



**United Way
of Lake & Sumter Counties**



**2021 Grant Cycle
Request for Proposals (RFP)**

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I. Introduction

United Way of Lake and Sumter Counties works to improve the quality of life and build stronger communities. Our focus is on Education, Income, and Health, because these are the building blocks for a good quality of life. We recruit and partner with people and organizations from across the community who bring the passion, expertise and resources needed to get things done. Organizations providing Education, Income, and Health services in Lake and Sumter Counties are invited by UWLS to submit proposals for funding. To be eligible for consideration, programs must align with our 2021 funding priorities.

Applicants must meet programmatic eligibility requirements outlined in this Request for Proposals. The following are details regarding applicant agency eligibility, United Way funding priorities and the application process.

II. Eligibility:

UWLS invites applications from mission-driven, community-based organizations to apply for UWLS grant funding.

All applicants must:

- be a not-for-profit organization, with Articles of Incorporation, and exempt from federal income tax under Section 501(c)(3) or another federal tax exemption code.
- have a board of directors.
- submit their current IRS Form 990 or 990EZ.
- report their annual budget.
- follow a policy of nondiscrimination and compliance with all the requirements of state and federal laws and regulations on nondiscrimination and equal opportunity, including the Americans with Disabilities Act (ADA), with respect to clients, officers, employees, and volunteers.
- not knowingly employ individuals or contribute funds to organizations found on terrorist-related lists officially announced by the U.S. Government, the United Nations or the European Union and will submit certification to UWLS indicating compliance with the spirit and intent of the U.S.A. Patriot Act and other counterterrorism laws as requested.
- agree to comply with UWLS's partnership, marketing and fundraising requirements (annual campaign, displaying the UWLS logo on website/materials, and supplemental funding).

III. Program, Budget & Reporting Requirements

- The proposed program must align with one or more United Way Community Impact funding priorities.
- The proposed program must have a detailed project description that demonstrates capacity in the proposed area.
- The proposal must demonstrate that services to be provided are tailored to meet the needs of the identified population.
- The proposal must describe the measurement or evaluation methodology.
- The proposal must clearly state how the proposed program will be sustained and/or scaled at the end of the grant.

IV. Certification Process: Organizational Information

Agencies completing UWLS' 2021 grant application may be required to complete a face-to-face interview (as well as submit the following documents) **prior to** the grant application deadline:

- letter of exemption from federal income tax under Section 501(c)(3); or other federal tax exemption code
- most recent IRS Form 990 or 990EZ, and any relevant communication from the IRS
- organization's by-laws
- most recent annual report
- Nondiscrimination and Equal Employment Opportunity (EEO) policies
- insurance coverage certificate(s) as pertains to proposed program
- any required licenses and certificates
- list of current board of directors with terms of officers and affiliations
- organizational chart

V. Results-Based Accountability (RBA) Measurements

Agencies seeking funding must measure and provide data using one of the RBA measurement tools below. Agencies must identify which of the four goals they are working on and provide the appropriate measures on their application.

On the following pages, you will find the four Priority Goals and the RBA measures that apply to each. An agency must indicate which strategies they are using and then supply the appropriate “How Much Did We Do?” and “How Well Did We Do It?” on their applications.

All outcomes marked with a strategy number are mandatory for that strategy. If there is no strategy number, the agency must choose at least one from that category.

Although there is a single funding pool for Priority Goals, agencies seeking funding must align with at least one of the four Priority Goals. The agency must select the measures from the RBA measurements charts that are appropriate for the type and level of service being provided.

VI. Important Dates and Contact Information

- Our Annual Partners Meeting will take place at our UWLS office (32644 Blossom Lane, Leesburg, FL 34788) on the following dates:

September 9th and September 14th, 2020 from 4:30pm to 6:30pm.

- The grant application process will be open from **September 15th, 2020** through **October 31st, 2020**.
- You will know if your application was approved by **December 15th, 2020**.
- Your primary contact throughout this entire process will be Brianna Dufour, MSW, who can be reached at bdufour@uwls.org or (352) 805-7727.
- Agencies can visit www.uwls.org for more information on our grant process.

