



# United Way of North Central New Mexico

## 2024 Grant Application Forms

### Qualification Form:

Is your agency certified by the IRS as a 501c3 organization and do you certify that this agency is in good standing with the Attorney General’s office and the New Mexico Secretary of State?	yes   no
Does your agency provide health or human services (as opposed to animal welfare or environmental stewardship)?	yes   no
Does your agency provide services in Bernalillo, Sandoval, Santa Fe, Torrance and/or Valencia counties?	yes   no
Is your agency certified by the IRS as a 501(c)(3) organization?	yes   no
Does your agency have a volunteer Board of Directors?	yes   no
Does your agency have documented by-laws, policies, or procedures that can be made available to UWNCNM upon request?	yes   no
Does your agency’s work align with the Impact and Basic Need priorities of UWNCNM?	yes   no

### Program and Agency Information and Demographics:

Agency Name:	Address:
Program Name	Primary Contact:
Email	Phone
Which counties does your agency serve, and what percent of your agency’s overall service is currently provided in each county? (should total 100%)	<input type="checkbox"/> Bernalillo ____% <input type="checkbox"/> Sandoval ____% <input type="checkbox"/> Torrance ____% <input type="checkbox"/> Valencia ____% <input type="checkbox"/> Santa Fe ____% <input type="checkbox"/> Other ____%
Current Year Budget:	
How long has your agency been operating?	
Number of Full-time Staff Employed:	
Number of Part-time Staff Employed:	
Does the Executive Leaders of your agency (ED, CEO, etc.) identify as a person of color (identify as an individual from diverse racial and ethnic backgrounds)?	yes   no

**Staff and Board Demographics:**

	Board of Directors	Executive Level	Management / Senior Level	Entry / Mid-Level
<b>Total Number</b>				
<b>Gender (percentage of total)</b>				
Man	%	%	%	%
Woman	%	%	%	%
Non-binary/non-conforming	%	%	%	%
Other Gender Identity	%	%	%	%
Prefer not to answer	%	%	%	%
Data not collected	%	%	%	%
<b>Race/Ethnicity (percentage of total)</b>				
African American/Black	%	%	%	%
Asian	%	%	%	%
Native Hawaiian or Other Pacific Islander				
White/Caucasian	%	%	%	%
Hispanic/Latinx	%	%	%	%
Indigenous/Native American/ or Alaska Native	%	%	%	%
Multi-racial	%	%	%	%
Other	%	%	%	%
Prefer not to answer	%	%	%	%
Data not collected	%	%	%	%

## Client Demographics

	Client Served
<b>Total Number</b>	
<b>Gender (percentage of total)</b>	
Man	%
Woman	%
Non-binary/non-conforming	%
Other Gender Identity	%
Prefer not to answer	%
Data not collected	%
<b>Race/Ethnicity (percentage of total)</b>	
African American/Black	%
Asian	%
Native Hawaiian or Other Pacific Islander	
White/Caucasian	%
Hispanic/Latinx	%
Indigenous/Native American/ or Alaska Native	%
Multi-racial	%
Other	%
Prefer not to answer	%
Data not collected	%

**Impact Application:**

<b>Amount of Funding Requested</b>	\$
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1. With which UWNCNM Impact Priority(ies) does your agency’s work align? *Agencies may select more than one Impact Priority if applicable. Please ensure that subsequent answers address all Impact Priorities selected.*

- Improve Pre-K through 12th grade school attendance measures through programming that emphasizes the importance of graduating from high school
- Increase College & Career readiness through work-based learning experiences for high school, GED, and college students
- Increase post-high school skill building and degree/certificate attainment for young adults
- Increase access to affordable housing, including permanent supportive or transitional housing
- Improve community safety measures
- Increase access to equitable health related services

2. How does your organization’s work align with each of the Impact Priorities you selected?

3. What are your agency’s goals for the next 3 years and how will these funds support your progress?

4. Grant funding from UWNCNM doesn’t provide permanent or long-term support for agency operations; what other funding sources do utilize, and what is your long term sustainability plan for your agency?

5. What data do you collect, and how do you use this data to show you are making progress toward your agency’s goals?

6. How does the data you collect inform continuous quality improvement?

7. Describe collaborations you have with other community organizations. How do these collaborations improve services and outcomes?

