

**FOCUSED FUNDING
STATEMENT OF AGREEMENT**

Between
(Agency Name)
Referred to hereafter as the Agency
And
UNITED WAY FOX CITIES, INC.
Referred to hereafter as UWFC

The terms of this agreement shall be one year, commencing on 00-00-00 and expiring on 00-00-00.

This statement of agreement defines the formal relationship between the agency receiving a focused funding grant and UWFC.

I. The Agency agrees to:

- A. Apply all funds received from UWFC in accordance with the grant application and the funding notice and achieve the outcome indicator targets as stated in the funding proposal.
- B. Provide those services funded by UWFC to persons in need regardless of ability to pay, or race, religion, color, gender, nationality, sexual orientation, disability, age, or any other characteristic protected by law. We recognize that agencies may identify special needs in the community and target services to a specific population based on those needs, however, the programs must be open to all people in those targeted populations.
- C. Recognize UWFC's financial support in all promotional efforts and materials regarding the grant funded project.
- D. Provide updates as requested by UWFC and a final report at the end of the project or one year following receipt of the focused funding grant, which ever occurs first. The final report should include the following information:
 - a. The status of the outcomes that were expected to be achieved as stated in the funding proposal.
 - b. An explanation as to why expected outcomes were not achieved, if applicable.
 - c. The actual outcomes that were achieved, including the number of clients served and the number and percentage of people achieving the indicators used to measure the outcomes.
 - d. Unexpected challenges or successes experienced by the project.
 - e. Proposed changes to the project as a result of the outcome findings.
 - f. The current status of the project and plans for the future.
 - g. An updated logic model with year-end results for grants of \$20,000 or more.
 - h. A financial statement for the project, including actual revenue and expenses compared to budget.
- E. Obtain and maintain federal, state or local licenses or permits that are required to implement UWFC funded programs and achieve outcome indicator targets.

II. Additional Provisions

- A. United Way's method and frequency of payment will be stipulated in the award letter.
- B. The Agency may terminate this Agreement by providing a thirty-day written notice to the Board of Directors of UWFC. Funds intended for use after date of termination shall be returned to UWFC.

C. UWFC reserves, in its sole discretion, the right to withhold, adjust or cancel grant payments based upon the UWFC's President / CEO's determination of the Agency's willful failure to comply with the terms of this Agreement.

The terms of this agreement have been reviewed and accepted by the President of UWFC and the authorized Chairperson of the Agency, with the authority of their respective Board of Directors.

Chair, Board of Directors
Agency

Date Submitted

Peter C. Kelly, President
United Way Fox Cities