VII. 2021 Funding Priorities



IMPACT AREA: EDUCATION

Youth Success 30% of Funding

United Way strives to ensure children and youth achieve their highest potential through enrichment programs, mentoring, leadership development, career exploration, and other activities designed to help them become productive members of our community.

- 1. Connect students with in-school and out-of-school programming to support academic success and overall development (afterschool and summer learning programs, tutoring, homework assistance, mentoring, etc.).**
- 2. Connect families of students with community-based resources (family counseling, food assistance, transportation, health services, etc.).**
- 3. Provide students with apprenticeships, internships, volunteering, mentoring, etc. to expose them to potential career options.**
- 4. Provide college or credential/certificate entrance and transitional supports for incoming students (registration, financial support, mentoring, etc.).**

Goal 1: Students successfully transition into middle and high school.

Outcome: Students and their families have a system of supports that foster educational attainment.

Strategy 1. Connect students with in-school and out-of-school programming to support academic success and overall development (afterschool and summer learning programs, tutoring, homework assistance, mentoring, etc.).

Strategy 2. Equip families and other supportive peers and adults with tools, knowledge and skills to help young people succeed in school, and the workforce.

- Support schools in efforts to implement family engagement activities.
- Connect families of students with community-based resources (family counseling, food assistance, transportation, health services, etc.).

How much did we do?	How well did we do it?
<ul style="list-style-type: none"> • number of books distributed (<i>Strategy 2</i>) • number of hours of academic assistance provided (<i>Strategy 1</i>) • number of youth who participate in out-of-school programs and/or individualized supports (<i>Strategy 1 and 2</i>) • number of youth/families receiving tools/new knowledge to support student success (<i>Strategy 1 and 2</i>) • number of youth development staff/tutors/mentors/teachers trained to provide quality services or receiving on-going training (<i>Strategy 1 and 2</i>) • number of teachers trained (<i>Strategy 2</i>) 	<ul style="list-style-type: none"> • percentage of students completing the program requirements (<i>Strategy 1 and 2</i>) • percentage of program staff who completed training (<i>Strategy 1 and 2</i>) • percentage of teachers who completed training (<i>Strategy 1 and 2</i>) • percentage of youth/families gaining new knowledge or develop new soft skills (<i>Strategy 1 and 2</i>) • percentage of youth/families gaining access to resources or tools (<i>Strategy 2</i>) • percentage of youth demonstrating an increase in protective factors (<i>Strategy 2</i>) • percentage of youth developing positive adult relationships (<i>Strategy 2</i>)

Goal 2: Students graduate high school prepared for college or career success.

Outcome: Youth have the education and skills to obtain and retain good jobs with the potential for advancement.

Strategy 1. Provide students with apprenticeships, internships, volunteering, mentoring, etc. to expose them to potential career options.

Strategy 2. Provide college or credential/certificate prep supports (financial aid counseling, application assistance, ACT preparation, etc.).

Strategy 3. Provide college or credential/certificate entrance and transitional supports for incoming students (registration, financial support, mentoring, etc.).

Strategy 4. Provide supports for students to persist to completion of certificate/technical or degree program.

How much did we do?	How well did we do it?
<ul style="list-style-type: none"> • number of students served who request help with FAFSA and/or ACT prep course (<i>Strategy 2</i>) • number of students who enroll in degree or credential/certificate programs (<i>Strategies 3 and 4</i>) • number of youths who enroll in job-skills training programs (<i>Strategy 1</i>) • number of students who enroll in apprenticeship/internship programs (<i>Strategy 1</i>) • number of students placed in jobs (<i>Strategy 4</i>) 	<ul style="list-style-type: none"> • percentage of students served who complete FAFSA and/or ACT prep course (<i>Strategy 2</i>) • percentage of students who complete a degree or certificate/technical program (<i>Strategies 3 and 4</i>) • percentage of youth enrolled in post-secondary education (<i>Strategy 3</i>) • percentage of youth who complete job-skills training programs (<i>Strategy 1</i>) • percentage of students who complete apprenticeship/internship programs (<i>Strategy 1</i>) • percentage of students placed in jobs for a minimum of 30 days (<i>Strategy 4</i>) • percentage of youth that complete life skills training (<i>Strategies 1, 2, 3, and 4</i>)