8. How do you consider the direct and lived experience of your staff and clients to inform program services?

*UWNCNM acknowledges that systemic inequities exist in social norms and formal institutions. Systemic inequities disadvantage particular groups of people based on race, religion, gender, gender identity or expression, sexual orientation, ability, age, and more, and directly impede progress toward our Impact Priorities. As an agency we are committed to acknowledging and eliminating inequities within our own policies and systems and in humility, we acknowledge that this journey is long, and we are just beginning.*

9. What is your agency doing to address systemic inequities, both internally and in the work you do in the community?

10. How does your agency's strategic plan address systemic inequities over the next 3 years? Please provide examples.

11. Besides grant funding from UWNCNM, in what other partnership opportunities would your agency be interested?

- Marketing support- telling the story of your agency's work through media
- Shared Purpose- existing at the intersection of business interests and community needs; connecting corporate social responsibility goals with nonprofit organizations
- Networking/connecting with other nonprofit agencies
- Workshops
  - What topics?
- Other
  - Please describe

**Basic Needs Application:**

<b>Amount of Funding Requested</b>	\$
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1. Which Basic Needs service(s) does your agency address? *Agencies may select more than one Impact Priority if applicable. Please ensure that subsequent answers address all services selected.*

- Hunger relief services; both pantry and prepared meal services
- Short term housing and/or shelter for those experiencing homelessness
- Emergency or short term shelter for individuals experiencing domestic violence
- Emergency and basic healthcare, dental care, and prescriptions
- Emergency assistance programs that provide materials or financial assistance
- Utility assistance
- Other (please describe)

2. Please describe the services your agency provides.

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3. Who is your target population and how do you know you are reaching them?

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4. Grant funding from UWNCNM doesn't provide permanent or long term support for agency operations; what other funding sources do utilize, and what is your long term sustainability plan for your agency?

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5. What data do you collect, and how do you use this data to show you are making progress toward your agency's goals?

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6. How does the data you collect inform continuous quality improvement?

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7. Describe collaborations you have with other community organizations. How do these collaborations improve services and outcomes?

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8. How do you consider the direct and lived experience of your staff and clients to inform program services?

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*UWNCNM acknowledges that systemic inequities exist in social norms and formal institutions. Systemic inequities disadvantage particular groups of people based on race, religion, gender, gender identity or expression, sexual orientation, ability, age, and more, and directly impede progress toward our Impact Priorities. As an agency we are committed to acknowledging and eliminating inequities within our own policies and systems and in humility, we acknowledge that this journey is long, and we are just beginning.*

9. What is your agency doing to address systemic inequities, both internally and in the work you do in the community?

10. How does your agency's strategic plan address systemic inequities over the next 3 years? Please provide examples.

11. Besides grant funding from UWNCNM, in what other partnership opportunities would your agency be interested?

- Marketing support- telling the story of your agency's work through media
- Shared Purpose- existing at the intersection of business interests and community needs; connecting corporate social responsibility goals with nonprofit organizations
- Networking/connecting with other nonprofit agencies
- Workshops
  - What topics?
- Other
  - Please describe

**Capacity Building Application:**

<b>Amount of Funding Requested</b>	\$
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<p>1. Which Basic Needs service(s) does your agency address? <i>Agencies may select more than one Impact Priority if applicable. Please ensure that subsequent answers address all services selected.</i></p> <ul style="list-style-type: none"><li>○ Improve Pre-K through 12th grade school attendance measures through programming that emphasizes the importance of graduating from high school</li><li>○ Increase College &amp; Career readiness through work-based learning experiences for high school, GED, and college students</li><li>○ Increase post-high school skill building and degree/certificate attainment for young adults</li><li>○ Increase access to affordable housing, including permanent supportive or transitional housing</li><li>○ Improve community safety measures</li><li>○ Increase access to equitable health related services</li><li>○ Basic Needs</li></ul>
<p>2. Describe your proposed project and how it will build your agency's capacity.</p>
<p>3. Please describe how requested funds will be spent, including cost estimates.</p>
<p>4. How will this project improve your agency's impact in the community?</p>



