program evaluation.

Over-arching expectations of all agencies, programs and collaboratives seeking United Way funding:

Proposals will be accepted from organizations with the capacity, competence and experience to accomplish project goals and objectives.

The UWSM Investment Planning Process has included:

- Identifying those populations and communities that are most at risk of poor educational, income and health outcomes;
- Recognition that UWSM must focus its resources for impact;
- Solicitation of community, agency and donor input; and
- Development of a measurement framework that will deliver positive and measurable community change.

For its 2019-2021 investments, United Way seeks to:

- Partner with organizations with strong leadership, staff, evaluation and financial capacity;
- Focus and leverage resources;
- Invest in evidence-based or evidence-informed best practices;
- Reward cooperation/collaboration;
- Measure results more frequently; and
- Encourage participation in our annual campaign.

FUNDING AVAILABLE

United Way's ability to invest in community programs is contingent upon the financial success of the annual campaign as well as our continued focus on quality agency performance. In the last two grant cycles approximately \$300,000 was available for Community Impact Grants; however, the actual amount of funding available will not be determined until the close of campaign in March of 2019. A suggested range for grants is \$20,000-\$40,000.

Organization Eligibility and Documentation Requirements

Applicants for UWSM Community Impact Funds are required to meet basic principles and practices of nonprofit management. These criteria must be met before any application will be considered. These standards include:

1. The applicant must meet the IRS standards for nonprofit status 501(c) (3), faith based organization or governmental entity. Requires copy of 501(c) (3) letter, letter of government or faith-based institution.
2. The organization must have been in existence for at least 2 years in the UWSM service area.
3. The program must serve residents of Hancock, Harrison, Pearl River or Stone Counties.
4. Financial documentation requirements vary based on the organization's budget:
 - A. Any agency that must have an audit done for another funding source will provide UWSM with a copy.
 - i. **Agency Annual Revenue less than \$250,000:**
 - If agency is a 501 (c)(3) - a copy of its Certificate of Registration from the MS Secretary of State.
 - Copy of the most recent financial statement submitted to the agency's Board of Directors.
 - Prior year unaudited financial statement signed by the Board President, Executive Director, and Chief Financial Officer .
 - ii. **Annual Revenue greater than \$250,000 but less than \$499,999:**
 - If agency is a 501(c)(3) - a copy of the agency's Certificate of Registration from the MS Secretary of State.
 - Copy of the most recent financial statement submitted to the agency's Board of Directors.
 - Prior year financial statement reviewed by a CPA & signed by the Board President, Executive Director, and Chief Financial Officer.
 - iii. **Agency Annual Revenue greater than \$500,000:**
 - If agency is 501(c)(3) – a copy of the agency's Certificate of Registration from the Secretary of State
 - Copy of the most recent financial statement submitted to the agency's Board of Director's
 - CPA prepared independent audit
 - B. UWSM reserves the right to request an audit of any applicant agency regardless of agency revenue and expenses.
5. Provide a copy of your agency's current operating budget.
6. List of Board of Directors with contact information and terms of service.
7. UWSM conducts business through the internet and its website. Applicants must be able to send and receive email. Also, UWSM makes its investment payments through EFT and will request appropriate banking information from agencies receiving funds.

8. The organization must be committed and able to make measurable improvements for clients in one of the strategies for which United Way of South Mississippi will invest funds. Measurable improvements must align with published outcomes and indicators.
9. The agency must be willing and able to enter into a provider MOU with United Way of South Mississippi regarding participation in the United Way of South Mississippi's campaign and the provision of services in compliance with United Way requirements including submission of beneficiary reports of client demographics, program reports detailing outcomes achieved, and financial reports showing support, revenue and expenses by funded program.

Community Impact Grant Program Timeline

Friday, January 18th	Request for Proposal (RFP) will be posted on the UWSM website www.unitedwaysm.org .
Friday, February 15th	Legal and financial documents/ eligibility materials due to community@unitedwaysm.org Including: 501(C)3 letter, certifications, 990, audits and a copy of the most recent Secretary of State registration certificate <ul style="list-style-type: none"> • Staff review • Financial Committee review
Friday, March 1 st	Notice of eligibility determination is sent Invitations to apply sent
Friday, March 29th	Community Impact Grant applications due
Friday, June 21 st	Notice of UWSM approved investments for 2019-2021

STEP 1: DETERMINATION OF ELIGIBILITY

The first step in the application process is to submit documentation of the agency's eligibility for a UWSM Community Impact grant. The organization's legal and financial documents should be submitted electronically to community@unitedwaysm.org by noon on February 15th, 2019.

Only proposals that align with at least one of the UWSM Goals and Strategies will be considered for funding.

STEP TWO: REVIEW AND NOTIFICATION

The financial documents will be reviewed by a trained committee of financial staff and volunteers. Applicants will be notified of their eligibility by March 1st, 2019. Those who are eligible will be invited to submit a full application.

Please note that an invitation to submit a proposal does not guarantee funding.

