

2010 Venture and Special Assistance Grants Questions and Answers



- 1. Can an organization apply for both (Program Grant AND the Special Assistance Grant) at the same time?**
 - An organization may submit applications for multiple projects but each project MUST have its own application. Each individual application must identify whether the project will be funded as a Program Grant OR a Special Assistance Grant. A project can not be funded under both Program and Special Assistance.

- 2. Is there a format for the Executive Summary?**
 - The Executive Summary MUST be typed on one side of 8.5" x 11" white paper with 1" margins on all sides using a 12 font or larger. You may include photos or other graphics in the body of the Executive Summary.

- 3. Does the annual Audit have to be bound or can a copy be submitted?**
 - The annual audit does not have to be bound.

- 4. Are the forms available on line?**
 - The Request for Proposals is available online at www.unitedwaybroome.com.

- 5. Where can I find the community investment issues defined in ADVANCING THE COMMON GOOD: United Way of Broome County Community Investment Strategy 2010 – 2012?**
 - Information on the community investment issues including definitions and examples of services can be found in *ADVANCING THE COMMON GOOD: United Way of Broome County Community Investment Strategy 2010 – 2012*, pages 14 – 19.

- 6. Would an office equipment upgrade be something that the Venture & Special Assistance Grant Program would consider funding?**
 - Technology upgrades may be submitted for consideration under Special Assistance funding. Technology upgrades should be associated with a specific program rather than the agency's general operation.

- 7. Could we walk the application/proposal in on the day of April 2, 2010 before 3pm to the United Way location or does it have to be sent through the mail?**
 - Applications MUST be received by 3 PM at the United Way Office. Applicants may mail or hand deliver the applications. Applicants mailing their applications should mail them to the following address:

United Way of Broome County
Venture and Special Assistance Grant Program
PO Box 550
Binghamton, NY 13902-0550

Applicants hand delivering their proposals should drop-off proposals at the United Way Office located at:

101 S. Jensen Road
Vestal, NY 13850

2011 Venture and Special Assistance Grants Request for Proposals



8. What if my projects fits into more than one of the United Way community issue areas?

- On the cover page of the application you are asked to select ONE of the issue areas. This should be the one area where your project will be making the biggest impact on your consumer. If you feel strongly you may select other and indicate multiple issues including those not specifically listed by United Way. United Way does not have a defined number of projects that will be funded under anyone community issue.