# Impact

	1	2	3
<b>Agency work aligns with Impact Priorities</b>	Limited alignment with Impact Priorities; this may look like not including examples of work connected to priority area(s), or work being several levels removed.	Partial alignment with Impact Priorities; this may look like description of work being clear but indirectly aligning, or few clear examples of how work connects to priority area(s).	Strong alignment with Impact Priorities; each selected Impact Priority is described and includes clear examples of how work is directly connected to priority area(s).
<b>Agency clearly articulates goals and how grant funds will support progress toward goals</b>	Goals are unclear or inadequately explained	Goals are partially articulated with some clarity	Goals are clearly defined with a comprehensive explanation of grant fund utilization
<b>Agency has a long term funding sustainability plan</b>	No evident sustainability plan; this may look like not describing other funding sources or not describing a viable long term sustainability plan.	Limited sustainability plan; describes some additional funding sources with some confidence in long term sustainability.	Well-defined long-term sustainability plan; agency inspires confidence that they can leverage all available funding streams to ensure longevity.
<b>Agency has clearly defined data points and uses data to show progress toward goals</b>	Lack of clear data points; Agency does not define what or how data is collected OR data collected is not related to measuring impact.	Some data points defined, but not comprehensive; this may look like not clearly describing why or data is collected OR agency has few clearly defined data points to measure impact; OR not providing clear examples of how data shows progress.	Clearly defined data points and effective use to demonstrate progress; agency clearly states what and how data is collected, and gives examples of how data is utilized to measure progress.
<b>Agency uses data to drive continuous quality improvement</b>	Minimal use of data for improvement; this may look like not describing how data drives quality improvement, or unclear connections between data and ongoing improvement.	Some use of data, but not consistently for improvement; this may look like not having a clearly defined process for using data for ongoing quality improvement.	Proactive and consistent use of data for continuous quality improvement.
<b>Agency leverages community collaborations to improve services and outcomes</b>	Limited collaborations with minimal impact; Agency did not provide strong evidence of community partnerships and connections. Agency may list partnerships but not describe how the partnerships have improved impact or may have plans for partnerships that have not yet started.	Some collaborations with moderate impact; Agency provides examples of a community partnership or connection but does not describe how the partnership furthers the impact of their work, or the partnership may not be directly connected to Impact Priorities.	Strong collaborations significantly improving services and outcomes; Agency included detailed examples of community partnerships and connections that they are currently leveraging in order to further the impact of their work. Agency provides specific details about partnerships in place and evidence for how this partnership has improved impact.
<b>Agency services are informed by the direct and lived experience of staff and clients</b>	Minimal consideration of experiences; this may look like not describing processes of gathering feedback directly from impacted individuals and/or staff with lived experience or making decisions without input from those impacted.	Partial consideration with room for improvement; may look like describing feedback from staff and clients but may not be clearly incorporated into program decisions.	Comprehensive consideration leading to tailored services; clear reflection of staff with lived experience, communities and populations served in decision making and program design.
<b>Agency provides clear evidence of work being done internally and in the community to address systemic inequities</b>	Limited evidence of efforts; Agency is not yet incorporating addressing systemic inequities as part of service delivery and does not regularly discuss systemic inequities with leadership, staff, and/or populations served, or has not yet followed through on plans to address systemic inequities.	Some evidence with room for improvement; this may look like only describing internal or external work but not both, OR beginning to incorporate some strategies to address systemic inequities, OR having a clear plan to address systemic inequities as part of a strategic plan in the future.	Clear and compelling evidence of impactful efforts; Agency is actively and deliberately working to address systemic inequities in north central New Mexico. Agency provides relevant and concrete examples of addressing inequities both internally and in the community.
<b>Agency's strategic plan addresses systemic inequities over the next 3 years, with clear examples</b>	Lack of strategic plan for addressing inequities	Partial inclusion of inequity considerations	Comprehensive strategic plan with clear examples
<b>Overall application</b>	Weak overall application; reviewer does not recommend funding application.	Adequate overall application; reviewer has some reservations but overall supports application for funding.	Strong overall application with exemplary elements; reviewer strongly recommends application for funding.

