Union County/New Albany Initiative to Excel (UNITE)

GRANT GUIDELINES

Union County/New Albany Initiative to Excel (UNITE) is a non-profit organization, operating as an affiliate of CREATE Foundation. Its purpose is to improve the quality of life for individuals in Union County. The Board of Directors manages the grant process by receiving and evaluating grant applications and making recommendations to the CREATE board for final approval.

The following policies govern the grants awarded from UNITE.

1. UNITE only considers grant applications from 501(c)(3) non-profit, tax-exempt organizations providing services in Union County.

2. UNITE considers requests for funding of startup projects and/or projects that show expansion of programs/services.

3. UNITE typically does not provide funding for salaries, building projects, or continuing operational support to sustain programs or projects.

Application Submission Procedures

Grant applications are due Monday, December 7, 2026.

Applications may be delivered to the UNITE office by 2:00 p.m., Monday, December 7, 2026. The UNITE office is located at 135 E. Bankhead Street, New Albany in the former U. S. Post Office building.

Applications may be mailed to UNITE, P. O. Box 125, New Albany, MS 38652. Applications postmarked on or before December 7, 2026 will be accepted.

Applications may be submitted before the deadline, however, applications received after the deadline **will not** be considered.

Attach a copy of the 2026-2027 operating budget to include sources of income and estimated expenses for the coming year, a list of current officers/board members with their email addresses and a copy of official 501(c)(3) status to the application.

Submit a total of ten (10) copies of the grant application. The application MUST be typed. Applications should be affixed with PAPER/BINDER CLIPS and HOLE-PUNCHED to fit a standard three-ring binder. DO NOT STAPLE.

If grant applicants have questions, contact Collett Cross, UNITE Executive Director, by calling/texting 662-316-0808 or emailing <collettbcross@gmail.com>

DO NOT INCLUDE THIS PAGE WITH YOUR GRANT APPLICATION

Grant Application

Applicant Agency: _____
Mailing Address: _____
Contact Person:_____Telephone: _____
Email: _____
Amount Requested from UNITE: _____ Amount from Other Sources:_____

How many individuals will be served or benefit from the UNITE grant?_____

How will UNITE grant funds be used? How will those served directly benefit?

Why are you applying to UNITE?

What is the mission statement of your agency?

How does your agency improve the quality of life for the residents of Union County?

Explain how your organization is now funded.

Why is your agency deserving of a UNITE grant?

If your agency has previously received a UNITE grant, provide documentation/evidence of how you have publicized and/or promoted UNITE?

How were the 2025 funds used?

If you are a first time grant recipient, how will you publicize and/or promote UNITE?

Budget Proposal – Sources and Uses of Funds

The budget proposal should include items to be purchased for the project.

Budget Item (be specific)	Funds requested From UNITE	Funds from your organization	Funds from other sources		Total Funds
			Amount of funds	Name of contributing organization	
1.					
2.					
3.					
4.					
5.					
6,					
Total of Budget Items					

Name of Individual Completing Application **Date Submitted**

Evaluation Requirements: *If your organization is awarded a grant from UNITE, you may be asked to complete and submit UNITE evaluation forms as stipulated in our award letter to you, and include the UNITE logo in your publicity materials.*

Application Checklist to be completed by applicant:

Yes	**No**	**Submission Criteria Requirements**
		Did **NOT** include Grant Guidelines, cover sheet or cover letter
		Did include copy of current budget
		Did include list of current officers/board members with contact information
		Did include copy of 501(c)(3) eligibility
		Did provide ten (10) copies
		Did **NOT** staple copies
		Did 3-hole punch to fit standard 3-ring binder
		Did provide documentation/evidence of how you have publicized and/or promoted UNITE