

IMPACT PHILANTHROPY FY 26-27 SOUTHERN LITCHFIELD COUNTY BASIC NEEDS FREQUENTLY ASKED QUESTIONS - Last Updated: 5/14/2026



The following questions have been asked about our Impact Philanthropy **Southern Litchfield County (SLC) Basic Needs** grant opportunity:

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New questions are highlighted in yellow

General

1. Who is eligible?

The following requirements must be met for an application to be considered for funding through the Impact Philanthropy **SLC Basic Needs** Grant Program. The organization:

- Must be a 501(c)(3) nonprofit organization **OR** have a Fiscal Sponsor that has nonprofit status.
- Must have an active and current registration with the CT Secretary of State and CT Department of Consumer Protection
- Serves clients in the UWCWC service area of **Southern Litchfield County** (Bridgewater, Kent, New Milford, Roxbury, Sherman, Warren, and Washington).
- Serves **ALICE households**—those living at or below the ALICE Threshold, including Federal Poverty Level
- Demonstrates that it provides services in **one or more of the ALICE Household Survival Budget Basic Needs categories**:
 - **Housing**: rent/mortgage assistance, shelter services, etc.
 - **Education & Child Care**: enrichment activities for children, educational opportunities for any age, summer camp, etc.
 - **Food**
 - **Health Care**: physical, mental, holistic, and substance abuse services.

2. Why are not all the ALICE Household Survival Budget Basic Needs categories listed under the eligibility section?

The following categories are not listed in the eligibility section of the SLC Basic Needs process:

- Utilities: water, electricity, heat, etc.
- Transportation: auto repairs, DMV fees, insurance costs, etc.
- Technology: internet, cell phone services, etc.

We chose to take out these categories because they are often a part of programs or services which have a main focus on the other categories, i.e., Housing programs often include Utility assistance as well.

If your organization would like to apply in one of these categories, please contact the Community Impact Team at communityimpact@unitedwaycwc.org to ensure your organization is eligible.

3. Can grassroots or volunteer-run groups apply?

Yes, grassroots and/or volunteer-run groups can apply. If your organization does not currently have an IRS 501(c)(3) status however, you will need a fiscal sponsor. Learn more about what a fiscal sponsor is [here](#).

Please note that UWCWC is unable to be the fiscal sponsor for organizations applying for a UWCWC grant.

4. What are examples of eligible expenses?

- Personnel (staff costs – including programmatic & operating)
- Equipment/supplies
- Technology/software
- Assistance to individuals
- Indirect costs (rent, utilities, other administrative expenses)
- Research and evaluation
- Professional conferences, development, fees and travel

5. What's the average award typically given through this grant process? How many grants are usually given in a typical year? How many applicants do you typically have for this grant process?

This is the first year we are focusing Basic Needs grants on the Southern Litchfield County region. We expect to award approximately 3-4 grants, with grant awards ranging from \$1,000 to \$7,000.

6. How do I access the application portal, e-CImpact?

Here is the direct link to UWCWC's e-CImpact grants management portal: <https://agency.e-cimpact.com/login.aspx?org=08090F>

If you have searched for e-CImpact through your internet browser, you will most likely land on the general login page which asks you for an Organization Code. This Org Code refers to UWCWC's instance of e-CImpact and is as follows: **08090F**. After entering this code, complete your Username and Password as you would normally.

If this is your first time registering for e-CImpact, please follow the Registration Instructions found on the 'Grant Opportunities' page of our [website](#).

7. Can I submit multiple applications?

No, organizations can only submit one application for the SLC Basic Needs grant process.

8. What is UWCWC's policy regarding using Artificial Intelligence (AI) to assist in the grant writing process?

UWCWC welcomes the use of AI tools to improve nonprofit efficiency and support the refinement of grant application materials. However, we've observed that AI can over generalize concepts, sometimes resulting in responses that do not capture the impact areas and categories key to our approach. We recommend organizations keep a human in the loop to ensure the application reflects your voice and verify that the information aligns with UWCWC's focus.

9. If we have an emergency come up, are we able to ask for an extension to submit the application?

Yes, but you must reach out to **Victoria Scofield at least five (5) business days** prior to the existing deadline. For this process, the final date to request an extension for emergency reasons is **Thursday, May 21, 2026**.

In an email to Victoria, please specify the reasons for the request and the proposed extension date. Please note that extensions can be no longer than 10 calendar days after the existing deadline. Written approval or denial of requests for extensions will be sent to the organization's primary contact via email.

10. When will applicants be notified?

The expected award notification date is currently **Friday, June 26, 2026**. The notification will come by email through the e-CImpact grant portal. Please be on the lookout for an email from: admin@ecimpact.com.

