

**Union County
Government**

EST. 1842

Community Partners Grant Funding

Information Session
Fiscal Year 2022

November 18, 2020





AGENDA

- 1 Purpose
- 2 Process & Timeline
- 3 Eligibility & Reporting
- 4 Application Submission
- 5 Questions

Purpose

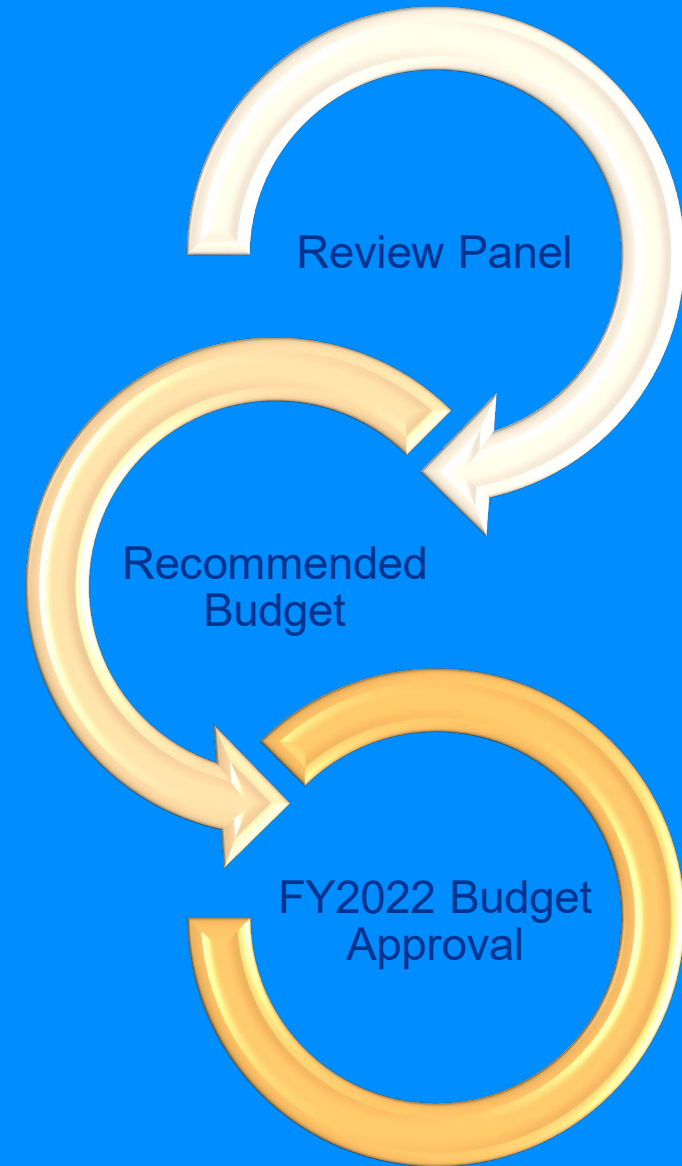
- Community Partner Grants (CPG) provide opportunity for Union County to partner with nonprofit agencies, that serve County residents, to deliver services aligned to the County objectives.
- To create a transparent and fair funding process that is accessible to all local nonprofit agencies.

**Funding is limited and subject to budget availability. Applicants (new or previously funded) are not guaranteed to be awarded funds. Successful applications may be funded for less than the amount requested.*