**IMPACT AREA:
INCOME**

**Promoting Financial Stability and Independence
35% of Funding**

United Way works to move hardworking people out of poverty permanently by equipping them with the knowledge of how to keep more of what they earn, and providing the tools and training needed to get and keep better jobs and begin building assets.

- **EMPLOYMENT READINESS**
- **FINANCIAL LITERACY AND STABILITY**
- **HOMELESSNESS PREVENTION**

Goal 3: Families are economically stable and self-sufficient.

Outcome: Youth and families have the knowledge, skills and resources to increase financial stability and economic mobility.

Strategy 1. Increase a family’s ability to work by providing childcare and/or adult care services.

Strategy 2. Increase the awareness of and enrollment in available benefits (e.g. SNAP) and income supports to improve financial stability.

Strategy 3. Provide career training and job placement resources.

Strategy 4. Provide affordable housing and/or transitional housing with education and support to move into affordable housing.

How much did we do?	How well did we do it?
<ul style="list-style-type: none"> • number of individuals screened for SNAP benefits/income resources/wage supplements (<i>Strategies 2 and 3</i>) • number of families/households that receive financial education or coaching, job skills training and employment services (<i>Strategies 1, 2, and 3</i>) • number of families/households assisted with childcare/adult care services (<i>Strategy 1</i>) • number of families/households that were provided affordable and/or transitional housing (<i>Strategy 4</i>) • number of families/households that were provided temporary shelter (<i>Strategy 4</i>) 	<ul style="list-style-type: none"> • percentage served who enrolled in SNAP benefits/income resources/wage supplements (<i>Strategies 1, 2 and 3</i>) • percentage served who complete financial education or coaching, or job skills training (<i>Strategies 1,2, and 3</i>) • percentage of families/households who gained or were able to maintain employment due to services provided (<i>Strategy 1</i>) • percentage of individuals that develop a housing strategy plan (Strategy 4) • percentage of individuals turned away or placed on a waiting list (<i>Strategies 1 and 4</i>) • percentage of families that received permanent, affordable housing (<i>Strategy 4</i>)



IMPACT AREA: HEALTH

Improving People's Health

35% of Funding

United Way helps provide programs that address the needs for mental health services, dental and dental hygiene education services, and access to healthy food.

- **ACCESS TO AFFORDABLE DENTAL SERVICES**
- **ACCESS TO AFFORDABLE MENTAL HEALTH**
- **ACCESS TO HEALTHY FOOD**

Goal 4: Children, youth and families are physically and mentally well.

Outcome: Children, youth and families increase healthy behaviors and improve their health status.

Strategy 1. Provide access to dental preventative and/or corrective services.

Strategy 2. Provide resources that promote good dental and mental health.

Strategy 3. Increase knowledge and skills of youth to refrain from risky behaviors and increase developmental assets and healthy behaviors.

Strategy 4. Increase knowledge of, access to and consumption of healthy foods.

How much did we do?	How well did we do it?
<ul style="list-style-type: none"> • number of people served (<i>Strategies 1, 2 and 3</i>) • number of patients needing corrective dental work (<i>Strategies 1 and 2</i>) • number of agencies, staff and/or youth trained on healthy behaviors (<i>Strategies 1, 2 and 3</i>) • number of outreach activities conducted (<i>Strategies 1, 2 and 3</i>) • number of balanced, nutritious meals served to clients (<i>Strategy 4</i>) • number of people who were offered access to healthy food (<i>Strategy 4</i>) 	<ul style="list-style-type: none"> • percentage who gained access to resources or tools (<i>Strategies 1, 2 and 3</i>) • percentage served who completed the program (<i>Strategies 1, 2 and 3</i>) • percentage who complete training on healthy behaviors (<i>Strategies 1, 2 and 3</i>) • percentage who gained new knowledge/skills (<i>Strategies 1, 2 and 3</i>) • percent of people who received healthy food (<i>Strategy 4</i>) • percent of individuals who maintain their emotional, mental and/or social health (<i>Strategies 1, 2, 3, and 4</i>)

