

2027/28 COMMUNITY FUNDING

Preview of Application Questions

Use this preview to prepare your responses and gather supporting documents before completing the online funding application. Submit a separate application for each program or project. Please refer to the Funding Application Guide for eligibility, eligible expenses, and deadlines.

Funding period: April 1, 2027 to March 31, 2028.

General information

1. **Organization name**
2. **Mailing address**
3. **Local office address, if different from mailing address**
4. **Organization phone number**
5. **Organization email**
6. **CRA charitable registration number**
7. **Primary contact name and title or position**
8. **Primary contact phone number and email**
9. **Secondary contact name and title or position**
10. **Secondary contact phone number and email**
11. **Which region does your organization serve?**
12. **What is your organization's mission and vision?**
13. **Organization website**
14. **Which social media platforms does your organization use?**
15. **List the handles or URLs for your social media accounts**
16. **Is your organization incorporated, governed by a volunteer Board of Directors, and has it operated for at least two years?**
17. **Does your organization release audited financial statements annually?**

Program details

Focus on the specific program or project for which you are requesting United Way funding.

1. **Which United Way focus area or areas does this program align with?**
Options: Helping Kids Be All That Kids Can Be; Building Strong Communities; Moving People from Poverty to Possibility.
2. **Program or project name**
3. **Has this program previously received funding from United Way?**
If yes, provide the amount and funding year
4. **Select the service area of the program.**
Options: Sault Ste. Marie; Algoma District.
5. **If Algoma District was selected, specify the communities or areas.**
6. **Provide a brief executive summary of the program.**
This description may be used in United Way communications.
7. **Is this a new or existing program?**
8. **How many unique individuals do you expect to serve during the funding year?**
Count each person once within this program, even if they access it more than once.

- 9. Does the program work in partnership with another agency or organization?**
If yes, describe the relationship and each partner's role.
- 10. Describe the community issues the program is designed to address.**
- 11. What are the program's objectives?**
- 12. Describe the outcomes, benefits, and results that clients or participants are expected to gain.**
- 13. If this is an existing program, describe results achieved to date and any changes made to improve outcomes for participants.**
- 14. How often can an individual access the program or participate in the project?**
- 15. Identify the groups the program will support.**
- 16. Select the specific target groups the program will serve.**
Select all applicable groups in the online application.
- 17. What will the program deliver during April 1, 2027 to March 31, 2028?**
Include the main activities, expected frequency, and where they will happen.
- 18. How did you estimate the number of unique individuals you expect to serve?**
For example: prior participation, program capacity, referrals, or projected demand.
- 19. Is there evidence of unmet demand for this program?**
Describe waitlists, referrals you cannot accommodate, service gaps, or other local indicators. For a new program, explain how you identified demand.
- 20. What barriers might prevent intended participants from accessing the program, and how will you address them?**
Consider cost, transportation, location, hours, language, disability, or other relevant barriers.
- 21. What people, space, and partner support will you need to deliver the proposed program?**
Describe the roles of staff and volunteers, the facilities or space you will use, and any support other organizations will provide. Tell us which resources are already available and which still need to be secured.
Example: "Our program will require one part-time coordinator and four volunteers to deliver weekly sessions. We will use our existing community room. A local partner will provide transportation for participants, while another will help with referrals."
- 22. How does this program complement existing local services rather than unnecessarily duplicate them?**
Name related services and explain the gap or distinct role.
- 23. How have the people you intend to serve, or community partners, informed the program design or delivery?**
For a new program, describe the input gathered so far or planned.

Budget and financial information

Use amounts for this program and the full funding period. Figures should agree with the program budget you provide.

- 1. Total United Way funding requested for this program.**
- 2. Provide a program budget showing expected expenses and revenue sources.**
- 3. Have you applied for other funding for this program?**
If yes, identify each source, amount, and whether it is confirmed or pending.
- 4. Explain how the program plans to remain financially sustainable in the long term.**
- 5. What is the total cost of the program for the funding year?**
This should match the budget provided
- 6. Which specific expenses in your budget would United Way funding cover?**
Include approximate amounts by category. Explain how any shared operating costs are directly attributable to this program.
- 7. If United Way can fund only part of the request, what could proceed and what would need to change?**
- 8. Explain any significant difference between last year's actual program costs and this year's proposed budget.**

New programs may enter N/A.

Impact measurement and program evaluation

Describe the results you expect and how you will know whether they occurred.

- 1. How will you measure and evaluate the overall success of the program?**
- 2. Share a success story or testimonial showing how the program has affected individuals or the community.**

For a new program, describe the impact you hope it will have. Do not include a participant's name or identifying details without consent

- 3. For two or three of your most important expected outcomes, identify the specific indicator and target you will report at six months and year-end.**

For example: the number of people completing a program, the percentage reporting improved wellbeing, or the number accessing a needed service. If a meaningful number cannot yet be set, explain how progress will be assessed.

- 4. What records or tools will you use to collect those results, and who will be responsible for tracking them?**

This may include attendance records, surveys, case notes, assessments, or participant feedback.

Reporting requirements

A six-month and a final evaluation are required for funded programs. The six-month report covers budget use, activities, reach, and progress toward the proposed outcomes. The final report includes full-year results, how they were measured, challenges, lessons, and recommendations. Reporting allows United Way to account for donor funds and communicate local impact. Failure to report may affect future funding.

Attachments and authorization

Gather the documents below before submitting your online application.

- 1. Current Board of Directors roster**
- 2. Organization's most recent annual report**
- 3. Organization's most recent audited financial statements**
- 4. Program budget showing expected expenses and revenue sources**
Provide this with the budget information requested in the application.
- 5. Optional research or supporting documents**
- 6. These may demonstrate why the program is needed or important locally.**

Signatures and authorizations

- 1. I confirm that the information about the organization and program is correct and complete to the best of my knowledge.**
- 2. Applicant name**
- 3. Applicant title**
- 4. Date**
- 5. Upload signature**

How to apply

Complete the online application and submit supporting documents through United Way's funding application page:

www.uwssmalgoma.ca/apply-for-funding