## Basic Needs

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<b>Agency work aligns with Basic Needs Priority</b>	Limited alignment with Basic Needs; this may look like not including examples of work, providing a non-critical service, or work being several levels removed.	Partial alignment with Basic Needs; this may look like description of work being clear but indirectly aligning, or few clear examples of how work connects to priority area(s).	Strong alignment with Basic Needs; service is described, critical to community, and includes clear examples of how work is directly connected to priority area(s).
<b>Agency clearly articulates target population and how this population is reached</b>	Target population is unclear or inadequately explained; outreach plan is not comprehensive	Target population partially articulated with some clarity on how this population is reached	Target population is clearly defined with a comprehensive explanation of agency outreach plan
<b>Agency has a long term funding sustainability plan</b>	No evident sustainability plan; this may look like not describing other funding sources or not describing a viable long term sustainability plan.	Limited sustainability plan; describes some additional funding sources with some confidence in long term sustainability.	Well-defined long-term sustainability plan; agency inspires confidence that they can leverage all available funding streams to ensure longevity.
<b>Agency has clearly defined data points and uses data to show progress toward goals</b>	Lack of clear data points; Agency does not define what or how data is collected OR data collected is not related to measuring impact.	Some data points defined, but not comprehensive; this may look like not clearly describing why or data is collected OR agency has few clearly defined data points to measure impact; OR not providing clear examples of how data shows progress.	Clearly defined data points and effective use to demonstrate progress; agency clearly states what and how data is collected, and gives examples of how data is utilized to measure progress.
<b>Agency uses data to drive continuous quality improvement</b>	Minimal use of data for improvement; this may look like not describing how data drives quality improvement, or unclear connections between data and ongoing improvement.	Some use of data, but not consistently for improvement; this may look like not having a clearly defined process for using data for ongoing quality improvement.	Proactive and consistent use of data for continuous quality improvement.
<b>Agency leverages community collaborations to improve services and outcomes</b>	Limited collaborations with minimal impact; Agency did not provide strong evidence of community partnerships and connections. Agency may list partnerships but not describe how the partnerships have improved impact or may have plans for partnerships that have not yet started.	Some collaborations with moderate impact; Agency provides examples of a community partnership or connection but does not describe how the partnership furthers the impact of their work, or the partnership may not be directly connected to Impact Priorities.	Strong collaborations significantly improving services and outcomes; Agency included detailed examples of community partnerships and connections that they are currently leveraging in order to further the impact of their work. Agency provides specific details about partnerships in place and evidence for how this partnership has improved impact.
<b>Agency services are informed by the direct and lived experience of staff and clients</b>	Minimal consideration of experiences; this may look like not describing processes of gathering feedback directly from impacted individuals and/or staff with lived experience or making decisions without input from those impacted.	Partial consideration with room for improvement; may look like describing feedback from staff and clients but may not be clearly incorporated into program decisions.	Comprehensive consideration leading to tailored services; clear reflection of staff with lived experience, communities and populations served in decision making and program design.
<b>Agency provides clear evidence of work being done internally and in the community to address systemic inequities</b>	Limited evidence of efforts; Agency is not yet incorporating addressing systemic inequities as part of service delivery and does not regularly discuss systemic inequities with leadership, staff, and/or populations served, or has not yet followed through on plans to address systemic inequities.	Some evidence with room for improvement; this may look like only describing internal or external work but not both, OR beginning to incorporate some strategies to address systemic inequities, OR having a clear plan to address systemic inequities as part of a strategic plan in the future.	Clear and compelling evidence of impactful efforts; Agency is actively and deliberately working to address systemic inequities in north central New Mexico. Agency provides relevant and concrete examples of addressing inequities both internally and in the community.
<b>Agency's strategic plan addresses systemic inequities over the next 3 years, with clear examples</b>	Lack of strategic plan for addressing inequities	Partial inclusion of inequity considerations	Comprehensive strategic plan with clear examples
<b>Overall application</b>	Weak overall application; reviewer does not recommend funding application.	Adequate overall application; reviewer has some reservations but overall supports application for funding.	Strong overall application with exemplary elements; reviewer strongly recommends application for funding.

# Capacity Building

	1	2	3
<b>How confident are you that the program/agency aligns with the Impact Priorities?</b>	Limited to no evidence to support alignment, little to no data showing correlation between mission and impact of capacity building funds.	Some evidence to support the agency/ program aligns.	Clear evidence with supporting data that program/ agency aligns.
<b>How confident are you that the agency has a thorough, thought-out plan for using funding and the funds are being used for allowable capacity building activities?</b>	Request is not an allowable activity, and/or there does not appear to be a plan for implementation.	Some evidence the request falls within the allowable activities. Some expenses not explained and/or seem nebulous.	Clear evidence the request has been researched, falls within allowable activities and expenses are delineated and timely.
<b>How confident are you the funds will be used to increase the agency's impact – either by serving more clients, serving existing clients more deeply, or improving continuous improvement at the program or agency level?</b>	Request does not support serving clients more deeply or in greater numbers. Request is generic, and/or not aligned with impact.	Request supports the agency's impact either generally or broadly but there is limited evidence or data to describe increased clientele or continuous improvement.	Clear evidence demonstrating the impact of capacity building grant - either more clients will be served, services offered will be expanded and a clear continuous improvement model is being developed/used.
<b>How confident are you in the successful implementation of the capacity building activity?</b>	There is no evidence to suggest there is a plan to implement capacity building activity. Capacity building request provides limited information to support how the capacity would be improved.	The implementation plan is somewhat clear. There is some sound reasoning but limited information for supporting capacity building.	An implementation plan is clearly defined in the request and results are achievable and measurable – it is clear with this support capacity will be improved at the agency or program level.