



Three-Year Funding (2016-2019) – Education Priority Area

PART 1 – Registered Charity

A. Organization Overview

Registered Name of Organization: _____

Revenue Canada Charitable Registration Number: _____

Mailing Address: _____

Street Address (if different): _____

Telephone: _____ Fax: _____

Website Address: _____

Name of Executive Director (or senior staff with signing authority): _____

Phone number: _____

Email address: _____

Name of Finance contact (within agency): _____

Phone number: _____

Email address: _____

Name of Board Chairperson (with signing authority): _____

Phone number: _____

Email address: _____

If your organization is a provincial or regional body with its main address outside of Central Alberta, then please identify a local contact person. Note: We will contact this individual regarding community news and opportunities.

Name of Contact Person : _____

Title: _____

Email Address: _____

Mailing Address: _____

Street Address (if different): _____

Telephone: _____ Fax: _____

Authorization for Application of Funds:

United Way requires two (2) signatures for all applications. In making this application, we the undersigned hereby represent to the United Way of Central Alberta, and declare to the best of our knowledge and belief; the information contained in this application is truthful and accurate and made with the full knowledge and consent of the Board of Directors.

Signature of Executive Director:	Signature of Board Chairperson or other Executive Committee member with signing authority:
Name (printed):	Name (printed):
Date:	Date:

The information collected on this form is protected under the Personal Information Protection and Electronic Documents Act.. It will be used to determine your eligibility to receive funding from United Way of Central Alberta. Information specifically related to programs, including client stories, may be used in communications with the community to highlight how donated funds make a difference in the community.

B. Mandate and Operations

Mandate:

1. What are your agency's current vision and mission statements?

Vision:

Mission:

Operations:

2. Does your organization have policies, procedures or guidelines in the following areas?

Board of Directors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review:
Code of Conduct	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review
Financial	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review:
Personnel	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review:
Program	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review:
Risk Management	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review:
Volunteer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date of last review:

3. Does your organization have a strategic or long-term plan in place?

YES. Please provide a copy of the strategic plan. Describe below how your agency uses this plan.

NO. What is your agency's progress or timeline towards developing a plan?

4. If you received funding from United Way last year, did your organization receive any Operating Recommendations in your 2013-2014 funding letter?

YES. Please provide an update in response to those recommendations.

NO.

C. Involvement with United Way

1. Please tell us where and how you would visibly acknowledge United Way of Central Alberta. If you are a currently funded program/project, please submit copies of these materials.

2. If you are a currently funded program/project, does your organization have a current United Way logo in the window?

YES.

NO.

3. For programs/projects that have received funding in the past, please share with us the way your organization supported the United Way of Central Alberta in this past year. Support can mean identifying client ambassadors, bringing awareness about United Way in your community, supporting the annual fundraising campaign, volunteering at events and more. This partnership is essential so that United Way can raise the money it does to give back to the community agencies it supports.