



# Notice of Funding Opportunity

## 2025-2027 Community Investment for Services in Shawnee & Jefferson Counties

### KEY DATES

- Letter of Intent opens: February 14, 2025
- Application due: March 14, 2025 at 5:00 PM CST
- Grant review and scoring: March-April, 2025
- Applicants notified of investment decisions:  
April 25, 2025
- Grant cycle begins: July 1, 2025

# Table of Contents

3	Purpose of Document	16	Youth Opportunity
4	Executive Summary	20	Grant Priority Outcomes and Indicators
5	Commitment to Diversity, Equity, and Inclusion	22	Youth Opportunity Glossary
6	Application Details	24	Financial Security
8	ALICE Focus	27	Grant Priority Outcomes and Indicators
10	General Tips for Submitting Proposals	28	Financial Security Glossary
10	Application Office Hours Information	29	Healthy Community
11	Frequently Asked Questions	31	Grant Priority Outcomes and Indicators
13	Prequalification Checklist	32	Healthy Community Glossary
14	Investment Criteria	33	Investment Timeline
15	Expectation of Grant Partners	34	Appendix A: 2025-27 Grant Partner Timeline
		35	Appendix B: Application Scoring Rubric
		38	Full Glossary of Terms



## Purpose of Document

This document communicates each aspect of United Way's investment process and encourages agencies doing outstanding work to apply. Agencies can pursue funding in the impact areas of Youth Opportunity, Financial Security, and Healthy Community.

**YOUTH OPPORTUNITY**

**FINANCIAL SECURITY**

**HEALTHY COMMUNITY**

# United Way of Kaw Valley Executive Summary

United Way of Kaw Valley (UWKV) brings together people, companies, and nonprofits to help individuals and families not just survive but thrive. We work to solve issues no single donor, charity or government agency can handle alone. By focusing on the whole family, we help more children graduate and achieve employment success, help more families move from crisis to financial security and prosperity, and improve the health of individuals and families in our community.

Over the past 14 years, UWKV has invested in the areas of Early Education, On-Grade Achievement, Financial Stability, Health, Substance Abuse, and Basic Needs, and we have seen from the data our partners provided us, those grants made a significant impact in our community.

As we listened to our community during that time and looked at research and promising practices emerging in the various areas of social services, we saw the need to apply a different lens to our work which would make it easier for families to access services and achieve success for themselves. We found this lens in a **Whole Family/2Gen Approach to Poverty**.

Our previous Request for Proposal (2023-2025) marked a shift for UWKV as we sought to apply the Whole Family Approach to our grantmaking while also adjusting for decreased revenue over the last 14 years. We held listening sessions across our community to establish this new direction and have since formed the Shawnee County Whole Family Coalition. For this grant cycle (2025-2027), UWKV is committed to community investment in Shawnee and Jefferson Counties in the following areas: Youth Opportunity, Financial Stability, and Healthy Community. This framework and these areas reflect where we are as a community while also folding in emerging research and promising practices to help families achieve greater levels of stability and success.

## OUR VISION

Healthy and resilient communities  
where all can thrive.

## OUR MISSION

Creating and cultivating  
an unbreakable network of support.

## OUR “WHY”

Everyone in this community  
is worth the investment.



# UNITED WAY OF KAW VALLEY'S COMMITMENT TO DIVERSITY, EQUITY AND INCLUSION

To truly Live United, we must commit to placing diversity, equity, and inclusion at the forefront of our work, internally and externally. A successful fight for the education, financial stability, and health of every person requires that we listen to, learn from, and amplify the voices of those who are most in need and those who have been traditionally underrepresented.

We recognize that everyone in our United Way community brings value to our mission. We understand every employee, donor, volunteer, partner and stakeholder brings different experiences, perspectives, and expectations. We respect and encourage insight and participation from all. We actively promote a variety of voices among our staff, volunteer committees and Board of Directors, and the non-profit community.

We commit to being curious and courageous in how we communicate with each other. We do so in a constant effort to grow and move our community forward together.



# APPLICATION DETAILS

## NOFO RELEASE AND INFORMATION MEETING

This will take place on **February 14, 2025 at 10 a.m. at Shawnee County Health Department, 2600 SW East Circle Dr., Topeka, KS 66606.**

## TECHNICAL ASSISTANCE

Contact Joyce Katzer at [jkatzer@uwkawvalley.org](mailto:jkatzer@uwkawvalley.org) or call 785-228-5127.

## NOFO OFFICE HOURS

**February 19, 2025 3:00 to 5:00 p.m.**

via Zoom (email [amott@uwkawvalley.org](mailto:amott@uwkawvalley.org) to request link)

**February 21, 2025 10:00 a.m. to 12:00 p.m.**

at Topeka & Shawnee County Public Library (1515 SW 10th Ave.) in Team Room #2

## BEFORE YOU APPLY...

1. Review this NOFO in its entirety.
2. Complete the checklist to ensure your agency meets the necessary standards for investment.
3. Reach out to UWKV with any clarifying questions BEFORE starting your application if you are unsure how your proposal fits the impact areas.

## HOW TO APPLY

Submission of proposals is only allowed via our online grant management system, e-CImpact.

- Go to United Way of Kaw Valley website at [www.UWKawValley.org](http://www.UWKawValley.org)
- Go To Grants from the menu
- Click on e-C Impact Gateway
- Click on the Agencies Log In Here link

Each organization is **eligible to apply for a total of two grants, but they must be in separate impact areas.**

Applications **open on February 14, 2025, and are due by 5:00 p.m. CST on March 14, 2025.**

If you have any questions, please feel free to contact Audrey Mott at [amott@uwkawvalley.org](mailto:amott@uwkawvalley.org).

## WHOLE FAMILY APPROACH

Applicants will be encouraged to apply a Whole Family approach to their work. The purpose of this approach is twofold:

1. Promote and cultivate strategic partnerships among child, youth, and adult-serving programs to maximize large-scale impact.
2. Support the capacity of organizations and programs that serve families using the Whole Family Approach.

## SELECTION PROCESS

United Way staff members review each application to determine if the application is complete. If your application is not complete, you will be given time to update/complete the information before the deadline.