Process & Timeline

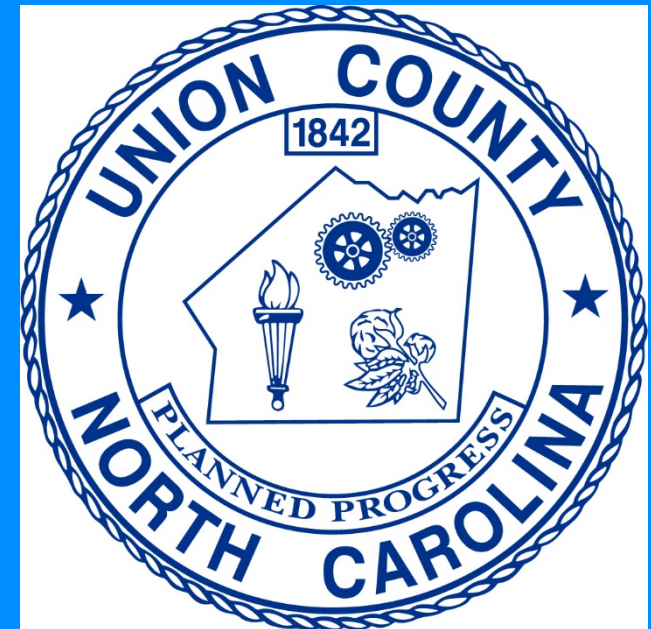
- **Deadline: January 15, 2021 at 5:00 PM**
- Review Panel: February/March 2021
- Recommended Budget: May 2021
- Public Hearing – BOCC receive comments from public regarding Manager's Recommendation
- Budget Approved (by BOCC): June 2021
- Funding Period: July 1, 2021-June 30, 2022



Eligibility & Reporting

- Serve the residents of Union County
- IRS 501(c)(3) nonprofit designation
- Financial statements audited by independent CPA
- Contribute to one of five strategic objectives
- Documentation supporting a diversified workforce
- Professional membership affiliation to support organizational sustainability
- Registered with Secretary of State and listed as Current/Active

**Organizations that do not meet criteria can reach out to discuss in further detail.*



Financial Statements

- Prepared in accordance with Generally Accepted Accounting Principles (GAAP) and audited by an independent CPA
- CPA must issue clean, unqualified opinion



Board of County Commissioners Strategic Objectives



- ❖ **Public Safety** – In concert with our community partners, provide those essential services that protect the public’s health, safety, and welfare.
- ❖ **Community Consensus** – By developing relationships based on mutual trust and understanding, engage appropriate stakeholders to identify and successfully implement programs and initiatives that reflect the community priorities.
- ❖ **Economic Development** – Through common vision and direction become a more business friendly, economically vibrant and sustainable community by fostering development of a qualified workforce and infrastructure capacity to support current and future economic sustainability and growth.
- ❖ **Sustainability** – Through collaboration with community partners, foster an environment that promotes affordability of services, conservation of resources, and preservation of a high quality of life to support and enrich a diverse and productive population.
- ❖ **Organizational Strengthening** – Develop and maintain a highly engaged workforce through shared values and clarity of purpose, with the tools, training and resources that support skills development, knowledge sharing and retention, and employee investment.

Registration with NC Secretary of State

- Status listed as Current/Active
 - No revenue suspensions
 - No overdue taxes

Search

Search By:

Company

Words

Starting With

Search For:

Search →

Tax Liens Record Search

Records Found: 69

Search Time: 11/5/2019 01:01 PM

Search Certification Date: Search Results Include Filings Through 11/4/2019 12:00:00 AM

Search Type:

Standard

Search Type:

Organization

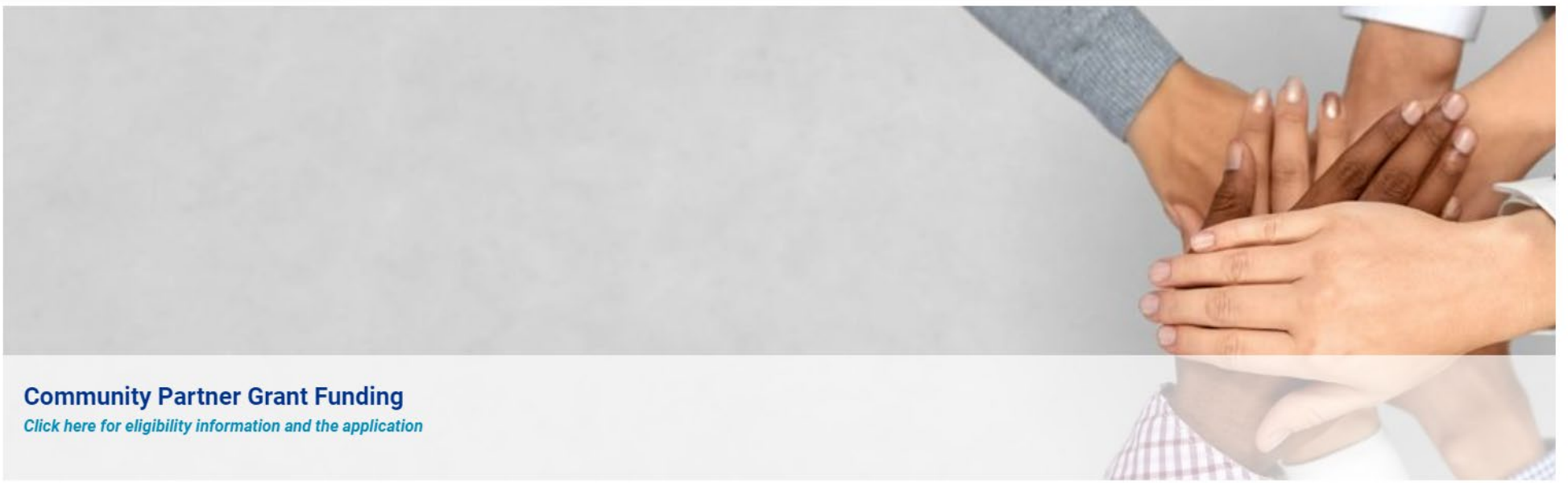
Organizational Name:

Printable View:

Search →

[https://www.sosnc.gov/online_services/search/by_title/ Business Registration](https://www.sosnc.gov/online_services/search/by_title/Business%20Registration)

[https://www.sosnc.gov/online_services/search/by_title/ Federal Tax Lien](https://www.sosnc.gov/online_services/search/by_title/Federal%20Tax%20Lien)



Community Partner Grant Funding

[Click here for eligibility information and the application](#)



Application Submission

Deadline: January 15, 2021 – 5:00 PM

www.unioncountync.gov/CommunityPartnerGrants

Submit to: Adrienne.Rorie@unioncountync.gov

UNION COUNTY 2021-2022 COMMUNITY PARTNER GRANT APPLICATION

SUBMISSION DEADLINE; Friday, January 15, 2021, 5 PM

BY MAIL: Union County Government
500 N. Main St., Suite # 809
Monroe, NC 28112

BY EMAIL: Adrienne Rorie, Budget Analyst
Adrienne.Rorie@unioncountync.gov

ORGANIZATION INFORMATION

Org. Name:

Org. Type:

Address:

Website:

Date of Incorporation:

Years of Operation:

Fiscal Year End Date:

PRIMARY CONTACT INFORMATION

Name:

Email:

Phone Number:

DIRECTOR'S CONTACT INFORMATION

Name:

Email:

Phone Number:

NONPROFIT CREDENTIALS

EIN:

How many years org. has been certified as a 501(c)(3) nonprofit:

PROGRAM INFORMATION

Program Name:

Total Amount of Award Requested:

FINANCIAL SUMMARY

AUDITED FINANCIAL STATEMENTS

Do you have independently CPA-audited financial statements for fiscal/calendar year 2019 or 2020? The most recent audited statements should be included with this application.

- Yes
- No. The audit will be available at a later date. Provide estimated date:
- No. We do not and will not have an audit.

AGENCY BUDGET & FUNDING

What is the agency's total budget for 2020-2021? What is the current fund balance and what do you anticipate it to be at the close of the current fiscal year (FY2020-2021)? Does Union County already provide any kind of financial support or in-kind assistance to the agency? (Responses should be limited to 1,075 characters).

PROGRAM OVERVIEW

After selecting a Funding Category, please complete each narrative text box below. Insert "N/A" for any question that is not applicable.

FUNDING CATEGORIES

The following funding categories tie to board objectives within the County and guide decisions during the County's budget process. Please select one of the five priorities below that best aligns to your program.