STEP THREE: GRANT APPLICATION

Those organizations selected to submit a full proposal will be sent the application instructions and application. Proposals will be due by noon, March 29, 2019. Community Impact Teams will evaluate the

grant application, visit the applicant program site and interview staff prior to making investment recommendations to the UWSM Board of Directors who will make the final decision in June, 2019.

UWSM Investment Vision, Goals, Strategies and Measures

Vision: United Way of South Mississippi's team of staff and Board of Directors are dedicated to improving the quality of life in South Mississippi by focusing on creating measurable outcomes in the areas of education, health and financial stability. Our goal is to give children and families the tools and support they need to thrive in our community.

UWSM investments will focus on:

- Working poor, particularly single parents;
- Programs serving families with children in low-performing schools.

The UWSM goals, strategies and minimum required measures are listed below.

Goal 1 - Education: Children 0-5 meet developmental milestones entering kindergarten and are on track to be reading on grade level by the end of 3rd grade.

Strategy

- A. Support evidence-based early care and learning programs that measure and enhance developmental and academic success.
- B. Support quality school based and after school tutoring for at-risk children, measuring the children's progress toward grade level reading.
- C. Establish summer learning programs that last a minimum of three weeks to prepare children to enter kindergarten and/or prevent summer learning loss in reading skills.

Indicator measures

- # & % of children whose developmental levels are assessed within 1 month of entering the program
- # & % of children that meet all age appropriate developmental milestones at the end of the academic year
- # & % of children who progress in their readiness for kindergarten or the next level of pre-k education as measured by an identified assessment tool
- # & % of children participating in the program that read on grade level by the end of the school year and are promoted to the next grade (By grade – 1st graders, 2nd grades, 3rd graders)
- # & % of children in summer learning programs who do not lose ground in their reading level

Goal 2 - Health: Educate community members on the importance of good health and raise awareness of basic health and human services.

Strategy

- A. Support established programs that increase access to healthcare and healthy living initiatives.
- B. Support programs that raise awareness regarding health topics such as prevention, management and treatment of health conditions.

C. Decrease the number of families living with food insecurity.

Indicator measures

- # & % of program participants receiving healthcare services at the beginning of the program
- # & % of program participants receiving healthcare services at the end of the program
- # & % of children whose BMI, grades and attendance are assessed within 1 month of entering the program
- # & % of children whose BMI decreased, and grades and attendance increased at the end of the program
- # & % of families receiving access to food and healthy living resources at the beginning and end of academic year

Goal 3 - Financial Stability: To empower community members to gain stable financial ground by providing them with the necessary tools and resources towards a path of financial empowerment and freedom.

Strategy

- A. Support programs that provide access to career pathways through job training and employment readiness services.
- B. Support programs hosting financial literacy opportunities and teaching self sufficiency through positive money management and credit counseling.
- C. Decrease the number of families living in homelessness by supporting agencies that provide affordable housing options.

Indicator measures

- # & % of individuals seeking employment at beginning of program
- # & % of individuals successfully employed at the end of the program
- # & % of individuals served through financial literacy programs
- # & % of individuals seeking permanent housing at beginning of program
- # & % of participants residing in permanent/semi permanent housing at the end of program

Goal 4- Family Stability and Support Goal: Using two generation collaboration, families will be stable and have the support needed to improve learning success for their children 0-8.

Strategy

- A. The developmental and academic progress of the families' children is measured and, through consultation among collaborative partners, the impact on both generations served is tracked.

Indicator measures

- # & % children whose developmental or academic levels are assessed within 1 month of entering the program.
- # & % of children that meet all age appropriate developmental or academic milestones on entering the program
- #/% of children referred for additional developmental screening or tutoring

- # & % of children that meet all age appropriate developmental or academic milestones at the end of the academic year.
- # & % children who progress in their readiness for kindergarten or the next level of pre-k or elementary education as measured by an identified assessment tool.

Strategy

- B. Parents are engaged to assess family needs and develops goals/plans to meet them, including parenting education

Indicator measures

- # & % of parents meeting the program criteria (including CPS removing children from the home) who agree to participate in a structure program to increase family stability.
- # & % of parents that demonstrate at least 33% progress toward their service plan goals within nine months of enrollment.
- # & % of parents who are reunified with their children and the family stability is measurably increased.

PROGRAM EVALUATION CRITERIA

United Way of South Mississippi provides program funding to investment partners to support programs that directly address one of the focus impact areas of education, health and financial stability.

Programs will be evaluated using criteria outlined below. Volunteers and staff will use these investment criteria to evaluate all proposals. The Investment Criteria listed below are grouped into four key categories:

1. Linkage to the Community Impact Agenda and United Way’s Priority Focus Areas and Strategies for Funding

- Program aligns with one or more of the Community Impact Agenda goals and strategies and United Way funding priorities.
- Organization and program can demonstrate the ability and experience to directly benefit the local community by serving the identified community needs.
- Community conditions are clearly stated and well documented.
- Program summary describes goals and key components of the program.
- Program is mission-driven and based on best practices of the industry that achieve results and meet the needs of the community.