A pool of community volunteers specifically recruited to reflect our community's diversity will review the eligible and complete applications using a scoring rubric (**Appendix B**).

Once the reviews are complete, recommendations will be submitted. These will be reviewed by committee members and a board committee, and the final recommendation will be presented to the United Way Board of Directors for approval.

## PARTNER EXPECTATIONS

Organizations that are supported through this grant opportunity agree to actively engage in the following:

- Regular attendance at Whole Family stakeholder meetings (at least quarterly).
- Participation in the Kansas Community Network (KCN). (See Glossary of Terms)
- Use of [TopekaVolunteers.org](https://TopekaVolunteers.org) to recruit and communicate with volunteers. [KawValleyVolunteers.org](https://KawValleyVolunteers.org) helps build volunteer capacity in our community.
- Review and update their organization's service and contact information with United Way's 211 information and referral service as needed, but at least annually.
- Fulfill reporting requirements, which include demographic information, outputs and outcomes.

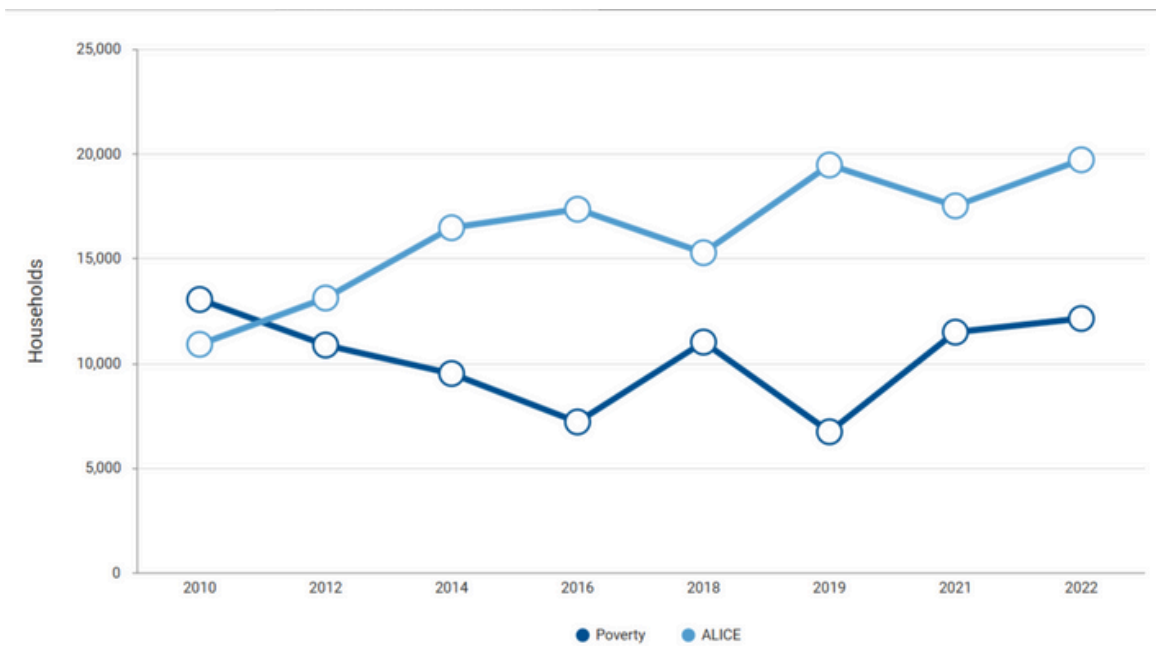
# ALICE Focus

In Shawnee County, about 20,000 households or 26% of households struggle to survive while working one, two, or even three jobs. Combine those households with the number living below the U.S. poverty guidelines and this makes up 42% of all households in Shawnee County. This number has continued to increase since 2010, causing us to take notice and begin to thoroughly explore the barriers facing this population.

Our focus population (ALICE) was identified through the ALICE (Asset Limited Income Constrained Employed) study, conducted in a joint effort between United Way and Rutgers University, and is defined as households that earn more than the U.S. poverty level, but less than the basic cost of living for the county.

We know that about 1 in 4 households in Shawnee County struggle to attain financial stability, to get out of the cycle of living paycheck to paycheck,

## Households by Income, 2010-2022



Sources: Alice Threshold, 2010-2022; American Community Survey, 2010-2022.



and live in fear of even the smallest crisis putting them at significant financial risk. These are people that are working, but fall through the cracks. They often make too much to qualify for government and private programs, but too little to meet some of their family's most basic needs.

We know that if we can address the barriers facing this population, it will have a positive ripple effect on those living both below the poverty line and those above. We believe that by focusing more resources to address the barriers faced by families struggling to make ends meet, we will have a greater impact on the entire community.

United Way is uniquely positioned to connect the community's resources in a way that can bring real solutions to many of the barriers ALICE households face. We believe our reputation as a trusted community partner can begin to drive the conversations about possible solutions to barriers faced by this population.



## CRITICAL POPULATION WHO IS ALICE?

- ASSET LIMITED** — **A** Households that lack funds to build assets such as home ownership, savings, 401K, or emergency reserves.
- INCOME CONSTRAINED** — **L** Households living paycheck to paycheck, but do not qualify for government or private subsidized programs.
- EMPLOYED** — **I** **C** **E** Minimum wage or underemployed households, with individuals lacking skills, education, or opportunity to better their situation.

## General Information

- United Way of Kaw Valley will provide a two-year commitment for investment. The investment agreement is contingent upon the financial success of the United Way annual fundraising campaign as well as continued provider and program performance.
- The United Way grant year is July 1 to June 30. Contracts may be extended at the discretion of United Way.
- Only agencies aligned with United Way of Kaw Valley's Community Impact investment priorities and outcomes are eligible for grant opportunities.
- United Way has established Community Investment teams comprised of community volunteers. These teams are responsible for reviewing applications and providing investment recommendations to United Way's Advisory Council and United Way's Board of Directors. The teams will use the scoring rubric (**Appendix B**) as a guide for the application review process.
- All agencies intending to submit a full application for investment are strongly encouraged to attend application office hours.