United Way Funded Program Agreement

(*This is an example. If you receive 2021 funding, your agreement may look different. Our United Way Funded Program Agreement is subject to revision.*)

2021 Community Impact Grant

The Agreement includes the following sections:

- I. Overview
- II. The Spirit of the Agreement
- III. The Letter of Agreement
- IV. Deliverables/Monitoring and Evaluation of Programs
- V. Extensions, Sanctions and Terminations
- VI. General Provisions
- VII. Addendums A, B, C

I. Overview

United Way of Lake and Sumter Counties, Inc. (hereafter UWLS) efforts are focused in three Impact Areas: Health, Income and Education. UWLS is an organization that seeks to “improve the quality of life and build a stronger community by leveraging resources and uniting community partners to impact Education, Income, and Health.” To do so, UWLS engages in research and measures results that identify best practices, mobilizes policy change, raises awareness through marketing/media, engages the business community, generates and leverages resources and provides financial support. Our respective organizations share a mutual responsibility to work together to build a stronger community. Two important sections will help to accomplish this goal: The Spirit of the Agreement, which includes expectations of Funded Programs and UWLS, and the Letter of Agreement, which outlines specific requirements of each.

II. The Spirit of the Agreement

This agreement is predicated on creating a spirit of partnership based on mutual respect, cooperation, and support that will enable UWLS and Funded Programs to improve the quality of life across our community. A “Funded Program” is defined as a program of a not-for-profit organization or collaborative partnership meeting certification standards, receiving discretionary funding from or through UWLS to provide local services that assist in achieving significant impact in the established impact areas. This agreement governs programs receiving funding through UWLS’s Community Impact process. With a realization that both UWLS and the Funded Program organization face increasingly difficult challenges and increasing demands, the Agreement presents opportunities for the organizations to work together cooperatively rather than separately, to achieve the overall goal of building a better community.

This section intentionally left blank

Within the Spirit of Agreement, UWLS and Funded Programs agree:

- to provide/support local services that are oriented to the achievement of measurable outcomes;
- to assist each other in achieving community change through the community impact areas;
- to actively engage in community conversations/roundtables to explore and expand community impact initiatives;
- to communicate with each other any issue or problem that potentially could have a negative impact on the working relationship; and
- to actively and enthusiastically promote the partnership between UWLS and the organization of the Funded Program, and vice versa, to the public in a positive manner.

Recognizing that this agreement does constitute a contractual relationship between the United Way of Lake and Sumter Counties, Inc. and the organization of a Funded Programs, the spirit inherent in the Agreement will ultimately determine its effectiveness.

III. The Letter of Agreement

This section of the UWLS Funded Program Agreement requires cooperation based on mutual respect, need, and collaboration between UWLS and its Funded Programs to fulfill and abide by the following requirements to ensure that funds provided by the public through UWLS are used in an effective and efficient manner.

A. Expectations of Funded Programs

1. Funded Program Status

Once funded through the Community Impact process, each awarded organization agrees to become a Funded Program and to sign the UWLS Funded Program Agreement. (Addendum A: Funded Program Agreement Signature Page). Program status does not constitute a commitment to funding beyond the current funding cycle.

