



2026-2028 Grant Agreement between Rice County Area United Way and Partner Agency

This Agreement is made and entered into between Rice County Area United Way (hereinafter “United Way” or RCAUW) and the Partner Agency (hereinafter “Partner Agency”).

United Way values the work of the Partner Agency in improving the lives of members of the Rice County Area Community.

REPORT

Financial records

Both parties agree to keep comprehensive and accurate financial records that conform to basic accounting and financial reporting requirements, and to have these records audited annually by an independent auditing firm. (Agencies with an annual budget under \$500,000 may only require an external review.) Annual reporting of financials, clients served, and other reasonable information will be required. Partner Agency agrees to return any unspent or improperly spent funds and to notify United Way of any significant changes in the program.

Interim Report

Partner Agency agrees to report to the United Way by Feb. 1, 2027, telling us whether it is on track (a simple “yes”) or if changes are being made in what the grant was designed to provide. In the latter case, we would require an explanation of what has changed and how that is impacting progress.

Year-End Report

Please plan to submit a year-end report by May 31, 2027 and by May 31, 2028 (for two-year grants). We will provide a form for your year-end report each year. We ask that you measure the outcomes you projected in your application that result from programming supported by the grant you receive. We understand that for a year-long report, you may need to project ahead one month until the end of June or adjust the report to fit your fiscal year. The end-of-year report helps us report progress to our community.

PROMOTE

During the month of October, when RCAUW runs its annual fundraising campaign, Partner Agency will support RCAUW by creating a social media posting, newsletter article, or other form of publicity recognizing what has been made possible at your agency thanks to United Way funding. Please tag Rice County Area United Way on any Instagram or Facebook posts. Also during the month of October, please refrain from hosting major fundraising events.

PUBLICIZE

Partner agency agrees to:

- RCAUW listing its partnership with the agency and the agency's activities in reports, social media and solicitations
- Share photos, with appropriate releases, with RCAUW so that we may use them in our impact report and on our social media
- Comply with United Way branding, including placing the United Way logo on your website
- Post your "Supported by Rice County Area United Way" window cling in a prominent location in your office

TERMINATION

Either party may terminate the Grant Agreement by providing at least 14 days' notice of intent and rationale. Undisbursed funds may be cancelled. Unexpended funds must be promptly returned if:

- United Way determines that the Partner Agency has not performed in accordance with the Grant Agreement.
- Partner Agency loses its exemption from federal income taxation under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended.
- Partner Agency ceases program operations.

ACCEPTANCE OF GRANT

To acknowledge and accept the Grant terms, including the above requirements, and to receive the grant funds, please return a signed copy of this page by June 30, 2026, to:

Rice County Area United Way

P.O. Box 56

Northfield MN, 55057

Or by email: Laura@ricecountyunitedway.org