## General Tips for Submitting Proposals

- Write for a reader who is unfamiliar with your organization, program, or service. Have someone not affiliated with your program or service read the proposal for clarity, spelling, grammar, and explanation of acronyms.
- All members of the grant writing team should work together to ensure consistency throughout the proposal. Inconsistency makes it difficult for grant reviewers to fully understand the potential impact of your program.
- If submitting more than one proposal, treat each proposal as unique. They may not be evaluated by the same reviewer, and you should not assume a reviewer will already have read your background information. Be careful with cutting and pasting information from one proposal to another.
- Be as brief as you can while fully explaining your proposed program.
- Research articles and other sources of evidence can be cited either as footnotes or endnotes submitted as a supporting document.
- Grant budgets need to be for the proposed program only, NOT the whole agency.

## 2025 APPLICATION OFFICE HOURS

**February 19, 2025 3:00 to 5:00 p.m.**

via Zoom (email [amott@uwkawvalley.org](mailto:amott@uwkawvalley.org) to request link)

**February 21, 2025 10:00 a.m. to 12:00 p.m.**

at Topeka & Shawnee County Public Library (1515 SW 10th Ave.) in Team Room #2

# Frequently Asked Questions

## 1. What organizations are eligible to apply for grants?

Eligible organizations must actively conduct programs and provide services to individuals residing in Shawnee and/or Jefferson Counties and must be an organization for charitable, health, welfare, character-building and allied purposes. The organization must be an eligible charitable organization as designated by the IRS code 170 or amendments thereto and able to receive deductible contributions.

## 2. Who decides how much money is awarded to each application?

Trained volunteers and staff will review the proposals and make investment decisions.

## 3. When will my agency know if we received funding?

All agencies that complete a formal application will be notified of investment decisions after the United Way Board of Director's meeting in April 2025.

## 4. When does the new grant cycle begin?

The 2025-2027 grant cycle will begin July 1, 2025 and is anticipated to run through June 30, 2027.

## 5. How much can I apply for?

A minimum of \$5,000 per year with a maximum request of no more than \$30,000 per year.

## 6. When is the application due?

Applications must be received via e-CImpact no later than 5:00 p.m. CST on March 14th, 2025. **e-CImpact will not allow users to submit proposals after 5:00 p.m. NO EXCEPTIONS.**

## 7. Are investment amounts guaranteed at the full amount for all years of the multi-year cycle?

Investment amounts depend on performance of the organization in fulfilling program objectives stated in the proposal and all other requirements and also on the continued revenue stream of UWKV. All efforts will be made on the part of UWKV to maintain stable levels of investment, but UWKV reserves the right to adjust amounts as necessary.

## 8. Can my agency apply for grants under multiple impact areas?

Yes. Agencies are welcome to submit an application under no more than two impact areas. Applications will be considered for funding on an impact area level, not on an agency level. Agencies are not guaranteed funding for all impact areas for which they apply.

## 9. Is there an opportunity to appeal a panel decision?

All investment decisions are final. There is no process for appeal.

# Frequently Asked Questions (cont.)

**10. Will my agency have to collect, track, and report on client-level outcomes?**

Yes. Your agency will be required to submit data regarding client-level demographics and outcome achievement on an bi-annual basis.

**11. How many times per year will my agency be required to report to United Way?**

Twice. There will be a mid-year data collection and an end-of-year full report.

**13. Who should I contact for assistance with e-CImpact?**

Contact Joyce Katzer at [jkatzer@uwkawvalley.org](mailto:jkatzer@uwkawvalley.org) or call 785-228-5127.

**14. How do I apply?**

Submission of proposals is only allowed via our online grant management system, e-CImpact.

- Go to United Way of Kaw Valley website at [www.UWKawValley.org](http://www.UWKawValley.org)
- Go To Grants from the menu
- Click on e-C Impact Gateway
- Click on the Agencies Log In Here link.

# Prequalification Checklist: My Agency...

- Provides high-quality services to ALICE families residing in Shawnee and/or Jefferson Counties.
- Has a clearly stated mission that aligns with United Way of Kaw Valley Community Impact vision and goals.
- Is registered and in good standing as a nonprofit in the State of Kansas.
- Has operated in Shawnee and/or Jefferson County for at least two years (in operations as an IRS 501(c)3) in Shawnee and/or Jefferson Counties on or before January 1, 2023.
- Complies with all State and Federal laws and regulations and upholds a 501(c) 3 tax exempt status.
- Maintains a responsible Board of Directors, that serves without pay, meets no fewer than four times per year and effectively governs the organization to further its mission.
- Has established administrative, management and personnel policies in place to assure the operational effectiveness of the organization.
- Has appropriate insurance coverage and can provide certificate of insurance upon request.
- Tracks and evaluates client level data to assess the effectiveness and reach of services and is able to report back in a timely manner.
- Keeps complete and accurate financial records in accordance with Generally Accepted Accounting Principles (GAAP)
- Agency conducts an audit or financial review after fiscal year-end, as follows:
  - total revenue of \$750,000 or greater—annual independent audit;
  - total revenue between \$250,000 and \$749,999— independent audit every five years with independent review all other years;
  - Total revenue less than \$250,000— independent review every two years
- Has filed a Form 990 or 990EZ for the most recent fiscal year (unless exempt).
- Is willing to submit required financial statements and documents for the most recently completed fiscal year as part of the annual standards process.
- With respect to population served, organization must operate on a non-discriminatory basis, as defined by law.
- Facilities meet minimum health, fire and safety codes and present no architectural barriers to potential clients (seeks to comply with the Americans with Disabilities Act of 1990).
- Is in compliance with the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act) and other counterterrorism laws.
- Has secured certification or accreditation through a local, state or national affiliate where applicable. Is in good standing with all applicable accreditations and legal matters.
- Develops plans for all programs, evaluates program implementation and effectiveness, and incorporates its findings into program/ agency improvements.





## Investment Criteria

United Way provides funding to agencies that demonstrate a commitment to providing high-quality programming and an ability to achieve outcomes in one or more of our impact areas of youth opportunity, financial security, and healthy community.

