



**United Way**

**Hastings &**

**Prince Edward**

[unitedwayhpe.ca](http://unitedwayhpe.ca)

## Organizational Capacity Grant

### Application & Guidelines

**A guide to assist with the completion of an Organizational Capacity Grant application.**



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## **Organizational Capacity Grant**

Studies during the past decade have shown a direct correlation between nonprofit organizations that are successful in achieving their goals and the strength and resilience of their organizational capacity; however nonprofit leaders are hesitant to divert money from direct services when funds are needed to support program operations.

Not for profits often struggle to find resources to strengthen their organizational capacity, but at the same time are facing more rigorous requirements from private and public funders to demonstrate greater financial accountability, governance, transparency and to provide information on the results their programs are achieving. To comply with these requirements, organizations will need to invest in organizational capacity, and United Way Hastings & Prince Edward is in a position to respond to this need.

Organizational Capacity Grants will be used to support capacity building and organizational effectiveness within not for profit charitable organizations which will strengthen and sustain the strength of service delivery partners and their networks.

Projects must:

- Support the recruitment, training and retention of staff and volunteers (including boards), or
- Enhance the financial stability and accountability of the organization, or
- Support strategic planning/organizational planning initiatives that assist the organization to establish and/or review fundamental purpose, direction and focus, or
- Support research to establish current benchmarks of the health of social service programs & agencies, to establish long term & short-term outcomes & indicators, to identify influencing factors that impact the success of programs and to investigate best practices in their field.

Eligible Expense examples may include, but are not limited to:

- Consultant, mentor and facilitator fees
- Training materials and resources
- Meeting expenses for staff, board or volunteers
- Travel and accommodation costs



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## **Organizational Capacity Grant**

### Funding Guidelines:

- Grants will be a maximum of **\$6,500**
- Projects must be time limited and have defined goals and objectives
- The applicant must be a registered charitable organization providing services to residents of Hastings County and/or Prince Edward County, and governed by a local board of directors (not provincially or nationally),
- All applications must be submitted with a budget showing all revenue and all expenses for the project.

### United Way Hastings & Prince Edward does not fund:

- For-profit organizations
- Programs that include the advancement of religion in the delivery of United Way funded programs or services
- Organizations that are primarily political in nature
- Foundations, unions, professional associations or organizations that are primarily fundraisers
- The arts
- Medical research
- Costs for major capital equipment or expenses that relate to the construction of new buildings, renovations to existing buildings or the purchase of office equipment or furniture that does not have a direct relation to program delivery
- Hospitals or medical treatment programs
- Educational institutions and organizations, including school boards, schools, universities, colleges and parent-teacher associations

### **Application Deadline**

Applications are open annually until available funds have been allocated. Organizational Capacity Grants must be submitted to United Way Hastings & Prince Edward through the e-CIMPACT Online application system. Please see the [e-CIMPACT training manual](#) for

*information regarding the system. Agencies are eligible to apply only once a year within either of the granting streams. Organizations who have applied to the Organizational Capacity Grant can be listed as a partner on a Collaboration Grant application.*

### **Review Process**

Your application will be reviewed to determine whether United Way Hastings & Prince Edward is able to fund the project or not. It is important to note that even though your project may meet all of the guidelines for eligibility, we are often over prescribed and are unable to meet all requests.