



Valley of the Sun  
**UNITED WAY**

**100**  
YEARS  
**IUU**

## FY26/27 Grant Request for Proposal Guide

# Valley of the Sun United Way

In June 2025 the Valley of the Sun United Way (VSUW) Board of Directors approved an impact reorientation. The impact reorientation responds to the new circumstances our community is facing—a dramatic shift in federal policies impacting safety net funding, the timing of the MC2026 plan, a prospective economic downturn, and the position of VSUW in our community as it celebrates 100 years in the valley. Most recently, the federal government shutdown continued to erode the safety net helping individuals meet basic needs, as was the case with the SNAP food crisis in November, and as we continue to see significant shifts proposed in the federal funding for continuums of care and permanent supportive housing, likely to significantly decrease the funding for housing and services available to individuals experiencing homelessness in our community. The impact reorientation is informed by the feedback we received from our community and nonprofit partners throughout 2025, indicating the need to reorient our community impact and investment model.

The impact reorientation includes both short-term and long-term impact strategies. Short-term strategies support our community's resilience and safety net through the funding of basic needs. Long-term strategies include scalable initiatives to move the needle on community goals that fill critical community gaps, and that help build the resilience of our community as funding continues to shift. These include initiatives like Literacy Hubs, the Fair Chance Collaborative, and Homelessness Prevention, among others.

## Realigned Competitive Grant Process

For the competitive grant application process this year, nonprofit partners will submit applications for current community needs with the application launching early February 2026 for funding in FY27. Funding for grants is contingent on funds raised by VSUW in FY26.

The following are the impact priorities that will be funded:

### **Education- Prioritizing supportive services that help students perform academically**

- Early Education and Reading to Build and Strengthen Literacy Capacity of Practitioners in Early Learning Environments
- Parent and Family Support - Increase socio-emotional supportive services to parents, caregivers, and teachers
- Efforts within P-12 education increasing access to basic family needs and supportive services

**Health- Prioritizing food insecurity amongst vulnerable populations**

- Food Access - Support the Emergency Food System and home-delivered meals that reduce hunger in families and seniors.

**Housing and Homelessness- Prioritizing prevention services**

- Housing and Wraparound Services- Services and programs that prioritize social determinants and wraparound services that prevent and assist those experiencing homelessness.

**Workforce Development- Prioritizing job placement and supportive services that help individuals become employed and self-sufficient**

- Access to Jobs- Increase resources to help individuals obtain job opportunities that will raise their income and create sustainable careers and increase the number of workers with high paying in-demand jobs.

Grants will be evaluated by a volunteer committee of professionals with expertise or experience with the programs being evaluated, and they will score applications based on rubrics established by the Community Development team. The scores will be reviewed, and a funding recommendation will be presented to the Community Development Committee for subsequent approval by the board of directors at the June board meeting.

We work with community to best use our dollars, time and expertise in building solutions and vibrant futures. The Request for Proposal (RFP) process is one aspect of United Way's mobilizing power to build capacity and fund in community-based solutions through the impactful direction and measurement of resources.

The grants program provides funding that is competitive, open to nonprofits and schools operating in Maricopa County. It allows United Way to partner with community, organizations and schools for overall impact that moves forward our strategic priorities. Grant funding will be distributed on a quarterly basis.

## Request for Proposal Overview

- 501c3 nonprofit or schools can apply
- The grant will operate on a 12-month cycle (July 2026 – June 2027), with a potential to receive additional funding through VSUW initiative alignment
- Each funding area will be aligned with VSUW's focus for funding to support Education, Health, Housing and Homelessness and Workforce Development
- Agency/Program may only apply to one impact strategy per impact area; program must serve unduplicated clients
- Once submitted, program staff at VSUW may respond with questions or clarifications prior to the final decisions being made
- We currently do not provide funding for capital campaigns or endowments
- Minimum request is \$25,000 and maximum request is \$200,000/program

## OUR VISION

Valley of the Sun United Way envisions a community where every child, family and individual is healthy, has a safe place to live and has every opportunity to succeed... in school, life, and work.

### EDUCATION

Aspiration: Close opportunity gaps to ensure children read at grade level by 3rd grade and youth are prepared for educational success and employment.

Strategies:

- Early Education and Reading to Build and Strengthen Literacy Capacity of Practitioners in Early Learning Environments.
- Parent and Family Support - Increase socio-emotional supportive services to parents, caregivers, and teachers.
- Efforts within P-12 education increasing access to basic family needs and supportive services.

Target population:

- Economically disadvantaged children /youth
  - Title I Schools serving income low communities in Maricopa County
    - Schools that are 25% below the state average ELA score
    - Schools that have a 10-15% or higher dropout rate than the state average
  - Program serving children/families that qualify for Free and Reduced Lunch or fall within the following categories:
    - Schools that have a FRL of 80% or higher
    - Special education
    - English language learners
    - Living in foster care or experiencing homelessness

## HEALTH

Aspiration: Remove barriers to ensure everyone in our community is healthy, with a focus on access to food and healthcare.

Strategy:

- Food Access - Support the Emergency Food System and home-delivered meals that reduce hunger.

Target population:

- Economically disadvantaged households facing food insecurity
  - Head of household/Single parent households
  - Home-bound older adults
  - Individuals/families at risk of losing SNAP/WIC benefits
  - Individuals/families living in food deserts

## HOUSING AND HOMELESSNESS

Aspiration: Ensure all can have a safe home to call their own.

Strategy:

- Housing and Wraparound Services- Services and programs that prioritize social determinants and wraparound services that prevent and assist those experiencing homelessness.

Target population:

- Economically disadvantaged individuals/families
  - At-risk of, or, experiencing homelessness
  - Seniors
  - Youth
  - Head of household/Single parent households
  - Justice-involved individuals

## WORKFORCE DEVELOPMENT

Aspiration: Ensure all have a living wage job

Strategy:

- Access to Jobs- Increase resources to help individuals obtain job opportunities that will raise their income and create sustainable careers and increase the number of workers with high paying in-demand jobs.

Target population:

- Economically disadvantaged individuals
  - At-risk of, or, experiencing homelessness
  - Justice involved individuals
  - Head of household/Single parent households

Should you have any questions on the grant application, please contact [ecimpact@vsuw.org](mailto:ecimpact@vsuw.org).

# FY 2026-2027 Grant Application Timeline

## **February 5, 2026 – Grant Applications Released on e-ClImpact**

- Staff Available to provide Technical Assistance

### Grant Application Orientations

- February 5, 2026, 9:30 A.M., Webinar\*
- February 10, 2026, 10 A.M., In-person

You can register at <https://vsuw.org/about-us/working-with-united-way/apply-for-grant-funding>

\*Webinar will be recorded and placed on our VSUW website and the Resource Section in e-ClImpact

**March 5, 2026** – Grant Application Due, by 5 p.m.

**March/April 2026** – Volunteer and Staff Review of Grant Applications

**May 2026** – Funding Recommendations Determined

**June 2026** – Funding Recommendations Approved by Board

**June 2026** – Award and Decline Letters sent to Agencies

**July 2023** – Grant Awards Begin, First Quarterly Payments Paid Out

## FY 2026-2027 Reporting Timeline

- ❖ January 15, 2027 – Report One Due
- ❖ July 15, 2027 – Report Two Due

## FY 2026-2027 Payment Timeline

- ❖ July 31, 2026
- ❖ October 30, 2026
- ❖ January 29, 2027
- ❖ April 30, 2027

# VSUW FY 2026-2027 Grant Pre-Screening Template

Agencies new to e-ClImpact must complete the Screening Form prior to moving forward to the Grant Application.

## Agency Level

Are you a nonprofit 501(c)(3) or school? Y/N

- If yes, applicant moves forward
- If no, applicant does not move forward

Will VSUW funding be used to serve Maricopa County residents? Y/N

- If yes, applicant moves forward
- If no, applicant does not move forward

Agency EIN#

Agency Arizona Corporations Commission Entity ID

Help Text: If you do not know this number, please conduct a search at Arizona Corporations Commission (azcc.gov) using your Agency (Entity) Name. The Entity ID is the ID number associated with the Entity Type Domestic Nonprofit Corporation. Do not use the Entity ID for a Trade Name

# VSUW FY 2026-2027 Grant Application Template

## Agency Overview

### **1. Agency Name: (Pre-populated and Hard Coded)**

Help Text Instructions: This cell is pre-populated and hard-coded and should be displaying the name of the agency.

### **2. President/CEO/Executive Director Name, Pronouns, Phone, Email (Drop Down Box)**

Help Text Instructions: List the agency's President/CEO/Executive Director, pronouns, phone, and email.

### **3. Primary Agency Contact Name, Title, Pronouns, Phone, Email (Drop Down Box)**

Help Text Instructions: List the agency's primary contact, along with their title, pronouns, phone and email. This will be the individual who will be receiving VSUW communications besides the CEO/ED. Please note that if this individual is new, they may require a new e-ClImpact log-in. Please email [eClImpact@vsuw.org](mailto:eClImpact@vsuw.org) for access to the system.

### **4. Contract Signer Name, Title, and Email (3 Separate Text Boxes)**

Help Text Instructions: List the full name, title, and email address of the individual at the agency who is authorized to sign contracts.

### **5. Primary Address: (Drop Down Box)**

Help Text Instructions: Identify the main business office location or P.O. Box address.

### **6. Description: (Text Box-750 Characters)**

Help Text Instructions: Briefly describe the agency in a short statement. This description may be used in VSUW brochures, summary reports, and general information provided to the public. This cell allows for population - limited to 750-character spaces.

### **7. Mission Statement: (Text Box-500 Characters)**

Help Text Instructions: Share the Agency Mission Statement. This is limited to 500 characters.

### **8. Is your agency ED/CEO Black, Indigenous, and/or People of Color (BIPOC)? (Check Box)**

Help text instructions: Select the box if your CEO/ED is Black, Indigenous, or Person of Color.

## Program Overview

### **1. Program Name: (Hard Coded)**

Help Text Instructions: This cell is pre-populated and hard-coded and should be displaying the name the agency uses to identify the program(s) within this application.

### **2. Alignment: (Hard Coded) Based on impact area selected**

Help Text Instructions: This cell is pre-populated and hard coded with the applicant's selected impact area.

### **3. Strategy: (Hard Coded) Based on strategy selected**

Help Text Instructions: This cell is pre-populated and hard coded with the applicant's selected strategy.

### **4. Amount Requested: (Text Box)**

Help Text Instructions: List the amount of funding being requested from VSUW for FY2025-2026. This amount should be the same amount listed in the Program Budget section, Line 1a. VSUW Funding Request. VSUW's maximum program request is \$200,000.

### **5. Primary Program Location: (Drop Down Box)**

Help Text Instructions: List the primary address where the program is offered, including the city and zip code.

### **6. Primary Program Contact Name, Title, Pronouns, Phone, Email: (Drop Down Box)**

Help Text Instructions: List the name, title, pronouns, and contact information for the primary contact for this program. This will be the individual that VSUW will reach out to for programmatic questions. Please note that if this individual is new, they may require a new e-Clmpact log-in. Please email [eClmpact@vsuw.org](mailto:eClmpact@vsuw.org) for access to the system.

### **7. Brief Program Description: (Text Box-300 Characters)**

Help Text Instructions: Briefly describe the program in a short statement. This description may be used in VSUW brochures, summary reports, and general information provided to the public. This section allows for population – limited to 300 character spaces.

## Narratives

VSUW understands that organizations applying for a VSUW grant are at different stages in their organizational growth – different types and sizes, including agencies with and without experienced grant writing staff. Narratives are designed to allow you to tell the story of your program, why it matters, and how you will achieve it. Additional detail for each requested narrative is provided in the Help Text (i).

### 1. Program Narrative/Strategies

Help Text: Provide a brief but substantive synopsis of the program, and its services and activities.

- Specific alignment to the selected impact area/strategy
- Desired outcome(s)
- How equity and inclusion are integrated into program goals, strategies, activities, and intended results
- How the program addresses the needs of the target population(s) served
- How the target population accesses services
- Any/all follow-up activities with the target population designed to help ensure success and/or connect them to additional resources

This section allows for population – limited to 3000-character spaces.

### 2. Target Population

Help Text: Provide information about whom this program serves.

- Direct and indirect participants
- Demographics: provide disaggregated data, if tracked
- Unique characteristics including, but not limited to, specific gaps or disparities, and service to hard-to-reach/historically disadvantaged and/or disenfranchised populations
- Service area location/s (e.g., Maryvale, South Phoenix)

This section allows for population – limited to 3000-character spaces.

### 3. Theory of Change/Program Design

Help Text: Provide details on the program approach and strategies. Consider using casual statements, “If we \_\_, then \_\_ will result.” based on evidence-based practices and/or research.

For each statement, provide:

- Evidence-based (proven impact) sources and/or third-party statistics that support the rational for program services. Prioritize using community-level sources and statistics (your service area, and/or Maricopa County).
- An explanation of how equity and inclusion are incorporated into the program strategies or plans to further consider equity and inclusion in programs
- Description of what will be different in community, in the organization, and in programs through DEAI, and particularly a more equitable approach

This section allows for population – limited to 3000-character spaces.

**4. Program Inputs/Resources**

Help Text: Describe the resources required to successfully deliver the program and its services and activities to your target population including, but not limited to, employees, volunteers, office space, vehicle(s), equipment, tools, skills, and knowledge. Are program staff reflective of the community that you serve\*? Your response should correspond with the target population and program narratives, as well as the program budget. This section allows for population – limited to 3000-character spaces.

**5. Outcomes Measures**

Help Text: Collecting and monitoring data regularly from program participants can inform you of their goals, aspirations, and priorities, the outcomes that they experience and value, and if your program is achieving its goals and measures. Please describe the following:

- Processes and data reporting you have in place that examine program impact on the target population, and on those experiencing the greatest gaps/disparities
- How you use data (both aggregated and disaggregated) to support continuous improvement, ensure accountability, and demonstrate equitable change; this should include your continuous quality improvement plan
- How your agency collects and shares client success that is not captured in VSUW data

This section allows for population – limited to 3000-character spaces.

**6. What support does your agency need to develop capacity and knowledge on tracking VSUW prescribed outcome measures?**

Help Text: As you review the VSUW prescribed outcome measures, are there any measures that you are not currently tracking and need additional support. Let us know how we can bridge this gap. This section allows for population – limited to 3000-character spaces.

**7. Budget Narrative**

Help Text: Provide additional information that will assist in understanding the program budget and/or the requested amount of funding. Provide specific information on how VSUW funding will be used. This narrative will tie directly into the program inputs and activities. Provide an explanation for any amounts listed on budget line items “In-kind”, “DEAI” and “other” for both income and expense budgets. Explain the nature of any amount entered as Expense Budget, e.g. Salaries (FTEs covered), Specific Assistance to Individuals, etc. This section allows for population – limited to 3000-character spaces.

**8. Share if you have experienced any decrease in funding that has impacted your organization's capacity to deliver programming.**

Help Text: Provide specifics on any funds (ex. ARPA funding) that may be impacted by the current grant cycle along with their end date. This information will help us better understand any funding that may no longer be available to your program. This section allows for population – limited to 3000-character spaces.

**9. If this is an existing program in your agency, what was the total program expense?**

Help Text: Please include your program expenses for the most recent year (12-month period).

**Valley of the Sun United Way Initiatives Alignment**

Does your program align to the following VSUW initiatives? If so, please check all that apply:

Programs that align with the initiatives listed below may be eligible for additional investment through this application. If selected, applicants may be asked to collaborate with our team to provide additional metrics or impact measures.

- Homeless Prevention:** VSUW's Housing Stability and Homelessness Prevention work strengthens the local safety net through prevention-focused financial assistance (rent, utility, mortgage assistance), housing navigation, wraparound services, and legal support for tenants facing eviction. VSUW is focused on providing resources that increase the rapid response rate, providing assistance within weeks versus months. We are vested in building a prevention system that makes client entry efficient and provides coordinated referral pathways to additional services. Our goal is to make it easier for households to receive aid in order to reduce the number of households that progress from crisis to homelessness.
- Fair Chance Collaborative:** This initiative advances coordinated, systems-level solutions that address the complex and interconnected barriers faced by justice-involved individuals in Maricopa County. The collaborative aligns employers, service providers, educational institutions, and public-sector partners to strengthen fair chance hiring, retention, and advancement while integrating access to housing, healthcare, financial stability, and entrepreneurial supports. Through targeted technical assistance to both nonprofits and employers, the collaborative is driving changes in policies, practices, and cross-sector partnerships that expand economic opportunity for justice-involved individuals and strengthen Arizona's workforce and economy.
- Literacy Hubs:** A Literacy Hub is a community-based center or initiative designed to improve literacy outcomes by providing resources, evidence-based programs, and support for children, families, and educators.
- Mighty Families:** Mighty Families is a school-based, housing, and financial capability program for families with school-age children who are experiencing or are at risk of experiencing homelessness. The program promotes a two-generation approach designed to remove barriers and give each student and family a path to a productive future.

- Pathways to Economic Opportunities:** This initiative advances economic mobility for Black and Latina young women ages 16–29 in Maricopa County who face systemic barriers to opportunity and live in communities disproportionately impacted by wage and wealth gaps. Led by Valley of the Sun United Way, the strategy leverages a cross-sector collaboration of nonprofit, education, business, and government partners to align education, workforce development, financial literacy, mentorship, and mental health supports into a coordinated continuum of care. Through data-informed and community-driven approaches, the initiative expands access to internships, pre-apprenticeships, apprenticeships, and early work experiences that build technical skills, hard skills, and professional networks shown to increase wages and long-term stability. Centering lived experience and continuous feedback from Black and Latina young women and community partners, the initiative works to remove systemic barriers, strengthen employer practices, and create inclusive career pathways that promote upward mobility, well-being, social capital, and generational wealth creation.
- United We Prepare:** VSUW is committed to strengthening disaster readiness for both service agencies and individual households across Maricopa County. Together, we will improve community resilience by expanding resources that make a tangible impact before, during, and after emergencies. VSUW wants to assist agencies in drafting their own service continuity plan and learn how to partake in coordinated disaster response. We are focused on building a network of partners who can share localized educational tools to help individual households become disaster-ready and resilient. We want everyone in Maricopa County to be prepared for the impact of extreme heat and other disasters that can happen in this region.

## **Technology Integration in West Valley Programs**

If you are currently providing services in the West Valley—specifically within the area of the 101 Freeway to Buckeye or within the districts of **Tolleson, Avondale, Buckeye, Littleton, Litchfield, Dysart, or Agua Fria**—please complete the following:

### **Check all that apply to your current funded programs:**

- Use of reading apps or digital platforms
- Application assistance (e.g., college, FAFSA, job readiness)
- STEM/STEAM career exploration or internships
- Technology distribution (devices, hotspots, etc.)
- Other relevant technology-based supports
- Could provide metrics that are specific to the area listed above upon request

(If any selected above, have them complete the following.)

### **Technology Integration Summary (Text Box, 2,000 characters)**

Help Text: Briefly describe how technology is embedded in your programs serving the west valley.

Include any relevant data such as:

- Number of unduplicated individuals served
- Tech skills provided or technological tools used
- Number of unduplicated individuals (students) trained
- Number of individuals who earned a certificate
- Number of staff completing professional development to advance technology use
- Number of technology devices distributed
- Any volunteer opportunities
- A success story

# Outcome Measurements

## Program Level

In FY27 VSUW will prioritize basic needs in the areas of education, health, housing and homelessness and workforce development in acknowledgement of the rapidly changing federal funding environment impacting the safety net of our community.

### Please select the impact area to which your program aligns.

- Funding Streams: Education; Health; Housing and Homelessness; Workforce Development
- Select the strategy to which your program aligns.

#### Education

- Build & Strengthen Literacy Capacity**  
Early Education and Reading to Build and Strengthen Literacy Capacity of Practitioners in Early Learning Environments
- Learning & Socioemotional Support**  
Parent and Family Support - Increase socio-emotional supportive services to parents, caregivers, and teachers.
- Basic Needs & Support Services**  
Efforts within P-12 education increasing access to basic family needs and supportive services.

#### Health

- Food Access**  
Support the Emergency Food System and home-delivered meals that reduce hunger in families and seniors.

#### Housing & Homelessness

- Prevention & Assistance**  
Housing and Wraparound Services- Services and programs that prioritize social determinants and wraparound services that prevent and assist those experiencing homelessness.

#### Workforce Development

- Pathways through Education**  
Increase resources to help individuals obtain job opportunities that will raise their income and create sustainable careers and increase the number of workers with high paying in-demand jobs.

### Can your agency report out on these outcome measures? Y/N

- List prescribed measures based on strategy chosen (see addendum)
- Agency must select at least one set of outcome measures that best aligns to selected impact area

Help Text: Measures based upon the strategy selected.

<b>Output Measurement Table</b>	<b>FY 2026-2027 Goals</b>
<b>Output 1</b>	
<b>Output 2</b>	
<b>Output 3</b>	
<b>Output Etc.</b>	

Help Text: Measures based upon the strategy selected. Some strategies may not include indicator measures and/or indicators, such as Housing/Homelessness and Health. The indicator table includes both participation and achievement data. The % Achieving cells will auto-calculate when agency “Saves” the page.

<b>Indicator Measurement Table</b>		<b>FY 2026-2027 Goals</b>
<b>Indicator 1</b>	Total # Participating	
	Total # Achieving	
	Total % Achieving	Auto Calculate
<b>Indicator 2</b>	Total # Participating	
	Total # Achieving	
	Total % Achieving	Auto Calculate
<b>Indicator Etc.</b>		

# Program Budget

## Agency Instructions:

This is a required section. Provide the proposed full Program Budget Revenue and Expenses for FY 2026-2027 (NOT the agency annual budget). Include how VSUW funding will be expended.

## Revenue

Revenue	Program Budget FY 26-27 Proposed	VSUW Portion of the FY 26-27 Budget
1a. VSUW Funding Request		Auto Calculate
*1b. VSUW Other Funding		
2. Other United Ways		
*3. Gov. Funding		
4. Contributions / Donations		
*5. Special Events / Fundraising		
6. Legacies / Bequests		
*7. Foundation & Corporate Support		
*8. Program Service Fees & Reimbursements		
9. Investment Income		
*10. In-Kind Support		
*11. Other Income		
<b>Total</b>	Auto-calculate Column revenue: lines 1a-11	Auto-calculate Column revenue: lines 1a-11
<b>VSUW % of Total Program Funding</b>		

## Expenses

Expense	Program Budget FY 26-27 Proposed	VSUW Portion of the FY 26-27 Budget
12. Salaries		
13. Employee Benefits and Taxes		
14. Employee Education and Training		
15. Professional Fees and Contracts		
*16. DEAI (professional development, consultants, etc)		
*17. Specific Assistance for Individuals		
18. Communications (phone, fax, modem, postage)		
19. Supplies/Equipment Rental and Maintenance		
20. Occupancy (rent, utilities, building & grounds)		
21. Advertising/Printing & Publications		
22. Travel / Meetings / Conferences		
23. Membership Dues/Support to Affiliate Org.		
24. Evaluation		
25. Non-Payroll Insurance		
26. In-Kind Expense		
*27. Other Expenses		
<b>Total</b>	<b>Auto-calculate column expenses: lines 16-30</b>	<b>Auto-calculate column expenses: lines 16-30</b>
<b>28. Surplus / Deficit</b>	<b>Auto-calculate column: revenue total minus expense total</b>	<b>Auto-calculate column: revenue total minus expense total</b>

# Financial Measures

## Financial Statement Questions

Is your organization audited annually by an independent audit firm? [Yes or No]

If Yes, was an unmodified opinion issued for your most recently audited financial statements?

If No, was substantial doubt raised about the organization's ability to continue as a going concern?  
[Yes or No]

If No, please share management's response to audit opinion. [Text box; 250 characters]

### Days of Cash on Hand

Cash\*

Short Term Investments\*

Days of Cash on Hand: Will auto-calculate when form is saved

Does your Agency have 60 Days or more of cash on hand?\* Yes/No dropdown

If NO: How does the agency cover monthly expenses without adequate cash on hand?\* Text box  
allowing up to 500 characters

If NO: Please detail out any cost reimbursement or gift in kind expenses that may cause you to be  
less than 60 days?\* Text box-500 characters

Help Text: From your Statement of Activities

### Change in Current Year Net Assets

Change in Net Assets Current Year\*

Has there been a decrease in Net Assets?\* Yes/No dropdown

If YES: Please explain the decrease in Net Assets.\* Text box-500 characters

Help Text: From your Statement of Activities

### Change in Prior Year Net Assets

Change in Net Assets Prior Year\*

Has there been less than two consecutive years of losses?\* Yes/No dropdown

If YES: Please explain the consecutive decreases in Net Assets.\* Text box-500 characters

What has been done to end the trend of Net Asset loss in future years? Text box- 500 characters

Help Text: From your Statement of Activities

## **Program Efficiency**

Program Expenses

Ratio: Will auto-calculate when form is saved

Is the Program Expense Ratio Over 85%? Yes/No dropdown

If NO: Please explain why the agency has such large administrative expenditures as compared to programmatic expenditures. Text box-500 characters

If NO: How will the agency ensure VSUW grant money is spent at no more than an administrative rate of up to 25%? Text box-500 characters

Help Text: From your Statement of Activities or Statement of Functional Expense

## **Debt to Asset Ratio**

Total Liabilities\*

Total Assets\*

Ratio: Will auto-calculate when form is saved

Is your Debt to Asset Ratio Less than 50%\* Yes/No dropdown

If NO: Please explain why the agency is highly leveraged by debt. How will the agency mitigate this risk exposure?\* Text box-500 characters

Help Text: From your Statement of Financial Position

## **Financial Notes**

Additional Notes: Text box-500 characters

# Funding Year FY 2026-2027 COMPLIANCE DOCUMENTATION REQUIREMENTS

- Annual Agency Financial Statements:** Audited Financial Statements for calendar year 2025 or fiscal year 2024-2025, or most recently completed fiscal year. Must be submitted for **agencies with annual revenue of \$500,000 or more**. Audit must be signed by the auditing agent or the auditing firm.

**Agencies with annual revenue less than \$500,000:** Submit a calendar or fiscal year annual review of financial statements for calendar year 2025 or the fiscal year 2024-2025 or most recently completed year. Annual Review must list the names and titles of those that completed the review.
- Management Letter/Auditor Recommendations:** Form SAS 115 or a letter from your auditor stating that no management letter was issued for calendar 2025 or fiscal year 2024-2025 or most recently completed year.
- Formal Management Response Letter:** Only need to upload if a Management Letter was issued. This will be the response letter from your management/board back to the auditor.
- IRS Form 990 including Schedule A, Schedule B (if required), and all supplemental statements:** For calendar year 2025 or fiscal year 2024-2025 or most recently filed year. IRS Form 990 must be signed and dated by the preparer and the chief professional officer or the agency's board chair.

# Addendum

Funded agencies/programs will need to align to VSUW strategic priorities and will need to report out on prescribed outcome measures, based on the chosen strategy for the program.

## Education

- Build and strengthen literacy capacity in learning environments

<b>Data Requirement: Build &amp; Strengthen Literacy Capacity</b>
# of unduplicated individuals served
# of individuals indirectly impacted
# of literacy resources provided
# of participants being tutoring and/or academic assistance
# of tutors
# of hours of tutoring delivered or academic hours provided
# of individuals showing growth based on assessment, report card grades or benchmark data
#/% of participants who implement/demonstrate an increase in knowledge and skills
#/% of individuals completing professional development activities

- Increase learning and socio-emotional supportive services

<b>Data Requirement: Learning &amp; Socioemotional Support</b>
# of unduplicated individuals served
# of individuals indirectly impacted
# of socioemotional and online learning resources provided
# of mentoring hours
# of participants that were provided intentional 1:1 mentoring
# of participants in life skills trainings/workshops
# of participants served in a safe learning environment
# of FAFSA Applications Completed
#/% of participants completing professional development activities
#/% of participants who implement/demonstrate an increase in knowledge and skills
#/% of participants developing a positive adult relationship
#/% of participants demonstrating an increase in protective factors

- Increase knowledge and access to basic family needs and supportive services

<b>Data Requirement: Basic Needs &amp; Support Services</b>
# of unduplicated individuals served
# of participants accessing quality care
# of children receiving a development screening, if serving 0-5
#/% of children meeting all their developmental milestones, if serving 0-5
# of resources provided
# of individuals indirectly impacted
#/% participants accessing and connecting to resources provided
#/% of participants who implement/demonstrate an increase in knowledge and skills

## Health

- Strengthen and support the emergency food system and home-delivered meals that reduces hunger in families and seniors

<b>Data requirement: Food Access</b>
# of unduplicated individuals receiving emergency food
# of meals supplied to individuals
# of congregate meals
# of home delivered meals
# of other meals served (snack packs, supplemental or senior food boxes, etc.)
# of individuals enrolled for SNAP benefits

## Housing and Homelessness

- Wraparound Services that Prevent and Assist those Experiencing Homelessness through Targeted Investments of Rent/Utility Assistance, Housing Navigators, and Eviction Prevention

<b>Data requirement: Prevention and Assistance</b>
# of unduplicated individuals served
# of individuals diverted
# of diversion services secured for individuals seeking assistance
# of unduplicated assessments for government benefits administered (excluding social security and medical/mental healthcare)
# unduplicated clients working with a navigator/case manager
# of individuals moved to safe and stable housing because of a navigator / case manager

# of referrals for Permanent Housing
# of individuals enrolled for medical/mental healthcare benefits
# of utility assists
# of rental assists
# of mortgage/foreclosure prevention assists
# of units of transportation assistance
# of individuals who received legal aid regarding an eviction
# of housing navigators
# of individuals/families who increase income enough to no longer need emergency aid
\$ amount mortgage/foreclosure prevention assistance
\$ amount rental assistance