Each agency submitting an full application will be required to track and report results as outlined in [Appendix A](#). Applicants should review the outcomes and indicators to identify the primary strategy with which the proposed application aligns.

Awards made under this announcement are subject to the availability of United Way campaign funds each year.

**EVALUATION:** Agencies will be evaluated by United Way volunteers using the criteria outlined in [Appendix B](#).



## Expectations of Grant Partners

Agencies that receive funding from United Way are expected to adhere to and uphold the following:

- Submit the following reports for each funded program as outlined in **Appendix A**:
  - Mid-Year Data Collection
  - End-of-Year Report & Demographics
- Keep in compliance with and submit all standard documents.
- Take a proactive stance in building the relationship with United Way of Kaw Valley, including attendance in Whole Family stakeholder meetings at least quarterly, participation in the Kansas Community Network (KCN), and inclusion of UWKV in collaborative opportunities that may arise.
- Agreement with United Way including, but not limited to:
  - Notify United Way of significant changes in any of the following: organizational structure, facilities, outcomes provided to the community, policies or program delivery structure. Discuss and resolve problems that may arise.
  - Understand that all funding is contingent upon the availability of funds.
  - Identify themselves as a United Way Grant Partner.
  - Accept and utilize United Way funds, for the period covered by the Agency Agreement, as indicated in the investment decision letter and for the purposes so designated.

# YOUTH OPPORTUNITY

**Vision:** Children are nurtured by informed parents or caregivers and have access to high-quality early childhood programs which prepare them for success in school and life.

## Population of Focus

The Population(s) of Focus for the Youth Opportunity investment area include **ALICE** families with preference to families with children aged prenatal to 17, **at-risk** families, and **historically under-resourced populations** residing in Shawnee and/or Jefferson Counties.

WHY WE NEED THIS WORK	IF WE DO THIS	THIS WILL HAPPEN
Success in the early years leads to better preparation for school, greater academic success, and on-time high school graduation.	Promote community, school, and/or faith-based early learning experiences and support the use of early learning standards.	Children will be school-ready and maintain grade level performance and meet educational standards.
Often, systems focus on either parents/caregivers or on children; rarely do they focus on both generations.	Promote and support safe, stable and nurturing relationships to ensure children have healthy starts.	Parents/guardians will be equipped with the information and skills needed to help their children engage in age appropriate, high-quality interactions that promote positive development and develop school readiness skills.
Schools serve as community anchors and provide strong platforms for both children and the adults in their lives to thrive.	Promote strong and healthy relationships and provide necessary, meaningful, and effective supports.	Youth will graduate on-time with the knowledge and skills to continue their education or enter the workforce.

**Organizations must request a minimum of \$5,000 and no more than \$30,000 for Youth Opportunity programs.**



# YOUTH OPPORTUNITY STRATEGY DIRECTIONS

## EARLY LEARNING

This area focuses on early learning opportunities provided by childcare programs or preschool programs designed to increase the number of children who display **school readiness** skills at or above the target range for their age group.

### Eligible Activities

Eligible programs meet the following criteria, where applicable:

- Childcare or preschool programs with high quality, evidence-based or evidence-informed pre-literacy and **school readiness** components.
- Programs which promote community care coordination and service referrals to improve health equity and health outcomes.

### Grant Requirements

- The program serves participants age birth to 5 years, many of whom are considered **at-risk** and who reside in Shawnee and/or Jefferson Counties.
- A target of at least 50% of children in the program must be low-income (family income would qualify them for participation in the federal **Free and Reduced Lunch Rate** program).
- Programs must use **evidence-based** or **evidence-informed** curriculum.
- Programs are required to share individual and aggregate data with UWKV related to **indicators, outputs, and outcomes** for participants.
- Specific program staff in early learning must have any one of the following qualifications:
  - CDA;
  - Teacher Certification or licensure;
  - Minimum of two-year degree in early education or related field;
  - Four-year degree in early education or related field;
  - Lead teachers must have a CDA (minimum), four-year degree preferred.
- Other general requirements as noted in this Notice of Funding Opportunity.

# YOUTH OPPORTUNITY STRATEGY DIRECTIONS (CON'T)

## HOME VISITATION

This area focuses on home visitation programs reaching parents/guardians of children prenatal to five years old designed to help them engage in age appropriate, high-quality interactions that promote positive development and develop **school readiness** skills in their child.

### Eligible Activities

Eligible programs meet the following criteria:

- Program provides child development information to new parents/guardians;
- Program provides a focus on pre-literacy and **school readiness** skills;
- Programs which promote community care coordination and service referrals to improve health equity and health outcomes.

### Grant Requirements

- The program serves parents/guardians, many of whom are caregivers for **at-risk** children age newborn to five years who reside in Shawnee and/or Jefferson counties;
- A target of at least 50% of children in the program must be low-income (family income would qualify them for participation in the federal **Free and Reduced Lunch rate** program);
- Programs must use **evidence-based** or **evidence-informed** curriculum;
- All staff must be certified in the **evidence-based** or **evidence-informed** curriculum;
- Programs are required to share individual and aggregate data with UWKV related to **indicators, outputs, and outcomes** for participants;
- The program must employ qualified staff:
  - One supervisor with a bachelor's degree (master's preferred) in Early Childhood Education, Child and Family Development, Social Work, or closely related field.
- Other general requirements as noted in this Notice of Funding Opportunity.

# YOUTH OPPORTUNITY STRATEGY DIRECTIONS (CON'T)

## K-12 SUPPORTS

This area focuses on providing supports to students and families in grades K-12.

### Eligible Activities

Eligible programs meet the following criteria, where applicable:

- Provide supports for academic success for students and families (for example: reading, math, attendance, behavior, mentoring, etc.);
- Provide supports for students to graduate with the knowledge and skills they need to be successful beyond secondary education;
- Provide preparation for post-secondary pathways (for example: GED, college and career readiness, etc.).
- Programs which promote community care coordination and service referrals to improve health equity and health outcomes.