2. Promotion of United Way

As competition for limited charitable dollars increases, United Way of Lake and Sumter Counties and Funded Programs should utilize every possible opportunity to increase mutual visibility, promote the partnership and co-market each other. Therefore, Funded Programs will include the United Way of Lake and Sumter (UWLS) logo on newsletters and websites (not the generic United Way logo), and prominently display the UWLS logo at the point of service of the funded program. The Funded Program organization also agrees to acknowledge UWLS funding in their public presentations and community events. Failure to comply will result in a suspension of UWLS funding, requiring a meeting between UWLS President/CEO and the Executive Officer of the funded program organization.

3. Internal United Way Campaign

While the organizations of Funded Programs, board members, and staff members concentrate their efforts on the services their organization provides, they should acknowledge the interdependence and should understand the need to support UWLS financially. Therefore, organizations of Funded Programs are required to conduct an internal UWLS campaign among employees and volunteers or conduct a community fundraiser for UWLS. It is the responsibility of the organization of a Funded Program to contact UWLS to schedule within this calendar year an internal campaign or fundraiser (contact Anessa Hunt (352)787-7530 ext. 234 or anessa@uwls.org). The deadline to register your campaign with Anessa Hunt is March 31, 2021. Failure to register a UWLS campaign or fundraiser with UWLS in this calendar year by March 31, 2021 will result in a suspension of UWLS funding until the UWLS campaign or fundraiser is registered with UWLS.

4. Program Changes

Organizations of Funded Programs agree to inform UWLS in writing of any program changes in the UWLS-funded program(s) including: change in program location, change in program director, change in major program components/service delivery mechanism, etc. within **ten (10) business days** of the major change. Failure to notify UWLS of these changes will result in immediate suspension of future funding disbursements.

5. Program Reports

The organization of the Funded Program agrees to provide UWLS quarterly reports. These reports will include demographic and financial data on the clients who use the Funded Program. The data report will include information such as: total number of participants, ages of participants (lumping all participants into an “unknown” category will not be acceptable), gender, income level (lumping all participants into an “unknown” category will not be acceptable), and county area. Failure to supply this information in quarterly reports will result in a delay of funding distribution until an acceptable report is submitted.

6. Quarterly Success Stories

The organization of the Funded Program also agrees to provide UWLS a success story each quarter. The success story is to be four (4) paragraphs: 1) the first paragraph describes the client’s life and circumstances before getting involved in the program; 2) the second paragraph details how the client discovered and started the program; 3) the third paragraph describes how the client’s life has changed since being in the Funded Program; and 4) the client thanks United Way for funding the program. The organization will also provide the client’s picture or an action picture of the program, and a signed release form of everyone in the story and the picture.

If an organization cannot provide a client’s name or picture due to privacy prohibitions, the organization must provide a composite success story. A composite success story contains general information of several client’s circumstances under a fictitious name and using a fictitious picture.

Failure to supply a quarterly success story will result in immediate suspension of United Way funding. If a success story does not follow the above paragraph outline, the organization will be asked to resubmit the story **BEFORE** the next distribution is released.

7. Quarterly Collaboration Meetings

Organizations of Funded Programs will send one (1) representative to attend the quarterly collaboration meetings at UWLS. The dates and times will be emailed to the primary agency/organization contact listed on the Funded Program's grant application by the Community Impact Director, and you will receive a reminder of the meeting date/and time two weeks prior.

8. Financial Responsibility

Organizations of Funded Programs agree to maintain financial records in accordance with the Generally Accepted Accounting Procedures (GAAP) standards of accounting.

B. Expectations of United Way

1. Outcomes-Based Commitment

United Way will conduct quarterly collaboration meetings with all organizations of funded programs. The organization is required to attend the collaboration meetings to receive their next quarterly funding disbursement. Failure to attend will result in the **forfeiture** of that quarter's disbursement unless prior arrangements are made with the Community Impact Director (Brianna Dufour, MSW, who can be reached at bdufour@uwls.org or (352)787-7530 ext. 221).

2. Support of Funded Programs

- a. United Way will monitor and share the results of the Funded Program and client outcomes with United Way staff, volunteers, media, public officials, businesses, and citizens of the local community.
- b. United Way commits to providing:
 - i. technical assistance requests for the online reporting portal and tracking and reporting client outcomes.
 - ii. volunteer recruitment for boards, committees and projects.

