



**United Way
of Williamson County**

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United Way of Williamson County

2011 Janet Engvall McTigue Advancing Excellence Award

United Way of Williamson County (UWWC) established the Janet Engvall McTigue Advancing Excellence Award to honor Janet Engvall McTigue, former Executive Director of Georgetown Area United Way, and her strong commitment to strengthening nonprofit organizations serving the people of Williamson County.

Purpose and Criteria

The award will be given to a nonprofit organization in order to strengthen its business infrastructure – to advance excellence within their organization. Examples of award use: strategic planning, board development, staff training, audit support, etc. The award is not intended for nonprofit start ups, program support or salaries.

Award Amount: \$10,000

Eligibility Requirements:

- A legal nonprofit with IRS 501(c)(3) tax status.
- Provide services in Williamson County.
- Have an active, representative voluntary governing body, with regular meetings and with policy setting authority.
- Funds to be used to advance excellence within the organization – a project that elevates the nonprofit organization to a higher level.
- Funded project to be completed in 2011.
- Funded agency will provide a follow up report to UWWC by December 31, 2011 describing project results.

Nomination Process:

Nonprofit organizations are invited to submit a two-page proposal stating the need for the funds and how the funds will be used to advance their nonprofit organization to the next level of excellence. The proposal should include a timeline for how the award monies will be spent by December 31, 2011. The proposal must be signed by the nonprofit organization's Executive Director/Chief Executive Officer and Board of Directors Chairperson. Letters of support from community members may be attached.

Proposal Instructions:

- No more than two pages.
- One (1) inch margins on all sides.
- Typed in Arial font with the font size no less than 10pt and no more that 13pt.
- Italics & bold are allowed.
- First page printed on organizational letterhead, second page on plain paper.
- Paper clipped, do not staple.

- Should include (but is not limited to) the following within the proposal document:
 1. Brief description of the nonprofit organization with mission statement. (Please limit this section to two to three short paragraphs.)
 2. Proposed project. The following must be included:
 - Description of the need for the funds.
 - Scope of project, including but not limited to, project goals and expected outcomes, project structure and method of implementation, staff, board and volunteers involved, project location(s).
 - The nonprofit organization's strength and ability to deliver on the project.
 - Project timeline.
 - Project budget.
 - An evaluation criterion that demonstrates project effectiveness including short-term and long-term impacts of the project for the nonprofit organization. Be sure this includes how the project will advance the nonprofit organization to the next level of excellence.
 3. Must be signed by the Executive Director/Chief Executive Officer and the Board of Directors Chairperson.
 4. Include a copy of your IRS 501(c)(3) determination letter.
 5. Include a list of the nonprofit organization's Board of Directors with 2011 meeting dates.

Deadline for Nominations: Delivered or postmarked by October 14, 2010. Deliveries to UWWC Office must be made prior to 4:30 p.m. to 1111 North IH-35, Suite 220 Round Rock, TX 78664.

UWWC Review Process:

The review process will be conducted by the UWWC Community Impact Committee (CIC). The CIC will review all nominations and determine a recommendation. The CIC will present the recommendation to the UWWC Board of Directors for their final approval.

Award Presentation:

Janet Engvall McTigue's family and UWWC will present the award at a special event to be held in February.