2. Program Finances

- **Fiscally Sound and Responsible:** Demonstrates a history of being a fiscally sound organization, maximizing available resources; has a clear and understandable accounting system that meets current accounting industry standards.
- **Accountable, Effective and Efficient:**
 - 1.) Demonstrates stable and effective management (effective system oversight and governance).
 - 2.) Has accounting procedures, budgets and financial audits that meet acceptable criteria.

- **Supported by the Community:** Has a history of community, volunteer, and client support demonstrated by program revenue and volunteer involvement.

3. **Collaboration, Innovation, and Best Practices**

- Minimum: Program integrates its goals and services with community organizations and groups to address critical community needs.
- Best practice: Program engages in collaborative activities in which multiple organizations or groups identify a common mission and work to achieve that mission through shared resources and shared accountability.

4. **Commitment to Measuring Outcomes and Providing Results**

- Program aligns with UWSM outcomes that represent positive change for program participants.
- Appropriate evaluation/data collection plans and procedures are in place.
- Program achieves demonstrable results that link to one or more specific impact strategies for action as prioritized by the United Way.

These guidelines will be used in the form of a scorecard to assist volunteers in their evaluation of funding requests and in the funding decision making process.

Community Impact Volunteers

The Community Impact Grant Process is reviewed and assessed by local volunteers who are trained by United Way staff and ultimately provide funding recommendations to the UWSM Board. Each community impact team will use the Program Investment Criteria as its guide for the evaluation process.

There will be three kinds of volunteer teams: the Community Impact Council who will act as a liaison between the volunteers and the Board of Directors, the financial team who determine the eligibility of each applicant organization, and the Community Investment Team who evaluates the grant applications, conducts site visits and makes funding recommendations to the United Way Board of Directors.

Responsibilities of UWSM Agency Partners

Achieving shared goals for Grantee's clients, the community, and UWSM's region requires that UWSM and Grantee work together toward achieving these goals. The Grant Agreement will spell out specific requirements for each organization to include:

- Quarterly reporting of program performance;
- Attend annual meeting of funded partners;
- Annually submit new audits, 990s and a recent unaudited financial statement;
- Actively promote United Way of South Mississippi through marketing and communications efforts. UWSM encourages Grantee's acknowledgement of UWSM support;
- Consistently recognize UWSM as a funding partner of this program on your organization's media announcements and program collateral materials;
- Be available for public speaking engagements during the Annual Campaign, addressing the critical issues that your agency addresses, but not necessarily promoting your agency;

- List your organization on the local volunteer center web page and provide details, logo, and pictures of program activities; and
- Encourage volunteer participation in UWSM sponsored events.

History of United Way of South Mississippi

Although 1992 marked the beginning of UWSM, the foundation was laid 30 years prior.

- 1961: The Kiwanis Club and the Picayune Chamber of Commerce filed with the Secretary of State to begin The United Fund of South Pearl River County, Inc.
- 1964: Hancock County followed with the charter of The United Fund of Hancock County. This charter followed requests by employees at Stennis Space Center for a campaign to raise money for needs in the community. After the initial fundraising efforts at Stennis, the organization continued to grow throughout the county.
- 1965: The United Fund of Harrison County formed with the merger of the Gulfport Community Chest and the Biloxi United Fund.
- 1970's: The name was changed to United Way of Hancock County.
- 1992: United Way of South Mississippi (UWSM) began operation under the New Articles of Incorporation in June. This legal action merged three smaller United Ways, representing the citizens and agencies in Pearl River, Hancock, and Harrison Counties. The Boards of the three United Ways voted to merge to consolidate operations, trim costs, and reduce confusion for business donors and community partners operating in more than one county.
- 2005: Hurricane Katrina struck the Gulf Coast. Despite suffering a complete loss of its office building in Gulfport, United Way continued to keep its funding commitments to local health, education and human service programs, in addition to leading long-term recovery coalitions.
- 2007: UWSM created its Volunteer Center, in response to the need of individual volunteers, out-of-area group volunteers, and corporate volunteers to find and connect with quality volunteer opportunities in our community.
- 2010: BP Deepwater Horizon Oil Spill. This man-made disaster greatly devastated the South Mississippi fishing industry, and UWSM has worked with its sister organizations in Louisiana, Alabama, and Florida to gain a regional perspective on natural and man-made disasters.
- 2014: UWSM added Stone County to its service area in order to make a greater impact along our Gulf Coast home.

Present Day

United Way of South Mississippi continues to serve Hancock, Harrison, Stone and Pearl River Counties in addition to encouraging partnerships and collaborations with our neighboring United Ways. The work of thousands of volunteers and the generosity of over 4,000 contributors to the annual campaigns demonstrate our mission to “rally resources, collaboratives, and leadership to improve the quality of life in South Mississippi.” Our vision is clear: we are improving outcomes in education,

income, and health for everyone in South Mississippi by giving children and families the tools and support they need to thrive in our community.” By partnering with donors, employers, nonprofits, faith-based groups and government agencies, United Way brings a coordinated approach to solving community problems.