3. Financial Accountability

1. United Way will keep financial records, according to GAAP standards that show how funds are disbursed, demonstrating its accountability to organizations of Funded Programs.
2. United Way will complete an independent annual audit of its accounts and make the audit available on the UWLS website (<https://www.uwls.org/policies-and-financials>) within 9 months of the close of the UWLS fiscal year.

IV. Deliverables/ Monitoring and Evaluation of Programs

United Way agrees only to request reports and information that support one of its three primary emphases: agency financial or program accountability, information and data for planning/needs assessment, and information to support Community Impact and Resource Development.

1. Funded program must serve residents of Lake and/or Sumter Counties. Using UWLS funds outside of Lake and/or Sumter Counties will result in a forfeiture of grant funds and will disqualify the organization from future grants with UWLS.
2. Funded Program will report online on the outcomes of the program. The quarterly report deadlines are posted on the UWLS website.
3. Funded Program will also attend quarterly collaboration meetings.
4. Site visits offer an opportunity for United Way and Funded Programs to interact and learn about programs. United Way volunteers and/or staff reserve the right to visit each funded program at least once during the funding cycle to accomplish our due diligence.

V. Extensions, Sanctions and Terminations

1. Extensions

Funded Programs needing a deadline extension must submit a request in writing **15 days prior** to the deadline. The request should include an explanation of the circumstances which necessitate the extension and the date when their required information will be submitted. UWLS will review the request and inform the organization if an extension is granted.

2. Sanctions

A Funded Program that has elected not to submit mandatory information to UWLS's satisfaction in all the provisions described in Sections III and IV and that has not been granted a written extension in the submission date will have its grant funding automatically withheld, beginning with the first payment following the respective deadline of each mandatory item. The agency is afforded **ten business days** (10) to become compliant or the funding for that cycle will be forfeited.

C. Terminations

1. Reasons for Agreement Termination include the following:

- a. provision of poor quality of service;
- b. nonperformance or inability to meet program goals for a United Way Funded Program;
- c. poor accountability of funds;
- d. decision not to participate in required meetings;
- e. decision not to provide reports of outcomes or success stories; or
- f. decision not to inform UWLS of program changes

2. Notification of Agreement Termination

Both UWLS and the Funded Program agree to give a minimum thirty (30) days written notice of intent to sever the agreement.

VI. General Provisions

1. Funding Commitment

While UWLS does not like to think about funding limitations, it may be necessary to make grant award reductions due to funding limitations or natural disasters. Therefore, this United Way Funded Program Agreement **cannot constitute a funding commitment** since grant funds are contingent upon the UWLS Board's designation of unrestricted funds for grants. This agreement creates no obligation on the part of UWLS to guarantee funding in any portion of the funding cycle. This agreement is, however, a statement of **intent to fund**. Should UWLS find it necessary to adjust grant funding within a grant cycle, UWLS will notify the organization of the Funded Program thirty (30) days prior to any adjustment.

2. Nondiscrimination, Equal Opportunity, Employment and Affirmative Action

Organizations of Funded Programs, in their employment policies and practices, in their public accommodations and in their provision of services, agree to comply with the applicable regulations of the Civil Rights Act of 1964 regarding equal employment opportunities and reaffirm their institutional nondiscriminatory policy.

3. Conflict of Interest

Organizations of Funded Program agree to establish safeguards and to prohibit its employees, board members, advisors and agents from using their position for any purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties. Said safeguards should be substantially designed and executed to prevent actual violations of applicable conflicts of interest laws. Funded Programs agree to disclose in writing to UWLS any conflict of interest or potential conflict of interest described above, immediately upon discovery.