### Grant Requirements

- Programs must use **evidence-based** or **evidence-informed** curriculum or practice;
- Tutoring (if applicable) must be directly provided by licensed or certified staff;
- Tutoring (if applicable) should be administered one-on-one or in small groups;
- Any proposed programs that have components that take place on school grounds or in partnership with the school must include a letter of support from the school administration;
- Programs are required to share individual and aggregate data with UWKV related to **indicators**, **outputs**, and **outcomes** for participants;
- Other general requirements as noted in this Notice of Funding Opportunity.

# Investment Priority Outcomes and Indicators

## Early Learning

### Outcomes:

- Percent of children (0-5) served who achieve developmental milestones.
- Percent of children (0-5) served who are on-track on school readiness assessments.

### Indicators:

- Number of children (0-5) enrolled in high-quality early childhood programs.
- Number of children (0-5) served who achieve developmental milestones.
- Number of families, caregivers served that are provided with information, resources, tools, trainings, and/or teaching skills.
- Percent of elementary and secondary schools and early childcare settings that are trauma-informed.
- Number of individuals served who lived at or below 200% poverty.

## Home visitation

### Outcomes:

- Percent of children served who achieve developmental milestones.

### Indicators:

- Number of children (0-5) enrolled in high-quality early childhood programs.
- Number of children (0-5) who achieve developmental milestones.
- Percent of pregnant women who receive prenatal care.
- Percent of women who are screened for postpartum depression at their postpartum checkup.
- Percent of women/families participating in home visiting programs.
- Number of families, caregivers served that are provided with information, resources, tools, trainings, and/or teaching skills.
- Number of individuals served who lived at or below 200% poverty..

# K-12

## Outcomes:

- Percent of students reading at grade level  
3rd grade reading proficiency rates.
- Percent of students who earn passing  
grades in core subject areas.
- Percent of students who maintain  
satisfactory or improve school attendance.
- Percent of students who graduate high  
school on time (race, income level, gender).
- Percent of students who graduate high  
school college and career ready.
- Percent of youth (15-24) who are employed  
and/or complete internships.

## Indicators:

- Total number of elementary/middle/high  
school youth served who participate in  
school and or community based out-of-  
school time programs and/or receive  
individualized supports.
- Percent and number of K-12 children and  
youth who participate in  
afterschool/summer programs and/or  
receive individualized supports.
- Percent and number of youth participating  
in internships and/or summer jobs.
- Percent of youth who receive job skills  
training.
- Percent and number of students who  
receive college/career counseling in high  
school.
- Percent and number of students who  
participate in Career and Technical  
Education programs.
- Percent and number of students who  
participate in/or have access to college  
supports (college visits, test prep, financial  
aid/scholarship information).
- Percent and number of high school seniors  
who complete FAFSA applications.
- Percent and number of youth participating  
in internships and/or summer jobs.
- Number of individuals served who lived at or  
below 200% poverty.

# GLOSSARY OF TERMS- YOUTH OPPORTUNITY

**ALICE:** Asset-Limited Income Constrained Employed represents individuals and families who earn above the Federal Poverty Level yet struggle to afford basic expenses.

**At-risk:** Children having one or more risk factors listed below:

- Children whose family income would qualify them for participation in the federal free or reduced lunch program;
- Children and families whose first language is not English or English is not the language primarily spoken in the home (English Language Learners/ELL);
- Children at-risk for developmental delays or have an established Individual Family Service Plan (IFSP);
- Children in foster care or custodial grandparents/kinship;
- Families whose parent(s)/guardians(s) have less than a high school education;
- Teen parent(s).

**Evidence-based:** A program that has been found to be effective based on research and experimental studies.

**Evidence-informed:** Evidence-informed indicates a broader approach that incorporates research evidence alongside other factors like context, professional judgment, and stakeholder input, potentially including less rigorous research or emerging findings.

**Free and Reduced Lunch Rate:** Lunch support, providing lunch food at no cost for students with family income under 130% of the federal poverty level or reduced cost to those students with families under 185% of federal poverty level.

**Historically under-resourced population:** This includes populations that have been historically underserved and face barriers related to poverty, race, ethnicity, gender, sexual orientation, geography, language, and culture, etc. which have led to conditions that lack the resources and advantages for them to thrive.

**Indicators:** The specific information collected to measure a program's outcomes. They describe the measurable characteristics or changes that represent achievement of an outcome. Indicators are quantified by the number and percent of the participants achieving the desired outcome given the number of participants receiving the service or intervention.

## GLOSSARY OF TERMS- YOUTH OPPORTUNITY

**Outcome:** The specific, measurable change in participant’s behavior, knowledge, skills, etc. Outcomes result from the program’s inputs and activities. Outcomes may relate to knowledge, skills, attitudes, values, behavior, condition, or status. Examples of outcomes include greater (often demonstrable) knowledge, improvement in academic performance, or obtaining employment. There are different levels of outcomes including short-term or initial outcomes, intermediate outcomes, and long-term outcomes. It answers the question “how well did we do it?”

**Output:** The direct product of the program’s activities (i.e. classes attended, number of instruction hours, etc.). A program’s outputs should produce the desired outcomes for the participants. It answers the question “how much did we do?”

**School readiness:** Children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life. This includes skills and knowledge in the areas of numeracy, pre-literacy, and social- emotional. [U.S. Department of Health & Human Services; Head Start, Early Learning & Knowledge Center (ECLKC)]

# FINANCIAL SECURITY

**Vision:** All individuals and families have the **resources**, skills, and conditions necessary to be financially secure.

## Population of Focus

The Population(s) of Focus for the Financial Security investment area include **ALICE** families and **historically under-resourced populations**.

WHY WE NEED THIS WORK	IF WE DO THIS	THIS WILL HAPPEN
Job skills and training are necessary to move from unemployment or low-income employment to household-sustaining employment .	Assist individuals in accessing and completing job skill training	Individuals will move from unemployment or low-income employment to household sustaining employment.
Families in our community, particularly those from historically under-resourced communities, face a series of barriers to achieving success and economic stability and mobility.	Provide and promote financial literacy for youth.	Youth will be equipped with the information and resources necessary to manage personal finances.
Families in our community, particularly those from historically under-resourced communities, face a series of barriers to obtaining and maintaining safe, affordable, and stable housing.	Provide and promote services that help individuals and families obtain and maintain safe, affordable, and stable housing	Fewer barriers will exist for historically under-resourced communities to obtaining and maintaining safe, affordable, and stable housing.

