

INFORMATION ONLY



Agency Agreement

2024-2025

United Way of Western Nebraska exists for the purpose of providing a single unified source of raising and dispersing contributions to assist in meeting the human service needs in Western Nebraska.

The undersigned participating Agency is qualified to receive deductible charitable contributions under Section 501(c) 3 of the Internal Revenue Code of 1954, as amended and, United Way of Western Nebraska and the Agency desire to enter into an agreement effective July 1, 2024 to June 30, 2025, setting forth the respective responsibilities of said entities as hereafter set forth.

Therefore, United Way of Western Nebraska ("United Way") and the Agency agree as follows:

1. Both parties hereby acknowledge that the Agency shall retain its distinct identity, administer its own affairs, and establish, maintain, and pursue its own internal policy, but shall at all times be in compliance with the uniform rules, regulations and standards which may from time to time be prescribed by the United Way Board of Directors.
2. Agency agrees to accept the apportionment of funds as approved by the United Way Board of Directors.
3. Agency agrees to maintain responsible management with a rotating membership of its Board of Directors of accountable and reputable residents, which shall meet at least four times yearly.
4. Agency agrees to cooperate with other agencies to prevent duplication of services and promote efficiency and economy of administration.
5. United Way will use its best efforts to conduct a comprehensive fundraising campaign on an annual basis. United Way agrees to, throughout the year, to collectively promote the interest and work of all participating agencies that derive financial support through the United Way campaign (the "Campaign").
6. Agency agrees to give its full and active support to the Campaign, including use of the Agency's volunteer members, board members and professional staff, when reasonably requested by the United Way. If the Agency has full or part-time employees, the Agency will make the United Way materials available and afford employees the opportunity to financially contribute to the Campaign.
7. Agency shall accurately and fully complete grant reports and submit the same to United Way as follows:
 - a. Midyear Grant report no later than December 31st of the respective year;
 - b. Final Grant no later than July 31st of the respective year.

Failure to file any reports may result in the suspension of future United Way funding.



8. Agency agrees to identify their participation as a United Way agency throughout the duration of this agreement, including but not limited to, utilizing United Way name and logo on agency communications, media releases and printed material (i.e. letterhead, brochures, etc.).
9. Agency is strongly encouraged to fundraise outside the period of October 1 through November 30th of each year. Agency funding may be impacted if Agency fails to adhere to this recommendation. All funds solicited during this period must be reported in United Way's funding application and will be taken into consideration at the time of funding.
10. This agreement shall be executed each year between participating agencies and United Way. The signed agreement must be completed prior to the receipt of any United Way funding.
11. United Way reserves the right, in its sole and ultimate discretion, to discontinue funding to any Agency at any time, request reimbursement of funds previously distributed, or prohibit the Agency from participation in future funding opportunities. Grounds for such recourse may include, but are not limited to: instances of misconduct by the Agency or its members, misuse of funds by the Agency or its members, failure to adhere to this agreement, failure to file necessary grant reports, and other actions not within the spirit of this agreement.

Agreement entered into this _____ day of _____, 2024.

AGENCY

INFORMATION ONLY

Agency Name:

Agency President Signature:

Agency Director Signature:

UNITED WAY OF WESTERN NEBRASKA

United Way President Signature:

United Way Executive Director Signature: