**NEW AGENCY APPLICATION FOR ADMISSION**

In order to be considered for United Way funding, all organizations applying must be non-profit organizations that have been declared tax-exempt by the Internal Revenue Service (IRS) and have a 501 © 3 purpose.

To be considered for an invitation to apply for United Way funding, any interested organization must submit the following as a minimum:

1. Legal name of Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Please provide a written explanation of why your organization seeks support, including the following:

* Evidence of need based on Comanche County Needs Assessment or other accessible document produced by a reputable source
* Evidence that the proposed program does not duplicate existing programs
* Evidence the request will support new and creative approaches to address longstanding or emerging community need
* Evidence that both the agency and the programs provided will be managed in an efficient manor
* Evidence that the agency will leverage other resources to maximize the benefits of United Way resources
* Evidence of documented impact including outcomes
* Other information as requested

1. Please submit the following documents with your application:

* Copy of Letter of Incorporation
* Copy of IRS not-for-profit tax exempt letter (501 © 3)
* Copy of letter showing compliance with State of Oklahoma charitable registration regulations
* Copy of by-laws
* Copy of non-discrimination policy
* Copy of Annual Audit performed by an independent CPS using generally accepted accounting principles
* Copy of most recent IRS 990
* Current Board of Directors list

1. Organization must also comply with the “Criteria for Admissions Guidelines” which accompany this application.