**Organizations must request a minimum of \$5,000 and no more than \$30,000 for Financial Security programs**



# FINANCIAL SECURITY STRATEGY DIRECTIONS

## WORKFORCE READINESS AND EMPLOYMENT SUCCESS

This area focuses on assisting individuals to access and complete job skills training designed to help individuals move from unemployment to employment or low-income employment to household sustaining employment.

### Eligible Activities

Eligible programs meet the following criteria, where applicable:

- Provide training and job skills development
- Increase accessibility to job skills training programs
- Provide access to resources essential to attain and retain employment
- GED completion
- Programs which promote community care coordination and service referrals to improve health equity and health outcomes.

### Grant Requirements

- Programs must use an **evidence-based** or **evidence-informed** methodology with barrier reduction.
- Programs are required to share individual and aggregate data with UWKV related to **indicators**, **outputs**, and **outcomes** for participants.
- Other general requirements as noted in this Notice of Funding Opportunity.

## YOUTH FINANCIAL LITERACY

This area focuses on improving financial literacy knowledge and skills for youth.

### Eligible Activities

Eligible programs meet the following criteria, where applicable:

- Provide in-school programs supported by school administration designed to improve youth financial literacy.
- Out of school programs designed to improve youth financial literacy.
- Supports may include, but are not limited to, advocacy, financial assistance, repairs, consultations or other services for individuals and families.
- Programs which promote community care coordination and service referrals to improve health equity and health outcomes.

# FINANCIAL SECURITY STRATEGY DIRECTIONS (CON'T)

## Grant Requirements

- Programs must use **evidence-based** or **evidence-informed** curriculum or practice.
- Programs are required to share individual and aggregate data with UWKV related to **indicators**, **outputs**, and **outcomes** for participants.
- Other general requirements as noted in this Notice of Funding Opportunity.

## HOUSING SUPPORTS

This area focuses on supportive services that help individuals and families obtain and maintain safe, affordable, and stable housing.

### Eligible Activities

- Supports may include, but are not limited to, advocacy, financial assistance, repairs, consultations or other services for individuals and families.
- Programs which promote community care coordination and service referrals to improve health equity and health outcomes.

## Grant Requirements

- Programs must use an **evidence-based** or **evidence-informed** methodology.
- Programs are required to share individual and aggregate data with UWKV related to **indicators**, **outputs**, and **outcomes** for participants.
- Other general requirements as noted in this Notice of Funding Opportunity.

# Investment Priority Outcomes and Indicators

## Youth Financial Literacy

### Outcomes:

- Percent of individuals equipped with the information and resources necessary to manage personal finances.

### Indicators:

- Number of youth who receive financial literacy training.
- Number of participants who complete the program with a greater understanding of financial literacy.
- Number of individuals served who lived at or below 200% poverty.

## Housing Supports

### Outcomes:

- Percent of individuals who avoided evictions or utility shutoffs.

### Indicators:

- Number of individuals with access to safe, stable, and affordable housing (i.e. less than 30 percent of income devoted to housing costs).
- Number of individuals served who lived at or below 200% poverty.

## Workforce Readiness and Employment Success

### Outcomes:

- Percent of individuals who gain employment.
- Percent of individuals who gain employment that provides a living wage.
- Percent of individuals who increase their wages.
- Percent of individuals who are unemployed (disaggregated by race, gender, education level).
- Percent of individuals who earn job-relevant licenses, certificates, and/or credentials.

### Indicators:

- Number of individuals with access to employment opportunities that provides a living wage.
- Number of individuals who access job skills training.
- Number of individuals participating in programs offering financial coaching/education, credit repair, or savings plans.
- Number of individuals served who lived at or below 200% poverty.

## GLOSSARY OF TERMS- FINANCIAL SECURITY

**ALICE:** Asset-Limited Income Constrained Employed represents individuals and families who earn above the Federal Poverty Level yet struggle to afford basic expenses.

**Evidence-based:** A program that has been found to be effective based on research and experimental studies.

**Evidence-informed:** Evidence-informed indicates a broader approach that incorporates research evidence alongside other factors like context, professional judgment, and stakeholder input, potentially including less rigorous research or emerging findings.

**Historically under-resourced:** This includes populations that have been historically underserved and face barriers related to poverty, race, ethnicity, gender, sexual orientation, geography, language, and culture, etc. which have led to conditions that lack the resources and advantages for them to thrive.

**Indicators:** The specific information collected to measure a program's outcomes. They describe the measurable characteristics or changes that represent achievement of an outcome. Indicators are quantified by the number and percent of the participants achieving the desired outcome given the number of participants receiving the service or intervention.

**Outcome:** The specific, measurable change in participant's behavior, knowledge, skills, etc. Outcomes result from the program's inputs and activities. Outcomes may relate to knowledge, skills, attitudes, values, behavior, condition, or status. Examples of outcomes include greater (often demonstrable) knowledge, improvement in academic performance, or obtaining employment. There are different levels of outcomes including short-term or initial outcomes, intermediate outcomes, and long-term outcomes. It answers the question "how well did we do it?"

**Output:** The direct product of the program's activities (i.e. classes attended, number of instruction hours, etc.). A program's outputs should produce the desired outcomes for the participants. It answers the question "how much did we do?"

**Resources:** These include the human, financial, organizational, and community resources a program has available to do the work. Resources may also be called inputs.

# HEALTHY COMMUNITY

**Vision:** All individuals and families have the **resources** and conditions they need to thrive and live healthy lives.

## Population of Focus

The Population(s) of Focus for the Healthy Community investment area include **ALICE** families and **historically under-resourced populations**.

