

Monadnock United Way Funding Eligibility Requirements



Monadnock United Way

To be considered for partnership with Monadnock United Way (MUW), an applicant or lead organization for a collective must meet all eligibility requirements, as described below. If you find that your organization does not meet the eligibility requirements detailed below, please contact MUW for assistance.

This eligibility form must be completed and signed by the Executive Director and Board Chair of the applicant agency.

The applicant for funding attests that they comply with the following:

☐ The recommendations included in the GUIDEBOOK FOR NEW HAMPSHIRE CHARITABLE ORGANIZATIONS including but not limited to **Proper Board Oversight**.

The Board of Directors

☐ Is an active, representative voluntary governing body, with regular meetings and is responsible for developing its mission, determining its strategic direction, and providing oversight.

☐ Assures effective internal controls and written policies and procedures

☐ Ensures that a realistic annual budget is developed and approved

☐ Reviews financial reports including budget to actual, P&L, and balance sheet at least quarterly

☐ The organization has been in operation for a minimum of three years or there is a current strategic plan or similar documentation that outlines the mission and goals as well as articles of incorporation, bylaws, and recent organization meeting minutes.

☐ Be an incorporated nonprofit organization under the laws of the State of NH and has tax-exempt status under section 501(c)(3) of the Internal Revenue Service code.

☐ Have a current* strategic plan, or the ability to complete a plan within one year of receipt of funding.

☐ Have proof of adequate liability insurance coverage for the agency and will indemnify MUW, its volunteers, and staff from any and all liability for any damage or injury caused to any employee, client, patron, agency, visitor, or guest of the agency.

☐ Have financial statements that are prepared in accordance with generally accepted accounting standards. Organizations with revenue in excess of \$2,000,000 will also have an annual audit.

☐ Comply with the provisions of the U.S.A. Patriot Act.

☐ Have substantial** presence and programming in the geographic area covered by MUW (available at www.muw.org).

☐ Have identified projects or programs that fall within the scope of one or more of [MUW's collective impact strategies](#).

☐ Complies with applicable federal, state, and municipal laws and regulations.

☐ Have a policy and demonstrate a practice of non-discrimination as it relates to the operation of the organization, including service delivery, based on race, creed, color, religion, gender, age, national origin, physical or mental health, sexual orientation or any characteristic protected by law.

☐ Not extend the MUW funding to civic, religious or political institutions, school fundraisers, capital campaigns, reserves or endowments, sponsorships or event fundraisers or sports events.

☐ Have the ability to leverage other resources to achieve the plan.

* Current is defined as a plan that is completed/updated within the past 3-5 years.

** Substantial local presence is defined as a staffed facility, office or portion of a residence dedicated exclusively to that organization, available to partners of the public seeking its services or benefits. The facility must be open at least 15 hours a week and have a telephone dedicated exclusively to the organization. The office may be staffed by volunteers.

Executive Director

Chair of Board

Date

A nonprofit organization's affiliation or partnership with MUW is at the sole discretion of MUW, and we reserve the right to exclude from partnership any organization that fails to demonstrate and maintain sound organizational management practices, adequate capacity to deliver programs and services, or appropriate stewardship of resources.