

Mitchell United Way  
Official Application Forms

Agency \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

For the Fiscal Year

\_\_\_\_\_ to \_\_\_\_\_

Submitted to the Mitchell United Way

Date \_\_\_\_\_



Summary Information, Page 2

3. Target Population served: (Age, Gender, Special Interest, etc.)

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4. Number of unduplicated individual units served in this United Way Area:

(3 years ago \_\_\_\_\_ 2 years ago \_\_\_\_\_ Last year \_\_\_\_\_ )

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5. Geographic Area Covered:

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6. Does the Agency anticipate improved services or consolidations/mergers in the future?

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7. How will this be financed?

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8. What Supplementary Fund raising activities does the Agency conduct?

Activity:                      Net \$ Results    Area Covered                      Month conducted

Financial Highlights	Last year	This year	Next year
Total support & revenue All sources (BF 1: Line 1-13)			
Total expenses (BF 1: Line 14-30)			
Net Gain or Loss (BF 1: Line 37)			
Allocation requested from this United Way			
Allocation requested from other United Way			

Agency Budget Form

Description	Fiscal 20__ Last year Actual	Fiscal 20__ This year budgeted	Fiscal 20__ Next year proposed
<u>Support Revenue and Expenses</u>			
1. Allocation From this United Way			
<u>Public Support &amp; Revenue (2-14)</u>			
2. Contributions			
3. Special events			
4. Legacies & Bequests (Unrestricted)			
5. Contributed by Assoc. Organizations			
6. Allocated by other United Ways			
7. Fees- Grants from Government agencies			
8. Membership dues			
9. Program Service Fees & net revenue			
10. Sale of Materials			
11. Investment Income (Other then related foundation)			
12. Support form related foundation			
13. Miscellaneous Revenue			
<b>14. Total Support and Revenue</b>			
<u>Expenses (Line 15 through 30)</u> (Do not include depreciation)			
15. Salaries			
16. Employee Benefits			
17. Payroll Taxes, Etc.			
18. Professional Fees			
19. Supplies			
20. Telephone			
21. Postage and Shipping			
22. Occupancy (Utilities, Bldg. rent & Maintenance)			
23. Equipment Rental & Maintenance			
24. Printing & Publications			
25. Travel			
26. Conferences, Conventions & Meetings			
27. Specific Assistance to Individuals			
28. Membership dues			
29. Awards and grants			
30. Miscellaneous or Other			
Support Services to Headquarters			
<b>31. Total Expenses (Do not include depreciation)</b>			