WHY WE NEED THIS WORK	IF WE DO THIS	THIS WILL HAPPEN
Individuals and families in our community continue to experience food insecurity at unacceptable levels.	Provide food distribution and promote community care coordination and service referrals to improve health equity and health outcomes	Immediate food security needs will be met, and individuals will be connected with a network of care resources.
Many in our community lack the access and resources to meet their healthcare needs.	Promote access to mental and physical health care and prescription assistance for low-income, uninsured, or underinsured community members	Immediate healthcare needs will be met and individuals will be connected with a network of care resources and improve their overall health and wellbeing.
Individuals and families in our community experience domestic violence which contributes to generational trauma.	Promote services or interventions that support survivors of domestic violence, sexual assault, stalking, and human trafficking	Survivors will be able to access intervention and support services with dignity and ease and will be connected with a network of care resources and improve their overall health and wellbeing.

**Organizations must request a minimum of \$5,000 and no more than \$30,000 for Financial Security programs**

# HEALTHY COMMUNITY STRATEGY DIRECTIONS

## Grant Requirements (for all Healthy Community strategy directions)

- Programs must use an **evidence-based** or **evidence-informed** methodology;
- Programs are required to share individual and aggregate data with UWKV related to **indicators, outputs, and outcomes** for participants;
- Other general requirements as noted in this Notice of Funding Opportunity.

## FOOD SECURITY

### Eligible Activities

- Food distribution (food and/or prepared meals) to individuals experiencing food insecurity.
- Promoting community care coordination and service referral to improve health equity and health outcomes.

## ACCESS TO HEALTHCARE

### Eligible Activities

- Promoting access to mental and physical health care for low-income, uninsured, or underinsured community members.
- Promoting prescription assistance for low-income, uninsured, or underinsured community members.
- Promoting community care coordination and service referrals to improve health equity and health outcomes.

## SERVICES FOR RELATIONSHIP VIOLENCE AND TRAFFICKING SURVIVORS

### Eligible Activities

- Promoting services or interventions that support survivors of domestic violence, sexual assault, stalking, and human trafficking;
- Promoting community care coordination and service referrals to improve health equity and health outcomes.

# Investment Priority Outcomes and Indicators

## Healthcare Access

### Outcomes:

- Percent of preventable emergency room visits.
- Percent of adults connected to a primary care provider.

### Indicators:

- Percent of adults who reported not seeking medical care or dental care due to cost.
- Number of individuals with access to healthcare insurance.
- Number of individuals served who lived at or below 200% poverty.

## Food Security

### Outcomes:

- Percent of individuals connected to SNAP, WIC, or other resources.

### Indicators:

- Number of households that did not go hungry.
- Number of individuals in crisis who are provided access to healthy food and nutrition.
- Number of individuals served who lived at or below 200% poverty.

## Services for Relationship Violence and Trafficking Survivors

### Outcomes:

- Percent of individuals stabilized.
- Percent of individuals connected to community resources.

### Indicators:

- Number of survivors who seek legal representation for order of protection.
- Number of individuals who experience violence in the home and obtain safe shelter.
- Number of survivors who receive referrals for support services.
- Number of individuals enrolled in program for abusers who successfully complete it.
- Number of individuals served who lived at or below 200% poverty.

## GLOSSARY OF TERMS- HEALTHY COMMUNITY

**ALICE:** Asset-Limited Income Constrained Employed represents individuals and families who earn above the Federal Poverty Level yet struggle to afford basic expenses.

**Historically under-resourced:** This includes populations that have been historically underserved and face barriers related to poverty, race, ethnicity, gender, sexual orientation, geography, language, and culture, etc. which have led to conditions that lack the resources and advantages for them to thrive.

**Indicators:** The specific information collected to measure a program's outcomes. They describe the measurable characteristics or changes that represent achievement of an outcome. Indicators are quantified by the number and percent of the participants achieving the desired outcome given the number of participants receiving the service or intervention.

**Outcome:** The specific, measurable change in participant's behavior, knowledge, skills, etc. Outcomes result from the program's inputs and activities. Outcomes may relate to knowledge, skills, attitudes, values, behavior, condition, or status. Examples of outcomes include greater (often demonstrable) knowledge, improvement in academic performance, or obtaining employment. There are different levels of outcomes including short-term or initial outcomes, intermediate outcomes, and long-term outcomes. It answers the question "how well did we do it?"

**Output:** The direct product of the program's activities (i.e. classes attended, number of instruction hours, etc.). A program's outputs should produce the desired outcomes for the participants. It answers the question "how much did we do?"

**Resources:** These include the human, financial, organizational, and community resources a program has available to do the work. Resources may also be called inputs.



# INVESTMENT TIMELINE

February 14, 2025	Notice of Funding Opportunity meeting
February 14, 2025	Applications open
February 14-March 14, 2025	Application office hours and technical assistance
March 14, 2025	Applications are due by 5 p.m. CST
April 2025	Agencies are notified of investment decision
July 1, 2025	Grant cycle begins

# 2025 APPLICATION OFFICE HOURS

**February 19, 2025 3:00 to 5:00 p.m.**  
via Zoom (email [amott@uwkawvalley.org](mailto:amott@uwkawvalley.org) to request link).

**February 21, 2025 10:00 a.m. to 12:00 p.m.**  
at Topeka & Shawnee County Public Library (1515 SW 10th Ave.) in Team Room #2.

# Appendix A

## 2025-2027 Grant Partner Timeline

June 2025	Grant Contracts Executed
July 2025	Year 1 Funding Begins
January 2026	Year 1 Mid-Year Data Collection Due
July 2026	Year 2 Funding Begins
July 2026	Year 1 Year-End Reporting Due
January 2027	Year 2 Mid-Year Data Collection Due
July 2027	Year 2 Year-End Reporting Due

## Appendix B

### Application Scoring Rubric

#### Exceeds Expectations

- Application thoroughly addresses the criteria. Application has several exceptional strengths that will significantly benefit the population of focus.
- Application has no major weaknesses; normal provider effort and normal United Way of Kaw Valley partnership will be sufficient.
- Application is extensive and detailed and has a high probability of making improvement within the population of focus and impact area.

