



**United Way of Addison County**

## **2025 Community Impact Funding Request for Letters of Interest**

### **Submission Information:**

Email as a PDF, Word, or Google Doc to  
[info@unitedwayaddisoncounty.org](mailto:info@unitedwayaddisoncounty.org)

By March 21, 2025

*You will receive an email confirmation of your submission within 2 business days. If you do not receive a confirmation within 2 business days, please call 802-388-7189 to ensure it was received.*

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## UWAC's Community Impact Funding (CIF) Approach

UWAC is committed to developing relationships that extend beyond grant funding with every organization it invests in financially. We make 3-year, unrestricted grants and work to further support our funded partners in the areas of equity, advocacy, volunteerism, and professional development. UWAC also strives to improve health, education, and financial stability outcomes by working within philanthropy to advocate for more resources to support local nonprofit organizations with boots on the ground.

While guided and supported by UWAC staff, the CIF process is driven by a volunteer review team. The CIF Review Team is responsible for:

- Reading Letters of Interest
- Conducting relevant topical or organizational research
- Preparing for, conducting, and scoring site visits
- Making allocation recommendations to UWAC's Board of Directors

The UWAC Board of Directors will vote on the CIF Review Team's funding recommendations in May 2025.

## Source of UWAC Funding

UWAC raises funds from the general public and receives local, State, and Federal grants to strengthen our mission and the work of our partners. Our ability to make grants is dependent on the success of our local annual fundraising campaign.

## UWAC's Funding Priorities

We focus our efforts in three areas: Health, Education, and Financial Stability. Any organization receiving a Community Impact Funding grant from UWAC must clearly align with one of these areas of need. Every year, we enter funding relationships under one of these focus areas and make 3-year grants.

We are currently accepting Letters of Interest for **HEALTH** programs. We will accept Letters of Interest for Education in 2026 and Financial Stability in 2027.

UWAC invests in nonprofit organizations that ensure **all people in Addison County experience holistic well-being**. This means funding programs and services that help ensure people in Addison County increasingly:

- have **ACCESS to AFFORDABLE HEALTH CARE** that meets our needs, and have options when our needs change
- are supported and able to prevent and manage **CHRONIC ILLNESS** and effectively access affordable treatment and care (for physical health, mental health, and substance use disorder)
- have the **FOOD** and nourishment we need to be healthy
- **AGE** with dignity, choice, and connection
- have access to safe spaces and resources to address and prevent **DOMESTIC VIOLENCE**

## What UWAC Funds

UWAC understands that the work of nonprofits is long-term and unpredictable and, therefore, makes multi-year grants to support general operations. The intent is to give our funded partners the flexibility to assess and determine where grant dollars are most needed and allow for innovation, emergent action, and sustainability. Grants typically range in size from \$1,500 to \$22,500 per year.

## Eligibility Criteria

To be considered for a Community Impact Funding grant, an agency must:

- Be exempt from income taxes under section 501(c)3
- Directly serve the residents of Addison County, Vermont
- Employ staff and provide services without discrimination on the basis of race, religion, gender, age, origin, sexual orientation, or any other legally protected status under Federal or State law
- Fulfill all requirements as outlined in this Request for Letters of Interest, including participation in a site visit

## How Much Funding to Seek

Grants typically range from \$1,500 - \$22,500 per year. When deciding how much to ask for, you should be aware that the Review Team will consider the following:

- How much potential impact the proposed program will have in Addison County, and the likelihood of success of the proposed program as described in the LOI/site visit
- The demonstrated need in Addison County for the proposed program
- The availability of additional resources and funding from non-UWAC sources
- The size of the grant in relation to the agency's operating budget
- The ability to leverage UWAC funds with matching funds from other sources
- The financial security of the organization and whether or not ongoing operation is sustainable independent of any funding that may be received from UWAC

## Becoming a UWAC Funded Partner

We invite any nonprofit that meets the eligibility criteria listed above to submit a Letter of Interest. In 2025, we are allocating funding to support organizations improving the **Health** of people living in Addison County.