4. Indemnification

Under the terms of this Agreement, organizations of Funded Program agrees to defend, indemnify and hold harmless UWLS and its officers, directors, employees, independent contractors, agents and representatives, appointed boards and commissions, officials, officers, employees and insurance carriers, individually and collectively, from all losses, claims, suits, demands, expenses, subrogation's, attorney's fees or actions of any kind and nature resulting from personal injury to any person, including clients, officers, directors, independent contractors, agents representatives and employees of the Funded Program or damages to any property, arising or alleged to have arisen out of the work to be performed in conjunction with this Agreement.

Attachments:

Addendum A: Funded Program Agreement Signature Page
Addendum B: Award Amount, Payment Schedule, Special Provisions, Report Dates
Addendum C: USA Patriot Act Counterterrorism Compliance

**Addendum A:
Funded Program Agreement Signature Page**

Organization Name

1. This Funded Program Agreement, upon its approval by both UWLS and the above-mentioned organization of a Funded Program, shall supersede any previous signed agreements executed between the UWLS and the organization of a Funded Program. All addendums are an integral part of this agreement and must be submitted together with the signed agreement.
2. This Agreement shall be binding from January 2021 to December 2021.
3. Should the Program withdraw from its funding relationship with the UWLS or refuse to sign the Funded Program Agreement, funding shall cease, and the Program shall not be entitled to draw the remainder of its approved grant.
4. No disbursement shall be released until the Agreement is signed by both parties.

In witness of approval of the **Funded Program Agreement** the undersigned have affixed their signatures:

Organization Name

NAME: _____

DATE: _____

UNITED WAY OF LAKE AND SUMTER COUNTIES, INC.

NAME: _____

Monica Wofford, ceo@uwls.org
President/Chief Executive Officer

DATE: _____

Addendum B:

Award Amount, Payment Schedule, Special Provisions, Report Dates

(INSERT NAME OF AGENCY HERE)

Awarded Amount: \$

Disbursement to:

Payment Schedule:

The grant will be dispersed in four quarterly payments:

3. The initial payment of \$ _____ shall be disbursed at the check signing meeting on January 14, 2021.
4. The second payment of \$ _____ shall be disbursed at the collaboration meeting on April 15, 2021.
5. The third disbursement of \$ _____ shall be disbursed at the collaboration meeting on July 18, 2021.
6. The fourth disbursement of \$ _____ shall be disbursed at the collaboration meeting on October 14, 2021.

Attendance is required at the collaboration meetings to receive grant disbursements. Failure to attend will result in a **forfeiture** of that quarter's disbursement. No disbursement will be mailed.

Report Due Dates:

A schedule of the quarterly report due dates will be emailed to you by Brianna Dufour, MSW prior to the check signing meeting to be held on January 14, 2020. The Funded Program is responsible for timely reporting of data.

Organization Name

NAME: _____

DATE: _____

UNITED WAY OF LAKE AND SUMTER COUNTIES, INC.

NAME: _____

Monica Wofford, ceo@uwls.org
President/Chief Executive Officer

DATE: _____

Addendum C:

USA PATRIOT ACT COUNTERTERRORISM COMPLIANCE

In compliance with the spirit and intent of the USA PATRIOT ACT and other counterterrorism laws, United Way of Lake & Sumter Counties, Inc. requests that each funded agency (“Organization”) certify that it is in compliance with the United Way of Lake & Sumter Counties, Inc. and United Way Worldwide’s (“UWW”) compliance program.

This Organization, _____, is not on any federal terrorism “watch lists,” including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorist Organizations maintained by the State Department.

This Organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources* to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

This Organization does not, will not, and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

This Organization does not, will not, and has not knowingly provided financial, or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or to support Foreign Terrorist Organizations.

This Organization does not re-grant to organizations, individuals, programs and/or projects outside of the United States of America without compliance with IRS guidelines.

This Organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

This Organization takes reasonable steps to certify against fraud with respect to the provisions of financial, technical, in-kind or other material support or resources to terrorists and terrorist organizations.

I certify on behalf of the Organization listed above that the foregoing is true.

Print Name: _____ Title: _____

Signature: _____ Date: _____

*In this Form, “material support and resources” means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.