#### Meets Expectations

- Application addresses the criteria, with some omissions.
- Application has some strengths that are likely to benefit the population of focus.
- Application contains some significant weaknesses; special grantee emphasis and close United Way of Kaw Valley partnership will likely be beneficial.
- Application has an acceptable probability of making improvement within the population of focus and impact area.

#### Below Expectations

- Application does not adequately address the criteria, and may contain significant omissions.
- Application includes few if any strengths and is not likely to benefit the population of focus or impact area.
- Application includes several significant weaknesses; special grantee emphasis or close United Way of Kaw Valley partnership may not be sufficient.
- Application is unlikely to make improvement within population of focus and impact area.

Criteria	Below Expectations (1 point)	Meets Expectations (3 points)	Exceeds Expectations (5 points)
The applicant clearly has the capacity to deliver the program.			
The program is consistent with the applicant's mission.			
Applicant has demonstrated knowledge of and access to the population of focus.			
The program design is appropriate for the population of focus and would lead to client success.			
The program aligns with the values and goals of United Way of Kaw Valley.			
The applicant has other financial resources for the program.			
The program has a balanced budget.			
The Budget Narrative is clearly defined.			
Goal Statement is clear and aligns with the program.			

Criteria	Below Expectations (1 point)	Meets Expectations (3 points)	Exceeds Expectations (5 points)
The activities align with the program and would lead to goal achievement.			
Inputs will carry out the activities and achieve the proposed goal.			
Outputs are clear and would drive program success.			
Outcomes align with the activities and would lead to goal achievement.			
The data collection method is strong, consistent, and reliable.			

**Total score out of 70 points possible:**

# Full Glossary of Terms

**Activities:** What a program does with its inputs—the services it provides—to fulfill its mission. Examples are conducting parent meetings, holding exercise classes, or distributing flyers. Program activities result in outputs.

**ALICE (acronym):** Asset-Limited Income Constrained Employed represents individuals and families who earn above the Federal Poverty Level yet struggle to afford basic expenses.

**At-risk:** Children having one or more risk factors listed below:

- Children whose family income would qualify them for participation in the federal free or reduced lunch program;
- Children and families whose first language is not English or English is not the language primarily spoken in the home (English Language Learners/ELL);
- Children at-risk for developmental delays or have an established Individual Family Service Plan (IFSP);
- Children in foster care or custodial grandparents/kinship;
- Families whose parent(s)/guardians(s) have less than a high school education;
- Teen parent(s).

**Collaboration:** The work and activity of a number of persons or organizations who individually contribute toward the efficiency of the whole.

**Crisis:** An unstable or crucial time or state of affairs in which a decisive change is impending; especially: one with the distinct possibility of a highly undesirable outcome.

**Evaluation Methods:** The ways in which information is collected including: case studies, record review, focus groups, interviews, observations, questionnaires, tests, assessments, screenings, and mechanical measurement.

**Evidence-informed Program:** Evidence-informed indicates a broader approach that incorporates research evidence alongside other factors like context, professional judgment, and stakeholder input, potentially including less rigorous research or emerging findings.

**Evidence-informed Program:** Evidence-informed indicates a broader approach that incorporates research evidence alongside other factors like context, professional judgment, and stakeholder input, potentially including less rigorous research or emerging findings.

**Free and Reduced Lunch Rate:** Lunch support, providing lunch food at no cost for students with family income under 130% of the federal poverty level or reduced cost to those students with families under 185% of federal poverty level.

**Historically Under-Resourced Population:** This includes populations that have been historically underserved and face barriers related to poverty, race, ethnicity, gender, sexual orientation, geography, language, and culture, etc. which have led to conditions that lack the resources and advantages for them to thrive.

**Indicators:** The specific information collected to measure a program's outcomes. They describe the measurable characteristics or changes that represent achievement of an outcome. Indicators are quantified by the number and percent of the participants achieving the desired outcome given the number of participants receiving the service or intervention.

**Investment Panel:** Volunteers from the community who make investment recommendations to the UWKV Board of Directors.

**Kansas Community Network (KCN):** A diverse network of nonprofit, educational, and healthcare organizations that utilize Well Sky's Social Care Coordination platform (formerly Healthify) to search for resources and make and receive referrals to improve client outcomes.

**Logic Model:** A systematic and visual way to present a program to a variety of stakeholders. It allows a program to demonstrate understanding of the relationships among the resources needed to operate the program, the proposed activities, and the changes or results to be achieved.

**Outcome:** The specific, measurable change in participant's behavior, knowledge, skills, etc. Outcomes result from the program's inputs and activities. Outcomes may relate to knowledge, skills, attitudes, values, behavior, condition, or status. Examples of outcomes include greater (often demonstrable) knowledge, improvement in academic performance, or obtaining employment. There are different levels of outcomes including short-term or initial outcomes, intermediate outcomes, and long-term outcomes. It answers the question "how well did we do it?"

**Output:** The direct product of the program's activities (i.e. classes attended, number of instruction hours, etc.). A program's outputs should produce the desired outcomes for the participants. It answers the question "how much did we do?"

**Poverty:** Poverty guidelines are updated annually and can be found at: <https://aspe.hhs.gov/poverty-guidelines>

**Resources:** These include the human, financial, organizational, and community resources a program has available to do the work. Resources may also be called inputs.

**School Readiness:** Children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life. This includes skills and knowledge in the areas of numeracy, pre-literacy, and social- emotional. [U.S. Department of Health & Human Services; Head Start, Early Learning & Knowledge Center (ECLKC)]

**Unit of Service:** A Unit of Service (UOS) is comprised of three main components:

1. Quantity – the amount of service rendered;
2. Measurement – what the amount is measuring (e.g., hours, days);
3. Dollar Value – the value of 1 Unit of Service (UOS)

Formula for cost per unit of service:

Total cost ÷ Total units of service = Cost per unit of service

Example:

Unit of service = number of children served

Total cost of program = \$100,000

Total number of children served = 100 children

Using the formula:  $\$100,000 \div 100 \text{ children} = \$1000/\text{child} = \$1000/\text{unit of service}$





**[www.uwkawvalley.org](http://www.uwkawvalley.org)**  
**1527 SW Fairlawn Rd. Topeka, KS 66604**

---