**Letter of Interest Due:** March 21, 2025

**Site Visits:** April & May 2025

**Funding Relationships Announced:** June 2025

**First Grant Payment:** July 2025

**First Grant Report Due:** July 2026

**3rd Grant Year Ends:** June 2028

## Letter of Interest Guidelines

Nonprofits are asked to submit a Letter of Interest (LOI) by **March 21, 2025**, to initiate the review process. The LOI will serve as your written application and will not be scored by reviewers. Instead, the LOI will initiate a conversation among the Review Team and serve as a basis for a future site visit.

Letters of Intent should be **1-2 pages** and include the following information (please use these headings so we can find the information quickly when reviewing your LOI):

- **Organizational Intro:** Your organization name, EIN number, contact information, brief history, etc.
- **Statement of Need & Population Served:** This is the “why” behind your organization’s work, the issues you’re addressing, and who benefits from your services
- **How You Do It:** Provide an overview of the programs/activities your organization implements and how you see UWAC supporting this work
- **Outcomes:** What outcomes does your organization hope to achieve, and how do they align with UWAC’s priorities (listed above)?
- **Funding Request:** How much are you requesting per year?
- **Organizational Budget:** Please include a copy of your current year organizational budget (*not included in page count*)

## Site Visits

In order to ensure UWAC invests its limited local philanthropic dollars where it will have the greatest impact, the Review Team will conduct site visits with every organization that submits a Letter of Interest and meets the eligibility requirements. The purpose of these site visits is for reviewers to gain a deeper understanding of each organization’s work and how/if UWAC can best support it through our Community Impact Funding.

We will share the reviewers’ questions and scoring rubric with you in advance so you have adequate time to prepare. While we will come prepared with questions, our intention is for site visits to be an opportunity for rich conversation, and would warmly welcome a tour of your facility if time and situations allow. Not all reviewers will attend all site visits. Typically, there will be 4-5 reviewers and no fewer than 2 UWAC staff members present at each site visit.

## What to Expect if You Receive a Grant

**Payment:** Grants exceeding \$5,000 are paid out in monthly installments. Grants \$5,000 or under are paid in one installment. Recipients will receive their first grant payment in July 2025.

**Reporting:** UWAC’s relationships with our funded partners are most successful when there are good communication practices for sharing information that helps advance your important work. If your organization receives UWAC funding, we will request that you keep us updated *informally* about:

- How the work of your organization is going

- Any changes that take place in the organization (such as staff changes, unexpected loss of funding, or a shift in organizational goals, etc.), and
- Local, State, or Federal changes that affect your work/the people you serve

We do ask that all funded partners submit a **formal written grant report every July**. You will receive notification of this due date and the appropriate paperwork a month in advance of the due date. Where appropriate, and with permission from our partners, we share information shared with us through our communications channels so that our donors feel connected to the organizations whose work they are supporting.

**Funded Partner Agreement:** We will issue a Funded Partner Agreement for you to sign should your organization receive funding. This agreement will include branding guidelines (for acknowledging UWAC support) and information about annual reporting and workplace campaigns.

## **UWAC's Commitments to Addison County**

In July 2022, UWAC's Board and Staff affirmed our organizational commitments to:

1. Leading in collaboration
2. Raising awareness and support
3. Being ever-evolving and forward-thinking

To that end, UWAC wants to promote honest dialogue and frequent communication with all of our funded partners. We understand that there are always difficulties, weaknesses, and even failures experienced. We ask that these problems be shared with us so that we can best support you in strengthening your work in the community. There will be weaknesses, failures, and challenges in UWAC's work as well, and we ask that you tell us how we can better support your work or when we act in a manner that is not useful.

## **Contact Us**

We're here to help! You're welcome to call or email with questions:

Email: [info@unitedwayaddisoncounty.org](mailto:info@unitedwayaddisoncounty.org)

Phone: 802-388-7189

Website: <https://unitedwayaddisoncounty.org/for-non-profits>