- Public Safety
- Community Consensus
- Economic Development
- Sustainability
- Organizational Strengthening

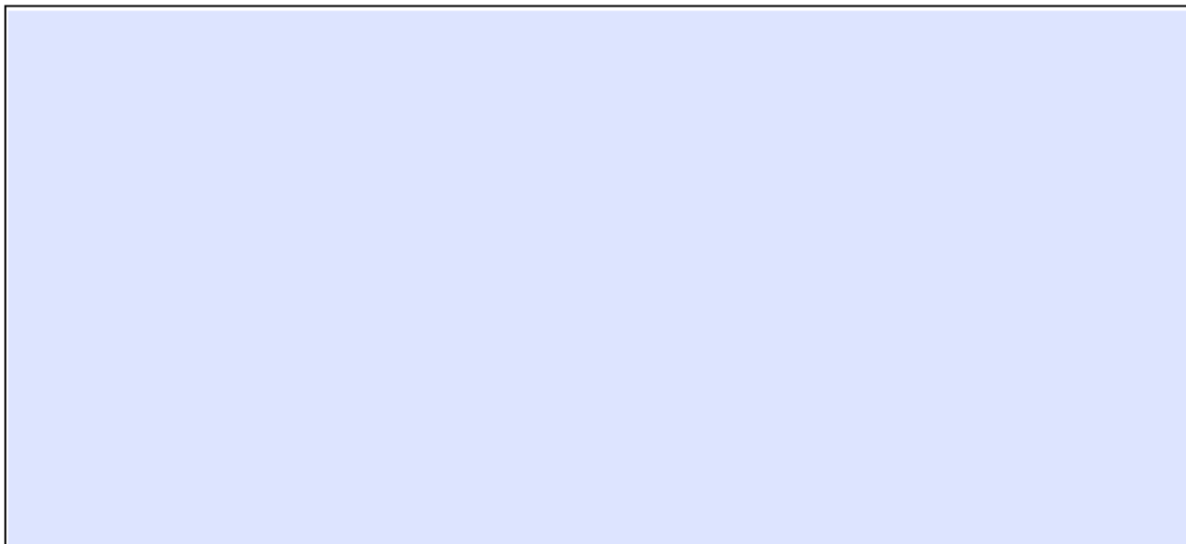
PROGRAM MISSION & GOALS

Please provide the mission & vision statement(s) and programming goals of the organization or program. (Responses should be limited to 1,050 characters).

A large, empty rectangular text box with a light blue background and a thin black border, intended for the user to enter their mission and vision statements and programming goals.

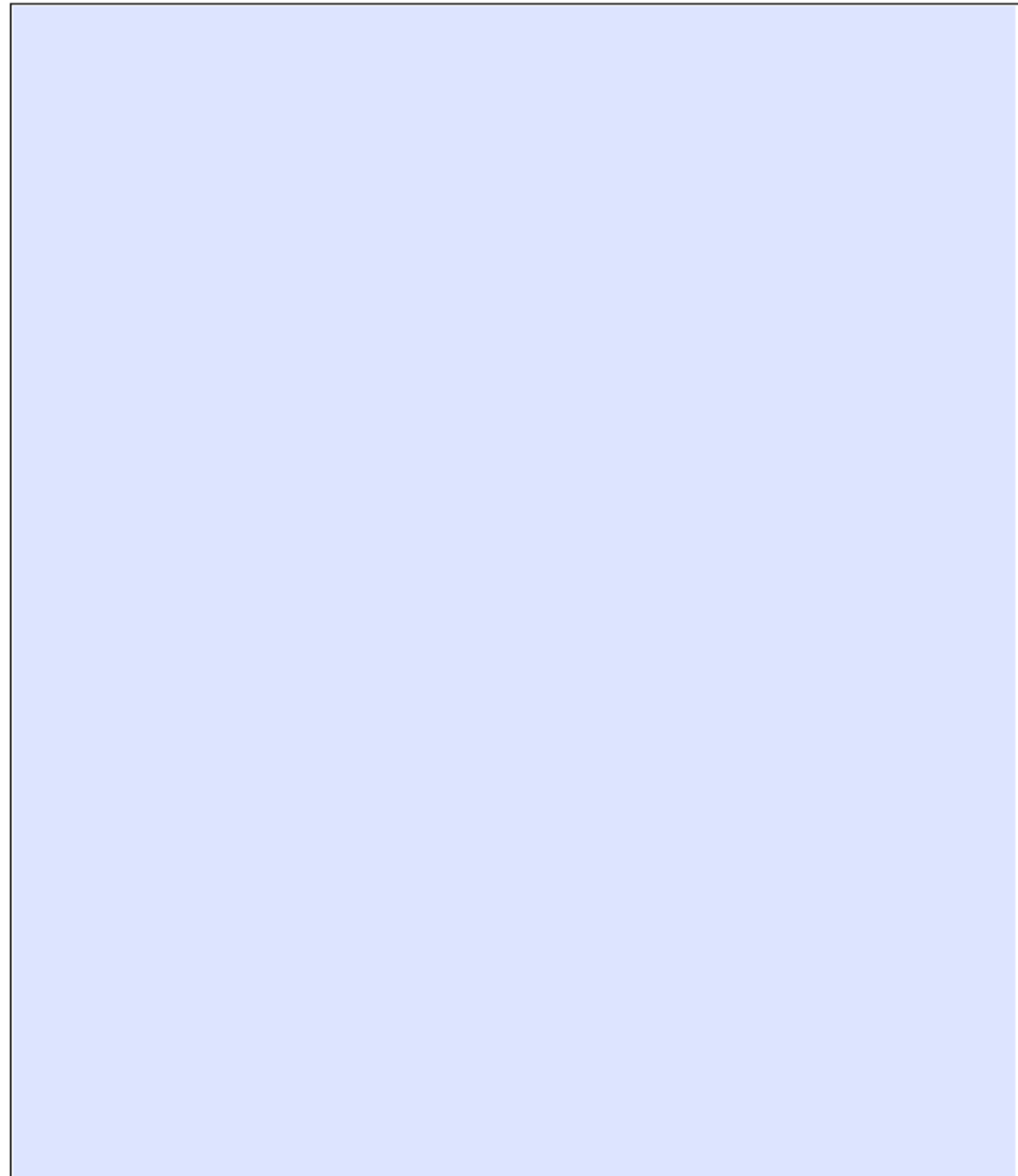
SERVICE GEOGRAPHY & POPULATION

Please describe the characteristics of the target populations that benefits directly from the service including the location within Union County where services are provided. This information should include the number of persons served by your agency and how many of those are Union County residents. (Responses should be limited to 1,200 characters).

A large, empty rectangular text box with a light blue background and a thin black border, intended for the user to describe the characteristics of target populations and service locations.

PROBLEM STATEMENT

Describe the identified community need(s) the service proposes to address within the strategic objective. Provide evidence (ie. research or data findings) to support a clearly defined problem. (Responses should be limited to 3,175 characters).

A large, empty rectangular text box with a light blue background and a thin black border, intended for the user to describe the community need and provide supporting evidence.

SERVICE STRATEGY, DELIVERY, AND PROPOSED RESULTS

Explain the strategy that will be used to address the problem stated above. Describe the service delivery process. Include staff, key activities, and timelines. Describe the results this service will deliver in Fiscal Year 2022 (July 1, 2021-June 30, 2022) and long-term (in the next 2-4 years). As available provide evidence that the strategy will be successful. Include data on past performance and outside research as appropriate. Please include the method for data collection (ie. surveys) and tracking (ie. use of databases or other means). (Responses should be limited to 2,875 characters).

COLLABORATION AND PARTNERSHIPS

If applicable, describe how the service will use collaboration or partnerships to achieve results. (Responses should be limited to 600 characters).

PEER REFERENCES

Please provide up to three references from peer organizations. Only contact information for the organizations is necessary. (Responses should be limited to 600 characters).

PROFESSIONAL ASSOCIATION

To what professional association(s) does your organization belong? How does/do the association(s) support your organization's sustainability? (Responses should be limited to 600 characters).

BUDGET & PERFORMANCE

BUDGET

Please complete and submit the budget template.

PERFORMANCE

Please complete and submit the performance template.

ADDITIONAL DOCUMENTATION

All additional documentation should be included as additional pages or attachments when submitting applications.

An agency that does not have any of the additional documentation should submit, in writing, the reason that documentation does not exist for each request.

FUNDING SOURCES

Include a spreadsheet of all outside funding for the past three (3) years including whether the source is public/private.

IRS DOCUMENTATION

Include copies of IRS Federal Tax Exemption Letter and IRS Form 990.

CERTIFICATE OF INSURANCE

Include Certificate of Liability Insurance.

LEADERSHIP & STAFF

Include a list of agency's Board of Directors and all staff members.

SALARY DISCLOSURE

Include documentation displaying the salary and benefits associated with each program position.