11. What support is available to applicants?

The Community Impact Team is responsible for implementing the Impact Philanthropy Grant program and is an important resource for organizations interested in applying. There are several ways to connect with us to get more information:

- **Impact Philanthropy SLC Basic Needs Grant Live Information Sessions:**
 - Find the session link in the "How to Apply" section of the NOFA.
 - A recording will be shared with all registrants and posted on [e-CImpact](#).
- **Friday Q & A Lunch Hours (During the application period):**
 - Every Friday from 12:00 – 1:00 pm (Fridays, May 8, 15, and 22, 2026)
 - Drop in anytime with questions – no set agenda; topics depend on participant inquiries.
 - [Teams Link for Lunch Hours](#) – Use this same link each Friday to join.
- **One-on-One Support:**
 - Contact a member of the Community Impact Team via email (communityimpact@unitedwaycwc.org) or phone (203-883-6704).
 - If unavailable, leave a voicemail – we'll respond within 48 hours

12. Can we apply for multiple United Way grants (Basic Needs, others)?

Yes. Organizations may apply for multiple UWCWC grant opportunities, as long as they meet each program's eligibility requirements.

13. Is the funding truly unrestricted? Can it support general operations?

Yes. Funds are unrestricted and may be used for general operating support or program costs, even if the use changes after the award due to organizational needs.

Alignment

1. We do not do intake forms for our services. For income data, we use % of students receiving free and reduced-price meals. Would you please clarify that this data point aligns with ALICE levels?

Yes, ALICE households include those that may receive free and reduced-price meals. For more information on the current ALICE Threshold levels, [click here](#). On this page, we recommend scrolling down until you see the 'ALICE Household Survival Budget Calculator', where you can choose your 'Planning Region' (note that SLC towns are separated into two regions: Western CT Planning Region-contains the towns of Bridgewater, New Milford, and Sherman-and Northwest Hills CT Planning Region-contains the towns of Kent, Roxbury, Warren, and Washington) and the household composition to identify the ALICE Threshold.

2. Are there any restrictions on Education opportunities, e.g. age, afterschool vs. in school, etc.?

There are no strict restrictions on education-related opportunities. We welcome applications for a range of educational programs, whether they serve youth or adults, take place in-school or after school, or focus on traditional or non-traditional learning. Additionally, you could use these funds to offer tuition or registration scholarships for students.

Our main priority is ensuring that your organization aligns with the goals of the Basic Needs grants and demonstrates meaningful impact on the community. If you have a specific initiative in mind and are unsure about fit, we're happy to discuss further!

3. How does the ALICE budget change as children grow and household composition changes?

The ALICE Household Survival Budget changes based on household composition and children's ages. Child care costs decrease as children enter school, and ALICE thresholds are calculated differently for infants, school-age children, additional adults, and older adults. We encourage agencies to review the [United for ALICE Connecticut website](#) and the [2025 ALICE Threshold sheets](#) to explore detailed, location-specific comparisons by family type.

4. Can a tax-exempt municipal department (not a 501(c)(3)) apply for this grant?

Yes. Municipal departments that are tax-exempt under a different IRS designation are still eligible to apply. A 501(c)(3) status is not strictly required for government or quasi-governmental agencies.

5. What does the Connecticut registration requirements mean?

You must be registered with both the Connecticut Secretary of State and the Connecticut Department of Consumer Protection to legally operate as a nonprofit in Connecticut.

Attachments

1. What attachments, if any, are required?

Required

- **Most recent Organization Annual Operating Budget** – We are looking for the total operating expenses for your organization for the fiscal year in whatever format or documentation you normally use. We are not looking for the budget for a project or program of your organization, even if you are hoping to apply for funding solely for that project or program.

Optional

- *(If available)* **Organization's Most Recent Annual Report** – This will help give the reviewers a better understanding of your work.
- *(As needed)* **Fiscal Sponsorship Agreement** – Please submit a copy of the signed Fiscal Sponsorship Agreement between your Fiscal Sponsor and the Community-Based Organization.
- **Other Materials** – Please provide any additional materials that you feel will add to your application. Please submit these materials in a single PDF/Word document.

2. If an agency wants to explain how the funds will be used for a specific program, should they include a program budget in addition to the organizational operating budget?

Only the most recent organizational annual operating budget is required. Program-specific budgets are optional and may be included if helpful, particularly for agencies applying with a specific use in mind.

Review Process

1. What happens after I apply?

After you submit your application on e-CImpact or by email to communityimpact@unitedwaycwc.org, it will move through the following steps:

- Staff Technical Review** (about 1 week after the deadline)
United Way Community Impact (CI) staff will review your application to make sure all required information and documents are included. They will also complete basic eligibility checks (such as IRS status and state registrations).
- Committee Review**
Once the technical review is complete, your application will be shared with the Review Committee. Committee members will evaluate applications and develop funding recommendations.
- Board Approval**
Funding recommendations are then submitted to the UWCWC Board of Directors for final approval. After the Board makes its decision, applicants will be notified. We expect this notification to be shared by Friday, June 26, 2026

2. Who reviews the applications?

Applications are reviewed by a committee of community volunteers and partners who bring a range of lived and professional experiences to the process. Our committee members often include individuals from nonprofit organizations, community leaders, and others with a strong understanding of local needs and priorities.

We intentionally build committees that reflect the diversity of the communities we serve and value perspectives from those who are closely connected to the issues addressed by the funding.

All reviewers receive training, guidance, and a shared rubric to support a thoughtful, consistent, and equitable review process.

Reporting Requirements

1. What will the reporting requirements for the SLC Basic Needs grants be if awarded funding?

There will be two reports due for both grants: a mid-year check-in/site visit and a year-end written report.

- Mid-Year Check-In/Site Visits** – Completed during the months of January and February 2027
 - A 30- to 45-minute check-in with UWCWC staff to learn more about your work.
- Year-End Report** – Due July 15, 2027
 - Partners will provide information and updates on the following components:
 - Program/organization results (people and communities served; comments on successes, challenges, and learning experienced.)
 - Comments on capacity build, if any
 - Reflection on the past year
 - At least one success story

5. Demographic information on participants served, including age, gender, race/ethnicity, income level, etc.

Fiscal Sponsors

1. Who can be a Fiscal Sponsor?

Any organization or business that meets the eligibility requirements for a UWCWC grant. **UWCWC cannot be the fiscal sponsor for organizations applying for a UWCWC grant.** An organization does not need a fiscal sponsor if they already have 501(c)(3) nonprofit status.

2. What does a Fiscal Sponsor do?

The fiscal sponsor is a third-party organization that handles various financial and administrative duties on behalf of another organization or collaborative. The fiscal sponsor assumes financial and legal responsibility of the funds/project, receiving and distributing funds to the project team. Using a fiscal sponsorship arrangement offers a way for a cause to attract donors even when it is not yet recognized as tax-exempt under Internal Revenue Code Section 501(c)(3). In essence, the fiscal sponsor serves as the administrative “home” of the cause.

The exact division of tasks between the grantee and fiscal sponsor should be agreed upon after reviewing the grant process NOFA and acknowledging a mutual understanding of each other’s responsibilities

3. Are there any additional documents required when applying under or as a Fiscal Sponsor?

Organizations choosing to work with a fiscal sponsor will be required to submit a copy of their signed fiscal sponsorship agreement.

Payment/Fund Disbursement

1. What is the grant agreement process like?

If the organization is selected for a UWCWC Grant – either partially or fully – the organization will receive an official Funding Letter, Grant Guidelines, and Grant Agreement.

By executing the Grant Agreement, the organization accepts all UWCWC funding as awarded in the Funding Letter. For the organization to receive the awarded funds, the organization must agree to all UWCWC requirements for the accepted funding, as outlined in the Grant Agreement. The Agreement must be signed and dated by the Organization’s Executive Director/CEO/President or organizational authorized signatory (i.e. Chief Financial Officer). United Way uses the e-CImpact platform to distribute and execute the Agreements.

2. What if I need to make material (budget, outcome, etc.) changes due to the level of funding awarded or if the organization elects to decline funding?

In both cases, please email Victoria Scofield at Victoria.scofield@unitedwaycwc.org as soon as possible after receiving your Funding Letter. The email should outline the reasons for changes or declined funding.

3. How will grant awards be disbursed? In one lump sum or installments?

By default, we usually pay our Impact Philanthropy grants in quarterly payments, unless you receive less than \$5,000 in grant funds. Organizations that receive less than \$5K in grant funds will receive one lump sum payment at the beginning of the funding period.

4. Are grants funds paid upfront or reimbursed after expenses are submitted?

Funding is front-loaded. For grants at or below the award range for this process (up to \$7,000), funds are generally paid in full upfront once the grant agreement and required financial documents are completed. Quarterly payments are not expected for this grant cycle.

5. When does UWCWC typically send out award installments?

Since we typically pay out the Impact Philanthropy grants in quarterly payments, the typical installment timeline is as follows:

Installment	Timeline
First – Quarter 1 *	July or August 2026 **
Second – Quarter 2	October 2026
Third – Quarter 3	January 2027
Fourth – Quarter 4	April 2027

**Note agencies that are awarded \$5,000 or less will be paid in full in the First Installment.*

***The First Installment payment date may vary depending on when we receive all required grant agreement documents from your organization.*

6. What payment options do we have to receive UWCWC funding?

All organizations that receive UWCWC funding have two payment options to choose from:

- Electronic Funds Transfer (deposit directly into a bank account)
 - If an organization chooses this option, they will have to complete our Authorization Agreement for receiving Automatic Deposits (ACH) Form **and** provide a copy of either a Voided Check **or** a Bank Verification Letter.

OR

- Check

Both payment options will also require the organization to complete a W9 Form.

Previously funded by UWCWC? You may not have to provide these payment documents again. To see what we have on file for your organization, please review the e-CImpact 'Compliance' section. Contact Victoria Scofield if you have any questions.

Applying with a Fiscal Sponsor? Please have your Fiscal Sponsor submit the payment documents. They will also need to co-sign the Grant Agreement in e-CImpact.