



## ORGANIZATIONAL ELIGIBILITY

### Organizations requesting funds must:

- Have an active volunteer board of directors.
- Be tax-exempt as described in section **501(c)(3)** of the Internal Revenue Code and in good standing with the **State of Wisconsin**.
- Serve individuals in Outagamie, Calumet, or Northern Winnebago counties.
- Deliver at least one service within the funding priorities listed below.

### UWFC does not fund:

- Organizations that discriminate (see [Non-Discrimination](#) section).
- Organizations that refuse services based on religion or require attendance in religious activities as a condition of service.
- Organizations with a primary focus on animal welfare, arts, or the environment.

## USE OF FUNDS

### Allowable Uses of Funds

- Salaries/staffing, and fringe
- Transportation costs needed to deliver or access services
- Supplies/materials necessary for services
- Direct assistance to resolve immediate needs
- Reasonable operations/overhead necessary to deliver services

All costs must be necessary, reasonable, documented, and tied to eligible operations or services within the grant period.

## Ineligible Uses of Funds

- Uncontrolled cash or cash-equivalent distributions (e.g., gift cards) *without* documented controls/audit trail.
- Capital projects, renovations, vehicles, or major equipment purchases.
- Debt reduction/servicing: no loan payments, deficit coverage, or organization debt relief (*does not restrict client rent/utility arrears paid to prevent eviction/shut off*)
- Endowments or investment funds: no creation or expansion of endowments, reserves, or capital campaigns
- Program development, research, pilots not identified in application materials
- Advocacy or lobbying
- Sponsorships or fundraisers
- Costs incurred before the award period
- Alcohol, cannabis, tobacco, weapons, or ammunition
- Professional development or conferences
- Stand-alone administrative/technology upgrades
- Funds may not be used to supplant funding or resources that are available from other sources

## TERMS AND CONDITIONS

By accepting funding, grantees agree to the following:

- **Use of funds:** Funds must be used for eligible services within the grant period and UWFC service area.
- **Payments:** Disbursed monthly through ACH.
- **Records & Audit:** Grantee must retain records for at least three years or by standard document retention guidelines; UWFC reserves the right to request documentation of costs and results.
- **Compliance:** Grantee agrees to non-discrimination, antiterrorism certification, and adherence to all applicable laws.

**Final terms and conditions will be detailed in the grant award letter.**

## NON-DISCRIMINATION

United Way Fox Cities works to build a more caring Fox Cities so all can thrive. UWFC will not knowingly fund organizations that discriminate based on ability to pay, social or economic class, gender, gender identity, age, sexual orientation, veteran status, pregnancy, disability, family status, race, color, national origin, religion, or any other characteristic protected by law.

UWFC also recognizes that some organizations focus their efforts on addressing disparities among specific populations. Services designed for particular groups (e.g., racial or ethnic communities, people with disabilities, LGBTQ+ individuals) are eligible if participation is open to all within that group and practices are not exclusionary on the basis of other characteristics listed above.