ARTICLES OF INCORPORATION

Include copies of Articles of Incorporation and Bylaws.

PROFESSIONAL AFFILIATIONS

Include confirmation of membership with a professional association.

WORKFORCE REPRESENTATION

Include documentation supporting agency's effort to achieve and/or promote a diversified workforce (ie Diversity Policy, EEO Statement, Management Plan, etc.)



Budget Template

FY2022 COMMUNITY PARTNER GRANTS PROPOSAL BUDGET SUMMARY

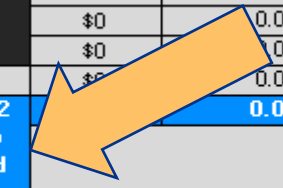
Please check budget cycle: Fiscal Year Calendar

Total Program Budget for current year:

Total Organization Budget for current year:

Program Budget								
Organization:	FY 2020 Actual	FY 2021 Revised Budget	FY21 Budget minus FY20		FY 2022 Total Budget	FY 2022 Funding Request to County	FY22 Budget minus FY21	
Program/Service Name:			Change	Percent			Change	Percent
REVENUE								
Union County			\$0			\$0	\$0	0.0%
Federal/State			\$0				\$0	0.0%
United Way			\$0				\$0	0.0%
Private Foundations			\$0				\$0	0.0%
Memberships			\$0				\$0	0.0%
Other Grants			\$0				\$0	0.0%
Donations			\$0				\$0	0.0%
Fund Balance			\$0				\$0	0.0%
Miscellaneous Income			\$0				\$0	0.0%
Other Fees and Earned Income			\$0				\$0	0.0%
Total Revenue	\$0	\$0	\$0		\$0	\$0	\$0	0.0%
County Revenue as % of Total	0.0%	0.0%	0.0%	0.0%	0.0%	FY 2022 County Funded Expenses		0.0%
EXPENSES								
Salaries			\$0				\$0	0.0%
Fringe and Benefits			\$0				\$0	0.0%
Professional Fees			\$0				\$0	0.0%
Communications			\$0				\$0	0.0%
Rent & Utilities			\$0				\$0	0.0%
Equipment Rental			\$0				\$0	0.0%
Maintenance			\$0				\$0	0.0%
Training & Related Expenses			\$0				\$0	0.0%
Staff Travel			\$0				\$0	0.0%
Fundraising & Admin Fees			\$0				\$0	0.0%
Postage			\$0				\$0	0.0%
Supplies			\$0				\$0	0.0%
Programming			\$0				\$0	0.0%
Other Expenses			\$0				\$0	0.0%
Other Expenses			\$0				\$0	0.0%
Total Expenses	\$0	\$0	\$0	0%	\$0	\$0	\$0	0.0%

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FY2022 Community Partners Grant Proposed Performance Measures

Performance Template

Please list below your proposed **output** and **outcome** measures for this funding. You may add up to 3-4 output measures to the 2 that are already listed below and up to 3-4 outcome measures as well.

An **output** measure is a count of what is produced through your program (e.g. # of clients served, # lunches served, etc.). An **outcome** measure is the result of a program or service and describes impact. It is often expressed as a percentage or ratio (e.g. % of clients placed in jobs, % of children immunized by age 3, etc.).



Output Measures (Numbers)	Calculation Methodology*	FY19		FY20		FY21 YTD		FY22 Target
		Target	Actual	Target	Actual	Target	Actual	
Number of unduplicated individuals served by Union County Community Partners Grant	Count							
Number of unduplicated individuals served by other funding sources	Count							

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Outcome Measures (Percentages)	Calculation Methodology*	FY19		FY20		FY21 YTD		FY22 Target
		Target	Actual	Target	Actual	Target	Actual	

*Please use the Calculation Methodology column to share how you will use your data to calculate a result. The calculation methodology for most output measures will be a count. The calculation methodology for outcome measures should show how you arrive at the results included in your performance history and proposed target (ie. % of Residents Served = Total # of Residents Served by Program Divided By Total # of Union County Residents).

Contact Information

Adrienne Rorie

Union County Budget Analyst

Email: Adrienne.Rorie@unioncountync.gov

Phone: (704) 283-3608





Questions

Thank you!