## Workforce Development

- Increase resources to Assist Individuals to Obtain Job Opportunities which will increase their income and Create Sustainable Careers
- Support business and Education Alignment to Increase Education Opportunities for Students through Hands-on Work-Based Learning, Apprenticeship and Mentoring Experiences
- Increase skills and education opportunities

<b>Data Requirement: Pathways through Education</b>
# of unduplicated individuals served
# of individuals who access resources
# of individuals receiving 1:1 mentorship
#/% of individuals who complete a job training/workshop program
#/% of individuals who complete certification/licensing requirements for employment
#/% of individuals that complete a 2-Year or 4-Year degree program
#/% of individuals that self-report an increase in skills/knowledge
#/% of individuals who complete apprenticeship
#/% of individuals who complete internships
#/% of individuals who obtain employment
#/% of individuals who maintain their employment status for at least 3 months
#/% of individuals/families with increased income

## Program Evaluation Form:

Evaluation Criteria	Prompts	SCORE	Notes
<p><b>Agency Capacity (Agency Overview): 5 Points</b></p> <ul style="list-style-type: none"> <li>The agency mission and description is aligned to VSUW's Impact Area(s)/Initiative(s)</li> </ul> <p>If current partner, consistent in meeting agreed upon deadlines</p>	<input type="checkbox"/> Clear mission that aligns to VSUW's Impact Area(s)/Initiative(s) <input type="checkbox"/> Clear understanding of what the agency does as a whole <input type="checkbox"/> If current agency partner, consistent in meeting report deadlines and/or have provided clear and consistent communication	<b>5 Points</b> <b>Total</b>	
<p><b>Program Design (Program Narratives): 40 Points</b></p> <ul style="list-style-type: none"> <li>The program narratives aligned to selected VSUW impact area and strategy</li> <li>The narratives provide a comprehensive and clear overview of the program goal and activities, and paint a picture of a strong program design that would lead to client success</li> <li>The program aligns with VSUW's initiatives</li> <li>The program provides a clear continuous quality improvement plan</li> </ul>	<input type="checkbox"/> Clear understanding of population served; <i>focus on serving economically disadvantaged</i> <input type="checkbox"/> Clear understanding of the resources needed and activities for a successful program <input type="checkbox"/> Clear understanding of why this program is important and/or any evidence-based studies tied to the program's effectiveness <input type="checkbox"/> The agency was able to provide data, preferably disaggregated data, to describe and define the community/issues it serves <input type="checkbox"/> The agency is able to describe how program engages with community for continuous quality improvement <input type="checkbox"/> Clear understanding on how program aligns to	<b>40 Points</b> <b>Total</b>	

	VSUW's initiatives, if selected		
<b><u>Program Performance (Outcome Measurements &amp; Program Narrative)*: 40 Points</u></b>	<ul style="list-style-type: none"> <li>• The measurements strongly align to Program Narrative</li> <li>• The program has well-articulated results achieved through funding</li> </ul> <p><i>*Please note that programs are not required to report on all prescribed metrics</i></p>	<input type="checkbox"/> Meaningful client-focused outcomes that lead to success <input type="checkbox"/> Explanation of participation ratios and assessment of numbers provided as projected goals <input type="checkbox"/> Additional metrics included to measure programmatic success <input type="checkbox"/> Agency identifies equitable outcomes for communities through qualitative data (for example: narratives or storytelling) <input type="checkbox"/> Agency provides a clear picture of program evaluation	<b>40 Points Total</b>
<b><u>Program Budget: 15 Points</u></b>	<ul style="list-style-type: none"> <li>• The budget demonstrates capacity to deliver the program</li> <li>• Resources are aligned to achieve stated program results</li> <li>• The program request is reasonable based on the size, scope and scale of the program</li> <li>• VSUW guidelines on budget request are met</li> </ul>	<input type="checkbox"/> Request is reasonable and expenses are fully and clearly explained throughout narrative <input type="checkbox"/> Request does not exceed VSUW guidelines <input type="checkbox"/> It is clearly explained how VSUW funding will be utilized <input type="checkbox"/> Diversified funding that will lead to program sustainability; VSUW request less than 50% of program budget	<b>15 Points Total</b>
	<b>Total Program Evaluation Score:</b>	<b>100</b>	